



Community, Housing, and Human Services Department (CHHS)

PROGRAM YEAR 2017

(July 1, 2017 – June 30, 2018)

Consolidated Annual Performance Evaluation Report (CAPER)

Submitted to the Department of Housing and Urban Development (HUD) on Thursday, September 27, 2018

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.

Program Year 2017 was very successful at meeting or exceeding most goals and outcomes. Please review the results below for a detailed summary of each goal, category, indicator and unit of measure for Program Year 2017.

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
Expand economic opportunities	Non-Housing Community Development	CDBG: \$30000 / HOME: \$0 / ESG: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	232	1287	554.74%	0	84	
Expand economic opportunities	Non-Housing Community Development	CDBG: \$30000 / HOME: \$0 / ESG: \$0	Jobs created/retained	Jobs	0	45		20	9	45.00%
Expand economic opportunities	Non-Housing Community Development	CDBG: \$30000 / HOME: \$0 / ESG: \$0	Businesses assisted	Businesses Assisted	300	347	115.67%			

Expand safe affordable housing choices	Affordable Housing Public Housing	CDBG: \$1887302 / HOME: \$937721 / ESG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		80	80	100.00%
Expand safe affordable housing choices	Affordable Housing Public Housing	CDBG: \$1887302 / HOME: \$937721 / ESG: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	203		22	38	172.73%
Expand safe affordable housing choices	Affordable Housing Public Housing	CDBG: \$1887302 / HOME: \$937721 / ESG: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	302		0	302	
Expand safe affordable housing choices	Affordable Housing Public Housing	CDBG: \$1887302 / HOME: \$937721 / ESG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		350	421	120.29%
Expand safe affordable housing choices	Affordable Housing Public Housing	CDBG: \$1887302 / HOME: \$937721 / ESG: \$0	Rental units constructed	Household Housing Unit	48	41	85.42%	23	74	321.74%

Expand safe affordable housing choices	Affordable Housing Public Housing	CDBG: \$1887302 / HOME: \$937721 / ESG: \$0	Rental units rehabilitated	Household Housing Unit	320	34	10.63%	59	95	161.02%
Expand safe affordable housing choices	Affordable Housing Public Housing	CDBG: \$1887302 / HOME: \$937721 / ESG: \$0	Homeowner Housing Rehabilitated	Household Housing Unit	1468	557	37.94%	280	322	115.00%
Expand safe affordable housing choices	Affordable Housing Public Housing	CDBG: \$1887302 / HOME: \$937721 / ESG: \$0	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	80	0	0.00%			
Expand safe affordable housing choices	Affordable Housing Public Housing	CDBG: \$1887302 / HOME: \$937721 / ESG: \$0	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Expand safe affordable housing choices	Affordable Housing Public Housing	CDBG: \$1887302 / HOME: \$937721 / ESG: \$0	Housing for Homeless added	Household Housing Unit	0	0				
Expand safe affordable housing choices	Affordable Housing Public Housing	CDBG: \$1887302 / HOME: \$937721 / ESG: \$0	Housing for People with HIV/AIDS added	Household Housing Unit	0	0				

Prevent and reduce homelessness	Homeless Non-Homeless Special Needs	CDBG: \$125000 / HOME: \$0 / ESG: \$268989	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	1274		800	1274	159.25%
Prevent and reduce homelessness	Homeless Non-Homeless Special Needs	CDBG: \$125000 / HOME: \$0 / ESG: \$268989	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	672	1236	183.93%			
Prevent and reduce homelessness	Homeless Non-Homeless Special Needs	CDBG: \$125000 / HOME: \$0 / ESG: \$268989	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	800	2984	373.00%			
Prevent and reduce homelessness	Homeless Non-Homeless Special Needs	CDBG: \$125000 / HOME: \$0 / ESG: \$268989	Rental units rehabilitated	Household Housing Unit	0	51				
Prevent and reduce homelessness	Homeless Non-Homeless Special Needs	CDBG: \$125000 / HOME: \$0 / ESG: \$268989	Homeowner Housing Rehabilitated	Household Housing Unit	0	0				

