

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF SPOKANE COUNTY, WASHINGTON

IN THE MATTER CONCERNING ADOPTING THE )  
2020 CONSOLIDATED ANNUAL PERFORMANCE )  
AND EVALUATION REPORT (CAPER) FOR THE )  
SPOKANE COUNTY COMMUNITY SERVICES, )  
HOUSING, AND COMMUNITY DEVELOPMENT )  
(CSHCD) DEPARTMENT )

**RESOLUTION**

**WHEREAS**, the Board of County Commissioners of Spokane County, pursuant to the provisions of the Revised Code of Washington, Section 36.32.120(6), has the care of County property and the management of County funds and business; and

**WHEREAS**, the United States Department of Housing and Urban Development (HUD) has the authority to make available to counties, funds for community development purposes pursuant to various federal laws including CFR Title, 24, Chapter V, Part 570, Community Development Block Grants (CDBG); and

**WHEREAS**, to select and implement projects and activities which address the priority needs of lower-income persons and households in Federal Fiscal Years 2020 through 2024, the Spokane County Community Services, Housing and Community Development (CSHCD) Department has developed the 2022 Request for Proposals (RFP) and the 2020-2024 Funding Policies, which include instructions, program goals, and selection criteria for community development projects; and

**WHEREAS**, the Spokane County CSHCD Department's Director, or designee, is hereby granted the authority to approve modifications to the attached document which are minor and do not substantially affect process steps, selection criteria, or program objectives; and

**WHEREAS**, the Spokane County Housing and Community Development Advisory Committee (HCDAC) held a Public Hearing on September 9, 2021 to obtain public input after a fifteen (15) day public comment period; and

**WHEREAS**, the HCDAC forwarded the 2020 Consolidated Annual Performance and Evaluation Report (CAPER) to recommend its approval to the Board of County Commissioners.

**BE IT THEREFORE RESOLVED**, by the Board of County Commissioners of Spokane County approves the 2020 CAPER Report for CSHCD and Spokane County.

**BE IT FURTHER RESOLVED** that this resolution constitutes authority for the Chair of the Board, or a majority of the Board of Spokane County Commissioners, the Chief Operating Officer, the Chief Budget Officer, or the Chief Executive Officer, in other than an open meeting, to authorize any documents related to the 2020 CAPER Report.

PASSED AND ADOPTED this 21st day of September, 2021

BOARD OF COUNTY COMMISSIONERS  
OF SPOKANE COUNTY, WASHINGTON



ATTEST:

GINNA VASQUEZ  
GINNA VASQUEZ, Clerk of the Board

JOSH KERNS  
Josh Kerns, Chair

MARY L. KUNEY  
Mary L. Kunez, Vice-Chair

AL FRENCH  
Al French, Commissioner

Submit to Clerk of the Board with accompanying paperwork (Resolutions, Agreements, etc.)

**AGENDA SHEET**

**SUBMITTING DEPARTMENT:** *Community Service, Housing and Community Development*

**CONTACT PERSON:** *Jamie Gadd*

**PHONE NUMBER:** *477-4512*

**CHECK TYPE OF MEETING BELOW:**

**BELOW FOR CLERK'S USE ONLY:**

Clerk's Resolution No.

**21 - 0645**

Approved:

Majority/Unanimous

Denied:

Majority/Unanimous

Renews/Amends No.

Public Works No.

Purchasing Dept. No.

2:00 PM CONSENT AGENDA

**AGENDA TITLE:** IN THE MATTER CONCERNING ADOPTING THE 2020 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) FOR THE SPOKANE COUNTY COMMUNITY SERVICES, HOUSING, AND COMMUNITY DEVELOPMENT (CSHCD) DEPARTMENT.

**BACKGROUND:** *(Attach separate sheet(s) if necessary):*

The Spokane County Community Services, Housing, and Community Development (CSHCD) Department's, Housing and Community Development Advisory Committee (HCDAC) held a public hearing, after a 15-day public comment period, during the September 9, 2021 meeting. The HCDAC adopted and recommended to the Board of County Commissioners (BoCC) to approval this document at the conclusion of the public hearing.

