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# 2018-2022 THURSTON COUNTY AND OLYMPIA REGIONAL CONSOLIDATED PLAN

Prioritizing HOME and Community Development Block Grant Resources

May 2018

## Table of Contents

Executive Summary.....	5
ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b) .....	5
The Process .....	10
PR-05 Lead & Responsible Agencies - 24 CFR 91.200(b).....	10
PR-10 Consultation - 91.100, 91.200(b), 91.215(l) .....	12
PR-15 Citizen Participation - 91.105, 91.200 ( c ).....	28
Citizen Participation Plan.....	28
Purpose of the Citizen Participation Plan .....	28
Anti-Displacement and Anti-Relocation Plan.....	29
How Citizens Can Participate .....	29
Citizen Participation Requirements .....	30
Technical Assistance .....	32
Public Education.....	32
Public Hearings/Public Notices .....	33
Substantial Amendments to the Consolidated Plan, the Annual Action Plan, or the AFH .....	34
Distribution of Funds .....	35
Citizen Participation Advisory Group .....	35
Public Complaints/Grievances .....	35
Needs Assessment .....	37
NA-05 Overview .....	37
NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c) .....	38
NA-15 Disproportionately Greater Need: Housing Problems - 91.205(b) (2).....	48
NA-20 Disproportionately Greater Need: Severe Housing Problems: 91.205 (b) (2) .....	52
NA-25 Disproportionately Greater Need: Housing Cost Burdens - 91.205 (b) (2).....	56
NA-30 Disproportionately Greater Need: Discussion - 91.205 (b)(2) .....	58
NA-35 Public Housing - 91.205 (b) .....	60
NA-40 Homeless Needs Assessment - 91.205 ( c ).....	65

NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d).....	70
NA-50 Non-Housing Community Development Needs - 91.215 (f).....	73
Housing Market Analysis.....	79
MA-05 Overview .....	79
MA-10 Housing Market Analysis: Number of Housing Units - 91.210(a)&(b)(2).....	81
MA-15 Housing Market Analysis: Cost of Housing - 91.210(a).....	86
MA-20 Housing Market Analysis: Condition of Housing - 91.210(a).....	89
MA-25 Public and Assisted Housing - 91.210(b).....	93
MA-30 Homeless Facilities and Services - 91.210(c).....	95
MA-35 Special Needs Facilities and Services - 91.210(d).....	97
MA-40 Barriers to Affordable Housing - 91.210(e).....	99
MA-45 Non-Housing Community Development Assets - 91.215 (f).....	100
MA-50 Needs and Market Analysis Discussion.....	107
Strategic Plan .....	108
SP-05 Overview .....	108
SP-10 Geographic Priorities - 91.215(a)(1) .....	110
SP-25 Priority Needs - 91.215(a)(2).....	111
SP-30 Influence of Market Conditions - 91.215 (b).....	116
SP-55 Strategic Plan Barriers to Affordable Housing - 91.215(h).....	135
SP-60 Homelessness Strategy - 91.215(d) .....	137
SP-65 Lead-based Paint Hazards - 91.215(i) .....	140
SP-70 Anti-Poverty Strategy - 91.215(j) .....	142
SP-80 Monitoring - 91.230 .....	145
Urban County CDBG Program.....	145
.....	156



## Executive Summary

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

#### 1. Introduction

The Consolidated Plan is a planning document required by the U.S. Department of Housing and Urban Development (HUD) to be submitted every three to five years by all jurisdictions that receive Community Development Block Grant (CDBG) program and HOME funds. The Consolidated Plan identifies housing, homeless and community development needs, and determines strategic priorities for the use of CDBG and HOME funds over the ensuing plan period.

The City of Olympia Community Planning and Development Department (CPD) and the Thurston County Housing and Community Renewal Program are the lead entities responsible for overseeing the development and administration of the *2018-2022 Regional Consolidated Plan*. Thurston County and Olympia are again submitting a combined regional plan for CDBG and HOME funding. The City of Olympia has a CDBG entitlement, separate from the County. Thurston County became eligible as an “Urban County” to receive a CDBG entitlement since October 2012 when HUD has determined that the population numbers qualified Thurston County plus the cities of Lacey, Tumwater, Rainier, Yelm, Tenino and the Town of Bucoda as an Urban County, eligible to receive directly CDBG Entitlement Funds. Thurston County also receives HOME funding, which is included automatically for the Urban County region. The Urban County has entered into an interlocal agreement with the City of Olympia as a HOME Consortium, to allow HOME funds to be utilized countywide in all jurisdictions. Thurston County is considered the Participating Jurisdiction under HOME Program rules. HUD requires the needs assessment data for regional Consolidated Plans to be presented for the entire county, not segregated by jurisdiction.

This plan is the result of a nine-month planning process that examined the needs and resources of unincorporated Thurston County and the cities of Olympia, Lacey, Tumwater, Rainier, Tenino, and Yelm and the Town of Bucoda. During the process, we consulted with our community partners, other stakeholders and members of the public. The planning process brought together citizens, social service organizations, businesses, faith communities, and elected officials to review the region’s current and future housing and community development needs and develop updated priorities.

#### 2. Summary of the objectives and outcomes identified in the Plan

The Thurston County *2018-2022 Regional Consolidated Plan* identifies the development of viable communities by the provision of decent housing, a suitable living environment and the expansion of

economic opportunity. Through the housing needs analysis, input from the citizen survey, and other consultation with community partners, Thurston County and the City of Olympia have developed a proposed strategic plan with six priorities for the use of CDBG and HOME funds.

The six strategic goals provide a framework for the annual Action Plans, which identify specific activities to be funded each year. The goals are:

- **Affordable Housing:** Maintain, enhance, and expand the supply of rental, homeownership, and special needs Affordable Housing for-low income populations;
- **Economic Development:** Identify and create opportunities for Economic Development programs that principally benefit low-income people;
- **Public Facilities and Infrastructure:** Identify priority projects that serve low-income populations throughout the county;
- **Social Services:** Provide essential social services, termed Public Services for low-income and special needs populations;
- **Homeless Continuum of Care:** Create a comprehensive Homeless Continuum-of-Care system that is responsive to the needs in our community (County-only strategy for non-federal HOME funds); and
- **Land Acquisition:** The Acquisition of land to support the development of new affordable housing, public facilities, infrastructure, or other CDBG-eligible activities to meet the needs of low-income residents.

Strategic goals are broad in nature and are specifically designed to address all needs identified in the Consolidated Plan. Each year these strategies will be used as the framework from which to identify the specific activities to be pursued and shall be presented in an annual Action Plan.

### 3. Evaluation of past performance

The goals and priorities selected for the 2018-2022 Consolidated Plan are informed by the activities and performance of projects selected by Thurston County and the City of Olympia during the 2013-2017 program years. Strong-performing activities that were funded illustrate the types of activities Thurston County and the City of Olympia intended to fund. Examples of these activities include:

- **Public infrastructure projects,** such as construction and repair of sidewalks, water lines, and recreational facilities.
- **Affordable housing projects,** including acquisition and rehabilitation of multi-family rental properties, homeowner repair programs, and new construction of single-family homes.
- **Public services activities,** including support for homeless services, youth scholarships, and services for low-income veterans.

- **Economic development activities**, such as micro-enterprise and small business training and support.
- **Public facility projects** such as community centers that support homeless services, food distribution, as well as public infrastructure projects that provide ADA sidewalks, sewer extensions and water lines, as examples.

Homeless Continuum of Care services were funded through non-federal sources to provide rapid rehousing, emergency shelter beds, diversion, transitional housing, and permanent supportive housing through a developing coordinated entry system.

#### **4. Summary of citizen participation process and consultation process**

We encouraged participation from citizens, agencies, advocacy groups, nonprofit organizations, faith communities, businesses and other stakeholders concerned with housing, homelessness and community development in Thurston County throughout the planning process. Highlights of the process include:

- Conducting a survey of stakeholders and citizens to gauge perceptions of challenges, needs and priorities for the use of CDBG and HOME funds. The survey was open from November 20, 2017 through January 1, 2018;
- Holding public hearings in April and June 2018; and
- Conducting a 30-day public comment period from May 23 to June 23, 2018 for Olympia, and June 1 through 30, 2018 for Thurston County.

#### **5. Summary of public comments**

This section will be written following the 30 day public comment period

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

This section will be written following the 30 day public comment period

#### **7. Summary**

The 2018-2022 Consolidated Plan was developed to be consistent with and support the HUD goals identified in Title 1 of the Housing and Community Development Act of 1974, as amended. All program activities and strategies discussed in the 2018-2022 Consolidated Plan are designed to further these goals and address the most critical affordable housing, homeless and community development needs in Thurston County. Recipients of CDBG, HOME and other federal funding must adopt one or more federal performance objectives and outcome categories. To meet one of the national objectives for CDBG funding, an activity must:

- **Low/Moderate Income:** Benefit low- or moderate-income persons;
- **Slum/Blight:** Prevent or elimination of slums or blight; or
- **Urgent Need:** Meet a particularly urgent community development need.

Outcome categories improve:

- **Availability or accessibility** of housing units or services;
- **Affordability** not just for housing but also of other services; and
- **Sustainability** by promoting viable communities.

The CDBG program provides funding to state and local governments for projects and activities that principally benefit low- to moderate-income people. This HUD program helps local governments develop viable urban communities by providing adequate supplies of affordable housing, a healthy living environment, and economic opportunities.

CDBG funds are some of the most flexible resources available to local governments. Communities can use CDBG funds for a wide range of activities such as rehabilitating single-family homes and apartment buildings, building community centers and public facilities, constructing water and sewer lines, supporting economic development, and providing vital social services. The fundamental philosophy of CDBG is the belief that local elected officials are best positioned to identify and prioritize local needs and to effectively allocate funding to address those needs.

HOME provides formula grants to build, buy, and/or rehabilitate affordable rental or owner-occupied housing, or provide direct rental assistance to low-income people. Communities can use HOME funds for new construction, rental assistance, and homeowner assistance.

Together, the City and the County have produced a single consolidated plan covers all of Thurston County for the CDBG and HOME programs:

- CDBG needs and funding for unincorporated Thurston County and the cities of Tenino, Yelm, Rainier, Lacey, and Tumwater and the Town of Bucoda.
- City of Olympia CDBG needs and funding.
- HOME needs and funding for all of Thurston County.

The required elements of the Consolidated Plan include:

- **Needs Assessment** An assessment of housing, homeless, and community development needs;
- **Housing Analysis** An analysis of the region's housing market;
- **Strategy Overview** A discussion of the region's strategies, priority needs, and objectives for CDBG funded activities; and



- **Annual Action Plans** for the first year of the Five-Year Plan period that describe the method for distributing funds to carry out activities in support of the strategic plan during the first year. This Consolidated Plan includes two Action Plans, one describing how the Urban County region will use CDBG funds, and one describing how Olympia will use the funds during the first year.

The Consolidated Plan will be presented to HUD on July 15, 2018. The 2018 program year will begin on September 1, 2018.

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## The Process

### PR-05 Lead & Responsible Agencies - 24 CFR 91.200(b)

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

The following are the agencies/entities 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	THURSTON COUNTY	
CDBG Administrator	THURSTON COUNTY	Public Health and Social Services
HOPWA Administrator		
HOME Administrator	THURSTON COUNTY	Public Health and Social Services
HOPWA-C Administrator		

Table 1 – Responsible Agencies

#### Narrative

The city of Olympia Community Planning and Development Department (CPD) and the Thurston County Housing and Community Renewal Program are the lead entities responsible for overseeing the development and administration of the 2018-2022 Regional Consolidated Plan. CPD's mission is to protect and enhance quality of life, sustainability, and safety through our plans, regulations, and programs. The mission of the Thurston County housing and community renewal program is to create and preserve decent affordable housing; end homelessness; and provide capital investments which improve the viability, livability, and economic stability of Thurston County communities, particularly low- and moderate-income communities.

Thurston County and Olympia are again submitting a combined regional plan for CDBG and HOME funding. HUD determined in October of 2012 that Thurston County plus the cities of Lacey, Tumwater, Rainier, Yelm, Tenino and the Town of Bucoda are designated an Urban County – i.e., eligible to receive directly from CDBG Entitlement Funds. HOME funding is included automatically for Urban County region. The Urban County has entered into an interlocal agreement with the city of Olympia as a HOME Consortium, to allow HOME funds to be used countywide in all jurisdictions. Thurston County is considered the Participating Jurisdiction under HOME program rules.

#### Consolidated Plan Public Contact Information

For questions about the CDBG and HOME programs or the Consolidated Plan, please contact:

**Gary Aden, Housing Program Manager**

Thurston County,  
adeng@co.thurston.wa.us  
(360) 867-2532

**Anna Schlecht, Housing Program Manager**

City of Olympia,  
aschlech@ci.olympia.wa.us  
(360) 753-8183

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## **PR-10 Consultation - 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

As part of the Consolidated Plan development process, federal regulations (24 CFR 91.200(b), 91.215(i)) include the requirement that a jurisdiction consult extensively with community service providers, other jurisdictions, and other entities with a potential interest in or knowledge of that jurisdiction's housing and non-housing community development issues. The following governmental and nonprofit organizations were consulted on priority housing, homeless and community development needs in Thurston County. Consultation activities included the survey; reviews of published studies, reports and plans; follow-up conversations to gather additional data and/or requests to review relevant portions of the draft 2018-2022 Regional Consolidated Plan during the public comment period.

**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(I)).**

Thurston County and the City of Olympia consulted with the following agencies/organizations in preparing the Consolidated Plan:

**Governments:** Washington State agencies, federal agencies, Pierce County, and the cities of Lacey, Tumwater, Yelm, Bucoda, Rainier, and Tenino.

**Assisted Housing Providers:** Panza, Family Support Center, Housing Authority of Thurston County, Community Action Council, South Puget Sound Habitat for Humanity, Low Income Housing Institute.

**Health Service Organizations:** Behavioral Health Resources, Capital Clubhouse, Pierce County AIDS Foundation.

**Social Service Organizations:** Community Youth Services, Together!, Interfaith Works, Olympia Union Gospel Mission, Out of the Woods, Bread and Roses, SafePlace Olympia, Salvation Army, Senior Services for South Sound, Thurston County Food Bank, Washington State Coalition Against Domestic Violence, Yelm Community Services.

**Economic Development Organizations:** Thurston County Economic Development Council, Olympia Downtown Alliance.

Both the City of Olympia and Thurston County have created Homeless Coordinator positions, to develop and implement strategic homeless plans. The City's Homeless Coordinator is working closely with the City Council and other stakeholders to develop a Homeless Plan. Thurston County is working to fill this position, which has been vacant for one year, as the county seeks to shift the Homeless Coordinator

from a contractor to county employee. The respective goals of these two Coordinators will reflect the unique challenges to each jurisdiction as well as to maximize cooperation between the county and the City. The shared regional goals will be to strengthen the network of housing, shelter and social service providers; maximize access to fiscal and other resources; mitigate negative impacts to neighborhoods and business districts; and, foremost to meet the needs of homeless individuals and those at risk of homelessness.

Lastly, Thurston County and the City of Olympia encourage and accept funding applications from housing, health care, economic development, mental health, and social service providers through annual Action Plan processes. Funded activities must address one or more regional strategic goals.

**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**

Significant aspects of the Consolidated Plan development process included consultation with the Washington State Department of Commerce (the agency which manages the Balance of State Continuum of Care), City and County staff, as well as agencies and organizations that serve the region's residents. A widely-distributed survey identified priority needs and the level of need for various community development, housing, homeless, and economic development needs. Thurston County's Homeless Coordinator contributed to the research and writing of the Homeless Needs Assessment sections. The development of the Consolidated Plan also included active citizen and agency participation, as described later in the Citizen Participation section.

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

Thurston County participates in the Balance of State Continuum of Care, managed by the Washington State Department of Commerce (Commerce). This program includes all non-entitlement communities throughout the state (those that are not direct recipients of Continuum of Care funding from HUD). Thurston County agencies receiving approximately \$800,000 annually for a variety of services through the Balance of State CoC programs. Thurston County does not receive Emergency Shelter Grant (ESG) funds and instead receives an equivalent allocation in Consolidated Homeless Grant (CHG) funds. Each non-entitlement community occasionally receives an allocation from Commerce and other state funding to address homelessness within their communities. ESG is funded by the HUD Homeless Emergency Assistance and Rapid Transitions to Housing Act of 2009 (known as the HEARTH Act).

Thurston County's relationship to the Balance of State Continuum of Care is divided by program area. ESG, CHG, and other sources are contracted to Thurston County and is subcontracted to local providers for delivery to qualified households. HEARTH Act-governed activities (McKinney-Vento programs) are

directly contracted to local providers through HUD. HEARTH Act-required planning is conducted through a local representative elected by the community of providers and informs the Balance of State Continuum of Care Planning. In Thurston County the community of providers is the Housing Task Force.

The purpose of the ESG program is to provide homelessness prevention assistance to households that would otherwise become homeless, and to provide assistance to rapidly re-house persons who are experiencing homelessness. The funds provide for a variety of assistance, including short-term or medium-term Rental Assistance, Housing Search and Placement, and Housing Stability Case Management.

After receiving the funds, decisions about priorities and which Thurston County projects to support each year are made through community-based planning efforts that involve social service providers. All programs receiving Continuum of Care (c of C) funds are required to use the Homeless Management Information System (HMIS). This data-collection system is managed by Commerce staff, and all protocols and data standards are prescribed by the agency, based on HUD-mandated federal regulations.

Once Thurston County's Homeless Coordinator position is filled, the Coordinator will serve as the C of C Coordinator. This allows the Homeless Coordinator to take steps to synchronize countywide homeless prevention and assistance planning. The City's Homeless Coordinator will also participate in the C of C.

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

1	<b>Agency/Group/Organization</b>	THURSTON COUNTY
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Thurston County is the lead agency for the Urban County CDBG program and the Participating Jurisdiction for HOME. Additionally, the county staffs the Homeless Coordinator position. As such, the County will take a lead role in coordinating between local governments, nonprofit agencies, businesses, and other stakeholders in addressing the needs of low- and moderate-income residents.
2	<b>Agency/Group/Organization</b>	OLYMPIA
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy  Fair Housing

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Olympia is the lead agency for the Olympia CDBG program. As such, the City will take a lead role in coordinating between local governments, nonprofit agencies, businesses, and other stakeholders in addressing the needs of low- and moderate-income residents.
3	<b>Agency/Group/Organization</b>	CITY OF LACEY
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Representatives from Lacey serve on the HOME Consortium and the Health and Human Services Council. The City was invited to participate in the online survey, and to attend the public hearings. The City will continue to play a key role in planning and programs to address the needs of the region's low- and moderate-income residents.
4	<b>Agency/Group/Organization</b>	TUMWATER
	<b>Agency/Group/Organization Type</b>	Other government - Local



	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment                  Lead-based Paint Strategy                  Public Housing Needs                  Homelessness Strategy                  Homeless Needs - Chronically homeless                  Homeless Needs - Families with children                  Homelessness Needs - Veterans                  Homelessness Needs - Unaccompanied youth                  Non-Homeless Special Needs                  Economic Development                  Market Analysis                  Anti-poverty Strategy</p>
	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Representatives from Tumwater serve on the HOME Consortium and the Health and Human Services Council. The City was invited to participate in f the online survey, and to attend the public hearings. The City will continue to play a key role in planning and programs to address the needs of the region's low- and moderate-income residents.</p>
5	<p><b>Agency/Group/Organization</b></p>	<p>YELM</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Other government - Local</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment                  Lead-based Paint Strategy                  Public Housing Needs                  Homelessness Strategy                  Homeless Needs - Chronically homeless                  Homeless Needs - Families with children                  Homelessness Needs - Veterans                  Homelessness Needs - Unaccompanied youth                  Non-Homeless Special Needs                  Economic Development                  Market Analysis                  Anti-poverty Strategy</p>
	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>A representative from Yelm serves on the HOME Consortium. The City was invited to participate in, the online survey, and to attend the public hearings. The City will continue to play a key role in planning and programs to address the needs of the region's low- and moderate-income residents.</p>

6	<b>Agency/Group/Organization</b>	CITY OF TENINO
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from Tenino serves on the HOME Consortium. The City was invited to participate in, the online survey, and to attend the public hearings. The City will continue to play a key role in planning and programs to address the needs of the region's low- and moderate-income residents.
7	<b>Agency/Group/Organization</b>	BUCODA
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from Bucoda serves on the HOME Consortium. The City was invited to participate in, the online survey, and to attend the public hearings. The City will continue to play a key role in planning and programs to address the needs of the region's low- and moderate-income residents.
8	<b>Agency/Group/Organization</b>	RAINIER
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from Rainier serves on the HOME Consortium. The City was invited to participate in the online survey, and to attend the public hearings. The City will continue to play a key role in planning and programs to address the needs of the region's low- and moderate-income residents.
9	<b>Agency/Group/Organization</b>	BEHAVIORAL HEALTH RESOURCES
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-Health Mental Health Services

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Mental Health Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was invited to participate in an online survey and attend the public hearings. As part of the institutional service delivery system addressing the needs of low- and moderate-income residents, the agency will continue to participate in planning and coordination efforts to best serve these populations.
10	<b>Agency/Group/Organization</b>	CATHOLIC COMMUNITY SERVICES
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was invited to participate in an online survey and attend the public hearings. As part of the institutional service delivery system addressing the needs of low- and moderate-income residents, the agency will continue to participate in planning and coordination efforts to best serve these populations.
11	<b>Agency/Group/Organization</b>	COMMUNITY ACTION COUNCIL OF LEWIS MASON AND THURSTON COUNTIES
	<b>Agency/Group/Organization Type</b>	Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was invited to participate in an online survey and attend the public hearings. As part of the institutional service delivery system addressing the needs of low- and moderate-income residents, the agency will continue to participate in planning and coordination efforts to best serve these populations.
12	<b>Agency/Group/Organization</b>	Enterprise for Equity
	<b>Agency/Group/Organization Type</b>	Services-Education Microenterprise Training and Business Support
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was invited to participate in an online survey and attend the public hearings. As part of the institutional service delivery system addressing the needs of low- and moderate-income residents, the agency will continue to participate in planning and coordination efforts to best serve these populations.
13	<b>Agency/Group/Organization</b>	Family Support Center
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was invited to participate in a an online survey and attend the public hearings. As part of the institutional service delivery system addressing the needs of low- and moderate-income residents, the agency will continue to participate in planning and coordination efforts to best serve these populations.
14	<b>Agency/Group/Organization</b>	SOUTH PUGET SOUND HABITAT FOR HUMANITY
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was invited to participate in a, an online survey and attend the public hearings. As part of the institutional service delivery system addressing the needs of low- and moderate-income residents, the agency will continue to participate in planning and coordination efforts to best serve these populations.
15	<b>Agency/Group/Organization</b>	SafePlace Olympia
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Housing and Services for Victims of Domestic Violence
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was invited to participate in a, an online survey and attend the public hearings. As part of the institutional service delivery system addressing the needs of low- and moderate-income residents, the agency will continue to participate in planning and coordination efforts to best serve these populations.
16	<b>Agency/Group/Organization</b>	Pierce County AIDS Foundation
	<b>Agency/Group/Organization Type</b>	Services-Persons with HIV/AIDS
	<b>What section of the Plan was addressed by Consultation?</b>	HOPWA Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was invited to participate in an online survey and attend the public hearings. As part of the institutional service delivery system addressing the needs of low- and moderate-income residents, the agency will continue to participate in planning and coordination efforts to best serve these populations.
17	<b>Agency/Group/Organization</b>	HOUSING AUTHORITY OF THURSTON COUNTY
	<b>Agency/Group/Organization Type</b>	Housing PHA Services-Elderly Persons Services-Persons with Disabilities Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The agency was invited to participate in a, an online survey and attend the public hearings. As part of the institutional service delivery system addressing the needs of low- and moderate-income residents, the agency will continue to participate in planning and coordination efforts to best serve these populations.</p>
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**Table 2 – Agencies, groups, organizations who participated**



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

The invitation to participate was broad and conducted through a variety of means to reach as many agencies and groups as possible. There was no decision to exclude any agency or group from the consultation process.