Prevent and reduce homelessness	Homeless Non-Homeless Special Needs	CDBG: \$125000 / HOME: \$0 / ESG: \$268989	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	240	140	58.33%	50	75	150.00%
Prevent and reduce homelessness	Homeless Non-Homeless Special Needs	CDBG: \$125000 / HOME: \$0 / ESG: \$268989	Homeless Person Overnight Shelter	Persons Assisted	2520	1041	41.31%	550	2592	471.27%
Prevent and reduce homelessness	Homeless Non-Homeless Special Needs	CDBG: \$125000 / HOME: \$0 / ESG: \$268989	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		5	5	100.00%
Prevent and reduce homelessness	Homeless Non-Homeless Special Needs	CDBG: \$125000 / HOME: \$0 / ESG: \$268989	Homelessness Prevention	Persons Assisted	0	0		500	0	0.00%
Prevent and reduce homelessness	Homeless Non-Homeless Special Needs	CDBG: \$125000 / HOME: \$0 / ESG: \$268989	Housing for Homeless added	Household Housing Unit	0	0				
Prevent and reduce homelessness	Homeless Non-Homeless Special Needs	CDBG: \$125000 / HOME: \$0 / ESG: \$268989	Housing for People with HIV/AIDS added	Household Housing Unit	0	0				

Provide opportunities to improve quality of life	Homeless Non-Homeless Special Needs	CDBG: \$1518407	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	181336	74203	40.92%	9051	57223	632.23%
Provide opportunities to improve quality of life	Homeless Non-Homeless Special Needs	CDBG: \$1518407	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	443612	563663	127.06%	64995	49955	76.86%
Provide opportunities to improve quality of life	Homeless Non-Homeless Special Needs	CDBG: \$1518407	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Provide opportunities to improve quality of life	Homeless Non-Homeless Special Needs	CDBG: \$1518407	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Support vibrant neighborhoods	Non-Housing Community Development	CDBG: \$749251	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	593952	338719	57.03%	79930	177384	221.92%

Support vibrant neighborhoods	Non-Housing Community Development	CDBG: \$749251	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	102880	328902	319.69%	28200	141087	500.31%
Support vibrant neighborhoods	Non-Housing Community Development	CDBG: \$749251	Buildings Demolished	Buildings	0	0		2	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.

CHHS was able to implement several priority projects during Program Year 2017 that support the goals and needs identified in the 2015 – 2020 Consolidated Plan. Most notably, CHHS has added more affordable housing to our portfolio of services within the Spokane community. CHHS looks to carry the momentum from Program Year 2017 into Program Year 2018.

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)

	CDBG	HOME	ESG
White	45,469	115	2,031
Black or African American	1,991	21	205
Asian	365	9	4
American Indian or American Native	2,104	1	254
Native Hawaiian or Other Pacific Islander	663	0	43
Total	50,592	146	2,537
Hispanic	3,200	5	221
Not Hispanic	47,392	141	2,446

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	CDBG	4,986,268	6,072,213
HOME	HOME	1,041,721	1,686,906
HOPWA	HOPWA	0	0
ESG	ESG	268,989	207,332
Other	Other	0	0

Table 3 - Resources Made Available

Narrative

The Community, Housing and Human Services Department (CHHS) recorded a record amount of program income during program year 2017. The total expenditure amount for HOME and CDBG is greater than the resources made available as a result of program income.

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

The City of Spokane has identified six separate targeted investment areas as part of an overall economic development strategy. CHHS supports these targeted investment areas with CDBG, HOME and ESG funds when services are provided to low-and-moderate income individuals.

Target Investment Areas within the City of Spokane

1. Downtown
2. East Sprague
3. North Bank/Kendall Yards
4. The YARD
5. University District
6. West Plains/International Airport

For more information on these target investment areas, please visit the City of Spokane Business and

Development Services website. <https://my.spokanecity.org/business/incentives/>

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.

For some activities, such as rental housing, other funding sources are identified in the application and confirmed upon completion of the project. Many projects use multiple sources. One of the largest sources of funding for affordable rental projects is low-income housing tax credits, which are administered by the Washington State Housing Finance Commission (WSHFC). WSHFC give credit in its scoring for local funds; the local HOME funds are the main source of funds the City controls that meet its requirements. Historically, Spokane projects also benefitted from funds allocated by the State legislature to the Housing Trust Fund, which is administered by the WA State Department of Commerce. Due to budget cuts, these funds have declined in recent years. In addition, the State has prioritized permanent supportive housing projects for the homeless. Many local affordable housing projects that do not provide services have not been competitive recently. The match report based on the 10/1/16-9/30/17 fiscal year had four projects that were completed. One of these was not highly leveraged as other funds came from the owner, Vasilenko, and a rebate from the local electric utility, Avista. The lot was donated by the City. Three projects used bonds and tax credits as well as other funds. Liberty Park Terrace was the rehabilitation of a family project with HUD rent subsidies using housing bonds and County 2060 funds, which are generated from recording fees. VOA's The Marilee is a permanent supportive housing project constructed with equity from the sale of low-income tax credits. Community Frameworks' West 315 project included equity from the sale of low-income housing tax credits and energy tax credits, County 2060 funds, a loan from the sponsor, and a deferred developer fee loan. With total project costs of \$19,674,400 and HOME funds of \$1.1 million, the leverage of other funds to HOME funds was \$18,574,400 to \$1,100,000, or 16.9:1.