The HCDAC approved and is seeking the BoCC's approval of the following document associated with the CDBG Program:

- 2020 Consolidated Annual Performance and Evaluation Report (CAPER)

The Spokane County CDBG Program funds eligible activities that address affordable housing, public facility, infrastructure, economic development, public services, and other needs of low-income persons throughout Spokane County. The CAPER will be submitted to the federal department of the Housing and Urban Development (HUD) for approval upon adoption by the BOCC.

**FISCAL IMPACT:** N/A

**REQUESTED BOARD ACTION:** Approve

This Item will need to be codified in the Spokane County Code: No

**CR-05 - Goals and Outcomes**

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

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

Spokane County made good progress toward the five-year goals in the 2020-2024 Consolidated Plan. Spokane County funds homeless activities with other funds (state and local), therefore, the performance in this CAPER is reflecting HOME units that are set-aside for homeless individuals and families, if applicable.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$	Rental units constructed	Household Housing Unit	500	0	0.00%	40	0	0.00%
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	500	121	24.20%	150	121	80.67%
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	14	0	0.00%	14	0	0.00%

Area Revitalization	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	455		0	455	
Area Revitalization	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	5000	0	0.00%			
Area Revitalization	Non-Housing Community Development	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		1500	0	0.00%
Disaster Recovery	Homeless Non-Homeless Special Needs Non-Housing Community Development Disaster Recovery		Other	Other	1	0	0.00%			
Environmental Justice	Affordable Housing special projects		Other	Other	1	0	0.00%			

Human Services	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	250000	41913	16.77%	47361	41913	88.50%
Human Services	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Microenterprise Assistance	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	150	46	30.67%	37	46	124.32%
Planning and Administration	Planning and Administration	CDBG: \$ / HOME: \$	Other	Other	1	0	0.00%	1	0	0.00%

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

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

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

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

91.520(a)

	<b>CDBG</b>	<b>HOME</b>
White	32,207	0
Black or African American	1,657	0
Asian	227	0
American Indian or American Native	1,275	0
Native Hawaiian or Other Pacific Islander	336	0
<b>Total</b>	<b>35,702</b>	<b>0</b>
Hispanic	25,631	0
Not Hispanic	10,071	0

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

### Narrative

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

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,970,321	
HOME	public - federal	1,258,075	

Table 3 - Resources Made Available

### Narrative

### Identify the geographic distribution and location of investments

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

Table 4 – Identify the geographic distribution and location of investments

### Narrative



## Leveraging

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

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	
2. Match contributed during current Federal fiscal year	
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	
4. Match liability for current Federal fiscal year	
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	

**Table 5 – Fiscal Year Summary - HOME Match Report**

<b>Match Contribution for the Federal Fiscal Year</b>								
<b>Project No. or Other ID</b>	<b>Date of Contribution</b>	<b>Cash (non-Federal sources)</b>	<b>Foregone Taxes, Fees, Charges</b>	<b>Appraised Land/Real Property</b>	<b>Required Infrastructure</b>	<b>Site Preparation, Construction Materials, Donated labor</b>	<b>Bond Financing</b>	<b>Total Match</b>

**Table 6 – Match Contribution for the Federal Fiscal Year**

**HOME MBE/WBE report**

<b>Program Income – Enter the program amounts for the reporting period</b>				
<b>Balance on hand at begin-ning of reporting period</b> \$	<b>Amount received during reporting period</b> \$	<b>Total amount expended during reporting period</b> \$	<b>Amount expended for TBRA</b> \$	<b>Balance on hand at end of reporting period</b> \$

**Table 7 – Program Income**

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Number						
Dollar Amount						
<b>Sub-Contracts</b>						
Number						
Dollar Amount						
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Number						
Dollar Amount						
<b>Sub-Contracts</b>						
Number						
Dollar Amount						

**Table 8 - Minority Business and Women Business Enterprises**

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

**Table 9 – Minority Owners of Rental Property**

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

**Table 10 – Relocation and Real Property Acquisition**

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

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

	<b>One-Year Goal</b>	<b>Actual</b>
Number of Homeless households to be provided affordable housing units	20	0
Number of Non-Homeless households to be provided affordable housing units	200	0
Number of Special-Needs households to be provided affordable housing units	15	0
<b>Total</b>	<b>235</b>	<b>0</b>

**Table 11 – Number of Households**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of households supported through Rental Assistance	7	0
Number of households supported through The Production of New Units	40	0
Number of households supported through Rehab of Existing Units	150	0
Number of households supported through Acquisition of Existing Units	10	0
<b>Total</b>	<b>207</b>	<b>0</b>

**Table 12 – Number of Households Supported**

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

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

Spokane County will continue to entertain Annual Requests for Affordable Housing Projects that serve low- moderate- income residents of Spokane County. Assisting local jurisdictions with infrastructure projects provides for affordable living in the towns and cities of Spokane County.