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

The invitation to participate was broad and conducted through a variety of means to reach as many agencies and groups as possible. There was no decision to exclude any agency or group from the consultation process.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Washington State Department of Commerce	Thurston County participates in the Balance of Washington State Continuum of Care (CoC). The Balance of Washington State CoC Steering Committee, supported by the Department of Commerce, manages an annual competition selecting and ranking projects in a consolidated application. The Committee's role includes overseeing the ongoing homeless planning process for the 33-county CoC, policy decision-making on the annual application process, advice to the state on statewide homeless planning and programming, and establishing priorities for activities to support the goals and strategies of the CoC.
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. *Plan updated in January of 2018*
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. * in draft form <a href="http://www.co.thurston.wa.us/planning/cap-facilities-plan/cap_facilities_home.htm">http://www.co.thurston.wa.us/planning/cap-facilities-plan/cap_facilities_home.htm</a> *

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
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.
Five-Year Homeless Housing Plan	Thurston County	The Consolidated Plan draws upon the five-year plan to end homelessness. 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.
2016 Homeless Census Report	Thurston County and the HOME Consortium	The Consolidated Plan relied on data from the <u>Homeless Census Report</u> 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.
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 3 – Other local / regional / federal planning efforts**

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))**

**Narrative**

The City of Olympia Community Planning and Development Department (Olympia CPD) and the Thurston County Housing and Community Renewal Program are the lead entities responsible for overseeing the development and administration of the *2018 -2022 Regional Consolidated Plan*. Olympia CPD’s mission is to protect and enhance our community’s quality of life, sustainability and public safety through comprehensive plans, development regulations and service programs. The mission of the County’s Housing and Community Renewal Program is to create and preserve decent affordable housing; end homelessness; and provide capital investments which improve the viability, livability, and economic stability of Thurston County communities, particularly low- and moderate-income

communities. The work is accomplished in partnership with the county's housing and social service providers and in cooperation with cities.

Thurston County and Olympia are again submitting a combined regional plan for CDBG and HOME funding. HUD has determined that as of October 2012, Thurston County plus the cities of Lacey, Tumwater, Rainier, Yelm, Tenino and the Town of Bucoda will be designated an Urban County, eligible to receive directly from CDBG Entitlement Funds. HOME funding will also be included "automatically" for the Urban County region. The Urban County has entered into an interlocal agreement with the City of Olympia as a HOME Consortium, to allow HOME funds to be utilized countywide in all jurisdictions. Thurston County is considered the Participating Jurisdiction under HOME Program rules. HUD requires the needs assessment data for regional Consolidated Plans to be presented for the entire county, not segregated by jurisdiction. Olympia-specific data is presented in Appendix E and may be of particular interest to Olympia stakeholders.

This plan is the result of a nine-month planning process during which we examined the needs and resources of unincorporated Thurston County and the cities of Olympia, Lacey, Tumwater, Rainier, Bucoda, Tenino, and Yelm. During the process, we consulted with our community partners and members of the public. The planning process brought together citizens, social service organizations, businesses, faith communities, and elected officials to review the region's current and future housing and community development needs and develop updated priorities.

## **PR-15 Citizen 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**

## **Citizen Participation Plan**

Citizens and other stakeholders were encouraged to participate in the development of the 2017 Assessment of Fair Housing (AFH) and the planning and evaluation of the three federal programs addressed in this Consolidated Plan:

- Urban County CDBG Program, which includes Thurston County, Lacey, Tumwater, Yelm, Rainier, Bucoda, and Tenino;
- Thurston County HOME Program, which includes Thurston County, Olympia, Lacey, Tumwater, Yelm, Rainier, Bucoda, and Tenino; and
- City of Olympia CDBG Program, which is only for Olympia.

The City of Olympia and Thurston County have developed a joint Citizen Participation Plan. This plan describes how to access information about the programs, examine the draft plans and report documents, review and comment on proposed activities, and provide comments on performance evaluations of approved activities. Citizens are also encouraged to participate in program implementation and monitoring activities.

At this time, HUD has notified the County that required implementation of the the goals or recommendations of the AFH are delayed until 2022, however the County and City can include those AFH goals as part of this joint Consolidated Plan. As a joint plan, some elements of this plan will apply broadly to the AFH and all three programs. Other sections are more specific to a certain federal program or jurisdiction, as noted.

### **Purpose of the Citizen Participation Plan**

The public planning process for the Consolidated Plan, the annual Action Plans, and the 2017 AFH provided key information to help citizens and other stakeholders understand how the proposed use of HOME and CDBG funds may impact them. This information includes:

- An assessment of needs;
- An outline of strategies;
- An identification of specific activities to be funded;
- Links each proposed activity to a federal CDBG national objective;

- An identification of intended beneficiaries;
- A clear identification of the benefit to low and moderate income persons; and
- An identification of all anticipated resources.

The general intent of these plans is to provide clear information to allow citizens and other stakeholders to understand how the City and County will invest these federal HOME and CDBG, and in particular to provide sufficient details to allow citizens and other stakeholders to understand how these programs might affect them.

### Anti-Displacement and Anti-Relocation Plan

As part of the Citizen Participation Plan, the public will be advised about the County and City plans to limit the displacement of persons through the CDBG and HOME program activities, and the ways the jurisdictions will assist any persons who may be displaced. The Anti-Displacement and Anti-Relocation Plan is included under Appendix G.

### How Citizens Can Participate

Table 21 provides an overview of how citizens can participate in the HOME and CDBG Programs and during the development of the AFH.

**Table 21. How Citizens Can Participate in the HOME and CDBG Programs**

Activity/Document	When Activity Begins	Public Comment Period	How to Participate and Access Documents
<b>Consolidated Plan</b> (Five-Year Strategic Plan)	Starts six months preceding the coming Consolidated Plan Public Comment Period	30 days	<ul style="list-style-type: none"> <li>• Public hearing</li> <li>• Public community partner meetings</li> <li>• Documents online at <a href="http://www.co.thurston.wa.us">www.co.thurston.wa.us</a> or <a href="http://www.ci.olympia.wa.us">www.ci.olympia.wa.us</a></li> <li>• Documents available at Thurston County Court House and Olympia City Hall</li> <li>• Documents available at Timberland Libraries</li> </ul>
<b>Substantial Amendments</b>	At any point during the	30 days	<ul style="list-style-type: none"> <li>• Public hearing</li> <li>• Public community partner meetings</li> <li>• Documents online at</li> </ul>

(Changes to the Consolidated Plan)	Consolidated Plan Period		<ul style="list-style-type: none"> <li>• <a href="http://www.co.thurston.wa.us">www.co.thurston.wa.us</a> or <a href="http://www.ci.olympia.wa.us">www.ci.olympia.wa.us</a></li> <li>• Documents available at Thurston County Court House and Olympia City Hall</li> <li>• Documents available at Timberland Libraries</li> </ul>
<b>Annual Action Plan</b> (Program Year Activity Overview)	Starts six month preceding the program year	15 days	<ul style="list-style-type: none"> <li>• Public hearing</li> <li>• Public community partner meetings</li> <li>• Documents online at <a href="http://www.ci.olympia.wa.us">www.ci.olympia.wa.us</a></li> <li>• Documents available at City Hall</li> <li>• Documents available at Timberland Libraries</li> </ul>
<b>CAPER</b> (Annual Report on all CDBG and HOME-funded activities)	November of each program year	15 days	<ul style="list-style-type: none"> <li>• Public hearing</li> <li>• Public community partner meetings</li> <li>• Documents online at <a href="http://www.co.thurston.wa.us">www.co.thurston.wa.us</a> or <a href="http://www.ci.olympia.wa.us">www.ci.olympia.wa.us</a></li> <li>• Documents available at Thurston County Court House and Olympia City Hall</li> <li>• Documents available at Timberland Libraries</li> </ul>
<b>Assessment of Fair Housing</b> (Five-year assessment)	Approximately 12 months before the start of the Consolidated Planning process	30 days	<ul style="list-style-type: none"> <li>• Public hearing</li> <li>• Public community partner meetings</li> <li>• Documents online at: <ul style="list-style-type: none"> <li>• <a href="http://www.co.thurston.wa.us">www.co.thurston.wa.us</a> or</li> <li>• <a href="http://www.ci.olympia.wa.us">www.ci.olympia.wa.us</a></li> <li>• <a href="http://www.hatc.org">www.hatc.org</a></li> </ul> </li> <li>• Documents available at Thurston County Court House and Olympia City Hall</li> <li>• Documents available at Timberland Libraries</li> </ul>

### Citizen Participation Requirements

The Citizen Participation Plan is a required element of the Consolidated Plan for the CDBG Program, the HOME Program, and the AFH as specified by federal regulations that can be found at 24 CFR Part 91.105. These regulations define how Thurston County and Olympia will ensure and coordinate public access and public participation in the decision making process for the CDBG and HOME programs. The process includes providing opportunities for developing, reviewing and commenting on the draft Consolidated Plan, annual Action Plan, AFH, Consolidated Annual Performance Evaluation Report, and Citizen Participation Plan.

Additional regulations on the CDBG Program can be found at 24CFR Part 570, and regulations for the HOME Program can be found at 24 CFR Part 92.

The joint Citizen Participation Plan for Thurston County, the County HOME Consortium and the City of Olympia contains the following elements:

### **Public Participation**

Thurston County and the City of Olympia encourages all residents, public agencies, and other stakeholders, specifically low- and moderate-income residents and residents of publically-assisted housing developments, to become involved and participate in the Consolidated Planning Process. Additionally other stakeholders such local and regional institutions, Continuums of Care, and other organizations (including businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith-based organizations) are encouraged to participate.

### **Access to Meetings**

The County and the City will provide adequate and timely notification of public meetings, and provide assistance to persons with disabilities and/or who are in need of special accommodations (see Public Hearing and Notices on the next page). A translator will be made available at all public meetings when a significant number of non-English speaking persons or interest groups notify the County or City at least seven days prior to a public hearing meeting.

### **Access to Information and Records**

Citizens, public agencies, and other stakeholders will have reasonable and timely access to information and records relating to the Urban County's use of CDBG funding, the Home Consortium's use of HOME funds, and the City of Olympia's use of CDBG funds covered under the Consolidated Plan. HUD-provided data and supplemental information that Thurston County plans to incorporate into the AFH will be made available at the start of the public participation process, or as soon as feasible thereafter. The following documents are available for public review:

- HOME Federal Rules, Regulations, and Guidelines (24 CFR Part 92);
- CDBG Federal Rules, Regulations and Guidelines (24 CFR Part 570);
- *Prior* HOME Consolidated Plans (2003-2007 and 2008-2012);
- *Prior* Olympia CDBG Consolidated Plans (2005-2009 and 2010-2012);
- *Draft* HUD Consolidated Plan (2013-2017);
- Annual Action Plans for both County and City prior program years;
- Agencies request for proposals submitted for HOME and CDBG funding;
- Consolidated Annual Performance Evaluation Reports (CAPER) for both the County and the City of Olympia; and

- Public hearing records for both the County and the City of Olympia.
- *Draft Assessment of Fair Housing.*

The public will have the opportunity to provide verbal and written comments regarding program policies, proposed annual budget allotments, and funding priorities.

### **Thurston County Documents**

Copies of the Consolidated Plan (and amendments), Citizen Participation Plan, annual Action Plan, AFH, and the annual CAPER are available at the following locations:

- County Board of Commissioners offices at the Thurston County Courthouse;
- Thurston County website at [www.co.thurston.wa.us](http://www.co.thurston.wa.us);
- Housing Authority of Thurston County; and
- Timberland Regional Library.

### **City of Olympia Documents**

Copies of the Consolidated Plan (and amendments), Citizen Participation Plan, annual Action Plan, AFH, and the annual CAPER are available at the following locations:

- City of Olympia Housing Program at Olympia City Hall;
- City of Olympia's website at: [www.ci.olympia.wa.us](http://www.ci.olympia.wa.us);
- Housing Authority of Thurston County; and
- Olympia Downtown Timberland Regional Library.

### **Technical Assistance**

Upon request, technical assistance will be made available to groups representing low- and moderate-income persons to assist them in understanding the requirements for developing proposals under the Consolidated Plan or to comment on the AFH.

### **Public Education**

Thurston County will actively strive to educate and publicly inform citizens on low-income housing and community development issues through the periodic promotion and sponsorship of public housing forums on affordable and homeless housing issues. The County and City will also utilize the following resources to keep the public informed:

- Community partner and other public meetings;
- Public access television announcements;



- Website updates;
- Direct emailed copies of documents and notices;
- Direct email to the County and City's Housing Programs' list of concerned citizens, organizations and other stakeholders; and
- Presentations at local meetings of related organizations including, but not limited to, the HOME Consortium and the Thurston County Housing Task Force.

## **Public Hearings/Public Notices**

The purpose of public hearings is to encourage and provide opportunities for public comment on all phases of the planning process, which include identifying housing and community needs, strategies, and priorities; determining program funding levels; and evaluating program performance

During these public hearings, both the County and City will collect verbal and written comments on the draft Consolidated Plan, Substantial Amendments, annual Action Plan, AFH and the CAPER. Hearings will be accessible to people with disabilities. Legal notices for public hearings will encourage the participation of non-English speaking citizens, the disabled, and minorities. Where reasonable, and when requested seven days in advance, translation services for non-English speaking persons and assistive listening devices will be available. Persons needing special accommodations should contact the Thurston County or City of Olympia officials seven days prior to the hearing using the following contact information:

### **Thurston County Clerk of the Board**

Telephone number (360) 786-5440

TDD number (360) 754-2933

### **City of Olympia Housing Program**

Telephone (360) 753-8183

TTY (360) 753-8270 (during normal business hours to be connected via a text telephone machine) or use the Washington State Relay Service by dialing 711, or 1 (800) 833-6384.

[cdbg@ci.olympia.wa.us](mailto:cdbg@ci.olympia.wa.us)

### ***Number of Public Hearings***

The County and the City will each hold a minimum of two public hearings during each program year, with additional public hearings for the Consolidated Plan and AFH held, as required.

### ***Assessment of Fair Housing***

Prior to the Consolidated Plan process, the County, the City, and Housing Authority of Thurston County held one public hearing on the draft AFH and held a 30 day public comment period. This public hearing solicited input from the community on AFH-related data and affirmatively furthering fair housing in the County's community development programs.

### ***Plans – Consolidated Plan and Annual Action Plan Hearing***

The first public hearing will be held prior to the start of the Consolidated Plan period to offer the draft Consolidated Plan for comment. This hearing will also provide an opportunity to comment on the AFH goals or recommendations, the first year of the Consolidated Plan period, which is the first annual Action Plan for that Consolidated Plan period. This hearing will be held in late spring to allow for the timely submission of the Consolidated Plan and/or the annual Action Plan 45 days prior to the start of the coming program year, which occurs on or before July 15.

### ***Annual Report – CAPER Public Hearing***

The second public hearing will occur during the month of November, timed to allow for the submission of the annual CAPER report 45 days following the completion of the program year on or before November 15. This public hearing will discuss the performance of the program, year-end fiscal and narrative summaries of activity, and will provide information on housing and community development needs and proposed activities.

### ***Record of Public Comments***

A summary of the public comments along with the County's and City's responses will be incorporated into the Consolidated Plan, annual Action Plan, AFH, and CAPER, whichever is appropriate. The public comment period for the Consolidated Plan, Annual Action Plan, AFH, and CAPER will be thirty days, and may run concurrent with the public notice date. Notices of public hearings will be published in the legal section of the Olympian Newspaper at least thirty days prior to the date of the hearing. All proposed substantial amendment changes to the Consolidated Plan and/or annual Action Plan will adhere to the same public notice and public hearing requirements.

### **Substantial Amendments to the Consolidated Plan, the Annual Action Plan, or the AFH**

The County and the City can amend the five year Consolidated Plan, the annual Action Plan, and the AFH after adoption by following the process in their published Citizen Participation Plan for making changes. If a change is *not* considered a substantial amendment, the County and the City can follow the public process for the annual Action Plan to allow for review and approval to changes that will then be reported in that program year's annual report, the CAPER.

If the change is determined to have a more significant impact, the County and the City must follow the public process for a substantial amendment. Changes to the Five Year Consolidated Plan, the one year

annual Action Plan, or the AFH are considered a substantial amendment if the proposed change in the use of either HOME or CDBG funds meets the following criteria:

- A change in allocation priorities, which is considered a change of federal funds awarded to a project of greater than 30 percent or \$30,000, whichever is greater;
- A change in the method of distribution of funds;
- A change in the general location of activities;
- A major change in the scope of an activity;
- The addition or deletion of a specific activity;
- A change in the beneficiaries of an activities; or
- A material change that affects the information on which the AFH is based to the extent that the analysis, the fair housing contributing factors, or the priorities and goals of the AFH no longer reflect actual circumstances.

All substantial amendments will be subject to the same citizen participation requirements as outlined in the chart above.

## Distribution of Funds

The distribution of HOME and CDBG funds and implementation of program activities will be performed by sub-recipient/contractor organizations selected through a competitive and open request for proposal process. The Urban County CDBG program, the Thurston County HOME Program and the Olympia CDBG will strategically target funds to meet prioritized needs consistent with the goals and strategies identified in the Consolidated Plan and annual Action Plan. Proposals will be solicited annually, following the County's and the City's receipt of its annual allocations from HUD. Funding decisions and awards will be determined through an open and evaluative assessment of the organization's experience, costs, and the administrative and organizational capacity for delivering services.

The County and City may refine their public request for proposals process during the Consolidated Plan period. All changes to the schedule, format or other aspects of the request for proposals process will be subject to the open meetings act and/or public notice.

## Citizen Participation Advisory Group

Section 104(a)(3) of the Housing and Community Development Act of 1974 requires that residents have an advisory role in planning, implementing and assessment of community development programs. An advisory group (which may be an existing community organization) will convene at least once a year to provide input in the planning, implementation and evaluation of the Urban County CDBG, the HOME Program and the City of Olympia CDBG Program. Both the City and County participate in the Regional Housing Action Team and the Homeless Housing Hub which provide input on the CDBG and HOME Programs.

## Public Complaints/Grievances

A complaint pertaining to the Consolidated Plan, annual Action Plan, AFH, any plan amendments, and/or the annual CAPER report may be submitted to:

**Thurston County Housing and Community Renewal Program**

412 Lilly Road NE, Olympia, WA, 98506.

adeng@co.thurston.wa.us

**City of Olympia Housing Program**

Olympia City Hall, 601 4<sup>th</sup> Avenue East, Olympia, WA 98501

cdbg@ci.olympia.wa.us

Staff will review the complaint and will provide a response within a period of 15 working days of receipt of the complaint.

## Needs Assessment

### NA-05 Overview

#### Needs Assessment Overview

**Housing Needs:** Housing needs were determined by analyzing housing problems by income level, tenure, and households with special needs. The Consolidated Plan uses the Comprehensive Housing Affordability Strategy (CHAS) data developed by the Census Bureau for HUD. CHAS data is based on the 2010-2014 American Community Survey (ACS) Census and analyzes households with one or more housing problems (those experiencing overcrowding, or lacking adequate kitchen or plumbing facilities), and those experiencing cost burden (paying more than 30 percent of household income for housing costs) and extreme cost burden (spending more than 50 percent of household income for housing costs). The number and types of households needing assistance include those in the racial and ethnic groups identifying as African American, American Indian/Alaska Native, Asian, Hispanic, and Pacific Islander.

**Population Increase:** Thurston County had a significant population increase from 2010-2016 of 9.3 percent (US Census Bureau). For comparison, statewide population growth was 8.4 percent during that same period. Populations of surrounding counties increased by only two percent (Lewis and Mason County). This rate of growth is expected to continue. The state Office of Financial Management forecasts that the county population will increase by almost 40 percent — an additional 104,388 people — by the year 2040. More than three-quarters of the population increase in Thurston County during the last decade can be attributed to the migration of people into the county.

**Income:** In 2016, Thurston County's median household income was \$63,286, according to estimates by the Washington State Office of Financial Management. Thurston County was estimated to have the fifth highest median household income of all counties in Washington in 2016 behind King, Snohomish, Clark, and Kitsap Counties. However, Thurston County's median household income remains lower than that of Washington State as a whole, and its unemployment rate remains higher.

**Homelessness:** Final results of the 2018 Thurston County Homeless Census showed 835 people experiencing homelessness, a radical 56% increase over 2017's count of 534 people, the Thurston County Homeless Census of 2018 shows an increase of 55 percent (301 people) since 2017 and a 26 percent increase (171 people) since the 664 people revealed in the 2013 point-in-time (PIT) Homeless Census, which was the first year of the prior Consolidated Plan. The 2018 Homeless Census showed the largest portion reported being unsheltered – 320 of the 835. Once these numbers are certified, this would be the second highest count since 2006 when the state began to require an annual census of homeless citizens.

## NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

### Summary of Housing Needs

Housing needs can be determined by analyzing housing problems by income level, tenure, and households with special needs. The Consolidated Plan uses the demographic data supplied by HUD's Community Planning and Development Department (CPD). CPD data is based on the 2009-2013 ACS and analyzes households with housing problems such as those experiencing cost burden (paying more than 30 percent of household income for housing costs) and extreme cost burden (spending more than 50 percent of household income for housing costs). Priorities were established for housing needs based in part on this housing needs assessment.

**Housing Affordability** Another factor affecting affordability is the type of unit available. Multifamily units and mobile homes are typically more accessible than detached single-family homes to people with low income. There are 19 low-income-housing apartment complexes in Olympia that contain 1,910 affordable apartments for rent. There are 1,773 other low-income apartments that do not have rental assistance but are still considered affordable housing for low-income families.

**Percentage of Renter Households** Data from the recent 2017 Thurston County Assessment of Fair Housing shows that renter households are trending upwards in the urban hub. While the Thurston County average is 35 percent renter households, there are 45 percent renter households in Tumwater, 47 percent renter households in Lacey and 52 percent renter households in Olympia. Additionally, according to the 2015 ACS, just over 52 percent of housing units are occupied by renters with the same percentage of renters being cost-burdened.

**Rental Rates** for the rental market often outpace the rate of inflation. The median rent in Thurston County is \$1,089, and the median home value is \$242,900. Since 2010, the average rent has increased for Thurston County. According to the Thurston Regional Planning Commission (TRPC) data, average rent increased from \$900 to approximately \$1,050 in only two years. The current cost of rent is very close to average rents in Pierce County, which has a population of approximately 860,000 compared to Thurston County's much smaller population of about 270,000.

**Vacancy Rates** The vacancy rate for apartments in Thurston County was 2.7 percent in 2017, which is lower than King, Kitsap, and Pierce Counties. Anecdotally, low-cost housing (meaning rents affordable to unassisted households at or below 50 percent of the median family income) has an even tighter vacancy rate. Thurston County has continuously had one of the lowest apartment vacancy rates when compared to adjacent metropolitan counties. Though apartment vacancy rates vary by year, there has been an overall decline since 2010. In 2017, single-bedroom apartments had a 2.5 percent vacancy rate, and two-bedroom apartments had a 2.7 percent vacancy rate.