The match liability is from the PR-33 match liability report, which includes liability from uses such as rental housing development and tenant-based rental assistance. All match contributions come from the City's rental housing program, the Multifamily Housing Program. These activities typically take two to three years from concept to leaseup and contributions can change in the course of construction and upon conversion to the permanent financing, so match contributions are calculated when the activity is completed. This can result in the liability for an activity being reported before the contribution is reported. When a project has a below-market interest rate on a loan or real estate taxes are waived, the present value of the foregone interest, taxes, or both, can be calculated and contributed to match.

When projects include bond financing, some match is generated. The amount of match from bonds in a given year is limited to 25% of match liability. Unused bond match contributions can be carried forward. The City uses this accrued unused bond match for a portion of its match liability. In the fiscal year ending 9/30/17, the PR33 shows disbursements requiring match of \$738,265.19 with a match liability of \$184,566, so the contribution from bonds can be \$46,142. The match carryover from bonds from prior years was \$2,513,216, so the addition of match that could not be used this year of \$38,442 increases the bond match carryover to \$2,551,657, which is in addition to the amount shown in match report.

The performance reporting requirements for CDBG includes reporting of other funding sources and leverage. The PR54 report for the 2017-18 program year shows reported leverage of \$3,881,970 with total CDBG expenditures of \$5,299,787, which yields a 0.73:1 ratio of other funds to CDBG funds.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	11,334,699
2. Match contributed during current Federal fiscal year	1,460,693
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	12,795,392
4. Match liability for current Federal fiscal year	184,566
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	12,610,826

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
Community Frameworks, West 315 IDIS 4092	01/01/2018	0	170,847	0	0	0	0	170,847
Proclaim Liberty, Liberty Park Terrace IDIS 3861	01/01/2018	0	97,204	0	0	0	46,142	143,346
Vasilenko, 611 S Scott IDIS 4166	01/01/2018	0	66,971	0	0	0	0	84,866
Volunteers of America, The Marilee IDIS 4072	01/01/2018	0	1,061,634	0	0	0	0	1,061,634

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
111,788	869,508	111,788	0	869,508

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	6,152,301	0	0	0	0	6,152,301
Number	2	0	0	0	0	2
Sub-Contracts						
Number	25	1	0	0	0	24
Dollar Amount	5,679,965	280,469	0	0	0	5,399,496
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	6,152,301	472,606	5,679,695			
Number	2	1	1			
Sub-Contracts						
Number	28	4	24			
Dollar Amount	5,679,965	95,421	5,584,544			

Table 8 - Minority Business and Women Business Enterprises

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						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	2	0	0	0	0	2
Dollar Amount	695,000	0	0	0	0	695,000

Table 9 – Minority Owners of Rental Property

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						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

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.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	20	17
Number of Non-Homeless households to be provided affordable housing units	304	416
Number of Special-Needs households to be provided affordable housing units	13	0
Total	337	433

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	20	17
Number of households supported through The Production of New Units	16	12
Number of households supported through Rehab of Existing Units	29	95
Number of households supported through Acquisition of Existing Units	10	0
Total	75	124

Table 12 – Number of Households Supported

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

HOME rental housing activities projects span a few years. Activities that are underway are not reported until complete. While staff can anticipate when an activity might be completed, the timing of actual completion is uncertain. When completed rental housing activities are reported in IDIS, only the HOME-assisted units are counted, even if they are a small part of a larger housing project. In 2017, three HOME housing activities were completed with a total of 75 units (74 new and 1 rehab), of which only 13 were HOME-assisted (12 new and 1 rehab) and included in the table above. Two of the projects have

setasides for homeless under their tax credit funding. While HOME-assisted units are not specifically included in the setasides, the HOME units could have tenants who were previously homeless.

Discuss how these outcomes will impact future annual action plans.