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

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	79	0
Low-income	42	0
Moderate-income	0	0
<b>Total</b>	<b>121</b>	<b>0</b>

**Table 13 – Number of Households Served**

**Narrative Information**

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

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

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

Spokane County participates in the Spokane City / Spokane County Continuum of Care (CoC). That CoC is governed by a CoC Executive Board. This board oversees all CoC monies within Spokane County, as well as coordinates and aligns its priorities with the other funding streams serving these populations through the City of Spokane.

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

Spokane County has made the decision to not address homelessness with CDBG public service funds since it has access to Homeless Housing Assistance Act (HHAA) dollars, which are a result of document recording fees collected from the county. These dollars are specific to homelessness and have proved crucial in the jurisdiction's progress in meeting objectives for reducing and ending homelessness. Since virtually all shelters and transitional housing continue to be located within the City of Spokane, these agencies are funded through HHAA, based in part, on the percentage of county versus city clients served.

Additional funding for the shelters and transitional living units are accomplished, competitively, through the Spokane City / Spokane County Continuum of Care.

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

Currently Spokane County has one Homeless Housing and Assistance Act (HHAA) project that will provide homeless prevention. Respite beds exist in the community (Hope House, Women's Hearth and House of Charity) for homeless people to recover after being discharged from health care facilities. The Spokane County Regional Behavioral Health (Administrative Services Organization) has case managers that work with local hospitals upon discharge of their clients. The Spokane Housing Authority has begun providing project based vouchers to agencies serving homeless to help those clients find housing with supports from housing specialists. During the reporting period Spokane County contracted with the City of Spokane to provide County residents with rapid re-housing services using Commerce's

Consolidated Homeless Grant, utilizing coordinated entry service/assessment.

**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**

Spokane County does not use CDBG funds for these activities. HOME dollars are used for Tenant Based Rental Assistance (TBRA), available to households that formerly completed the Consolidated Homeless Grant (CHG) project and have permanent long term disabilities and a demonstrated inability to maintain housing stabilization in the CHG-obtained unit due to a limited fixed income. This TBRA project is contracted to the Spokane Housing Authority. The CHG from Washington State is used to work with Spokane County homeless individuals and families. Requirements of the program are defined by the funder and monitored by Washington State. Emergency Services through community centers in Spokane County attempt to help people maintain stable housing with emergency assistance when it is available. Community Centers in Spokane County also provide referral services to other agencies who serve individuals and families facing homelessness.



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

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

Spokane Housing Authority (SHA) is governed by a seven-member Board of Commissioners to include one “directly assisted commissioner” and six commissioners appointed by the following: Two (2) individuals appointed by the Mayor of the City of Spokane, two (2) individuals appointed by the City Council of the City of Spokane Valley, and two (2) individuals appointed by the Spokane County Commissioners. Each member serves a five-year term of office, with terms rotating in such a manner that one appointment is made each year. The Board has full authority in the establishment of SHA policies, long term direction, and oversight of programs that accomplish the Agency’s mission.

Between 2015 and 2019, SHA converted its 125 units of Public Housing to Project Based Vouchers (PBV), utilizing the Rental Assistance Demonstration (RAD) Program. This conversion included authorization for the disposition (sale) of 74 scattered site units. These include single family homes and eight (8) duplex properties. Proceeds received from the sale of all scattered site units will be used as gap financing in the acquisition and rehabilitation or new construction of additional affordable housing units over the next few years. SHA anticipates completing the disposition (sale) of all 74 scattered site units by June 2021.