From 2000-2009, the vacancy rates for one- and two-bedroom apartments were 2.2 and 2.4 percent respectively. By comparison, from 2010 on (approximately 2017), vacancy rates for one- and two-bedroom apartments fell to 0.3 and 0.6 percent respectively.

**Poverty Rates** According to ACS 2012-16 data, the poverty rate for Thurston County is 12 percent, and 5.7 percent of the population has income below 50 percent of the poverty level. Cities, towns, and designated places with the highest percent of poverty rate are Bucoda (44 percent), Ground Mound (32 percent), North Yelm (19 percent), and Tenino (18 percent). Two tribal reservations located in the county are experiencing high poverty rates as well. The Chehalis Tribal Reservation reports a 30 percent poverty rate and the Nisqually Tribal Reservation reports 23 percent.

**Fair Housing Issues** As referenced in the Draft 2017 Assessment of Fair Housing Report, Thurston County has no HUD defined Racially/Ethnically Concentrated Areas of Poverty. However, AFH research shows there are a number of concentrated areas of poverty and growing concentrations of racial and ethnic diversity as well as higher than average levels of poverty among single mothers, female-headed households, people of color, and people with disabilities.

**Housing in the Urban Hub** Olympia, Lacey, and Tumwater have more people and housing than their neighboring communities in Thurston County. They also have more rental housing units that are affordable and available for residents earning up to 80 percent AMI. However, the aforementioned cities have fewer rental housing units that are both affordable and available for residents who earn up to 30 percent AMI.

Demographics	Base Year: 2000	Most Recent Year: 2013	% Change
Population	249,869	256,080	2%
Households	106,390	100,801	-5%
Median Income	\$64,609	\$65,302	1%

**Table 4 - Housing Needs Assessment Demographics**

Data Source: 2000 Census (Base Year), 2009-2013 ACS (Most Recent Year)

### Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	10,480	8,510	14,375	9,255	58,165
Small Family Households	3,190	2,549	5,485	3,525	30,045
Large Family Households	509	569	1,082	864	3,827
Household contains at least one person 62-74 years of age	1,689	1,799	2,836	1,953	12,424
Household contains at least one person age 75 or older	1,337	1,682	2,105	1,333	3,988
Households with one or more children 6 years old or younger	1,740	1,369	2,996	1,503	6,185

**Table 5 - Total Households Table**

Data Source: 2009-2013 CHAS





## Housing Needs Summary Tables

### 1. Housing Problems (Households with one of the listed needs)

	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
<b>NUMBER OF HOUSEHOLDS</b>										
Substandard Housing - Lacking complete plumbing or kitchen facilities	194	185	185	170	734	39	123	0	85	247
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	15	60	180	0	255	0	0	15	14	29
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	190	285	160	75	710	74	95	248	75	492
Housing cost burden greater than 50% of income (and none of the above problems)	3,898	2,124	870	15	6,907	2,789	1,284	1,580	608	6,261

	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
Housing cost burden greater than 30% of income (and none of the above problems)	414	1,760	3,574	899	6,647	328	837	2,032	1,740	4,937
Zero/negative Income (and none of the above problems)	713	0	0	0	713	383	0	0	0	383

**Table 6 – Housing Problems Table**

Data 2009-2013 CHAS  
Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	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
<b>NUMBER OF HOUSEHOLDS</b>										
Having 1 or more of four housing problems	4,277	2,659	1,395	265	8,596	2,899	1,498	1,854	778	7,029
Having none of four housing problems	1,294	2,209	6,009	3,194	12,706	915	2,149	5,134	5,035	13,233
Household has negative income, but none of the other housing problems	713	0	0	0	713	383	0	0	0	383

**Table 7 – Housing Problems 2**

Data 2009-2013 CHAS  
Source:

## 3. Cost Burden &gt; 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	1,559	1,754	2,160	5,473	1,101	517	1,562	3,180
Large Related	285	369	275	929	148	163	293	604
Elderly	774	943	733	2,450	1,271	1,080	1,205	3,556
Other	1,932	1,234	1,484	4,650	683	499	608	1,790
Total need by income	4,550	4,300	4,652	13,502	3,203	2,259	3,668	9,130

Table 8 – Cost Burden &gt; 30%

Data 2009-2013 CHAS  
Source:

## 4. Cost Burden &gt; 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	1,399	829	380	2,608	1,054	309	744	2,107
Large Related	250	275	35	560	144	104	120	368
Elderly	639	629	210	1,478	1,067	621	507	2,195
Other	1,798	670	245	2,713	603	322	253	1,178
Total need by income	4,086	2,403	870	7,359	2,868	1,356	1,624	5,848

Table 9 – Cost Burden &gt; 50%

Data 2009-2013 CHAS  
Source:

## 5. Crowding (More than one person per room)

	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
NUMBER OF HOUSEHOLDS										
Single family households	185	345	240	50	820	74	124	180	70	448
Multiple, unrelated family households	20	0	0	25	45	0	0	83	18	101

	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
Other, non-family households	0	0	110	0	110	0	0	0	0	0
Total need by income	205	345	350	75	975	74	124	263	88	549

Table 10 – Crowding Information – 1/2

Data Source: 2009-2013 CHAS

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	0	0	0	0	0	0	0	0

Table 11 – Crowding Information – 2/2

Data Source:  
Comments:

**Describe the number and type of single person households in need of housing assistance.**

**Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.**

Twenty five percent of respondents to the 2018 Point in Time count (128 individuals) reported that being a domestic violence victim was a causal factor in their homelessness. SafePlace, the only advocacy agency and shelter for victims of domestic violence in Olympia and Thurston County, sheltered a total of 322 adults and children during ????. Their data indicates that many more – 1,243 individuals, or almost four times as many who applied for shelter – were turned away because the shelter was full.

**What are the most common housing problems?**

**Cost-burdened Households** There are a growing number of households in Thurston County that are not directly facing homelessness but have unstable housing that leaves them at risk for homelessness. According to the Washington State Housing Needs Assessment, in 2015 there were approximately 23,000 households (13,000 renters and 10,000 homeowners) in Thurston County classified as cost-burdened or severely cost-burdened. This is about one third of the total community.

**Inadequate Heat/Utilities** Information provided by the Community Action Council of Lewis, Mason, and Thurston Counties (ACLMT) supports the above data about cost-burdened households. In a survey conducted in the fall of 2017, in which 74 percent of the population responding lives in Thurston County, respondents indicated that the biggest housing problems were adequate heat/utilities (28 percent) and adequate finances (25 percent). Consistent with these responses, the same survey illustrated that heat

and utility assistance ranked highest at 43 percent, followed by food programs at 17 percent, and affordable housing at 14 percent.

### **Are any populations/household types more affected than others by these problems?**

**Veterans** National data indicate that Washington’s veteran population experiences a higher unemployment rate compared to the national average. According to the 2017 PIT Homeless Census there were 44 veterans that reported being homeless on the night of the survey in January. The same data set shows there were 73 households with at least one child experiencing homelessness. Of the 253 persons in those households, almost 60 percent were persons under 18. Breaking it down by ethnicity and race, about 75 percent were identified as non-Hispanic/non-Latino and 62 percent were White.

**Poverty & Children** The poverty rate is higher than average for children in the county under age 18, of whom 8,985 are poor. Of these, 4,147 are in extreme poverty, meaning that they live in families with incomes less than 50 percent of the federal poverty rate. According to Child Care Aware of Washington (2017), 15 percent of children under 18 in Thurston County are living in poverty (CACLMT). One quarter of families with children are headed by single mothers, and more than half of female-headed families with children under five years old are in poverty.

Households with children are at risk for homelessness when the household is already cost-burdened. The median cost of child care centers and family child care is higher in Thurston County compared to its neighboring counties. Median cost of childcare for infant to school age children ranges from \$455-\$900 per month, and the cost of family child care ranges from \$430-\$700 per month.

**Family Poverty Indicators: Free & Reduced Lunch Rates** The National School Lunch Program provides free and reduced-price meals to low income students in public schools. Although statewide and county enrollment in the program has been slowly decreasing since 2012, enrollment levels remain above 45 percent in several Thurston County school districts. Data from the Office of the Superintendent of Public Instruction indicate a 47 percent rise in the number of homeless students from 2013 to 2015.

### **Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance**

**Poverty & Homelessness** Economic factors can lead to Thurston County residents living in poverty having an increased risk of homelessness. Poverty affects access to care and a community’s ability to engage in healthy behaviors. Residents living in poverty can experience barriers to accessing health services, healthy food, and other necessities that contribute to housing and health. They also cannot adequately save money to prepare for emergencies such as job loss or health care, and these types of unanticipated financial stressors can lead to eviction and loss of housing.

**Poverty Rates** According to ACS data, 8.1 percent of Thurston County’s population are families and people whose income falls below the poverty level within the past 12 months. Of those families, 38.3

percent are families with only a female householder with children under five years old. The same data set shows 34.2 percent are families with female householders with children under 18 years old.

These individuals and families may need financial assistance for housing, food, and other basic needs. Families with young children, and especially families headed by single mothers, may also need assistance with child care costs. Additionally, many of these individuals and families may benefit from increased access to education and job training that could raise their future income prospects.

**If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:**

**At-risk Veterans** can include any resident of Thurston County who has “served in the active military, naval, or air service and who was discharged or released under conditions other than dishonorable”, according to Title 38 of the Code of Federal Regulations. ACS and census data record the number of veterans receiving unemployment benefits. The annual PIT Homeless Census also records the number of veterans reporting homelessness.

**At-risk Children** can include any resident of Thurston County under the age of 18. The ACS provides estimates of income and poverty level among residents, broken down by age and family type. Another useful source of information that can be used to generate estimates of poverty among children is the number of children enrolled in the National School Lunch Program, which provides free and reduced-price meals to low income students in public schools. Additionally, the annual PIT Homeless Census records the number of households with at least one child experiencing homelessness. The Office of the Superintendent of Public Instruction also keeps track of the number of homeless students enrolled in public schools each year.

**Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness**

**Causes of Homelessness** People become homeless for a variety of different reasons: unemployment, low wages, physical disabilities, mental-health challenges, drug and alcohol use, family rejection, and release from treatment centers and jails with no living arrangements. These causes are often overlapping, and many individuals cycle in and out of homelessness. During the 2018 PIT Homeless Count, the top five reasons people gave for being homeless were as follows:

1. Job Loss
2. Eviction or loss of housing
3. Family rejection/kicked out
4. Domestic Violence
5. Mental illness

It is important to note these reasons were only provided by 63 percent of the total homeless population. Unsheltered people interviewed for this count had the right to decline to answer any questions.

Rising housing costs have led to instability and increased risk of homelessness, and can be linked to many of the causes of homelessness listed above. Households are considered cost burdened or severely cost burdened if they pay more than 30 percent or 50 percent of their income for housing costs, respectively. When households are forced to spend most of their income on housing, they are unable to save money for education and job training, or for emergencies such as job loss, health care, or treatment for mental illness, and can subsequently face eviction or loss of housing.

## Discussion

From 2013-2017, Thurston County invested approximately \$24 million in projects and programs that reduce homelessness. These programs supported affordable housing and redevelopment efforts. From 2013-2017, Thurston county spent an average of 30 percent on capital projects and 41 percent on Rapid Rehousing projects.

**Thurston County Homeless Coordinator** In 2012, the County hired an "Affordable and Homeless Housing Coordinator" who was delegated the responsibility of working with all community members, non-profit agencies and elected and appointed officials to identify needs, goals and objectives designed to reduce and end homelessness in the community. In addition to assessing the needs and goals, the consultant worked with the local non-profit community on a draft update of the county's five-year plan to end homelessness and serves other functions around the homelessness and affordable housing interventions implemented by the county.

**Tumwater Homeless Consultant** Given the high concentration of homeless services and people in the urban hub, the City of Tumwater has hired a Homeless Consultant to assist in the development of municipal policy. Tumwater City Council will be hosting a Homeless Summit to engage citizens, service providers and other stakeholders on the issue of homelessness.

**Olympia Homeless Coordinator** The City of Olympia has hired a Homeless Response Coordinator who will be charged with developing and implementing an Olympia Homeless Response Plan. It is anticipated that the County's Coordinator will work closely with the Olympia Coordinator and the Tumwater consultant to develop a balanced approach that addresses the disparate impacts of homelessness and the resulting different policy approaches across the region.

**Thurston Thrives** Aside from the work focused on ending homelessness, the County is in the process of implementing an initiative called Thurston Thrives that focuses on eight areas of overall community health including Housing, Community Design, Education and Resilience, Economy, Food, Clinical and Emergency Care, Environment, Public Safety, and Justice. This extensive planning effort involves over 300 members of the community around issues that have been identified as crucial to our overall stability. Input from various groups has been incorporated into the consolidated plan and this annual plan.

## NA-15 Disproportionately Greater Need: Housing Problems - 91.205(b) (2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

According to HUD's definition, disproportionately greater housing needs exist within a particular income category when one or more racial or ethnic groups experience housing problems (such as cost burden, poor housing conditions, and overcrowding) at a rate 10 percentage points higher than households in the income category as a whole.

This section shows the extent of housing problems in Thurston County overall and for six racial or ethnic groups: White, Black/African American, Asian, American Indian/Alaska Native, Pacific Islander and Hispanic. Disproportionally greater needs exist for at least one minority racial or ethnic group in all income categories.

### 0 percent-30 percent of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	7,921	1,472	1,096
White	6,203	1,074	821
Black / African American	239	20	0
Asian	278	195	14
American Indian, Alaska Native	88	83	43
Pacific Islander	0	0	0
Hispanic	700	70	165

**Table 12 - Disproportionally Greater Need 0 - 30 percent AMI**

Data 2009-2013 CHAS

Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30 percent



**30 percent-50 percent of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	6,742	1,763	0
White	5,592	1,584	0
Black / African American	155	10	0
Asian	360	85	0
American Indian, Alaska Native	29	12	0
Pacific Islander	55	0	0
Hispanic	309	49	0

**Table 13 - Disproportionally Greater Need 30 - 50 percent AMI**

Data 2009-2013 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30 percent

**50 percent-80 percent of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	8,832	5,547	0
White	7,277	4,438	0
Black / African American	175	110	0
Asian	470	194	0
American Indian, Alaska Native	112	133	0
Pacific Islander	50	35	0
Hispanic	480	438	0

**Table 14 - Disproportionally Greater Need 50 - 80 percent AMI**

Data 2009-2013 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30 percent

**80 percent-100 percent of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,693	5,588	0
White	3,313	4,477	0
Black / African American	120	170	0
Asian	95	345	0
American Indian, Alaska Native	34	100	0
Pacific Islander	0	44	0
Hispanic	74	263	0

**Table 15 - Disproportionally Greater Need 80 - 100 percent AMI**

Data 2009-2013 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30 percent

**Discussion**

At **income levels between 0 and 30 percent of Area Median Income (AMI)**, almost 76 percent of all residents reported having one or more of the four housing problems. Black/African American residents have a higher percentage of housing problems compared to the White population - 92.3 percent and 76.6 percent, respectively. Almost 75 percent of Hispanic residents report having one or more of the four housing problems.

At **income levels between 30 and 50 percent AMI**, almost 80 percent of all residents have one or more of four housing problems. Most notably, all of the Pacific Islander residents report experiencing at least one housing problem. Black, Asian, and Hispanic residents all have higher levels of housing problems compared to the total population. American Indian/Alaska Native has the fewest housing problems by population at 70.7 percent.

For **income levels at 50 to 80 percent AMI**, almost 62 percent of all residents report one or more of the four housing problems. Asian residents are much higher in reporting housing problems compared to White residents at 70.8 percent and 62.1 percent, respectively. Black and Pacific Islander residents are close to the percentage of White residents, all with about 60 percent reporting one or more housing problems.

At **80 to 100 percent AMI**, about 40 percent of households report one or more of the four housing problems. White residents by percentage report the highest rate of housing problems at 42.5 percent with Black residents close behind at 41.4 percent. Asian, American Indian/Alaska Native and

Hispanic residents all report around 21 to 25 percent of housing problems. Of the 44 Pacific Islander residents, none report housing problems.

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**NA-20 Disproportionately Greater Need: Severe Housing Problems: 91.205 (b)  
(2)**

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

**Introduction**

This section provides data on households with disproportionately severe housing problems. Severe housing problems include: overcrowded households with more than 1.5 persons per room, not including bathrooms, porches, foyers, halls, or half-rooms; or households with cost burdens of more than 50 percent of income.

**0 percent-30 percent of Area Median Income**

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	7,176	2,209	1,096
White	5,639	1,634	821
Black / African American	235	24	0
Asian	203	280	14
American Indian, Alaska Native	44	123	43
Pacific Islander	0	0	0
Hispanic	680	90	165

**Table 16 – Severe Housing Problems 0 - 30 percent AMI**

Data 2009-2013 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50 percent

**30 percent-50 percent of Area Median Income**

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	4,157	4,358	0
White	3,452	3,729	0
Black / African American	80	85	0

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Asian	250	195	0
American Indian, Alaska Native	25	18	0
Pacific Islander	0	55	0
Hispanic	230	117	0

**Table 17 – Severe Housing Problems 30 - 50 percent AMI**

Data 2009-2013 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50 percent

#### 50 percent-80 percent of Area Median Income

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	3,249	11,143	0
White	2,574	9,158	0
Black / African American	60	230	0
Asian	129	534	0
American Indian, Alaska Native	73	168	0
Pacific Islander	0	85	0
Hispanic	315	613	0

**Table 18 – Severe Housing Problems 50 - 80 percent AMI**

Data 2009-2013 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50 percent

**80 percent-100 percent of Area Median Income**

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	1,043	8,229	0
White	903	6,887	0
Black / African American	100	190	0
Asian	15	420	0
American Indian, Alaska Native	24	110	0
Pacific Islander	0	44	0
Hispanic	4	333	0

**Table 19 – Severe Housing Problems 80 - 100 percent AMI**

Data 2009-2013 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50 percent

**Discussion**

At **income levels between zero and 30 percent of AMI**, 64 percent of all residents report having one or more severe housing problems. Black and Hispanic residents have higher levels of housing problems compared to the population as a whole. The most notable difference is for Black residents, of whom 90.8 percent report experiencing at least one severe housing problem. Close to 73 percent of Hispanic residents report housing problems, compared to 68.1 percent of the total population.

At **income levels between 30 and 50 percent of AMI**, 47 percent of residents report having one or more severe housing problems. With regard to racial and ethnic breakdowns, Hispanic, American Indian/Alaska Native and Asian populations have higher percentages compared to the total population. Hispanic residents have the highest percentage difference, with 66.3 percent reporting one or more of the four housing problems.

Examining the **50 to 80 percent AMI** threshold, about 22 percent of the population report having one or more of the four housing problems. The highest percentage in relation to racial and ethnic identifiers is found among Hispanic and American Indian/Alaska Native residents, with 33.9 percent and 30.3 percent reporting housing problems, respectively. No Pacific Islander residents report having housing problems.

Only 12 percent of the population at **80 to 100 percent AMI** report housing problems. However, close to 35 percent of Black residents report having housing problems. Approximately 18 percent of American Indian/Alaska Native residents report housing problems.

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## NA-25 Disproportionately Greater Need: Housing Cost Burdens - 91.205 (b) (2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

**Housing Cost Burdens** One of the principal measures of housing need is the proportion of income spent on housing and utilities. Housing is defined as affordable if it costs less than 30 percent of a household's income. Households spending more than 30 percent of their income are defined by HUD as cost burdened, and those spending more than 50 percent are severely cost burdened. According to data from the 2016 American Community Survey, 32 percent of homeowners and 51.3 percent of renters are cost burdened.

Analyses in the 2017 Assessment of Fair Housing Report show that even though Washington State's 2017 minimum wage is one of the highest in the nation at \$11 per hour, a person earning that wage would need to work 69 hours per week to afford a one-bedroom apartment at the average rate.

### Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	65,429	19,800	14,481	1,118
White	54,989	16,632	12,098	861
Black / African American	1,807	392	370	0
Asian	3,063	840	454	14
American Indian, Alaska Native	825	282	128	43
Pacific Islander	309	165	0	0
Hispanic	3,100	918	919	165

**Table 20 – Greater Need: Housing Cost Burdens AMI**

Data Source: 2009-2013 CHAS

### Discussion

Data from the 2009-2013 CHAS are used for the purposes of the following discussion. However, the more current ACS numbers are referenced in other places in this Consolidated Plan.

Housing cost burden impacts about 34 percent of the jurisdiction as a whole. The data indicate that there are only minor variations among racial and ethnic groups, with 36 percent of Hispanic residents



reporting cost burden. Black/African American and American Indian/Alaska Native residents are slightly lower than the jurisdiction as a whole, both at about 29 percent.

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### NA-30 Disproportionately Greater Need: Discussion - 91.205 (b)(2)

#### Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

It is notable that, for most categories, White residents experience lower rates of housing problems than do other racial groups and Hispanic residents. Housing problems and cost burden are closely related to poverty, and race also appears to be a factor in poverty status.

According to 5-year ACS data, there are approximately 12 percent of the population living below the poverty level. American Indian and Alaska Native persons have the highest per capita rate of poverty based upon ethnicity, with 30.6 percent living in poverty. Approximately eight percent (8.2) of county residents identify as Hispanic or Latino. Of these residents, 23.3 percent are living in poverty.

#### If they have needs not identified above, what are those needs?

N/A

#### Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

Housing discrimination disproportionately affects persons of color, the disabled, and families with children. To address this, Thurston County and the City of Olympia provided analysis and action steps in the 2017 Assessment of Fair Housing Report. According to that report, in late 2016, Thurston County Housing Authority, Thurston County and the City of Olympia began to work together in preparation for a regional Assessment of Fair Housing. This inter-jurisdictional partnership is intended to better align the entire region and to foster a regional approach to both Fair Housing and affordable housing policy. The 2017 Assessment of Fair Housing Report provides a table that shows the demographic composition of each of the six cities and one town in Thurston County. There are variations between HUD and ACS data with regard to HUD using non-Hispanic or Latino/a categories.

2015 Thurston County Jurisdiction Demographics	Thurston County	Olympia	Lacey	Tumwater	Yelm	Rainier	Tenino	Bucoda
	262,723	48,941	44,825	18,478	7,701	2,219	1,915	622
White	82.6%	85.3%	74.4%	82.5%	82.5%	90.3%	92.5%	97.6%
....White, non-Hispanic	76.8%	79.3%	66.8%	79.3%	72.7%	83.1%	86.9	92.6%
Black or African American	2.8%	1.8%	5.3%	3.5%	2.6%	6.3%	0.2%	0.0%
American Indian or Alaska Native	1.5%	0.9%	1.5%	1.4%	2.2%	1.0%	1.3%	2.4%
Asian	5.8%	6.6%	10.2%	4.6%	4.3%	0.8%	0.7%	0.0%
Native Hawaiian or Other Pacific Islander	0.9%	0.3%	1.8%	0.2%	0.7%	0.0%	0.0%	0.0%
Other race	1.2%	1.3%	1.4%	0.4%	3.7%	0.5%	0.5%	0.0%
Two or more races	5.1%	3.8%	5.3%	7.5%	4.0%	1.1%	4.8%	0.0%
Hispanic or Latino	8.1%	7.9%	10.4%	4.2%	14.7%	7.7%	7.8%	7.4%

Source: 2011-2015 American Community Survey 5-year Estimates "one race" category

The same report illustrates that the Nisqually Reservation census tract (123.20) has the highest concentration of race or ethnicity in Thurston County. The population is predominantly Native American at about 46 percent, with a low poverty index of 34. West of the Nisqually Reservation contains census tract concentrations with Asian American and Hispanic populations, specifically in the Hawks Prairie and Lacey areas. African American households represent only 2.5 percent of the general population and

there is no concentrated geographic area larger than 9 percent in a given community.