The reporting in the plans will likely continue to understate the impact of the funds as only the HOME-assisted units count, although housing projects may have long-term affordability restrictions from other funding sources.

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.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	162	15
Low-income	142	2
Moderate-income	18	0
Total	322	17

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

The City of Spokane has recently doubled its investment in street outreach in order to meet the jurisdiction's goals in reaching out to homeless persons. The Spokane City/County Continuum of Care identified a deficit in street outreach resources need to provide full coverage to CoC's geographic area, offer opportunities for engagement on evenings and weekends, and to provide the full level of service necessary to least likely to engage in services. This strategic realignment is all bringing better coordination of services between City-funded team street outreach efforts funded through PATH, STR Opioid Crisis, RHY, and SSVF as well as outreach teams that are focused on workforce connections and meeting the physical health needs of the homeless population. The increased coordination is improving access to population-specific resources, reducing duplication of efforts, and ensuring unsheltered persons have the greatest degree of access to the homeless crisis response system possible. Most these outreach teams also participate in bi-weekly conferencing meetings of chronically homeless individuals on PSH master list.

Addressing the emergency shelter and transitional housing needs of homeless persons

The CoC seeks to provide emergency response to families and individuals who are homeless and recognizes the continued need for shelter beds that are available when a person is unsheltered. The jurisdiction's goal is to operate a comprehensive shelter system that meets the needs of all households regardless of composition and quickly transitions households from homelessness back into permanent housing. Currently the shelter system includes programs to serve the specific needs of homeless adult men, adult women, unaccompanied youth, and households with children, however youth who are in transition (18-24) do not have a dedicated shelter program. The City identified a partner agency at the end of 2017 through an RFI process to take the lead in the development of a shelter for young adults. The City and the CoC are currently working with this partner to identify a site for acquisition and ongoing funding for operations. The CoC is also exploring opportunities for reinvestment in its 24/7 shelter system to better meet the needs of special populations such as couples and seniors.

With regards to meeting the transitional housing needs of homeless persons in our community, the CoC is moving towards providing permanent, rather than temporary, housing options, however the CoC is committed to continuing to support transitional housing programs for certain populations for which this intervention is considered best practice, such as youth, households fleeing domestic violence, clients exiting institutions, and veterans either through direct funding or supporting acquisition of subpopulation tailored resources such as OVW, RHY, and GPD funding.

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

The jurisdiction works with the following housing and health care partners on the implementation of an integrated care program: Empire Health Foundation, Providence Health Care, Community Health Association of Spokane, and Volunteers of America. The program strives to ensure eligible homeless clients are not discharged from in-patient hospital care or emergency room visit into homelessness. The Roads to Community Living Program coordinates with group homes, assisted living program and private landlords to ensure that long term Medicare eligible clients discharging from hospitals, nursing homes and mental health facilities are not being discharged into homelessness.

The Spokane County Regional Behavioral Health Organization (SCRBHO) is responsible for all community-based mental health services for inpatient and outpatient care services. Eastern State Hospital works in conjunction with Frontier Behavioral Health Outreach Team, Spokane County Supportive Living Program, and Behavioral Health Options. These programs work with the clients and the outpatient mental health provider to create a plan for housing and continued services.

The CoC has ensured that its members have written procedures to address discharge planning of youth exiting foster care. The Department of Children, Youth, and Families procedures provide for Independent Living Services and require an Independent Living Plan to assist the youth toward a successful transition to adulthood. Local DCYF Social Workers and other community stakeholders work with youth as they near 18 to establish an ILP to guide the services and housing assistance until they are 21.

Spokane County has taken the lead in housing individuals as they exit from correctional institutions through the Re-Entry Initiative (REI) Program, a community re-entry program dedicated to transitioning formerly homeless exiting institutional settings into adjusted citizens, engaging, working and living in stable housing with limited to no subsidy. Through their partnership with Goodwill Industries of the Inland Northwest, they provide permanent housing through a short term rental assistance program to persons exiting correctional institutions. Airway Heights Corrections facility and the local jail works with Pioneer Human Services who operates a 55-bed work release facility for women and an 80-bed work release facility for men. A formalized discharge plan, in which housing is a requirement, is created for each client as they discharge from these facilities.