SHA has worked for the last several years to attach Housing Choice Vouchers to both newly constructed and existing apartment units owned and operated by non-profits. This has resulted in the creation of more than 500 affordable, permanent supportive housing (PSH) units in our community targeted at homeless and chronically homeless families and individuals.

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

NA. SHA does not have a public housing homeownership program.

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

NA. SHA is not a troubled public housing authority.

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

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

No action has been taken to remove the negative effects of public policies. Spokane County is fiduciary for its residents and is required to conduct business in the public realm on the behalf of all County residents. Washington State law regulates the Growth Management Act which limits where multi family housing may be constructed or preserved. The Urban Growth Area determines where urban development may occur.

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

CSHCD continues its partnership with the City of Spokane's Human Services Homeless Management Information System (HMIS) in an effort to help identify needs and trends for the homeless population. Through HMIS the CSHCD Department is able to evaluate the effectiveness of the available homeless services and to identify the need for additional services by location. A Point in Time (PIT) Count of Homeless is conducted annually in January and results are reported as a region to the Washington State Department of Commerce. CDBG has not been used to serve homeless populations since 2011 when the department opted to use local funds to address homeless needs, freeing more CDBG funds for other high priority public service goals.

CSHCD works with local governmental departments, private agencies, not-for-profit organizations and citizens to raise awareness of obstacles encountered by special needs populations. These activities include, but are not limited to, the Fair Housing Spring Training, Spokane Homeless Coalition and the Spokane City / Spokane County Continuum of Care, as well as, coordination with the Spokane Regional Health District.

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

The Lead Safe Spokane Program coordinated lead hazard control activities with the Washington State Lead Based Paint Program through their local partner SNAP. Program coordination made lead-based paint testing and repair services available to low-income family households regardless of their location in the City or County of Spokane. Lead hazard rehabilitation and weatherization programs helped to preserve affordable housing for low-income households county-wide.

Although the Lead Safe Spokane program ended in program year 2015, Spokane County continues to assess and require remediation of units prior to using any funds for rental assistance, including state and local funds.

Disclosure requirements are triggered for ALL properties constructed prior to 1978. These requirements

require that lessors (property owners or managers) provide tenants with:

- A disclosure form for rental properties disclosing the presence of known and unknown lead based paint;
- A copy of the “Protect Your Family from Lead in the Home” pamphlet. While this actually relates to property owners/managers, sharing this information with their tenants (or ensuring they have received it) is an easy thing to do. This is an important opportunity to educate households about the potential hazards related to lead and their rights as tenants. Informed tenants are more likely to watch for potential problems in their home and proactively work with landlords to address any issues. Spokane County uses formal public records, such as tax assessment records, to establish the age of a unit. If the property was constructed before 1978 and a child under the age of six will be living in the unit, then a visual assessment is conducted before any federal, state, or local funds are made available. Visual assessments are conducted by a HUD Certified Visual Assessor. If a visual assessment reveals problems with paint surfaces, Spokane County cannot approve the unit for rent assistance until the deteriorating paint has been repaired. At that point, we work with the property owner/manager to complete needed paint stabilization activities and clearance, or work with the household to locate a different (lead safe) unit in order for assistance to be provided.

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

During 2019, CSHCD took the following actions in regards to HOME and CDBG funds:

- Focused on community education efforts that strengthen the link between housing and economic development and service providers
- Strengthened local, state and federal housing resources
- Strengthened not-for-profit agencies by increasing their ability to meet the County’s affordable housing needs
- Continued to create opportunities for more permanent affordable rental housing serving very low and extremely low income households, particularly for those with special physical/mental needs
- Continued to preserve existing affordable housing through acquisition and rehabilitation.

Another source of funds used by Spokane County to preserve affordability in housing is the Spokane County Affordable Housing Trust Fund or 2060 fund. In 2002, the Washington State Legislature passed a bill that charged a ten-dollar document-recording fee when documents are recorded. This fee will continue to be used to address affordable housing related issues. Several such projects have recently been funded, in part, with these fees. Recently completed since 2016 are several service-enriched complexes which are homes for chronically homeless men and women. Currently under construction are several other apartment complexes which will also serve poverty-level families.