The Tanglewilde-Thompson Place community in Lacey is just south of I-5 and north of Steilacoom Road SE. According to the AFH Report, this neighborhood is populated by 39 percent households of color with higher concentrations of Asian American, Native Hawaiian or Pacific Islander populations compared to the rest of the County. The community has a low poverty index of 23. Further analysis shows that there is a large disparity of income within the community, with very low wage earners that impact the poverty index.

Further south of Tanglewilde-Thompson Place, Marvin Road is another community with similar ethnic concentrations, located near the Regional Athletic Complex or RAC in Lacey. This community has 53 percent Caucasian, 16 percent Asian American, Native Hawaiian, or Pacific Islander, and 13 percent Hispanic residents.

Southeast of the above community is the city of Yelm, which reports a 15 percent Hispanic population. Other areas noted in the report include a community in Ground Mound, which is located in rural, unincorporated Thurston County. This particular block group between I-5 and Old Highway 99 has a population of 1,216 people with 29 percent reporting Hispanic ethnicity.

Finally, the Westside of Olympia has a community called Evergreen Villages with a population of 1,600 people that is 16 percent Asian American, Native Hawaiian or Pacific Islander, and 8 percent Hispanic. Sixty-five percent are Caucasian or White.

## NA-35 Public Housing - 91.205 (b)

### Introduction

The mission of the Housing Authority of Thurston County (HATC) is to provide safe, decent, and affordable housing and services to persons with disabilities, and low-income and at-risk individuals and families. The ultimate goal of the Housing Authority is to assist individuals and families to secure long-term permanent housing.

It is important to note that the HATC does not own any public housing units, and the numbers below reflect the housing choice vouchers also known as Section 8. The only public housing property in Thurston County is a 69-unit property in Olympia that is owned by the King County Housing Authority. This property was developed before the Housing Authority of Thurston County was formed.

The HATC continues to implement Section 504 of the Rehabilitation Act of 1973, as amended to protect the rights of families with disabilities (Section 504). HATC provides decent and safe rental housing and services for eligible extremely low-, very low- and low-income families, seniors and persons with disabilities.

### Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	182	79	0	1,806	2	1,694	35	14	49

Table 21 - Public Housing by Program Type

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

## Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program
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

Table 22 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

**Race of Residents**

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	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
Other	0	0	0	0	0	0	0	0	0

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

**Table 23 – Race of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

Source:

**Ethnicity of Residents**

Ethnicity	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	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

**Table 24 – Ethnicity of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

**Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:**

The Housing Authority of Thurston County (HATC) administers Housing and Urban Development (HUD) funded assisted Housing Choice Voucher (HCV) tenant-based and project-based assistance programs as well as Moderate-Rehabilitation and Single-Room Occupancy programs. The HATC prioritizes housing for the elderly, persons with disabilities, families with minor children or disabled adult children, single pregnant women, homeless families, and homeless single households, as well as individuals who are victims of domestic violence or hate crimes. HATC gives additional preference to households paying more than 40 percent of their income for housing, those in substandard housing, and those displaced by natural disasters or other causes. The HATC targets 75 percent of its vouchers to households earning less than 30 percent of the median family income and 25 percent to those between 30 and 50 percent of the median family income.

When the waitlist for the HCV program last opened in 2015, the HATC received approximately 2,500 applications within a two-week period. Using a lottery system, 1,000 applicants were selected for the HCV waitlist. The HATC anticipated being able to serve the 1,000 applicants from the 2015 waitlist within a two-year period. However, the HATC currently has 198 households remaining on the 2015-HCV waitlist. Due to budget constraints, the HATC was not able to pull from the 2015-HCV waitlist in 2017 and is projecting not to pull in 2018.

Project-based vouchers may be issued by the HATC to subsidize a particular project, rather than a household. These are awarded through a competitive request for proposal process. A Public Housing Authority (PHA) may project-base up to 20 percent of its Consolidated Annual Contributions Contract or 20 percent of its budget authority. A PHA may also establish a 10 percent exception to this program cap for units that meet exception criteria [Public and Indian Housing Notice 2017-21 (HA)]. The HATC currently funds 15 contracts of HCV project-based assistance partnering with eight non-profit housing providers for a total of 315 units. All voucher categories are funded at levels established nationally by Congress.

**What are the number and type of families on the waiting lists for public housing and section 8 tenant-based rental assistance? Based on the information above, and any other information available to the jurisdiction, what are the most immediate needs of residents of public housing and Housing Choice voucher holders?**

As of March 2018, the HATC has 198 households on its waitlist. The majority (83 percent) are at or below 30 percent of the median income level, and the remaining 17 percent are between 30 and 50 percent of the median income level. Ten percent of households on the waitlist are headed by an elderly household member and 43 percent are headed by a disabled household member. The race and ethnicity of households on the HCV waitlist is 83 percent White, 7 percent Black, 5 percent American

Indian/Alaskan Native, 5 percent Asian, less than 1 percent Native Hawaiian /Other Pacific Islander, less than 1 percent multi-racial, and 7 percent Hispanic.

The HATC currently serves 2002 households made up of 4057 individuals. Of the 2002 households, 1142 are single-member households and 667 are households with minor children. Forty seven percent of the head-of-households are disabled and 24 percent are elderly. The race and ethnicity composition of members served is 77 percent White, 9 percent Black, 2 percent American Indian/Alaskan Native, 5 percent Asian, 2 percent Native Hawaiian/Other Pacific Islander, 5 percent multi-racial, and 12 percent Hispanic.

According to the HATC, the most immediate needs of public housing and Housing Choice voucher holders are for ongoing affordable housing, access to healthcare, access to schools, and access to transportation. The HATC also reported that a significant number of voucher holders have difficulty finding landlords willing to accept their rental subsidies as a form of payment. The 2017 AFH identified housing discrimination on the basis of source of income – meaning public subsidies, as a pervasive Fair Housing obstacle. As noted below, action by the Washington State legislature addressed this, removing the need for County level action.

### **How do these needs compare to the housing needs of the population at large**

The HATC reports that its applicants and participants are limited with regard to both the areas they can look for housing and the requirements to qualify for housing compared to the population at large, due to the affordability of units available and whether landlords are willing to accept a rental subsidy. Above all, individuals and families on a waitlist and those being served under a rental assistance program require decent, safe, and affordable housing. Most applicants and participants do not have reliable transportation, and therefore require housing located near a bus line so that they can easily access employment, shopping, medical resources, and educational opportunities.

### **Discussion**

Currently Thurston County's primary source of housing aid to low income families is through housing choice vouchers. In previous years the county had not protected housing seekers from discrimination based on source of income. However, in the 2018 legislative session the Washington State Legislature passed House Bill 2578 which will protect housing seekers statewide from source of income discrimination. This new legislation should greatly increase the housing options available to housing choice voucher recipients once implemented in September of 2018.



## NA-40 Homeless Needs Assessment - 91.205 ( c )

### Introduction:

**Annual Homeless Census** Thurston County participates in a nation-wide annual count of homeless persons, known as the Point in Time (PIT) count. This census helps determine the number of homeless people in the county, as well as the causes of their homelessness, and assists in developing a comprehensive strategic response to the issue. Estimates in the following tables reflect data from the 2017 PIT count. The 2018 PIT count found 835 homeless people, a 56% percent or 301 person increase over 2017.

In spite of many partners' best efforts, homelessness remains an issue for many individuals. Homeless families often cite job loss, eviction, family crisis, or the loss of their housing for economic reasons as the cause of their homelessness. Examining longitudinal data for homeless populations from 2006-2016, it is clear that Thurston County has not been able to return to the low point of 441 people experiencing homelessness recorded in 2006, much less to reach the goal of reducing homelessness by half of the 2006 starting count.

The 2018 PIT Count represents the largest increase in percentage since 2008-2009, which was 76 percent from 2006. The largest portion of respondents reported being unsheltered – 320 of the 835. This number represents the highest number of unsheltered homeless individuals since 2010.

The Thurston County Five-Year Plan identifies that there are currently 499 households on the Vulnerability Index (VI) that score as "highly vulnerable." These include 103 families, 362 homeless adults, and 44 youth and young adults.

**If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):**

As housing costs and unemployment rates have risen, the number of people without a place to live has grown significantly — 56 percent (301 people) since 2017 and 26 percent (171 people) since the 2013 point-in-time (PIT) Homeless Census. The 2018 PIT census found a total of 835 persons in 3 households reporting homelessness.

Each year, the Washington State Office of the Superintendent of Public Instruction (OSPI) works with local school districts throughout the state to identify children and youth attending school while experiencing homelessness. The goal is to offer appropriate services to the family, child or youth and to

report the number of homeless students to federal, state and local governments. The count does not include school-age children who are not attending school.

Data from the Office of the Superintendent of Public Instruction indicate a 47 percent rise in the number of homeless students from 2013 to 2015. In 2015, the OSPI count shows that 1,412 children were homeless. There was only a slight decrease in 2016, when the count found that 1,327 children were homeless. A large increase in reported homelessness for children came in 2010, likely due to the sharp downturn of the economy in 2008-09. The most recent OSPI Count for the 2016 – 2017 school year found 1670 homeless students.

Homeless school children are entitled to the protections of the McKinney-Vento Act, which allows homeless children to receive services and maintain continuity in their education. The Act defines homeless children as “individuals who lack a fixed, regular, and adequate nighttime residence.” This definition is somewhat broader than the HUD definition of homeless. Examples of children who would fall under this definition include:

- Children sharing housing due to economic hardship or loss of housing;
- Children living in motels, hotels, trailer parks or camp grounds due to lack of alternative accommodations;
- Children awaiting foster care placement; and
- Children living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations.

**Nature and Extent of Homelessness: (Optional)**

<b>Race:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>	<b>Transitional</b>
White	156	214	132
Black /African American	39	29	18
Asian	3	2	1
American Indian or Alaska Native	8	12	1
Pacific Islander	6	6	1
Multiple Races	30	34	14
<b>Ethnicity:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>	
Hispanic	Unk	Unk	Unk
Not Hispanic	Unk	Unk	Unk

Data Source

Comments: PIT

Count provided by

Dept of Commerce

**Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.**

Data from the Office of the Superintendent of Public Instruction indicate that 1,327 children attending public schools were homeless in 2016. This is likely an underestimate of the total number of homeless children because it does not include children who are not attending school. The 2018 PIT census indicates there were 39 homeless individuals identified as veterans.

**Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.**

According to the PIT census data, approximately 67 percent of the total homeless population is comprised of White individuals. Black/African American is the second highest population at 11 percent. Approximately 66 percent of homeless individuals were identified as non-Hispanic.

**Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.**

Of the total homeless individuals, 62 percent were sheltered. Of the 38 percent unsheltered individuals, 67 percent were white with the next highest percentage being 11% for mixed race and .09 percent for Black African/American individuals.

People become homeless for a variety of different reasons: unemployment, low wages, physical disabilities, mental-health challenges, drug and alcohol use, family rejection, and release from treatment centers and jails with no living arrangements. The causes are often overlapping and many individuals cycle in and out of homelessness. During the 2018 PIT count, the top reasons people gave for being homeless were as follows:

1. Job loss
2. Eviction or loss of housing
3. Family rejection/kicked out
4. Domestic Violence
5. Mental illness

It is important to note these reasons were only provided by 522 or 63 percent of the total homeless population. People interviewed for this count had the right to decline to answer any questions.

The 2018 PIT count found 156 people who were living in vehicles or abandoned buildings, or otherwise out-of-doors. Additionally, 259 individuals identified as being homeless for more than a year, one of the definitions of chronically homelessness.

Families may choose to avoid shelters in order to prevent potentially negative impacts on their children. In addition, social service providers report that homeless families may avoid shelters or the streets because parents fear losing their children as the result of potential intervention by child welfare agencies. Families also avoid the forced separation of family members in order to fit into shelter regulations that are often restrictive about the number and gender configuration of families in their facilities.

### **Discussion:**

A chronically homeless person is defined by HUD as an unaccompanied homeless individual with a disabling condition who has either been continuously homeless for a year or more, or has had at least four episodes of homelessness in the past three years. The Thurston County *Homeless Housing Five-Year Plan* states that the chronically homeless in particular often need costly emergency services, such as ambulance, paramedics, emergency medical teams, hospital emergency-room visits and police. The *Plan* notes that Olympia and Thurston County recognize that there are homeless individuals who have been homeless for more than a year but who have a different household composition and may not be disabled. Youth in particular may have undiagnosed disabilities and thus may not easily fit the definition of chronically homeless.

Because chronically homeless persons often consume the largest amount of public services, there are significant financial benefits to the community at large in providing these individuals with supportive housing. Multiple cost-benefit studies conducted around the country have concluded that the social costs of life on the streets range from \$35,000 to \$150,000 per year, because of emergency room visits, increased risk of incarceration and dependence on a range of other public services. In contrast, supportive housing costs generally range between \$13,000 and \$25,000 per individual per year and have been repeatedly shown to reduce social service expenses.

The County's Five-Year *Homeless Housing Plan* for 2018 establishes seven goals in supporting efforts to reduce homelessness. Goal seven is to increase investments in housing unsheltered families with children and unsheltered chronically homeless people while preventing youth from exiting systems to homelessness.

DRAFT

## NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)

### Introduction

Thurston County has a broad inventory of housing and beds to address the needs of a variety of special populations. There are a total of 2,039 beds or units serving special populations. These include:

- 488 beds for households with adults and children
- 16 beds dedicated to veterans
- 51 beds for permanent supportive housing for chronically homeless

According to HMIS 2017 data, there were approximately 6,500 households served.

Many physically disabled people depend at least in part upon the federal government's Supplemental Security Income (SSI) program to meet their basic living needs. SSI provides financial support for people with significant and long-term disabilities who have no other means of support. Washington State supplements the federal SSI payment with a state-funded monthly reimbursement. Fewer than 2 percent of Thurston County residents receive SSI payments.

### Describe the characteristics of special needs populations in your community:

A disability is defined by federal law as the inability to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment(s) that can be expected to result in death, or which has lasted for at least one year. According to the ACS 2012 to 2016 average, there are 33,584 disabled persons living in Thurston County, making up about 13 percent of the total population. Seniors have more disabilities than the county's overall population, but experience less poverty and use fewer DSHS services. More than 35 percent of seniors experience one or more disabilities compared to 9 percent of non-seniors.

### What are the housing and supportive service needs of these populations and how are these needs determined?

Thurston County residents with a physical or sensory disability included 1.8 percent reporting a hearing disability, 2.1 percent a vision disability, and 1.9 an ambulatory disability, according to 2016 ACS data. Among those with disabilities, the level of unmet housing need is not known.

National research indicates persons with physical disabilities face obstacles to finding affordable housing. According to a recent Census Bureau report, approximately 28 percent of 25-to-64-year-olds with severe physical disabilities fall far below the federal poverty line – nearly four times the rate for people of the same age who are not disabled.

Many physically disabled people depend at least in part upon the government's basic welfare program, Supplemental Security Income (SSI), to meet their basic living needs. SSI provides financial support for people with significant and long-term disabilities who have no other means of support. In 2016, 4,721 Thurston County adults and 586 children under age 18 received SSI benefits.

One difficulty of funding affordable housing for persons with developmental disabilities is the need for community integration. Housing projects are expected to be consistent with requirements for Certified Residential Programs, housing no more than four clients per home.

Domestic violence may cause a sudden and traumatic separation from a job, a community, an income, a school, and a home. Often, victims depended on the abuser for financial support and housing, so it can take months and even years to achieve self-sufficiency. According to the Washington State Coalition Against Domestic Violence, safe housing is the most requested service by those calling domestic violence hotlines.

Twenty percent of respondents to the 2018 Point in Time count (128 individuals) reported that being a domestic violence victim was a causal factor in their homelessness. SafePlace, the only advocacy agency and shelter for victims of domestic violence in Olympia and Thurston County, sheltered a total of 322 adults and children. Their data indicates that many more – 1,243 individuals, or almost four times as many who applied for shelter – were turned away because the shelter was full.

In addition to unmet emergency shelter needs, many victims of domestic violence need assistance with housing and services after exiting a shelter. Lack of financial resources is one of the most commonly given reasons domestic violence victims stay with or return to an abusive partner. To successfully escape domestic violence, victims often need support beyond housing, including counseling, child care, job training, financial assistance, and transportation.

**Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:**

Pierce County AIDS Foundation (PCAF) is the agency providing supportive services, advocacy, and education on HIV/AIDS in Thurston County. According to the group AIDS United, 188 people are known to be living with HIV/AIDS in Thurston County as of 2011. However, more people are likely to have the disease but have not been tested for it. According to the HIV/AIDS 2017 epidemiology report from the Washington Department of Health, Thurston County had 56 cases, or 2 percent of the total number of state cases of HIV. This data is based on county of residence at HIV diagnosis.

Persons with HIV/AIDS may suffer from opportunistic infections, chronic pain, fatigue, and the side effects of medication. Their compromised health can result in the inability to maintain a job. In addition, the high cost of medication can cause a significant financial impact, which can affect an individual's ability to secure and maintain stable housing.

Housing Opportunities for Persons with Aids (HOPWA) is a federally funded program providing housing assistance and supportive services for low-income people with HIV/AIDS and related diseases and their families. HOPWA funding allows PCAF to provide a variety of housing options assistance in Thurston County to clients with a household income less than 80 percent of the Area Median Income. Housing Placement provides for applications fees, credit checks, first/last month rent and deposits for clients who are moving into stable housing. Short-term payments to assist with rent, mortgage and utility costs

are available to clients who are already housed. Tenant-Based Rental Assistance (TBRA) is a program in which clients contribute 30 percent of their income toward rent and HOPWA funds pay the balance. Thurston County does not receive or manage HOPWA funds.

**Discussion:**

Other persons with special needs include former prisoners and sex offenders.

Former prisoners re-entering society compose a distinct category of persons with special affordable housing needs. National research conducted by the Council of State Governments indicates that about 10 percent of those coming in and out of prison or jail are homeless in the months prior to or following their incarceration.

Housing designed to serve former prisoners who would otherwise be homeless continues to face obstacles of zoning restrictions, community concern about property values and safety, and the challenges of finding suitable developers or agency partners.

In Thurston County, there are no emergency or transitional shelters, nor permanent supportive housing projects, willing to host registered sex offenders. Anecdotal evidence suggests that most landlords will not knowingly rent to a registered sex offender, even if the individual has a housing voucher. If no apartment or house with rooms available can be located willing to house a sex offender, Behavioral Health Resources will occasionally pay for short-term hotel lodging for these individuals. If their time at a hotel has run out and no other options have emerged, the individual becomes homeless.

According to the Thurston County Sheriff's Department, Thurston County is home to 215 registered sex offenders. Among these, 54 are known to be transient and another 35 have addresses that cannot be verified. Offenders who do not possess verifiable permanent addresses are considered a greater risk of reoffending.



## NA-50 Non-Housing Community Development Needs - 91.215 (f)

### Describe the jurisdiction's need for Public Facilities:

CDBG is a flexible funding source that can be used for the construction and improvement of public facilities and infrastructure projects. To be eligible a project must benefit all residents of an area where at least 51 percent of the residents are low- or moderate-income.

Public facilities can include libraries, recreational facilities, homeless or domestic violence shelters, nursing homes, youth facilities, or group homes for the disabled. Meanwhile, potential infrastructure projects might improve streets, curbs, and water and sewer lines. CDBG funds can also be used to implement improvements to a building's energy efficiency or to make it accessible to those with disabilities.

Public facilities and infrastructure projects are often expensive and require multi-year financing by multiple stakeholders. However, these projects can have a direct impact on the economic and community development of an area. In many cases, infrastructure improvements are necessary before financing can be secured for other projects that benefit low-income residents.

For instance, many funding sources for affordable housing projects require that they have access to a sewer system. Rural communities that only have septic systems (such as Bucoda and Rainier) may thus be less likely to undertake affordable housing projects. For rural communities, CDBG can be a crucial funding source to enable the municipality to leverage other sources of financial support to invest in large sewer and drinking water projects. This is because smaller cities and towns often have limited access to much-needed debt and equity capital that would allow them to invest in expensive infrastructure upgrades.

There is continuing need within the Thurston County for public facilities to serve growing populations.

### How were these needs determined?

Planning for capital facilities is carried out by each city and county department. It requires an understanding of current conditions relative to future needs, an assessment of various types of capital facilities that could be provided, analysis to identify the most effective and efficient facilities to support the needed service, and addressing how these facilities will be financed.

In addition, there is regular consultation between Thurston County, its cities, and the public about public facility needs. Thurston County and the City of Olympia held a series of meetings and consulted with various governmental departments and nonprofit agencies to assess the nature and extent of community development needs, as described in the Citizen Participation section. Funding priorities were established based on the extent of needs and the availability of other funding sources to address those needs.