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

The jurisdiction's coordinated entry process operates on a diversion-first model to prevent individuals and families with children from entering the crisis response system by helping households better utilize their existing support networks and assisting with their access to community resources. ESG is funding rapid re-housing and emergency shelter operations. An intentional shift to focus on permanent housing exits when households enter the homeless system has been transforming the City's homeless system over the past few years. As a result, much of the CoC efforts to serve homeless households are focused on rapid re-housing. Households who present as chronically homeless with very high barriers are placed directly into available PSH units or available bridge housing. These efforts shorten the time families are homeless and increase stability.

The Supportive Services for Veteran Families (SSVF) program provides an essential resource for Veterans and their families who are homeless or at risk. SSVF provides intensive outreach, housing search and placement and continued case management for this population. For Veterans who need more intensive housing services The Spokane Housing Authority, (SHA), has a successful partnership with the Veterans Administration to provide VASH vouchers to homeless veterans. All referrals are made through the VA, who also provides complete wrap-around supportive services. Veterans that are not eligible for these programs are prioritized for placement in PSH dedicated to chronically homeless veterans.

The Young Adult Housing Program (YAHP) from the Washington State Department of Commerce's Office of Homeless Youth has provided the jurisdiction with a crucial new resource for the provision of rent assistance, transitional housing, and case management for young adults ages 18 through 24. YAHP provides young adults with housing search assistance, temporary rental assistance, and case management as well as access to transitional or interim housing during the housing search process for youth with the highest barriers.

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

Actions taken to address the needs of public housing

Phase II of the RAD Conversion has made decent progress over the past year. We are very close to uploading our Financing Plan to HUD, which means closing and conversion could occur in the next six months. During the past 3 months SHA has met with each individual household and described the ultimate plans for the public housing scattered site units and how the project plans would impact them. Households were provided an explanation of the alternatives available to them, and details on eligible relocation benefits were covered as well. In June, we hosted a homeownership workshop for interested public housing households. One of the opportunities available to current households is the right of first refusal to purchase the home they currently occupy. The workshop brought together lenders, SHA staff who handle the Section 8 homeownership program, and individuals from SNAP who offer the homeownership education course and provide down payment assistance. HUD reviewed and approved the multifamily sites receiving the RAD subsidy.

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

In 2017 SHA updated its Administrative Plan to provide an avenue for the 74-scattered site public housing households to participate in the Housing Choice Voucher Homeownership program if they meet the qualifications. All 74 have the first right of refusal to purchase either the home in which they reside or another available from the inventory. We met with each household to determine if homeownership was of interest to them. Following the one-on-one interviews SHA Staff organized a homeownership workshop bringing together lenders, SHA staff who handle the Section 8 homeownership program, and individuals from SNAP who offer the homeownership education course and provide down payment assistance. We now have a list of interested households and are monitoring their progress/interest towards homeownership. SHA also released a RFQ seeking interested non-profits engaged in homeownership who would be interested in acquiring any of the public housing properties once they convert and the households have vacated. At this time one non-profit has been qualified as a candidate organization who will have the ability to acquire properties to further homeownership for public housing residents or other residents enrolled in their own programs.

Actions taken to provide assistance to troubled PHAs

NA

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

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

The City of Spokane has expanded their targeted investment strategies to include 6 geographic areas within the city. The goal of Target Investment Areas is to leverage public resources for housing, street and utility infrastructure, public safety and other efforts can lead to increased private investment and measurable, long-term economic vitality within the City of Spokane. Priority is given to projects that increase development and/or services in these areas. In addition to targeted investments of other City dollars, issues such as zoning ordinances, building codes, fees and charges, etc. are being reviewed to facilitate faster and more effective growth and increased housing options.

Additionally, the Continuum of Care's implementation of Coordinated Assessment makes shelter, transitional and permanent affordable housing and services more accessible to individuals experiencing homelessness.

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

The City put special emphasis on funding multi-family rental projects serving extremely low income (below 30% of median income) households, 3+ bedroom units for large families, and "Centers & Corridors" development that places affordable housing adjacent to jobs and public transportation.

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

The City of Spokane actively addresses lead-based paint hazards by integrating HUD Title X and EPA Renovator (RRP) requirements into HUD-grant-assisted housing rehabilitation programs for homebuyers, homeowners, and renters. Note that homes are not declared "lead free" due to HUD's lack of a lead-free defining criteria. This may be due to extensive and nationwide environmental lead that can contaminate any home at any time, including those built after 1978. Rather, the City requires Clearance testing to verify lead-safe rehabilitation, as applicable. The City also offers visual assessment trained HQS inspection, "Renovate Right" pre-renovation pamphlet, and "Protect Your Family" pre-housing-contract pamphlet as well as referral to the Washington State Lead Based Paint program for certified renovation, XRF, and Clearance services.