Additionally, using state and local funding streams, several pilot projects are underway using rapid

rehousing models with an adherence to a housing stability plan. The families are provided counseling and financial assistance with help locating suitable housing that meets their needs in terms of size, condition, and affordability. The assistance and supportive services to program participants are provided by using a progressive engagement approach, helping them maintain current suitable housing and/or avoiding displacement or eviction.

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

The institutional structure of Spokane County remains sound. Collaboration is the Department's strategy for successful CDBG and HOME projects with an emphasis on relationships, leverage, technical assistance, and cooperation among all involved.

There are good working relationships among the municipalities, state agencies, and local organizations involved with housing and community development related services. The exchange of information and technical assistance has resulted in a more effective service delivery system. The County has strived to work with the City of Spokane to approach challenges on a regional basis. Two examples are the regionalization (merging) of the Continuum of Care (CoC) (homeless federal funds) and Consolidated Homeless Grant (CHG) ( Washington State funds.) The City and County also share information and data used in respective Consolidated Plans as well as use the same HMIS system. With less funds each year and requirements growing we must combine efforts and will continue to look for ways to streamline provision of funds to the local public service agencies.

Spokane County will assist where possible in coordinating the development and planning capacity in the County, particularly in the County cities and towns. Additional technical and financial assistance in the area of economic development planning will be offered to increase capacity toward becoming economically self-sustaining in these areas.

The process of Urban Requalification occurred in early 2020 and will start again in 2023. All twelve cities and towns within Spokane County opted into the Urban Consortium. The City of Spokane has its own entitlement and is not part of the Urban Consortium. However, the Housing Community Development Advisory Committee (HCDAC) bylaws were amended to include a representative from Spokane City on the Committee to enhance coordination and collaboration on housing and non-housing activities.

Spokane County also maintains a good working relationship with Spokane Housing Authority (SHA) and continues to support its goals in providing decent and safe affordable housing to low income, disabled, elderly, and vulnerable populations. SHA annually provides housing assistance to over 5,000 low-income families in five Eastern Washington counties through a combination of tenant based rental assistance, SHA owned apartment communities and scattered-site public housing. A six member Board of Commissioners governs SHA. The appointing authorities include The Mayor of the City of Spokane, The Mayor of the City of Spokane Valley and the Board of County Commissioners.

**Actions taken to enhance coordination between public and private housing and social service**

**agencies. 91.220(k); 91.320(j)**

Spokane County continues to provide opportunities for public and private housing agencies and social service agencies to comment on the Consolidated Plan, Annual Action Plans, The Consolidated Annual Performance Evaluation Report, Annual Environmental review of projects proposed for funding and the Annual RFP and Funding Policies. The Citizen Participation Plan has been updated to provide more opportunity to enhance coordination. In preparation for each Consolidated Plan, Spokane County relies on these partners to provide input on community needs. Spokane County hosts stakeholder meetings to determine direction and report progress on affordable housing activities.

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

Spokane County has adopted two Analyses of Impediment (AI) to Fair Housing Choice and Fair Housing Plans (2002 & 2010) and updated the AI in 2018. These Analyses of Impediment's and Plans identified training and education as the most efficient way to further fair housing in Spokane County and the best way to address impediments that were identified.

Annually, the AI is reviewed as part of planning the Fair Housing Conference held each April during Fair Housing Month. Spokane County partners with Northwest Fair Housing Alliance a HUD FHP grantee, the Washington State Human Rights Commission, City of Coeur D'Alene, Idaho, and Spokane Housing Authority.

Northwest Fair Housing Alliance (NWFHA) as a HUD grantee, tests Eastern Washington for fair housing violations. Spokane County appreciates the expertise NWFHA brings to the table when we plan our Spring Conference. NWFHA has not identified any new or unknown barriers to fair housing since the 2018 updated AI was adopted.

The Annual Fair Housing Conference was held virtually this year with excellent attendance (approximately 389). Spokane County, in partnership with Spokane Housing Authority, Spokane City, Northwest Fair Housing Alliance, the City of Coeur D'Alene, Idaho, and the Washington State Human Rights Commission hosted the Inland Northwest Fair Housing Conference.