Describe the jurisdiction’s need for Public Improvements:

Table 6-4 PARKS and OPEN SPACE CAPITAL PROJECTS 2018- 2023									
REVENUES FOR PROJECTS			2018	2019	2020	2021	2022	2023	6-Yr. Total
Fund Source									
Bonds									
Grants					\$140,000	\$100,000			\$240,000
Parks Impact Fees			\$35,000	\$735,000	\$100,000	\$450,000	\$200,000		\$1,520,000
REET (Real Estate Excise Tax)			\$930,000	\$550,000	\$350,000	\$350,000	\$350,000		\$2,530,000
Trail Permit Fees			\$18,000	\$0	\$0	\$0	\$0		\$18,000
<b>TOTALS</b>			<b>\$983,000</b>	<b>\$1,285,000</b>	<b>\$590,000</b>	<b>\$900,000</b>	<b>\$550,000</b>	<b>\$0</b>	<b>\$4,308,000</b>
EXPENDITURES FOR PROJECTS			2018	2019	2020	2021	2022	2023	6 Yr. Total
Project Name	Type	Fund Source							
<b>Lacey / Olympia UGA</b>									
Chehalis Western Trail Improvements	Dev	R/I	\$375,000	\$275,000		\$150,000	\$50,000		\$850,000
<b>Rainier / Yelm / Tenino UGA</b>									
Yelm - Tenino Trail Improvements	Dev	R/I	\$200,000	\$325,000	\$100,000	\$50,000	\$50,000		\$725,000
Tenino - Bucoda Trail Extension	Dev/MP			\$10,000					\$10,000
Yelm - Tenino Trail Area Improvements	Dev	R	\$150,000						\$150,000
<b>Tumwater UGA</b>									
Guerin Park	Dev	GN			\$140,000				\$140,000
Gate - Belmore trail (1)	Dev	R/I	\$25,000	\$25,000					\$50,000
Kenneydell Park	Dev	G				\$100,000			\$100,000
<b>Rural Thurston County</b>									
Facility Improvements	Dev	R	\$18,000		\$50,000	\$150,000	\$150,000		\$368,000
Burfoot Park	Dev	R			\$200,000				\$200,000
Parks and Trails Master Plan	MP	I	\$10,000						\$10,000
Deschutes Falls Park	Dev	I				\$150,000			\$150,000
<b>Trail &amp; Park System-wide Programs</b>									
Parks, Trails and Open Space Acquisition	AcQ	R/I/D/GN							\$0
Culvert Replacement Program		R	\$100,000						\$100,000
Trail Surface Improvement Program		R	\$105,000	\$350,000	\$100,000	\$200,000	\$200,000		\$955,000
Parks & Trails Capacity Development Program	Dev	I		\$300,000		\$100,000	\$100,000		\$500,000
<b>TOTALS</b>			<b>\$983,000</b>	<b>\$1,285,000</b>	<b>\$590,000</b>	<b>\$900,000</b>	<b>\$550,000</b>	<b>\$0</b>	<b>\$4,308,000</b>
DEBT SERVICE AMOUNT			2018	2019	2020	2021	2022	2023	Total
Future Bonds									
<b>Total Debt Service</b>									
<b>LEGEND:</b> GC Grant Committed GN Grant Noncommitted D Donations I Impact Fees R Real Estate Excise Tax TP Trail Permit Fees DEV Development AcQ Acquisitor MP Master plan									
(1) Gate Belmore Trail Funding is also located in the Roads CFP									
<b>Completed Projects</b>			<b>New Projects:</b>			<b>Dropped Projects</b>			
Acquired Additions BNSF ROW			Culvert Replacement Program Trail Surface Improvement Program Tenino - Bucoda Trail Extension Yelm - Tenino Trail Area Improvements Parks & Trails Capacity Development Program			Monarch Park (planning)			

NEEDS ASSESSMENT

**Table 6-5  
Public Works - Solid Waste  
2018- 2023**

REVENUES FOR PROJECTS									
Fund Source	Project	Fund	2018	2019	2020	2021	2022	2023	6-Yr. Total
Solid Waste Tipping Fees, Rates and Charges <sup>1</sup>			\$2,170,000	\$4,050,000	\$3,075,000	\$3,000,000	\$300,000		\$12,595,000
Post Closure Reserve (PCR) <sup>2</sup>			\$600,000	\$100,000		\$0	\$100,000		\$800,000
Other <sup>3</sup>									
<b>TOTALS</b>			<b>\$2,770,000</b>	<b>\$4,150,000</b>	<b>\$3,075,000</b>	<b>\$3,000,000</b>	<b>\$400,000</b>	<b>\$0</b>	<b>\$13,395,000</b>
EXPENDITURES FOR PROJECTS									
Project Name	Fund Source		2018	2019	2020	2021	2022	2023	6 Yr. Total
<b>City of Lacey Urban Growth Area</b>									
WARC Transfer Station Expansion	Fees			\$100,000	\$1,500,000	\$1,500,000			\$3,100,000
WARC Automotive, Equipment Storage Area and Field Office	Fees	91064	4030	\$200,000	\$1,400,000	\$1,400,000	\$200,000		\$3,200,000
WARC Closure of 70 Acre Cell (steep bank north of Lakeside RAP)	Fees				\$150,000	\$1,500,000			\$1,650,000
WARC Ground Water Monitoring Wells	PCR	91082	4040	\$100,000					\$100,000
WARC Beneficial Re-use of Closed Landfill	Fees			\$50,000					\$50,000
WARC Landfill Settlement and Repairs	PCR			\$100,000			\$100,000		\$200,000
WARC Flare Upgrade	PCR	91075	4040	\$500,000					\$500,000
WARC Public Tipping Storm Water Conveyance Line	Fees	91077	4030	\$70,000					\$70,000
WARC Access Road Phase II	Fees	91081	4030	\$1,500,000	\$500,000				\$2,000,000
WARC Water Reservoir	Fees				\$25,000				\$25,000
<b>Rural Thurston County</b>									
Rainier Drop Box Improvements	Fees	91078	4030	\$200,000	\$1,000,000		\$50,000		\$1,250,000
Rochester Drop Box Improvements	Fees	91079	4030	\$200,000	\$1,000,000		\$50,000		\$1,250,000
<b>TOTALS</b>			<b>\$2,770,000</b>	<b>\$4,150,000</b>	<b>\$3,075,000</b>	<b>\$3,000,000</b>	<b>\$400,000</b>	<b>\$0</b>	<b>\$13,395,000</b>
<b>Notes:</b>									
Funding sources include: Fees= Solid Waste Tipping fees, rates and charges.									
PCR= Post-Closure reserve funds.									
Other revenue could include other local agencies, grants, providing funding for mutually beneficial projects									
The Solid Waste Capital Facility Assessment may require significant revisions of current planned projects.									
<b>No Dropped Projects</b>			<b>No New Projects</b>			<b>No Completed Projects</b>			

**How were these needs determined?**

Thurston County is one of 29 counties in the state that follow the requirements of the state’s Growth Management Act (GMA), passed in 1990. The state’s fastest growing counties and the cities within those counties must plan for growth in accordance with the GMA. Thurston County and its cities and towns are required to issue comprehensive plans that include plans for land use, housing, utilities, shoreline policies, and transportation.

The capital facilities plan is one requirement of the comprehensive plan, and describes capital projects necessary to support the county’s forecast population growth and how they will be financed. The GMA requires each city’s capital facilities plan to identify specific facilities, include a realistic financing plan, and adjust the plan if funding is inadequate. Comprehensive plans and capital facilities plans can be found at the websites of Thurston County and its cities.

Sources of funding in capital facilities plans may include local taxes, municipal bonds, and development-mitigation fees. An additional, and often crucial, source of potential funding may come from federal and state grant and loan programs. CDBG dollars can be used to leverage these sources.

**Describe the jurisdiction’s need for Public Services:**

The jurisdictions' needs for Public Services were assessed an online survey, public meetings, and ongoing consultation with social service providers.

Among survey respondents, more than 66 percent designated services for homeless persons as the top area of need, tied with substance abuse services. These were followed by health services (50 percent) and child care (49 percent).

The following are Thurston County projects funded at least in part by CDBG and HOME grants during the last three years:

2015	CDBG	Homes First	Acquisition of Housing	Capital
2015	CDBG	Community Action Council	Deschutes Cove Apartments Sewer Conversion	Capital
2015	CDBG	SafePlace	Facility Repair	Capital
2015	CDBG	Rebuilding Together	Home Repairs	Capital
2015	CDBG	Boys and Girls Club	Scholarships program	Public Service

2015	CDBG	Enterprise for Equity	Business Training	Economic Development
2015	CDBG	Catholic Community Services	Community Kitchen	Public Service
2015	CDBG	Catholic Community Services	Drexel House Emergency Shelter	Public Service
2015	CDBG	Tumwater	Pioneer St Sewer	Capital
2016	CDBG	City of Yelm	Splash Park	Capital
2016	CDBG	Town of Bucoda	Nenant St Waterline replacement	Capital
2016	CDBG	Tenino Boys and Girls Club	Scholarships program	Public Service
2016	CDBG	City of Tenino	Quarry Rehab	Capital
2017	CDBG	Thurston County Food Bank	Lacey Food Bank	Capital
2017	CDBG	SideWalk	Veterans Housing Coordinator	Public Service
2017	CDBG	Housing Authority of Thurston County	14th and Golf Club Housing Development	Capital
2017	CDBG	Evergreen Treatment Services	South Sound Clinic Expansion	Capital
2017	CDBG	Community Action Council	Monarch Facility	Capital
2017	CDBG	Community Youth Services	Transitional Housing Rehab	Capital
2017	CDBG	Boys and Girls Club	Lacey Homeless Youth Scholarships	Public Service

The following are City of Olympia projects funded at least in part by CDBG and HOME grants during the last three years:

2015	CDBG	Downtown Safety and Facade Improvement Program	Economic Development
2015	CDBG	Grow Olympia Fund (business loans)	Economic Development

2015	CDBG	Downtown Ambassador Program	Public Service
2016	CDBG	Downtown Safety and Facade Improvement Program	Economic Development
2016	CDBG	Business Training and Assistance	Economic Development
2016	CDBG	Providence Community Care Center	Capital
2016	CDBG	Housing Rehabilitation	Affordable Housing
2016	CDBG	Downtown Ambassador Program	Public Service
2017	CDBG	Housing Rehabilitation	Affordable Housing
2017	CDBG	Interfaith Works Year-round Day Center Staffing	Public Service
2017	CDBG	Small Business Assistance	Economic Development
2017	CDBG	Downtown Ambassador Program	Public Service
2017	CDBG	Business Training and Assistance	Economic Development

**How were these needs determined?**

These needs were determined based on the prioritized needs of cities and towns.

## Housing Market Analysis

### MA-05 Overview

#### Housing Market Analysis Overview:

The National Association of Realtors developed the Housing Affordability Index (HAI), which has been used nationally since 1982. This index takes into account current economic conditions in an attempt to evaluate the affordability of housing. An affordability index of 100.0 or more is desirable, indicating that the potential purchaser has 100 percent or more of the income needed to qualify for a loan. According to the Thurston Regional Planning Council Housing Affordability Index, Thurston County housing affordability steadily rose from 2007 to 2013. However, after 2013, the affordability index has declined from approximately 200 to just 154.9. Thurston County is less affordable than adjacent counties to the west and south, and this contributes to the growing challenge of providing affordable housing for the residents in Thurston County.

Housing affordability for first-time homebuyers in Thurston County was 77.5 in 2017, and has been decreasing since 2013 when the index was 125.4. Real estate continues to be more affordable for first-time homebuyers than in 2006 or 2007, when indices were below 70.

According to the National Association of Realtors, home values are increasing and homeowners are paying about 15 percent of their income toward mortgages. The ACS estimated that the median home value in Thurston County from 2012 to 2016 was approximately \$242,900. Sixty nine percent of owner-occupied housing units have mortgages, with a median monthly owner cost of \$1,650. For 22 percent of homeowners, selected monthly owner costs make up 35 percent or more of their household income.

According to data from the Thurston Regional Planning Council, the number of residential units permitted increased from 1,280 in 2013 to 2,223 in 2016. This is an increase of approximately 74 percent. Current housing by type data indicates that single-family homes are the primary housing type in Thurston County, making up about 66 percent of total housing. The lowest percentage is for manufactured homes, which make up 11.3 percent of total housing.

Affordability is also an important problem for renters in Thurston County. The National Low Income Housing Coalition estimates that a person would need to earn \$20.60 an hour to afford a fair market rent in a two-bedroom apartment. Out of approximately 100,766 households, there are 19,270 low-income renter households. If 35 percent of households in Thurston County are renters, that means about 55 percent of all renters are low-income in Thurston County.

In 2016, Thurston County's median household income of \$63,286 was lower than that of the state (\$67,106). This level was slightly above the previous 10-year peak for 2008 (\$63,009) and above the median household income for 2011-2015 (\$61,677). The median household income in unincorporated portions of the county was higher than in the incorporated communities. Adjusted for cost of living using TRPC calculators, living in Olympia has a higher cost compared to the national average for a family with children.

Each year, the Thurston Economic Development Council releases its Vitality Index (VI), which is a snapshot of local economic conditions and multi-year trend analysis of industries, income, occupation, and other variables. The data display a number of economic conditions for the region based on various factors. Thurston County has been a relatively affordable place to buy a home for the past decade for those with equity; however, wages have not increased at the same rate as median home prices.



## MA-10 Housing Market Analysis: Number of Housing Units - 91.210(a)&(b)(2)

### Introduction

According to U.S. Census data, the total number of housing units in Thurston County has increased by approximately 5 percent from 2013 to 2017. Thurston County is experiencing an increase in demand for housing due to an influx of new residents. Some estimates report over 2,000 people moving into Thurston County each year. The Thurston Regional Planning Council reports that there were 758 new residents in 2010 and 4,239 new residents in 2015. According to the 2011-2015 ACS, Thurston County is 65 percent owner-occupied and 35 percent renter occupied, but is trending toward predominantly renter households.

The Olympia-Tumwater Housing Market area has improved since 2012. According to HUD's Comprehensive Housing Market Analysis from August of 2016, the sales housing market is currently balanced with an overall estimated sales vacancy rate of 1.5 percent, down from 2.4 percent in April 2010. New home sales increased by 2 percent to 680, and the average price went up by 8 percent (\$319,200). The market analysis predicts a demand for 4,450 new homes – 400 homes are currently under construction and a portion of the 3,400 other vacant units, which may reenter the market, will satisfy some of the demand.

The TRPC reports that 4,971 homes were sold in 2016 through Northwest Multiple Listing Service. The average price of these homes was \$283,272. Olympia has the highest home lease price since 2000, except in 2004 when Tumwater narrowly passed Olympia. Although average home sale prices have been on the rise since 2012, they have not yet reached the peak of \$335,534 seen in 2007. Three-bedroom houses accounted for almost 60 percent of the total home sales in 2016 with an average price of \$265,602. The year 2016 ties with 2005 for the lowest average days to home sale at 47 days. According to the TRPC, the average number of new housing units permitted each year from 2010 to 2015 is 1,229. The same data estimate the following breakdown of new housing units in 2017: Single-family homes with 66 percent; Multifamily homes with 23 percent; and Manufactured homes with 11 percent.

Rental housing market conditions are also balanced, according to HUD's Comprehensive Housing Market Analysis, with an overall vacancy rate of 5 percent, down from 7 percent in April 2010. In general, a vacancy rate of 5 percent indicates that demand matches supply. The apartment market is tight, with a vacancy rate of 2.6 percent. The vacancy rate for apartments in Thurston County has declined significantly since a high point in 2012 when rates were over 5 percent. There is demand for an expected 1,750 new rental units, and there are currently 610 units under construction.

According to the TRPC, in March 2017, the average rent for an apartment was \$1,036 in Thurston County. This average was less than King and Kitsap Counties and comparable to Pierce County, which has an average rent of \$1,070. One-bedroom apartments in Thurston County rented for an average of \$909 in March 2017. Two-bedroom apartments rented for an average of \$1,000. Rents are currently at historically high levels, which likely corresponds to recovery from the recession and low vacancy rates.

The National Low Income Housing Coalition estimates that in Thurston County, a person would need to earn \$20.60 an hour to afford a fair market rent in a two-bedroom apartment. Out of approximately 100,766 households, there are 19,270 low-income renter households. If 35 percent of households in

Thurston County are renters, that means about 55 percent of all renters are low-income in Thurston County.

**All residential properties by number of units**

Property Type	Number	percent
1-unit detached structure	74,939	69percent
1-unit, attached structure	4,296	4percent
2-4 units	5,835	5percent
5-19 units	8,051	7percent
20 or more units	5,423	5percent
Mobile Home, boat, RV, van, etc.	10,424	10percent
<i>Total</i>	<i>108,968</i>	<i>100percent</i>

**Table 25 – Residential Properties by Unit Number**

Data Source: 2009-2013 ACS

**Unit Size by Tenure**

	Owners		Renters	
	Number	percent	Number	percent
No bedroom	248	0percent	1,233	4percent
1 bedroom	1,546	2percent	6,808	20percent
2 bedrooms	11,820	18percent	13,049	39percent
3 or more bedrooms	53,751	80percent	12,346	37percent
<i>Total</i>	<i>67,365</i>	<i>100percent</i>	<i>33,436</i>	<i>100percent</i>

**Table 26 – Unit Size by Tenure**

Data Source: 2009-2013 ACS

**Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.**

HUD database of subsidized housing

HUD ID Number	Project Name	Project Address	Project City	Project Zip Code	Total Number of Units	Low Income Units
WAA19870040	Killion Court	405 Killion CT NW	Yelm	98597	20	20

WAA19880240	Uptown Apartments /Bettman House	216 Ninth AVE SE	Olympia	98501	11	11
WAA19940165	Carriage Place APTS	1309 Fern ST SW	Olympia	98502	50	50
WAA19940050	Fern Ridge	1309 Fern ST SW	Olympia	98502	49	49
WAA19940125	Stuart Place	110 Legion Way SE	Olympia	98501	36	36
WAA19990025	Boardwalk APTS	410 Capitol Way N	Olympia	98501	280	280
WAA19960195	College Glen	4870 55 <sup>th</sup> LN SE	Lacey	98503	164	164
WAA19970030	Courtside APTS	600 Yauger Way SE	Olympia	98502	211	211
WAA20020130	Prairie Run APTS	205 Mountain View RD SE	Yelm	98597	32	31
WAA20010050	Evergreen Villages	505 Division ST NW	Olympia	98502	180	180
WAA20000065	Frenchman Hill APTS	590 Beach AVE NE	Olympia	98502	25	25
WAA20000095	Magnolia Villa	1410 Magnolia ST SE	Lacey	98503	20	20
WAA20000165	Summer Ridge	5701 30 <sup>th</sup> AVE SE	Lacey	98503	116	116
WAA20060235	Crowne Pointe APTS	2800 Limited LN NW	Olympia	98502	160	160
WAA20070055	Drexel House	606 Devoe ST SE	Olympia	98501	25	25
WAA20070080	Evergreen Vista II	1225 Fern ST SW	Olympia	98502	51	51
WAA20110800	Evergreen Vista I	1209 Fern ST SW	Olympia	98502	104	104
WAA00000004	118 McArthur ST	118 McArthur ST N	Tenino	98589	30	-
WAA00000472	Olympic Heights	300 Kenyon ST NW	Olympia	98502	178	36
WAA20120804	Salmon Run APTS	10720 Vancil RD SE	Yelm	98597	39	40
WAA20130004	Ashwood Downs	1900 Ashwood Downs LN SE	Olympia	98501	96	96
WAA20140984	Copper Trail	3500 Capital Mall DR SW	Olympia	98502	260	260
WAA20140994	Olympia Vista APTS	3600 Forestbrook WAY SW	Olympia	98502	-	141

**Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.**

According to HUD’s database of subsidized housing, there are seven properties in the county with contracts expiring over the period of this consolidated plan, although it is likely that the contracts will be renewed. The properties are:

- Drexel house, 25 units, in Olympia. Contract expires 2022.
- Crowne Point Apartments, 160 units, Olympia. Contract expires 2021.
- Evergreen Vista II, 51 units, Olympia. Contract expires 2022.

**Does the availability of housing units meet the needs of the population?**

Based on the research and analysis conducted for this Consolidated Plan and the work of the Thurston Regional Planning Council (TRPC), there is insufficient affordable housing stock in Thurston County to meet the needs of low income households (households earning 50 percent or less of the median income.) According to HUD CHAS data, 14 percent of Thurston County households earn 50 percent or less than median income. This households are the primary, but not sole recipients of the county’s section 8 housing vouchers and affordable housing units. In Thurston County, approximately 2,050 people receive Section 8 vouchers; the number on the waitlist is approximately 1,840. In addition to housing vouchers, Thurston County hosts roughly 4500 affordable housing units. With over 100,000 households, 14,000 of which earn less than 50 percent AMI the total 6500 affordable housing options falls well short of the regional affordable housing need.

**Describe the need for specific types of housing:**

There is a need for increased housing choices for low and moderate-income households, including converting existing housing stock to more affordable units. The region needs more housing choices for median income households to make existing low and moderate-income housing stock available to lower income residents.

**Discussion**

Survey respondents were asked about the top challenges facing the region, and asked to judge the level of need for a variety of eligible activities in five categories. Respondents agreed on the top four challenges facing the region: “Not enough affordable rental housing,” “Not enough services for the homeless,” “Too expensive to buy a home,” and “Not enough social service funding.” County residents emphasized the need for social services funding, while Olympians viewed home prices as a top issue.

Under affordable housing, more than 70 percent of respondents indicated a high need for homeless/transitional housing, followed by tenant-based rental assistance/housing vouchers (63 percent). Over two thirds of respondents marked “other” as high need and filled in comments. Several suggested a need for permanent supportive housing.

This data represents a keen public awareness of housing issues and needs in Thurston County. Residents know what the problems are, and there is a high level of public support for the implementation of solutions.

DRAFT

## MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

### Introduction

Monthly rent data below was pulled from the most recent HOME and FMR report available through HUD.

### Cost of Housing

	Base Year: 2010	Most Recent Year: 2016	percent Change
Median Home Value	\$270,359	\$283,272	4.8percent
Median Contract Rent	\$892	\$975	9.3percent

**Table 27 – Cost of Housing**

Data Source: Thurston Regional Planning Council

Rent Paid	Number	percent
Less than \$500	4,069	12.2percent
\$500-999	17,508	52.4percent
\$1,000-1,499	9,750	29.2percent
\$1,500-1,999	1,711	5.1percent
\$2,000 or more	398	1.2percent
<b>Total</b>	<b>33,436</b>	<b>100.0percent</b>

**Table 28 - Rent Paid**

Data Source: 2009-2013 ACS

### Housing Affordability

percent Units affordable to Households earning	Renter	Owner
30percent HAMFI	1,323	No Data
50percent HAMFI	3,497	1,999
80percent HAMFI	15,619	7,495
100percent HAMFI	No Data	13,835
<b>Total</b>	<b>20,439</b>	<b>23,329</b>

**Table 29 – Housing Affordability**

Data Source: 2009-2013 CHAS

### Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	784	866	1071	1559	2453
High HOME Rent	784	866	1071	1317	1712

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Low HOME Rent	677	725	870	1005	1352

Table 30 – Monthly Rent

Data Source: HUD FMR and HOME Rents

### Is there sufficient housing for households at all income levels?

ACS data estimates the 2011-2015 median household income to be approximately \$61,677. The same data set shows that 21 percent of Thurston county residents earn between \$25,000 and \$49,000 per year. A total of 17 percent earn less than \$24,000. With rising rental and home ownership costs in recent years, there is insufficient housing that is affordable for these lower income residents.

### How is affordability of housing likely to change considering changes to home values and/or rents?

As rents and home values both continue to increase, there will be additional cost burden for middle and low income individuals and families seeking housing. According to the TRPC, vacancy rates for apartments in Thurston County have declined significantly since a high point in 2012, when rates were over 5 percent. In 2017, vacancy rates were only 2.7 percent. These low vacancy rates suggest that supply does not match demand, and rental prices will likely continue to rise. Home prices also continue to increase and the reliability of interest rates is unknown. Additionally, until unemployment levels decline, incomes will not increase significantly enough to make the increasing rents and home values affordable. These factors suggest that there is insufficient housing for households at lower income levels, and that this problem will become increasingly more serious over time without intervention. It is likely that affordability will decline over the next several years, until such time that employment and income increase to a level that is sustainable under the current market conditions.

### How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

Since 2010, the average rent has increased for Thurston County. The median rent is \$1,089. Though the fair market rent listed above is lower compared to the median rent, the increases in rent have been significant. In just two years, Thurston Regional planning Commission data show an average rent increase from \$900 to \$1050.

### Discussion

Availability and affordability of housing are increasingly more serious concerns for providing sustainable residence for the people of Thurston County. As rents and home values rise, wages struggle to provide the amount of money that people need in order to afford homes. The self-

sufficiency standard for the state of Washington identifies the amount of income needed to support families of various sizes without additional help from the government, community, or other personal resources. This reflects what the report calls bare bones budgets that meet basic needs, but no extras. The report provides the following example: A parent earning the 2017 Washington State minimum wage of \$11.00 per hour will fall short of meeting the Standard for a family with two young children. If that person lives in Thurston County, they would be able to cover only 42 percent of the family's basic needs. If a family has two adults and one school-age child and one preschooler, the Standard indicates that family would need an income of \$60,518. The average median income for Thurston County falls close to this basic needs level. However, the number of hours a minimum wage worker would need to work in Thurston County to meet the basic needs of a family of one adult, one preschooler and one school-age child is 92 hours per week. Only with the addition of housing assistance such as housing choice vouchers would this family come close to being able to adequately provide for itself.



## MA-20 Housing Market Analysis: Condition of Housing - 91.210(a)

### Introduction

This section contains an overview of housing conditions in Thurston County, including an estimate of the number of units that contain lead-based paint hazards and are occupied by low- and moderate-income households.

The physical condition of housing stock is important for both the health and safety of residents, and as an indicator of the need for weatherization. Houses that are not properly weatherized waste energy, costing residents extra money to heat and cool. Two measures of the physical condition of housing stock that are collected in the American Community Survey are whether a unit has complete plumbing and kitchen facilities.

As previously stated, almost 80 percent of all residents with income levels between 30 and 50 percent AMI have one or more of four housing problems.

### Describe the jurisdiction's definition for "substandard condition" and "substandard condition but suitable for rehabilitation":

Continued demand for CDBG-funded rehabilitation loans also show the need for improvements to the physical condition of housing stock. For rehabilitation activities undertaken with HUD funds, the following definitions are used:

- **Standard Condition:** Dwelling units that provide safe and adequate housing, are well maintained, and are structurally sound without visible deterioration or observable defects.
- **Substandard Condition and Not Suitable for Rehab:** Dwelling units that are in such poor condition as to be neither structurally nor financially feasible for rehabilitation.
- **Substandard Condition but Suitable for Rehab:** Dwelling units that do not meet standard conditions but are both financially and structurally feasible for rehabilitation. This does not include units that require only cosmetic work, correction, or minor livability problems or maintenance work.

### Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	percent	Number	percent
With one selected Condition	19,628	29percent	15,207	45percent
With two selected Conditions	340	1percent	981	3percent
With three selected Conditions	24	0percent	83	0percent
With four selected Conditions	0	0percent	0	0percent
No selected Conditions	47,373	70percent	17,165	51percent

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	percent	Number	percent
<b>Total</b>	<b>67,365</b>	<b>100percent</b>	<b>33,436</b>	<b>99percent</b>

**Table 31 - Condition of Units**

Data Source: 2009-2013 ACS

**Year Unit Built**

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	percent	Number	percent
2000 or later	15,995	24percent	6,443	19percent
1980-1999	25,088	37percent	11,767	35percent
1950-1979	19,903	30percent	12,385	37percent
Before 1950	6,379	9percent	2,841	9percent
<b>Total</b>	<b>67,365</b>	<b>100percent</b>	<b>33,436</b>	<b>100percent</b>

**Table 32 – Year Unit Built**

Data Source: 2009-2013 CHAS

**Risk of Lead-Based Paint Hazard**

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	percent	Number	percent
Total Number of Units Built Before 1980	26,282	39percent	15,226	46percent
Housing Units build before 1980 with children present	9,780	15percent	6,085	18percent

**Table 33 – Risk of Lead-Based Paint**

Data Source: 2009-2013 ACS (Total Units) 2009-2013 CHAS (Units with Children present)

**Vacant Units**

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units			
Abandoned Vacant Units			
REO Properties			
Abandoned REO Properties			

**Table 34 - Vacant Units**

**Describe the need for owner and rental rehabilitation based on the condition of the jurisdiction's housing.**

Rehabilitation of owner and renter occupied housing was a top need identified by one third of residents responding to the survey. Thirty percent of owner-occupied housing and 48 percent of rental units have at least one housing condition that requires rehabilitation. Approximately 40 percent of housing units also still present a risk of lead-based paint hazard.

As Thurston County's ownership and rental housing ages there is and there will continue to be a growing need to rehabilitate these units. Seventy four percent of housing units in Thurston County are already more than 20 years old, and 54 percent are more than 30 years old, according to the ACS 2012-2016 estimate. It is important that the region, to the maximum extent possible, maintain or provide programs that offer ownership and rental housing rehabilitation assistance.

**Estimate the number of housing units within the jurisdiction that are occupied by low or moderate income families that contain lead-based paint hazards. 91.205(e), 91.405**

In Thurston County, approximately 40 percent of housing units also still present a risk of lead-based paint hazard, including 39 percent of owner-occupied units and 46 percent of rental units. There are a total of 36,062 housing units at risk. Nearly 40 percent of these at risk units are occupied by families with children. It is likely that many of these homes are occupied by low or moderate income families, as older homes tend to be more affordable, and lower income families may not have the means to mitigate the problem.

**Discussion**

Addressing lead-based paint hazards is critical to preserving older affordable housing units and meeting HUD's statutory goals of providing decent housing and a sustainable living environment. It is usually more cost-effective to maintain and preserve established, older housing than to replace it. Thus, remediation of lead-based paint hazards is both a health and safety strategy, particularly for children, and an investment in the future of affordable housing. In most houses in Thurston County, the risk of lead hazards can be greatly reduced through window replacements, encapsulation, and dust removal. The Housing Authority of Thurston County provides certified lead-based paint risk assessments and inspections conducted by EPA-licensed Lead Risk Assessors.

In an effort to address lead-based paint hazards, the City of Olympia has incorporated Title X of the Community Development Act of 1992 (part of the Residential Lead-Based Paint Hazard Reduction Act of 1992) into its housing policies and programs. 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 Urban County and Olympia CDBG Programs will continue to encourage housing rehabilitation loans through a variety of sources, including various federal, state and local funding resources whenever

possible. The preservation of existing affordable housing stock is tied to our overall affordable housing goal for this strategic plan. Providing housing rehabilitation loans to improve the physical condition of housing stock, particularly renter housing, reduces hazards from lead exposure. Rehabilitation loans also benefit low-income households by reducing costs from heating and cooling.

**MA-25 Public and Assisted Housing - 91.210(b)**

**Introduction**

**Totals Number of Units**

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
				Veterans Affairs Supportive Housing	Family Unification Program	Disabled *			
# of units vouchers available	183	73		1,957	182	1,775	289	198	676
# of accessible units									

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

**Table 35 – Total Number of Units by Program Type**

Data PIC (PIH Information Center)  
Source:

**Describe the supply of public housing developments:**

Not applicable.

**Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:**

Not applicable.

**Public Housing Condition**

Public Housing Development	Average Inspection Score

Table 36 - Public Housing Condition

**Describe the restoration and revitalization needs of public housing units in the jurisdiction:**

There are no public housing units owned by the Thurston County Housing Authority.

**Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:**

Not applicable.

**Discussion:**

The Thurston County Housing Authority does not own any public housing units and there are none scheduled for development. The only public housing property in Thurston County is a 69-unit property in Olympia that is owned by the King County Housing Authority. This property was developed before the Housing Authority of Thurston County was formed.

## MA-30 Homeless Facilities and Services - 91.210(c)

### Introduction

As housing costs and unemployment rates have risen, the number of people without a place to live has grown significantly — 55 percent (294 people) since 2017 and 25 percent (164 people) since the 2013 point-in-time (PIT) Homeless Census. The 2017 count found that 579 individuals were homeless or lived in transitional housing. Of these individuals, 171 reported being unsheltered. In addition, 75 people were counted as temporarily living with friends or family, bringing the total number of individuals without a stable place to live to 654. Preliminary results from the 2018 count found that 828 individuals were homeless or lived in emergency or transitional housing. The 2018 Homeless Census showed the largest portion reported being unsheltered – 324 of the 828.

Thurston County’s homeless shelter capacity in 2015 had decreased to a level comparable to that of 2006, in a steady reduction following peak capacities recorded in 2010 and 2011. However, capacity was still unable to meet the level of need for shelter. To house all of those homeless in the county as of 2015, an additional 84 beds would have been needed. Homeless shelter capacity was not included in more recent reports that have been published based on annual PIT Homeless Census results.

### 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)	70	20	90*	24	
Households with Only Adults	180	91	20*	45	
Chronically Homeless Households	Unk*	Unk*	Unk.*	35	
Veterans	0	0	11*	0	
Unaccompanied Youth	12	5	43*	0	

**Table 37** - Thurston County’s Housing Inventory Chart (HIC)

The above table illustrates the types of housing provided for homeless persons. The Transitional Housing Beds numbers include rapid rehousing.

Beginning in 2010, area housing providers converted a significant portion of their inventory from Transitional Housing to Permanent Supportive Housing. This conversion reflected the needs of residents who were unable to “transition” to permanent or independent housing. Drexel House and Drexel House 2 serve single adults in Thurston County. They provide 16 year round shelter beds, and four beds that are preferentially filled with veterans. There are a total of 86 units of permanent supportive housing, with 50 of those units reserved for individuals who are veterans.

**Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons**

Thurston County and the city of Olympia follow the best practice of Housing First, followed quickly by wraparound social services that are tailored to meet the needs of the household. Thurston County service providers follow a harm-reduction philosophy as part of a Housing First model. There are a number of key support services available to those seeking housing stability. The following is a list of the mental health services and providers according to the Thurston County 5-Year Plan:

<b>Services</b>	<b>Provider</b>
Mental Health	<b>BHR, County BHO</b>
Drug/Alcohol Treatment	County Chemical Dependency/ BHR
Peer Support Services	Capital Recovery Center
Parenting Skills	Family Support Center
Vocational Training	SPSCC
Personal Finance	Asset Building Coalition
Social Security Disability Assistance	SideWalk
Independent Living Skills	Community Youth Services
Case Management	Asst. agencies
Domestic Violence Advocacy	Safeplace, Family Justice Center
Food	Thurston County Food Bank

**List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.**

Services provided to meet the needs of homeless persons include mental health care, drug and alcohol treatment, peer support services, parenting skills development, vocational training, personal finance assistance, social security disability assistance, independent living skills development, case management services, domestic violence advocacy, and food assistance.



## MA-35 Special Needs Facilities and Services - 91.210(d)

### Introduction

Supportive services (including case-management, health services, addiction counseling, employment services, legal services, etc.) are needed by chronically homeless persons, victims of domestic violence, youth exiting the foster care system, ex-offenders and others in order to allow them to remain in housing over the long term. Persons with severe disabilities also need ongoing supportive services, both for day-to-day living and to ensure that they are able to obtain decent housing.

Data on age ranges with severe physical disabilities falling below federal poverty line (25-64 year olds in old report) <https://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml> Thurston specific data

**Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs**

Housing provided by Union Gospel Mission is intended for people in recovery from drug and alcohol addictions. Other special needs populations are accommodated by housing with designated supportive services rather than housing segregated by needs.

**Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing**

All Transitional and Permanent Supportive Housing resources are provided with supportive services intended to ensure that persons returning from mental and physical health institutions are enabled to re-enter successfully.

**Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)**

Project Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	Used effectively, TBRA can help stabilize households at risk for homelessness or experiencing homelessness, by providing short-term assistance for rent arrears, deposits, moving assistance, and rent subsidy. Thurston County does not use HOME funds for TBRA activities, but uses state and local funds to support rental assistance activities, such as rapid rehousing.

Project Type	Market Characteristics that will influence the use of funds available for housing type
TBRA for Non-Homeless Special Needs	HOPWA funds, available through the Pierce County AIDS Foundation, can provide for Short-Term Rent, Mortgage, and Utility (STRMU) assistance for the special needs of people with HIV and AIDS.
New Unit Production	The region had a vacancy rate of 2.7 percent in 2017. Apartment vacancy rates have been in overall decline since 2010. The HOME program can be utilized based on cost and resources, targeting of different income levels, location considerations, and opportunities for leveraging.
Rehabilitation	The number of sub-standard housing units; the availability of private sector funding. The region has a growing senior population, many of whom live on fixed incomes, and may be unable to make needed repairs and accommodations.
Acquisition, including preservation	CDBG and HOME funds can be used based on cost and resources, targeting of different income levels; location considerations in terms of competitiveness for leverage funding.

**For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))**

Specific Annual Action Plans will identify projects intended to serve other special needs populations.

**MA-40 Barriers to Affordable Housing - 91.210(e)****Describe any negative effects of public policies on affordable housing and residential investment**

Thurston County's Housing Action Team has empaneled a group to develop strategies to address zoning and development policies that create barriers to affordable housing. Other efforts include the multi-year community planning process called the "Missing Middle" conducted by the City of Olympia Planning Commission to develop changes to the City's Comprehensive Plan that would increase housing densities and provide more housing varieties, i.e. upzoning single family neighborhoods to allow duplexes and tri-plexes.

DRAFT

## MA-45 Non-Housing Community Development Assets - 91.215 (f)

### Introduction

The unemployment rate fluctuates seasonally and from month to month, but despite significant decreases there is no question that the recession of 2008-2009 is continuing to impact Thurston County residents' ability to find and retain jobs. According to the American Community Survey Five-Year estimate, Thurston County's average unemployment for 2012-2016 was 5.1 percent, higher than the state average of 4.3 percent. The proportion of Olympians looking for work was slightly higher, at 5.4 percent. The most recent data from the state Employment Security Department (February, 2018) paints a similar picture: the county unemployment rate is 5.6 percent compared to the statewide rate of 4.8 per-cent.

These numbers are a significant improvement from early 2010, when the unemployment rate reached a high of more than 9.5 percent. The economic outlook continues to improve, but many people with low and moderate incomes still struggle to make ends meet.

The decrease in unemployment can be seen in an upward trend of salaries across industries in the regions. Based on 2016 American Community Survey average salaries in Thurston County have increased 15.7percent since 2011. This is likely greatly impacted by a more competitive employment market. In Thurston County, 97.4 percent of the population has access to broadband coverage, which is higher than the statewide average of 94.8 percent, according to BroadbandNow, a comparison and research website. The City of Lacey was the city with the third-fastest average download speed (80.2 mbps) in the state in 2017. HOME and CDBG funding criteria will continue to weigh access to broadband services as one component of a decision to award funds to a project or housing development.

### Economic Development Market Analysis

#### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers percent	Share of Jobs percent	Jobs less workers percent
Agriculture, Mining, Oil & Gas Extraction	1,623	1,560	4	4	0
Arts, Entertainment, Accommodations	9,048	8,439	27	27	0
Construction	4,457	3,649	12	10	-1
Education and Health Care Services	13,549	12,357	39	42	3
Finance, Insurance, and Real Estate	4,300	3,681	12	12	0
Information	1,319	834	4	3	-1
Manufacturing	5,424	3,349	15	10	-5
Other Services	3,203	3,279	10	11	1

Business by Sector	Number of Workers	Number of Jobs	Share of Workers percent	Share of Jobs percent	Jobs less workers percent
Professional, Scientific, Management Services	5,329	4,810	16	16	1
Public Administration	0	0	0	0	0
Retail Trade	10,914	10,844	32	35	3
Transportation and Warehousing	2,494	1,890	7	5	-1
Wholesale Trade	3,231	3,045	9	9	0
Total	64,891	57,737	--	--	--

**Table 38 - Business Activity**

Data 2009-2013 ACS (Workers), 2013 Longitudinal Employer-Household Dynamics (Jobs)  
Source:

**Labor Force**

Total Population in the Civilian Labor Force	126,983
Civilian Employed Population 16 years and over	115,107
Unemployment Rate	9.35
Unemployment Rate for Ages 16-24	3.17
Unemployment Rate for Ages 25-65	5.96

**Table 39 - Labor Force**

Data Source: 2009-2013 ACS

Occupations by Sector	Number of People
Management, business and financial	30,305
Farming, fisheries and forestry occupations	5,421
Service	12,964
Sales and office	28,823
Construction, extraction, maintenance and repair	9,689
Production, transportation and material moving	5,956

**Table 40 – Occupations by Sector**

Data Source: 2009-2013 ACS

**Travel Time**

Travel Time	Number	Percentage
< 30 Minutes	76,413	68 percent
30-59 Minutes	26,786	24 percent
60 or More Minutes	8,391	8 percent
<b>Total</b>	<b>111,590</b>	<b>100 percent</b>

**Table 41 - Travel Time**

Data Source: 2009-2013 ACS

**Education:**

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	4,200	865	3,405
High school graduate (includes equivalency)	20,645	2,132	7,587

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Some college or Associate's degree	37,741	2,998	12,292
Bachelor's degree or higher	34,874	1,571	7,599

**Table 42 - Educational Attainment by Employment Status**

Data Source: 2009-2013 ACS

### Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	285	678	426	1,411	1,345
9th to 12th grade, no diploma	3,446	2,036	1,383	2,586	2,448
High school graduate, GED, or alternative	7,259	8,181	7,456	15,314	9,499
Some college, no degree	9,218	10,720	9,010	20,071	8,185
Associate's degree	1,689	3,803	3,765	7,338	2,407
Bachelor's degree	1,603	6,823	7,418	14,045	5,985
Graduate or professional degree	163	2,597	4,115	10,457	4,816

**Table 43 - Educational Attainment by Age**

Data Source: 2009-2013 ACS

### Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	24,298
High school graduate (includes equivalency)	30,727
Some college or Associate's degree	39,825
Bachelor's degree	51,365
Graduate or professional degree	64,140

**Table 44 – Median Earnings in the Past 12 Months**

Data Source: 2009-2016 ACS

### Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The county's economy is driven by government employment – more than one-third of all nonfarm employment can be attributed to state and local government jobs. Between 2015 and 2016, Thurston County gained 1,175 government jobs. Government is by far the largest employer, with about 37,159 people employed in 2016 and an average annual wage of \$58,755. Health care, retail trade, accommodation, and food services are the next highest categories.

**Describe the workforce and infrastructure needs of the business community:**

**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.**

The great recession had broad impacts for the entire economy. But, locally, the blow was most evident in reductions to our locally-dependent State workforce. While some of those jobs will return, long-term state employment is trending downward, suggesting a more pressing need to diversify our sector base.

A recent white paper revealed the extent to which the City of Lacey's economy is supported by, and dependent upon, the payroll, spending and spin-off effects of the Joint Base Lewis-McChord (JBLM). While not as pronounced in other local communities, future force reductions could have trickle down impacts for retail businesses, the real estate market and other areas of our economy. Conversely, many separating soldiers (estimated to be 40percent) indicate a desire to remain in Thurston County, potentially supplying a whole new workforce segment from which to grow existing and new sectors.

**How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

Ninety-four percent of county residents age 25 and older are high school graduates, a rate higher than the statewide average of 90.6 percent. Those with a bachelor's degree or higher made up 33.6 percent of the county's population, which is slightly higher than 33.3 percent of state residents. Olympians have the highest percentage of college and advanced degrees, with more than 44 percent reporting that level of educational attainment.

College and advanced degree holders are able to take advantage of the many government and health care job opportunities that require those degrees. Residents without college degrees are often limited to retail, accommodation, and food service jobs, which are abundant but often do not pay well. For example, accommodation and food services has the fourth highest employment numbers, employing 9,759 people, but has the lowest annual wage of any category, at just \$17,902. For many residents without high school and college degrees, these jobs represent available work but do not provide adequate wages to keep a family out of poverty status.

**Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

**Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**



**If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

## 1. Countywide Regional Economic Plan

The Thurston Community Economic Alliance (TCEA) Strategic Plan serves as the countywide economic development plan, which leverages broad-based, county-wide public and private partnerships, to:

- Coordinate economic development activities;
- Identify goals to attract investment; and,
- Develop a long term strategy to support and diversify the regional economy

The countywide TCEA Strategic Plan contains five focus areas:

### **Focus Area 1: Career Pathways and Workforce Readiness**

Maintain a progressive education, training and workforce development system that creates career pathway opportunities for all residents and streamlines employer access to a highly-qualified talent pool.

### **Focus Area 2: Target Industry Growth and Innovation**

Support and stimulate growth in empirically-defined “clean and green” target industries that provide critical jobs, generate significant taxable revenue and attract new investment.

### **Focus Area 3: Small Business and Entrepreneurial Resource**

Promote and support a culture of innovation and entrepreneurship by connecting small and emerging business with the resources they need to launch and grow.

### **Focus Area 4: Infrastructure, Policy and Funding Coordination**

Strengthen collaboration to ensure policy alignment, adequate infrastructure funding and effective implementation of strategic community initiatives.

### **Focus Area: Brand Development, Partnerships and Communication**

Develop a Thurston brand and promote our community as a preferred destination for investors, employers and employees based on our geographic location, cultural assets, affordability and integrated workforce and educational systems.

## 2. City of Olympia Economic Development Plan

This Olympia Economic Development Plan is a part of the city’s Comprehensive Plan, focusing on the following five areas:

- Abundant Local Products and Services
- A Thriving Arts and Entertainment Industry
- Sustainable Quality Infrastructure
- A Stable Thriving Economy

One significant barrier to sustainable economic growth is the depleted inventory of housing options across all income levels – especially affordable or low-income housing. Economic Development requires a diverse range of housing types and price points in order to reduce the

number of cost-burdened households. Adequate housing inventory is essential to attract and retain employers. These housing goals will be detailed as follows:

- Comprehensive Housing Strategy: The City is developing a Comprehensive Housing Strategy, to plan an appropriate mix of housing options citywide for all income levels.
- 
- ② **Low-Income Housing:** The Comprehensive Housing Strategy will include both subsidized and privately developed new low-income housing over a 20 year period. The CHS will identify key areas with high amenity areas that include access to schools, parks, transportation and services. Low-income housing will also be addressed as part of the City’s “Missing Middle” planning process to increase density of housing in high amenity areas as described above.
- ② **Downtown Urban Hub Housing:** The Comprehensive Housing Strategy will include a diverse mix of approximately 2,500 to 3,500 new residences over the next 20 years in the urban hub, intended to accommodate a diverse range of incomes. Plans include the retention of existing and new construction of low-income housing in the urban hub. All of downtown is designated as a high amenity area with significant access to transportation, parks, services, entertainment and cultural/artistic assets.

### Discussion

Thurston County boasts a highly educated work force, most of whom live and work in close proximity. Employment in the county is largely through federal, state and local government. The region hopes to diversify regional employers by targeting industry growth and innovation in “clean and green” development as well as small business and entrepreneurial endeavors.

## **MA-50 Needs and Market Analysis Discussion**

### **Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

An analysis of CHAS and ACS data show that while households in all income groups experience some degree of housing problems, extremely low- and very low-income households experience problems at higher rates. According to the 2009-2013 CHAS data mentioned in the Needs Assessment section, households with incomes at 0-30 percent AMI experience one or more housing problems at a much higher rate compared to the other categories.

### **Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

The recently completed "Assessment of Fair Housing (AFH) process revealed that Thurston County does not have any Racially/Ethnically Concentrated Areas of Poverty (R/ECAP's). However, it did identify areas of incipient concentration of racial and ethnic areas of poverty as well as areas of poverty that appear to be impacted by the concentrated investment of state and federal funding and tax credits. While HUD recently announced that AFH Plans would be delayed for implementation until 2020, local jurisdictions are considering regional adoption of the AFH recommendations as a strategy for reducing R/ECAP's.

### **What are the characteristics of the market in these areas/neighborhoods?**

There are no R/ECAP's located in Thurston County.

### **Are there any community assets in these areas/neighborhoods?**

N/A

### **Are there other strategic opportunities in any of these areas?**

Thurston County and the City of Olympia are developing strategies to ensure that federal, state and local housing investments to not contribute to creating any formal R/ECAP's.

## Strategic Plan

### SP-05 Overview

#### Strategic Plan Overview

The Thurston County Regional Consolidated Plan identifies the development of viable communities by the provision of decent housing, a suitable living environment, and the expansion of economic opportunity. Each of the six Consolidated Plan strategies was developed to address one or more of the CDBG national objectives, which are to benefit low- and moderate-income persons, eliminate slums or blight, and meet urgent needs. Through a housing needs analysis, input from the citizen survey, and other consultation with community partners, Thurston County and the City of Olympia have developed a proposed strategic plan with six priorities for the use of CDBG and HOME funds to address the three national objectives of the program.

The six strategic goals provide a framework for the annual Action Plans, which identify specific activities to be funded each year. The goals are:

- **Affordable Housing** Maintain, enhance, and expand the supply of rental, homeownership, and special needs Affordable Housing for-low income populations;
- **Economic Development** Identify and create opportunities for Economic Development programs that principally benefit low-income people;
- **Public Facilities and Infrastructure** Identify priority projects that serve low-income populations throughout the county;
- **Public or Social Services** Provide essential Public Services for low-income and special needs populations;
- **Homeless Continuum-of-Care** create a comprehensive system that is responsive to the needs in our community(County-only strategy for County HOME funds); and
- **Land Acquisition** The Acquisition of land to support the development of new affordable housing, public facilities, infrastructure, or other CDBG-eligible activities to meet the needs of low-income residents.