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

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

Spokane County is committed to a good faith, comprehensive and continuing effort to promote the inclusion of minority and women's business enterprises in the HOME Program and all other housing programs under its auspices. Following is a portion of Spokane County's Affirmative Marketing Policy. The entire policy is added to the 2018 CAPER as an attachment due to character limitation on this section of the CAPER. Following is an excerpt regarding minority and women owned businesses.

Placing a statement of public policy and commitment in the local newspaper and including the statement in appropriate correspondence and program documents. Using the local media to market and promote contract and business opportunities for minority and women's business enterprises;

Placing qualified minority and women's businesses on solicitation lists, including a description of capabilities, services, supplies and/or products. This inventory will be provided to all subrecipients and property owners receiving funds and/or assistance under the HOME Program along with written instructions for implementing affirmative steps;

Assuring that minority and women's businesses are solicited whenever they are potential sources. Agreements with the County will require subrecipients and property owners to solicit minority and women's businesses when contracting for goods and services;

Dividing total requirements, when economically feasible, into smaller tasks and quantities to permit maximum participation by small and minority business and women's businesses. Subrecipient agreements and agreements with property owners will include this requirement;

Establishing delivery or performance schedules, wherever possible, which encourage participation by minority and women's owned businesses. Subrecipient agreements and agreements with property owners will include this requirement;

Using the services and assistance of the Minority Business Development Agency of the Department of Commerce, Spokane Minority Supplier Development Council, Spokane Area Economic Development Council Minority Services, Minority Services Northwest, and Inland Minority Contractor's Association and the Washington State Office of Minority and Women's Business Enterprise, to develop the inventory lists pursuant to number 3 above, and to help perform outreach and capacity building activities;

Requiring prime contractors to require all subcontractors to take appropriate affirmative steps listed above in this policy and procedure;

For all housing activities using Spokane County HOME funds or other Federal funds received from Spokane County, requiring subrecipients, contractors and/or property owners to keep records of bids requested, received and awarded and whether or not the firm or enterprise is a minority or women's business enterprise, and to provide forms and instructions as needed; and assessing performance and taking corrective actions as needed. Spokane County or its subrecipients will be responsible for collecting and compiling data on minority and women's business participation. Subrecipients will submit reports to the County as requested.

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

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

CSHCD follows the Citizen Participation Plan (Resolution 20-0343) to ensure that minorities, disabled people and non-English speaking residents have the opportunity to participate in plans, activities and programs. Per the Citizen Participation Plan; Copies of The Draft 2020 CAPER were available on the department website during the comment period. Information may also be obtained by contacting the Housing and Community Development Division. The comment period for the CAPER is fifteen (15) days; it was from August 26, 2020 through September 9, 2020. The HCDAC held a virtual Public Hearing at 4PM on September 9, 2020. No comments from the public were provided during the comment period. An additional two (2) weeks notice was provided prior to adoption by the Spokane County BOCC. The BOCC approved the 2020 CAPER with Resolution #20-0817 on November 3, 2020. No comments were provided from the public. Reasonable accommodations are made for non-English speaking persons and for people with disabilities. The Spokane County Website utilizes Google Translate which is a free multilingual machine translation service developed by Google, to translate text from one language into another. It offers a website interface where a non-English speaker can utilize a mobile application that supports translation of over 100 languages at various levels. Other efforts of outreach include:

- Organizations representing persons who have special needs are notified of Community Development Program hearings.
- Hearing notices state that signing, translation or other services needed by person with disabilities will be available if requested in advance.
- The updated Citizen Participation Plan allows for virtual public meetings and public hearings, due to COVID 19. When possible, Public Hearings are held in locations accessible to persons with limited mobility.
- Notices are routinely sent to agencies that provide housing, health, social services; including those that serve children, elderly, disabled, people living with HIV/AIDS and agencies that represent minorities residing in Spokane County.
- Sight impaired and blind people are able to use assistive technology (such as a Braille reader, a screen reader or TTY) are able listen to the Spokane County website to gain information on opportunities to comment on all activities and plans.

Spokane County Community Services, Housing, and Community Development Department has determined that the reported accomplishments are consistent with both the 2020-2024 Spokane County Consolidated Plan and the 2020 Annual Action Plan's high-priority housing and community development objectives, subject to 24 CFR Part 91.



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

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

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

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

**CR-50 - HOME 91.520(d)**

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

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

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)**

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

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