Strategic goals are broad in nature and are specifically designed to address all needs identified in the Consolidated Plan. Each year these strategies will be used as the framework from which to identify the specific activities to be pursued as action steps of the multi-year Consolidated Plan. These annual steps are presented in the one-year annual Action Plans, issued separately by the Thurston County Commission and the Olympia City Council, which identify the specific projects and programs to receive funding. The jurisdictions' annual Action Plans for fiscal year 2018-19 are included in this section.

This plan identifies housing and community renewal needs far in excess of the funds available, even from multiple sources of funds identified. While no identified need is unimportant, several seem more urgent. Identifying these priority areas does not abrogate or in any way weaken the force of existing

inter-local agreements. Nor is it a justification to violate existing terms or conditions for use of state or federal funds. That said, the following areas are region wide priorities:

- **Affordable Housing:** Maintain, enhance, and expand the supply of rental, homeownership, and special needs Affordable Housing for-low income populations;
- **Economic Development:** Identify and create opportunities for Economic Development programs that principally benefit low-income people;
- **Public Facilities and Infrastructure:** Identify priority projects that serve low-income populations throughout the county;
- **Social Services:** Provide essential social services, termed Public Services for low-income and special needs populations;
- **Homeless Continuum of Care:** Create a comprehensive Homeless Continuum-of-Care system that is responsive to the needs in our community (County-only strategy for non-federal HOME funds); and
- **Land Acquisition:** The Acquisition of land to support the development of new affordable housing, public facilities, infrastructure, or other CDBG-eligible activities to meet the needs of low-income residents.

**SP-10 Geographic Priorities - 91.215(a)(1)****Geographic Area****General Allocation Priorities**

Thurston County does not identify specific geographic priority areas for investment of the federal resources. However, Thurston County and its partner cities and towns have created a method to provide full access to our Community Development Block Grant resources which allows the rotation of the total funding allocation among the following: Year 1: Projects in Unincorporated Thurston County and the four small cities of Yelm, Rainier, Tenino and the town of Bucoda; Year 2: Projects in the City of Lacey; and Year 3: Projects in the City of Tumwater. Olympia identifies the urban hub to be a geographic priority area.

**SP-25 Priority Needs - 91.215(a)(2)**

**Priority Needs**

**Table 452 – Priority Needs Summary**

1	<b>Priority Need Name</b>	Affordable Housing
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Non-housing Community Development
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Economic Development
	<b>Description</b>	Maintain, enhance, and expand the supply of rental, homeownership, and special needs affordable housing for low income populations.
	<b>Basis for Relative Priority</b>	
2	<b>Priority Need Name</b>	Homeless Assistance and Prevention
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Large Families Families with Children Elderly Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse Veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth

	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Affordable Housing Homeless Continuum of Care
	<b>Description</b>	Services, facilities, and housing options to prevent homelessness and quickly move individuals and families who are homeless back into housing.
	<b>Basis for Relative Priority</b>	
3	<b>Priority Need Name</b>	Land Acquisition
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Large Families Families with Children Elderly Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse Veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Affordable Housing, Homeless Assistance and Prevention, Public Services
	<b>Description</b>	Acquisition of land to support Strategic Priorities
	<b>Basis for Relative Priority</b>	
4	<b>Priority Need Name</b>	Public Services
	<b>Priority Level</b>	High



	<b>Population</b>	Extremely Low Large Families Families with Children Elderly Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse Veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	
	<b>Description</b>	Provide essential public services for low income and special needs populations.
	<b>Basis for Relative Priority</b>	
5	<b>Priority Need Name</b>	Infrastructure and Public Facilities
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Middle Large Families Families with Children Elderly
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Public Facilities and Infrastructure Land Acquisition

	<b>Description</b>	Identify priority public facilities and infrastructure projects that serve low and moderate income populations throughout the county.
	<b>Basis for Relative Priority</b>	
6	<b>Priority Need Name</b>	Economic Development
	<b>Priority Level</b>	Medium
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Affordable Housing
	<b>Description</b>	Provision of training and small business education and training programs.
	<b>Basis for Relative Priority</b>	

**Narrative (Optional)**

The basis for assigning priority to need in the planning process varied to some degree depending on the category of need and the geographic area to be served. The following approaches were common to all categories of need:

- **Data Analysis** A detailed analysis of quantitative and qualitative data was performed using the most recently available information from the federal government, Washington State, Thurston County, the Thurston County Regional Planning Council, the City of Olympia, nonprofit organizations, and advocacy groups.

- **Comparative Plan Review** A review of recent studies, reports, and strategic plans related to affordable housing and community/economic development was performed.
- **Survey Results** were reviewed to assess how “front-line” experience of service providers influenced perceptions of need and priorities.
- **Review of Prior Years** Past program activities from the 2013-2017 Consolidated Plan were reviewed to determine how past prioritization was implemented and assess whether underlying need had been met.
- **Citizen Feedback**, including written comments and participation at public hearings, was reviewed and incorporated into prioritization where possible.

Homeless and permanent supportive housing is a high-priority need for Affordable Housing. Development of affordable housing, including both for rental and homeownership, is also a high priority. Other high-priority areas include homeless services, homeless shelters, public facilities, and infrastructure. Economic development needs are identified as medium priority.

Thurston County and its cities address some types of community development needs such as parks, transportation facilities, infrastructure projects, and civic facilities through dedicated funding sources including user fees, bonds, grants, cost-sharing with other jurisdictions, local improvement districts, developer contributions, impact fees, and utility taxes. As noted in the *Capital Facilities Plan*, city drinking water, wastewater, and stormwater utilities are operated like businesses and must be self-supporting.

Olympia’s medium priority need for economic development activity is documented in the 2017 “Downtown Strategy Report” which identifies significant impacts related to the high concentration of homeless shelters and services in the urban hub.

Under certain circumstances, activities that are designated as medium or low priority may be funded by the CDBG and HOME programs, such as when linked to, or necessary for, a high-priority housing, homeless, or public service need.

**SP-30 Influence of Market Conditions - 91.215 (b)**

**Influence of Market Conditions**

<b>Affordable Housing Type</b>	<b>Market Characteristics that will influence the use of funds available for housing type</b>
Tenant Based Rental Assistance (TBRA)	Used effectively, TBRA can help stabilize households at risk for homelessness or experiencing homelessness, by providing short-term assistance for rent arrears, deposits, moving assistance, and rent subsidy. Thurston County does not use HOME funds for TBRA activities, but uses state and local funds to support rental assistance activities, such as rapid rehousing.
TBRA for Non-Homeless Special Needs	HOPWA funds, available through the Pierce County AIDS Foundation, can provide for Short-Term Rent, Mortgage, and Utility (STRMU) assistance for the special needs of people with HIV and AIDS.
New Unit Production	The region had a vacancy rate of 2.7 percent in 2017. Apartment vacancy rates have been in overall decline since 2010. The HOME program can be utilized based on cost and resources, targeting of different income levels, location considerations, and opportunities for leveraging.
Rehabilitation	The number of sub-standard housing units; the availability of private sector funding. The region has a growing senior population, many of whom live on fixed incomes, and may be unable to make needed repairs and accommodations.
Acquisition, including preservation	CDBG and HOME funds can be used based on cost and resources, targeting of different income levels; location considerations in terms of competitiveness for leverage funding.

**Table 463 – Influence of Market Conditions**

## **SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)**

### **Introduction**

The County expects to receive approximately \$4,786,157 during the program year in federal, state and local funding to address the needs identified in the consolidated plan. The chart below identifies approximate amounts anticipated to be made available but it is important to note that exact figures are subject to a variety of factors beyond the control of the County.

The City expects to receive a total of \$11,700,000 in fiscal resources during the Five-year Consolidated Planning Process, based on annual averages of \$350,000 in new CDBG grant funds and \$150,000 in CDBG Program Income annually. In addition to CDBG annual entitlements and program income, the City intends to utilize its CDBG Section 108 Loan Guarantee Program balance of 1,300,000 (CDBG Section 108 allows an entitlement community to access up to five times its annual CDBG grant award by pledging future CDBG funding as collateral). Beyond federal funding sources, the City also anticipates having an additional \$2,300,000 in annual sales tax generated dollars dedicated to housing activities starting in calendar year 2019.

Of the available funding, \$1,655,757 is federal CDBG and HOME funding. The remaining funds, \$3,130,400 are from the state Consolidated Homeless Grant, local Affordable and Homeless Housing Revenues and local tax and private dollars through the Community Investment Partnership program

### **Anticipated Resources**

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 – County	public - federal	Acquisition Admin and Planning  Housing  Public Services	1,069,401	0	0	1,069,401	0	CDBG funding used for projects identified by the city of Tumwater in 2018 program year.
CDBG – City	Public Federal	Housing Acquisition Economic Development Public Facilities Public Services	\$355,000	\$145,000	\$500,000	\$1,000,000	\$2,000,000	Olympia’s First Year CDBG Annual Action Plan will identify specific activities

HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab  New construction for ownership TBRA	548,830	0	0	586,356	0	HOME funded projects identified by the Board of County Commissioners for the 2018 program Year.
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Other	public - federal	Acquisition Admin and Planning Economic Development Homebuyer assistance Homeowner rehab Housing Multifamily rental new construction Multifamily rental rehab New construction for ownership Public Improvements Public Services TBRA	0	0	0	0	0	
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Table 47 - Anticipated Resources



**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 HOME program requires match funding of at least 25 percent for all federal funding utilized during the year. The county has accrued sufficient match funding from prior year projects to cover the match requirement for several future years. We will however be accruing additional match funding from affordable housing projects developed by both our Community Development Housing Organizations (CHDO's) and non CHDO projects created and operated by our local development community. Sources of match will include cash contributions from SHB- 2060 revenues, state housing trust fund, and other local funding as leveraged by the developers.

The non-federal revenues provide additional leverage to the community to address homeless housing and services needs for individuals, families and the overall system change initiatives.

The Consolidated Homeless Grant (CHG), managed by the Washington State Department of Commerce, combines state homeless resources into a single grant opportunity for county governments. The CHG is designed to support an integrated system of housing assistance to prevent homelessness and quickly rehouse families who are unsheltered. The funds provided to Thurston County total approximately \$325,000 per year.

The Housing and Essential Needs Grant, awarded by the Washington State Department of Social and Health Services, provides more than \$1 million annually to the county in rent, utilities, and essential needs assistance for Medical Care Services recipients.

The Washington State Legislature created two additional sources of funding, known as 2060 and 2163 after the bills that established them in 2002 and 2005, respectively. The 2060 fund generates approximately \$250,000 per year to the county for the acquisition, rehabilitation, and new construction of housing projects affordable to people with incomes at or below 50 percent of the area median income. The monies can also be used for operation and maintenance activities at low-income housing projects and for assistance vouchers.

The 2163 fund raises approximately \$2.0 million annually to implement the county's homeless housing plan. This broad funding source supports coordinated and centralized entry programs, homeless services, operating and maintenance funding, emergency, transitional and permanent supportive housing, and other activities to end or reduce homelessness.

Olympia plans to leverage its CDBG funds with a newly created Olympia Home Fund that will generate an estimated \$2,300,000 in annual sales tax revenues for affordable housing activities, including new construction, acquisition, rental assistance and other activities.

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

No County-owned land will be used during this plan year to address the needs identified in this plan. Projects involving City of Olympia-owned properties will be identified during the specific program years.

**Discussion**

Leveraging results in increased collaboration, achieves better outcomes, and ensures that the most value is obtained from the use of CDBG funds. Leveraging can take the form of matching funding from another entity; in-kind donations of materials, resources, and staffing; or can consist of taking advantage of incentives in the city's municipal code that encourage development of affordable housing.

The County has developed a large match pool of funding from prior year projects that have created a number of units of permanent rental housing in the community. Projects funded in this round will also leverage SHB 2060 Affordable Housing funding dedicated to permanent affordable rental housing units in the county.

Other sources of leveraging opportunities in Thurston County are listed below.

Rehabilitation, Land Acquisition, Neighborhood Revitalization, and Other Housing Activities:

- Thurston County HOME Program, Affordable Housing, and Homeless Housing Programs;
- Neighborhood Match Grants;
- City of Olympia Home Fund
- Density bonuses supported by city codes;
- Multi-family property tax exemption supported by city codes; and
- Expedited permit review supported by city policies.

Public Services:

- Community Investment Partnership (local government general funds);
- United Way charitable funds;
- McKinney/Vento Funding for emergency shelters/transitional housing; and
- Thurston County Community Foundation.

Economic Development, Microenterprise Trainings, and Loans:

- Economic Development Council business resource center;
- Enterprise for Equity micro-loan program;
- Thurston County Chamber of Commerce Small Business Incubator; and,

- Olympia Downtown Alliance Business Training Program.

DRAFT

**SP-40 Institutional Delivery Structure - 91.215(k)**

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served

Table 48 - Institutional Delivery Structure

**Assessment of Strengths and Gaps in the Institutional Delivery System**

**Housing Priority** There is a strong commitment in the community to work on housing issues, as evidenced by the Community Investment Partnership, Thurston Thrives Housing Action Team, with its sub-teams of the Homeless Housing Hub and Capital/New Construction, all of which engage the active participation of housing partners and nonprofits. A growing network of knowledgeable and experienced developers, both nonprofit and for-profit, lend their skills and perspectives to addressing the need.

**Regional Coordination** In recent years there has been an increased emphasis on coordination within the region to address the needs of low- and moderate-income residents. Relationships are strong between service providers and community based programs, Thurston Thrives members and other elected officials, and between the jurisdictions, resulting in cooperation and productive working relationships.

**Balanced Priorities** There are some differing priorities between the City of Olympia as the urban hub and other cities and the County. Public investment patterns have resulted in a high concentration of homeless and other social service programs in the urban hub, with no other programs in other cities for day centers, meal programs or year round shelter. Fair Housing principals recommend the over-concentration of very low income people, the City continues to work with regional partners to encourage a broader distribution of 24/7 accommodations for homeless citizens across the County in high amenity areas.

**Predictable Funding** Having several reliable sources of predictable funding has also been a strength. For instance, HOME and local document recording fees have provided steady funding. The Urban County CDBG entitlement funding will further benefit the area, as will access to expanded federal housing programs. A new local sales tax increase in the City of Olympia is a new source of dedicated funds for affordable housing and homeless services activities.

**Well-Coordinated Services** Lastly, housing program managers report that there is a stronger regional commitment to providing services, shelter, and housing for low income people. An organized human services delivery system has benefited from dedicated professional staff who understand the needs of low-income persons, and from strong community support.

**Need for More Housing Partners** Weaknesses in the institutional delivery system include limited production capacity for various housing activities. An over-reliance on a small number of housing partners means that everyone has more work than they can accomplish within the short-term. A focus

on the demand side of the housing market, rather than examining potential options for increasing the supply, has resulted in an unbalanced approach to resolving housing issues.

**Over-concentration of Resources** Affordable housing activity is concentrated in Olympia, Lacey and Tumwater. The Assessment of Fair Housing process identified a number of high concentrations of very low-income people caused by heavy investment of federal and state housing monies. Choices in affordable housing are more limited throughout the balance of Thurston County. There is a lack of social services and transportation for residents outside of the metropolitan core. The internal demands on each organization take away time and resources needed for cooperative ventures. Funding constraints can sometimes lead to conflicts over resource allocation. Housing partners have relied on “tried and true” funding sources rather than expanding the array of partners and resources potentially available. Finally, increasing program and regulatory restrictions make housing rehabilitation and production more costly and complex.

#### Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	x	x	x
Legal Assistance	x		
Mortgage Assistance	x		
Rental Assistance	x	x	
Utilities Assistance	x	x	
<b>Street Outreach Services</b>			
Law Enforcement	x	x	
Mobile Clinics	x	x	x
Other Street Outreach Services	x	x	
<b>Supportive Services</b>			
Alcohol & Drug Abuse	x	X	
Child Care	X		
Education	X		
Employment and Employment Training	X	X	
Healthcare	X	X	X
HIV/AIDS	X	X	X
Life Skills	X	X	
Mental Health Counseling	X	X	
Transportation	X	x	
<b>Other</b>			
Other			

Table 49 - Homeless Prevention Services Summary

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

Thurston County and the City of Olympia have incorporated the HUD-identified best practice of “Housing First” to fund programs that ensure housing needs are met first, allowing low and moderate income people to address other essential needs. The following strategies are developed to address the needs of various homeless populations.

**Families:**

Strategies for homeless families include “rapid re-housing,” or quickly dispersed rental assistance to stabilize them. Other responses include emergency shelters with separate family suites that preserve family cohesion. Shelter case management should be followed by rental subsidies to allow families to secure permanent housing as quickly as possible. It is also important to encourage families to access all potential school-based resources for their school-age children.

Other useful resources are the informal networks of friends, school, neighborhood, or faith community ties. These networks are often the first options pursued by homeless families. Efforts to strengthen informal networks and raise awareness about homelessness in their midst can be highly effective.

The County’s Five Year Homeless Housing Plan identifies the lead agency and service partners dedicated to providing 24/7 accommodation of this population.

**Chronically Homeless Persons:**

A low-barrier shelter can address the needs of chronically homeless persons who may unwilling or unable to follow the rules at standard emergency shelters. Low-barrier shelters are facilities that accommodate “hard-to-house” homeless people with minimal entry rules, while still maintaining adequate safety standards.

Street outreach programs in urban hub areas are essential in linking unsheltered people with resources. Additional resources include day centers and meal programs to ensure resources are available 24/7.

Homeless individuals should be screened to identify their needs and eligibility for potential resources. While most homeless individuals benefit from the Housing First model, case managers may elect to utilize other forms of assistance such as temporary emergency shelter, short-term rental subsidies, or job referrals to help stabilize the individual and facilitate their return to independence.

The County’s Five Year Homeless Housing Plan identifies Family Support Center as the lead coordinated entry agency with SideWalk serving as the service partner dedicated to providing 24/7 accommodation of this population.

**Homeless and At-Risk Youth:**

The strategy to meet the needs of the county's homeless youth will be to expand shelter resources to accommodate more unaccompanied youth (under age 17) and transition-aged youth (ages 18 to 24). The primary service models for this population are street outreach and drop-in centers that offer survival goods, service referrals, and general case management that emphasizes "harm reduction."

Part of the strategy calls for a new hybrid of shelter/transitional housing- bridge program known as Youth Bridge. Youth Bridge provides entry into housing and allows young people to progress from street dependence to affordable permanent housing at their own pace. It is an emerging service model that incorporates supportive services.

The County's Five Year Homeless Housing Plan identifies Community Youth Services as the lead agency and service partners dedicated to providing 24/7 accommodation of this population.

**Veterans:**

The most effective response to homeless veterans is to ensure they are linked to all possible Veterans Administration benefits, including housing, mental health care, drug and alcohol treatment, employment assistance, and other services. This linkage will ensure that Thurston County makes the best use of these distinct revenue streams. Like most homeless sub-populations, veterans benefit from the Housing First model followed up with supportive services. For individuals unwilling or unable to cooperate with a government or nonprofit housing program, the next best solution is to offer survival resources, such as outdoor clothing, camping gear, food, and other supplies.

The County's Five Year Homeless Housing Plan identifies a number of lead agencies and service partners dedicated to providing 24/7 accommodation of this population.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

Thurston County and Olympia work with regional service providers to strengthen a 24/7 resource network for all homeless sub-populations. However there will still be gaps in the homeless assistance and prevention systems. The region faces significant federal cuts to key programs used to fund affordable and homeless housing services. However, Thurston County continues to use programs that reach the most vulnerable populations. The County's Five-Year CDBG Consolidated Plan sets a goal of using effective and efficient coordinated access and assessment for services and housing.

The Thurston County Five-Year Homeless Housing Plan identified the following gaps in services and housing for the homeless and those at risk for homelessness:

- **Affordable Housing Supply** Adequate supply of affordable housing is key issue. If new construction was the primary strategy, it is estimated to cost almost \$3 billion and would only assist those in rental housing, not those at risk of homelessness.
- There are resource limitations that reduce access to vulnerable people who are currently hospitalized or incarcerated who have not been assessed for vulnerability. Additionally, the lack of outreach into Lacey, Tumwater, and rural Thurston County greatly limit vulnerability index assessments among homeless in those areas.
- **Homeless Outreach** Most outreach services for homeless adults in Thurston County are connected with Medicaid in order to provide mental health and/or substance abuse services. There is a gap in outreach and engagement services for people who are not Medicaid-eligible and who do not want to receive services. Closing this gap is tied closely with the adoption of the “Housing First” concept, where communities seek to first provide housing then to offer services once an individual or family is stabilized and safely housed.
- **Re-entry Housing** Those leaving jail or prison face many barriers as they re-enter society. Those with felonies on their record in particular are often denied employment and housing. Those applying for Social Security Disability and Medicaid benefits face lengthy eligibility processes, making access to medical, mental health, and substance-abuse services difficult if not impossible.
- **Recovery & Respite Shelter** A gap exists for homeless individuals who have been released from hospitals and treatment centers and need shelter and time to recover from chemotherapy and other serious treatments. Shelters do not allow guests to stay during the daytime hours. People with medical conditions, bandages, and illness have to leave shelters early in the morning and meet their needs for rest, warmth, dryness, and safety until they can enter the shelter again at night.
- **System Navigation** There are insufficient Homeless System navigation resources to assess all unsheltered people and to refer those most vulnerable to shelter.
- **Emergency Shelter** There is an insufficient supply of emergency shelter beds. The 2018 Point in Time Homeless Count revealed that there were 324 unsheltered people while the existing network of emergency shelter and transitional housing inventory was over 100percent occupied at the time of the Count.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**



To overcome the weaknesses described above, Thurston County and Olympia will provide support, technical assistance, and funding to nonprofit organizations indicating an interest in working towards Community Development Housing Organizations (CHDO) and Community-Based Development Organizations (CBDO) status. CHDOs and CBDOs can be utilized to expand organizational capacity for a variety of housing opportunities.

Thurston County and Olympia will promote supply-side as well as demand-side solutions to meet affordable housing needs, according to housing market dynamics, and explore additional funding resources and partnerships to leverage resources more creatively and to create bigger impact on housing needs. The jurisdictions will work together to develop additional organizational capacity for housing rehabilitation, development, and management.

Thurston County and Olympia will work with Family Support Center as the Coordinated Entry (CE) lead agency, as well as with its two CE partner agencies to strengthen their CE capacity to assess the vulnerability of unsheltered people and those at risk of homelessness.

Finally, Thurston County and Olympia commit to support efforts that bring various groups together to share information and work collaboratively on affordable housing, shelter and social service projects. When appropriate, staff will consider giving preference in project design for collaborative approaches.

**SP-45 Goals - 91.215(a)(4)**

**Goals Summary Information**

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2018	2022	Affordable Housing		Homeless Assistance and Prevention Home Repair	HOME: \$717,573  Urban County CDBG: \$694,873  Olympia CDBG: \$300,000	Rental units Constructed: 15 Household Housing Units  Rental Units rehabilitated: 10 Household Housing Unit  Homeowner Housing Added: 8 Household Housing Unit
2	Homeless Continuum of Care	2018	2022	Homeless		Homeless Assistance and Prevention Youth Activities and Facilities Domestic Violence Services and Shelter	Olympia CDBG: \$45,000  Urban County CDBG: 32,236\$	Homeless Person Overnight Shelter: 4100 Persons Assisted  Tenant-based Rapid Rehousing: 200 Household Assisted  Homelessness Prevention: 1000 Persons Assisted  Housing for Homeless added: 75 Household Housing Unit
3	Land Acquisition	2018	2022	Non-Housing Community Development		Infrastructure and Public Facilities		

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Public Services	2018	2022	Non-Homeless Special Needs		Youth Activities and Facilities Senior services Domestic Violence Services and Shelter	Urban County CDBG: \$144,215  Olympia CDBG: \$55,000	Public service activities other than Low/Moderate Income Housing Benefit: 700 Persons Assisted
5	Public Facilities and Infrastructure	2018	2022	Non-Housing Community Development		Infrastructure and Public Facilities	Urban County CDBG: \$120,000  Olympia CDBG: \$400,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 10,000 Persons Assisted
6	Economic Development	2018	2022	Non-Housing Community Development		Economic Development	Olympia CDBG: \$100,000	Businesses assisted 20 Businesses Assisted
	General Administration	2018	2022				Urban County CDBG: \$243,767  Olympia CDBG: \$100,000	

Table 50 – Goals Summary

**Goal Descriptions**

1	<b>Goal Name</b>	Affordable Housing
	<b>Goal Description</b>	Maintain, enhance, and expand the supply of rental, homeownership, and special needs affordable housing for low income populations.

2	<b>Goal Name</b>	Homeless Continuum of Care
	<b>Goal Description</b>	Create a comprehensive homeless continuum of care system that is responsive to the needs in our community.
3	<b>Goal Name</b>	Land Acquisition
	<b>Goal Description</b>	Acquisition of land to support the development of new affordable housing, public facilities or infrastructure to meet the needs of low income residents. There are no current plans to acquire land, and thus no allocated funding amounts for this purpose. This and the five other strategic goals will be used as the framework from which to identify the specific activities which will be pursued each year. Those activities will be detailed in the Annual Action Plans.
4	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	Provide essential public services for low income and special needs populations.
5	<b>Goal Name</b>	Public Facilities and Infrastructure
	<b>Goal Description</b>	Identify priority public facilities and infrastructure projects that serve low- and moderate-income populations throughout the county. The \$450,000 proposed amount from Olympia CDBG funds represents a contingency use of any additional program income received, and includes \$48,885 allocated by the Olympia City Council from new CDBG funds. This amount would be used to demolish two derelict buildings on land for a proposed park.
6	<b>Goal Name</b>	Economic Development
	<b>Goal Description</b>	Identify and create opportunities for economic development programs that principally benefit low income people.

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

The Thurston Thrives Housing Action Team “Blue Team” has identified a Pipeline of possible capital affordable housing projects for funding for 2018-2022. If all the project in the Pipeline are constructed, 161 new units of affordable housing will be created, of which 85 will be permanent supportive housing units. This number is supported by an expected 350 new units that will be created through the City of Olympia Home Fund over the next 10 years.

These new units will build on the over 4100 units of subsidized housing that is currently available throughout Thurston County, both in the form of affordable housing and housing vouchers offered by the Housing Authority of Thurston County.

Olympia plans to fund a total of 299 new units of affordable housing over the 10 year plan for the municipal Home Fund Program with approximately half of those units completed or in pre-development during the Five-Year CDBG Consolidated Planning period. Olympia’s CDBG funds will leverage those

units included above where CDBG is an eligible use, i.e. land acquisition, public utilities or limited design and architectural work as allowed. *SP-50 Public Housing Accessibility and Involvement - 91.215(c)*

### **Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)**

Not applicable. The Thurston County Housing Authority does not own any Public Housing Units.

### **Activities to Increase Resident Involvements**

The mission of the Housing Authority of Thurston County (HATC) is to provide safe, decent, and affordable housing and services to persons of low-income, disabled, and at-risk individuals and families. The ultimate goal of HATC is to assist individuals and families to secure long-term permanent housing. The public housing strategies outlined below are excerpted from HATC's approved Five-Year Plan, required by HUD.

#### **Expand the supply of assisted housing:**

- Apply for additional Housing Choice Voucher units should they become available; and
- Leverage affordable housing resources in the community through the creation of mixed finance properties.

#### **Improve the quality of assisted housing:**

- Increase customer satisfaction;
- Concentrate on efforts to improve specific management functions: decrease the vacancy time for project-based units;
- Provide replacement vouchers: apply for vouchers for expiring mod-rehab contracts; and
- Manage the voucher budget to provide assistance to the maximum number of households possible.

#### **Increase housing choices:**

- Conduct outreach efforts to potential voucher landlords; and
- Expand voucher homeownership program.

**Improve community quality of life and economic vitality:**

- Maintain and grow voucher self-sufficiency program as funding is available.

**Promote self-sufficiency and asset development of families and individuals:**

- Promote self-sufficiency and asset development of assisted households; and
- Maintain self-sufficiency and homeownership programs.

**Ensure Equal Opportunity in Housing for all Americans:**

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex familial status, and disability;
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability;
- Undertake affirmative measure to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required; and
- Maintain networking connections in the community to ensure information and access to all population groups.
- Consider adoption of the Assessment of Fair Housing Goals (aka recommendations) in advance of the year 2022 HUD adoption of the County's new deadline for AFH submission.

**Is the public housing agency designated as troubled under 24 CFR part 902?**

No

**Plan to remove the 'troubled' designation**

Not applicable.

## SP-55 Strategic Plan Barriers to Affordable Housing - 91.215(h)

### Barriers to Affordable Housing

According to the TRPC and the Thurston Thrives Housing Action Team, restrictive zoning and building codes, impact fees, coupled with market forces and opposition from existing residents, stand as the greatest barriers to expanding and integrating the stock of affordable housing amid high-opportunity areas — especially for the poorest residents who earn less than 30 percent of the area median income.

#### Housing Affordability in the Thurston County Region 2010

TRPC: 2006-2010	Poverty Rate	Median Household Income	percent Multi-family	Median Gross Rent	Median Home Value	Median Year Built
<b>City/Town</b>						
Bucoda	25percent	\$ 34,286	9percent	\$ 784	\$ 145,600	1959
Lacey	11percent	\$ 57,304	39percent	\$ 966	\$ 238,400	1988
Olympia	16percent	\$ 49,461	44percent	\$ 841	\$ 262,000	1976
Rainier	12percent	\$ 57,000	24percent	\$ 877	\$ 203,900	1992
Tenino	9percent	\$ 45,898	27percent	\$ 781	\$ 170,000	1975
Tumwater	11percent	\$ 60,585	49percent	\$ 970	\$ 260,400	1984
Yelm	13percent	\$ 55,227	21percent	\$ 1,178	\$ 223,800	2000
<b>Unincorporated Communities / Census-Designated Places</b>						
Chehalis Reservation	22percent	\$ 38,000	17percent	\$ 541	\$ 122,500	1978
Grand Mound	13percent	\$ 41,750	44percent	\$ 771	\$ 184,800	1990
Nisqually Reservation	18percent	\$ 57,917	8percent	\$ 423	\$ 196,400	1979
North Yelm	13percent	\$ 50,361	51percent	\$ 1,110	\$ 159,100	1991
Rochester	13percent	\$ 63,365	36percent	\$ 909	\$ 250,000	1991
Tanglewilde-Thompson Place	10percent	\$ 60,076	38percent	\$ 875	\$ 225,800	1974
<b>Thurston County</b>	<b>10percent</b>	<b>\$ 60,930</b>	<b>41percent</b>	<b>\$ 928</b>	<b>\$ 257,800</b>	<b>1984</b>

Residents of the Thurston County region want more housing choices that will meet their needs throughout their life. Rural, suburban, urban, small city or town living opportunities should be among the choices available. In coming decades, the region should provide choice and access for all ages and incomes.

Olympia has conducted a one-year planning process called, “The Missing Middle” to examine and revise nearly 50 local zoning and development regulations that would allow a broader range of housing types across the city, including additional affordable housing for low-moderate income households.

## Strategy to Remove or Ameliorate the Barriers to Affordable Housing

Authority of Thurston County and other stakeholders to identify and ameliorate the barriers to affordable housing. The Thurston Regional Planning Council recommends the following activities to address the barriers to affordable housing:

- **Remove or Right-size Regulations** to achieve goals. Regulatory barriers include: parking requirements, setbacks, building height limits, and barriers to building green or retrofitting existing housing.
- **Identify Priority Areas** ripe for housing development that will meet multiple goals (offer more housing choice where there are transportation choices, focus housing and jobs to support long range goals for high capacity transportation). Focus efforts where increased density is wanted and needed to create the places envisioned, such as centers and corridors, or within walking distance of neighborhood activity hubs.
- **Expanded Housing Types** Take advantage of the region's changing demographics to provide for a full range of housing needs. Offer more opportunities for young, aging and single populations to meet housing needs, especially in centers and transit corridor areas where there will be a choice for a less car-dependent lifestyle. Include innovative housing options such as new boarding houses, or “aPodments”, which have common kitchen and living spaces and little or no onsite parking.
- **Options to Downsize** Offer families whose grown children have moved out an alternative to suburban single-family homes that can be sold to newly forming households with children. This helps create the vital places desired by older and younger people and takes development pressure off growth boundaries, farms and forest lands.
- **Smaller Housing Stock** Examine ways to encourage smaller, affordable housing units through the fee structure, especially in centers, corridors or adjacent to neighborhood service hubs.
- **Incentivize Developers** to set aside a percentage of multifamily housing units for low- and moderate-income buyers and renters.
- **Mitigate Costs** reduce the additional cost of development in centers and corridors by making public infrastructure investment that adds value, safety and public enjoyment for the entire community and that results in substantial public return on investment when adjacent properties are developed (i.e., increases area's tax base, activity and livability).
- **Zone for Shelters & Services** Ensure that zoning codes include shelters, group homes, transitional housing, and permanent housing with social services, as well as ensure that such facilities have access to transit, parks, and other amenities.
- **Housing Density** Review and amend residential zoning policies to provide opportunity for the mix and density of housing needed to meet the needs of changing demographics, use land wisely, and support nearby transit and businesses. Including but not limited to the Olympia “Missing Middle” process.

The Thurston Thrives Housing Action Team has developed an “Incentivize Housing” sub-team that is examining options for local jurisdictions to reduce barriers and/or create incentives for private market developers to develop affordable housing units.



## **SP-60 Homelessness Strategy - 91.215(d)**

**Describe how the jurisdiction's strategic plan goals contribute to:**

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

The primary focus of Thurston County and Olympia's homeless strategic plan for the next five years will be to increase the number of people permanently housed, reduce the length of time people spend homeless, and reduce the number of incidents of homelessness.

The strategies to help prevent people from becoming homeless in Thurston County, described below, are: 1) continuous improvement of the existing Coordinated Entry system; 2) to strengthen the cooperation between all of the regional Homeless Coordinators (both staff and consultants); and, 3) to improve connections between the housing system and systems of law enforcement, healthcare, mental health, chemical dependency, employment, jails, and education institutions.

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

Thurston County and Olympia have jointly and individually committed resources to strengthen homeless coordination activities. Future work will implement the soon to be released Thurston County Five-Year Homeless Housing Plan (Required by the State Homeless Housing Program and the Consolidated Homeless Grant Program) which includes: addressing the identified priorities of low-barrier shelters; youth housing solutions; rapid re-housing; and, the expansion of permanent supportive housing for those with the most severe needs. This work will also strengthen the existing Coordinated Entry system and to improve the quality of data collected through the Housing Management Information System (HMIS) during intake and assessment. Thurston County and Olympia will also continue to work closely on the annual Point in Time Homeless Count to ensure the most comprehensive census of people experiencing homelessness as unsheltered, sheltered and those in transitional housing.

During the first Program Year, homeless coordination activities will include implementation of the new Five-year Homeless Housing Plan, as well as an expected update of the plan based on new Washington State Department of Commerce guidelines that are expected in late 2018. The plan includes continuing to identify gaps, goals, strategies, performance measures, timelines, and funding plans. Finally, the jurisdictions will coordinate to monitor and report on system improvement by establishing an ongoing implementation, feedback, and improvement loop.

**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.**

Thurston County worked closely with Service Providers to improve the existing Coordinated Entry system over the past year to include the newly established HUD guidelines which became effective January 2018. Policies and Procedures were drafted and approved by the community of organizations comprising the Homeless Housing Hub group, a sub-committee of the Housing Action Team of Thurston Thrives, which functions as the County's HOME Consortium. A relatively new approach added to Coordinated Entry is diversion services. Diversion provides a quick and less expensive way for households to achieve housing without directly accessing the shelter and/or homeless services system. The most impactful growth of the system occurred as it evolved from three agencies individually providing Coordinated Entry to one organization taking the lead role. This has fostered a more systemic approach while still providing autonomy for differing subpopulations consisting of youth, single adults, families with children, domestic violence survivors, and veterans. The County will continue to work closely with the Washington State Department of Commerce to develop best practices that produce consistent, reliable data from the HMIS software reflecting coordination of all points and agencies in our county.

**Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs**

Thurston County and Olympia will continue operate with the best practice model of Housing First to stabilize family households first and then to address other essential needs second. The following strategies are developed to address the needs of various homeless populations.

***Families:***

Strategies for homeless families include “rapid re-housing,” or quickly dispersed rental assistance to stabilize them with housing first. Other responses include emergency shelters with separate family suites that preserve family cohesion. Shelter case management should be followed by rental subsidies to allow families to secure housing as quickly as possible. It is also important to encourage families to access all potential school-based resources for their school-age children.

Other useful resources are the informal networks of friends, school, neighborhood, or faith community ties. These networks are often the first options pursued by homeless families. Efforts to strengthen informal networks and raise awareness about homelessness in their midst can be highly effective.

The County's Five Year Homeless Housing Plan identifies the Family Support Center to serve as the lead agency to work with other service partners to provide 24/7 accommodation of this population

***Chronically Homeless Persons:***

Thurston County and Olympia work with local shelter providers to provide low barrier shelter to address the needs of chronically homeless persons who may not be willing or able to follow the rules at standard emergency shelters. Low-barrier shelters create facilities that accommodate “hard-to- house” homeless people with low or minimal entry rules, while still maintaining adequate safety standards.

Homeless individuals will be screened to identify their needs and eligibility for potential resources. While most homeless individuals benefit from the Housing First model, case managers may elect to utilize other forms of assistance such as temporary emergency shelter, short-term rental subsidies, or job referrals to help stabilize the individual and facilitate their return to independence.

The County's Five Year Homeless Housing Plan identifies SideWalk to serve as the lead agency to work with other service partners to provide 24/7 accommodation of this population.

### ***Homeless and At-Risk Youth:***

The strategy to meet the needs of the county's homeless youth will be to expand shelter resources to accommodate more unaccompanied youth (under age 17) and transition-aged youth (ages 18 to 24). The primary service models for this population are street outreach and drop-in centers that offer survival goods, service referrals, and general case management that emphasizes "harm reduction."

One strategy calls for a new hybrid of shelter/transitional housing bridge program known as Youth Bridge. Youth Bridge provides entry into housing and allows young people to progress from street dependence to affordable permanent housing at their own pace. It is an emerging service model that incorporates supportive services.

The County's Five Year Homeless Housing Plan identifies Community Youth Services to serve as the lead agency to work with other service partners to provide 24/7 accommodation of this population.

### ***Veterans:***

The most effective response to homeless veterans is to ensure they are linked to all possible Veterans Administration benefits, including housing, mental health care, drug and alcohol treatment, employment assistance, and other services. This linkage will ensure that Thurston County makes the best use of these distinct revenue streams. Like most homeless sub-populations, veterans benefit from the Housing First model followed up with supportive services. For individuals unwilling or unable to cooperate with a government or nonprofit housing program, the next best solution is to offer survival resources, such as outdoor clothing, camping gear, food, and other supplies.

National data indicate that Washington's veteran population experiences a higher unemployment rate compared to the national average. According to the 2017 PIT Homeless Census there were 44 veterans that reported being homeless on a given night in January.

The County's Five Year Homeless Housing Plan identifies several agencies to serve as the lead agencies to work with other service partners to provide 24/7 accommodation of this population.

## **SP-65 Lead-based Paint Hazards - 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

All CDBG and HOME projects conduct risk assessments for lead paint if the property qualifies for the testing.

In an effort to address lead-based paint hazards, Thurston County and the City of Olympia have 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 their 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 2018 Action Plan period, the County and the City plan 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.

### **How are the actions listed above related to the extent of lead poisoning and hazards?**

According to the Thurston County Department of Public Health and Social Services, lead-based paint poisoning is one of the major environmental health hazards facing children. Lead poisoning results in high levels of lead in the blood system, which can damage the central nervous system, cause mental retardation, convulsions, and sometimes death. Lead is particularly toxic to children under age six. Even low levels of lead can result in lowered intelligence, reading and learning disabilities, decreased attention span, hyperactivity and aggressive behavior. In adults, elevated lead levels in blood may result in nerve disorders, pregnancy difficulties, memory loss, high blood pressure, joint and muscle pain, and digestive-tract problems.

Exposure to lead-based paint in the home from paint chips, dust, and other sources is the most common source of childhood lead poisoning in the U.S. Lead poisoning can result in health issues ranging from anemia, hearing problems, and behavior problems to irreversible brain damage or death. Younger

children face greater risks of lead poisoning and can experience lifelong health problems and learning disabilities.

**How are the actions listed above integrated into housing policies and procedures?**

The Housing Authority of Thurston County provides certified lead-based paint risk assessments and inspections conducted by EPA-licensed Lead Risk Assessors.

In an effort to address lead-based paint hazards, Thurston County and the City of Olympia has incorporated Title X of the Community Development Act of 1992 (part of the Residential Lead-Based Paint Hazard Reduction Act of 1992) into its housing policies and programs. 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.

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## SP-70 Anti-Poverty Strategy - 91.215(j)

### Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

There are over 45 local programs that assist low-income persons in meeting their daily needs and can provide tools and resources to reduce poverty. Activities that are in place to reduce poverty within Thurston County include:

- **Higher Education** Improving access to higher education: GED and community college programs
- **Job Assistance** Workfirst Services at South Puget Sound Community College supports one year of free tuition and books for low-income and TANF parents who work more than 20 hours per week. Parents typically take two classes per quarter and are connected with job opportunities that utilize their increased skills.
- **Literacy** Functional Context Education — combining literacy skills with job training

The Pacific Mountain Workforce Consortium provides resources to individuals who need to complete their GED requirements while providing additional employment training.

- **Nontraditional occupations** — training women to do "men's jobs" (e.g., construction, truck driver, mechanical or technical repair, police officer)

The New Market Skills Center develops the abilities and interests of all of their students in a wide range of apprenticeships and occupations.

- **Microenterprise** — providing start up loans less than \$25,000 for family-owned businesses

The Thurston County Small Business Incubator works to create jobs by helping entrepreneurs and small businesses access resources they need for growth and long term success. Business incubators help reduce the risk of small business failures and can reduce start-up costs by 40percent-50percent. Nationwide, business incubator clients and graduates have created half a million jobs, and for every 50 created by an incubator, 25 more are created in the same community.

- **Building wealth through assets**

Several programs are available in the community to assist low income households to build wealth through asset accumulation. These include:

- Maintain self-sufficiency and homeownership programs
- Section 8 Homeownership Program
- Welcome Home Program
- Family Self-Sufficiency Program
- Homeownership Assistance — HOME, Habitat for Humanity
- United Way of Thurston County — Individual Development Accounts
- Financial Literacy & Housing Counseling

There are five agencies within Thurston County currently assisting low-income households with money management, housing counseling and consumer credit counseling. These include:

- United Way of Thurston County
- Family Finance Resource Center
- Consumer Credit Counseling Center
- Housing Authority of Thurston County
- Service Enriched Housing

Several non-profit agencies operate supportive housing for special needs populations. Service-enriched housing can help low-income households to leave poverty by providing:

- Assistance to residents in identifying and accessing local resources and services
- Development and support of resident participation in management and in the development of services, programs and activities
- Crisis intervention and short-term support or referral to outside resources
- Longer-term support for residents pursuing goals related to social and/or economic self-sufficiency

Intervention and prevention of problems related to substance abuse, criminal activity, destruction of property, or other issues harmful to residents. Resources include:

- Olympia's Community Court & Social Service Center
- Thurston County DUI/Drug Court Program
- Capital Recovery Center's addiction treatment programs

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this Affordable Housing Plan?**

Thurston County and Olympia have local plans to reduce poverty which are closely aligned with the CDBG Consolidated Plan's Strategic Plan to prevent and reduce homelessness.

The strategies to help prevent people from becoming homeless in Thurston County, described below, are to develop an effective system and to improve connections between the housing system and systems of law enforcement, healthcare, mental health, chemical dependency, employment, jails, and education institutions.

Thurston County and Olympia have both committed non-federal funding resources to homeless coordination activities. Future work will focus on addressing the identified priorities of low-barrier shelters, youth housing solutions, rapid re-housing, diversion, and the expansion of permanent supportive housing for those with the most severe needs. This work will also encompass strengthening the existing system and to improve the quality of data collected through the Housing Management Information System (HMIS) during intake and assessment. In addition, the City of Olympia has created a

municipal Home Fund with local sales tax revenues to increase funding in Olympia for affordable housing development and homeless services. The City of Olympia's newly hired homeless coordinator will work with the County's homeless coordinator.

During the next year, homeless coordination activities will include implementation of the recently adopted Thurston County Five-Year Homeless Housing Plan, which is expected to be updated to meet forthcoming guidelines from the Washington State Department of Commerce. Finally, the jurisdictions will coordinate to monitor and report on system improvement by establishing an ongoing implementation, feedback, and improvement loop.

Thurston County's number one strategy will include homeless people in a needs assessment will be to ensure continuous improvement its system for the homeless system, which includes improvements to the outreach component of the system. An effective Coordinated Entry system will ensure that every person who becomes homeless or who is at imminent risk of becoming homeless will have an intake and an assessment completed. An intake collects basic demographic information to ensure accurate numbers of the people who become homeless or are at risk each year. The assessment will collect information about barriers to housing and determining what type of assistance and/or housing is best suited to meet the housing need for the individual or family in the long-term. Last, the assessment process will include a Vulnerability Index (VI) assessment to ensure that the most vulnerable people are assisted first.

The existing Thurston County Coordinated Entry system is up and running subject to ongoing continual improvement efforts to increase the effectiveness of the system. Coordinated Entry will insure that individuals and families will have a singular entry to the services system in order to access services from multiple agencies and programs throughout the county. After an assessment is conducted, the appropriate intervention will be applied to resolve the individual's or family's housing needs. Effective and adequate outreach will be important to ensuring those who live on the streets and in encampments are aware of and are assisted in accessing housing and services.



## **SP-80 Monitoring - 91.230**

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

Thurston County and Olympia will both monitor all federal funding recipients according to the best practices set forth in the HUD Guidebooks for CDBG and HOME Grantees to monitor their respective Sub-recipients.

### **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 to 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 review prior to execution and State auditor review following the program year.

**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.

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## Thurston County

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Community Planning & Development Dept.  
Department Director **Keith Stahley**  
Housing Program Manager **M. Anna Schlecht**

## Research and Production

Dept. of Commerce Research Services  
Project Leads **Tom Gilmore and Britt McVicar**  
Production Design **Alice Zillah**  
Project Assistant **Tara Newman**

*To request a copy of this publication in an alternative format, please contact Anna Schlecht at [aschlech@ci.olympia.wa.us](mailto:aschlech@ci.olympia.wa.us).*

# A CITIZEN'S SUMMARY OF THE 2018-2022 CONSOLIDATED PLAN

Prioritizing HOME and Community Development Block Grant Resources

City of Olympia CDBG Program  
PO Box 1967  
Olympia, WA 98507-1967  
[www.olympiawa.gov](http://www.olympiawa.gov)

Urban County CDBG Program  
HOME Consortium  
2000 Lakeridge Dr. SW  
Olympia, WA 98502  
[www.co.thurston.wa.gov](http://www.co.thurston.wa.gov)