The Single-Family Rehabilitation and Multifamily Housing programs incorporate HUD and EPA lead-based paint requirements into housing renovation activities. Lead Inspections and Risk Assessments are required for all units constructed prior to 1978. All for-hire contractors performing renovation must use EPA-certified Renovators when disturbing known or suspected lead-based paint in homes and child-occupied facilities constructed before 1978. These renovation projects must provide a Clearance

examination performed by a licensed and third-party Risk Assessor that verifies no latent lead-based paint chips or dust.

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

During program year 2017, CHHS invested into land acquisition for the development of affordable housing for poverty-level families. CHHS has and will continue partnering with local housing providers to ensure CDBG and HOME funds are used to expand our affordable housing portfolio in Spokane. Examples of projects funded during this program year to address affordable housing and services for poverty-level households include:

- Land acquisition for the construction of 40 units of affordable housing in the South Perry District
- Land acquisition for the construction of 48 units of affordable housing in northeast Spokane
- Real estate purchase of commercial kitchen/warehouse to serve 230,000 meals annually to vulnerable elderly populations

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

There were several actions taken as part of the Consolidated Planning process to improve institutional structure. The most significant was establishing Strategic Plan goals with a better understanding of the relationship between Goal Outcome Indicators (GOIs) and other program accomplishments. These changes were extended to contracting to ensure sub-recipient reporting matches the City's reporting obligations.

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

Public and non-profit housing providers, private and governmental health, mental health, and service agencies participated in the network of activities described in this CAPER report. They are also the organizations with which the City of Spokane worked to develop each Annual Action Plan. A strong network of community partnerships exists among public, private, nonprofit and for-profit sectors of the City, which work effectively to meet the needs of Spokane's low- and moderate-income residents.

CoC members and community partners worked to update Spokane's Strategic Plan to End Homelessness. Finally, the City strongly encourages collaborations among its subrecipients. These collaborations enhanced the coordination of services among agencies and reduced inefficiencies and duplication of services.

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

On April 26, 2018, the City of Spokane, in partnership with the Spokane Housing Authority, Spokane

County, Northwest Fair Housing Alliance, Spokane Low Income Housing Consortium, City of Coeur D'Alene, and Washington State Human Rights Commission hosted the Inland Northwest Fair Housing Conference. This annual conference has become a foundation in our regional effort to educate the public and service providers about issues related to Fair Housing and issues identified in our current Analysis of Impediments to Fair Housing.

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

The City of Spokane monitors all activities awarded funds for furtherance of both the Strategic Plan to End Homelessness and the Consolidated Plan for Community Development, in accordance with the City's Grants Management and Financial Assistance Guide (Admin Policy 0430-16-01). City staff perform annual risk assessments on all grantees which inform planned monitoring methods and schedules. In implementing these plans, City staff monitor for:

- Budget Control: comparison of actual expenditures with budgeted amounts
- Expenditure Verification: Ensuring expenditures are supported by source documentation such as receipts, invoices, and time and effort records
- Cost allowability: ensuring that expenditures are billed in accordance with applicable program regulations
- Performance: ensuring grantees meet all contract requirements including benchmarks and performance measures, timeliness standards, data collection and reporting.

In association with monitoring activities, City staff frequently provide technical assistance to community partners to maximize the benefit of funded activities and to advance understanding of applicable laws and regulations.

HOME:

The CHHS Department performed its annual update of its HOME Multifamily Housing Program Monitoring Plan and Risk Assessment. Please see this document for additional detail on this year's monitoring activities. The Monitoring Plan identifies the type and extent of HOME-funded affordable rental housing monitoring following project completion, during the HUD period of affordability, and during the separate City's extended period of affordability. These periods of affordability are split between the "HUD compliance period" (specified at 24 CFR 92.252(e)) and a locally-imposed "City compliance period (specified in each regulatory agreement).

Three new HOME-funded rental housing projects were completed this program year. Liberty Park Terrace was rehabilitation of existing housing which received CHHS staff pre- and post-renovation inspection for compliance with the CHHS Multifamily Rehabilitation Standard. The remaining projects were new construction which received construction-period inspections, post-construction inspection,

and Certificate of Occupancy demonstrating compliance with national building code. CHHS will review 2 months of tenant income verification documentation when units are leased to verify HOME-compliant low-income household occupancy and maximum rent. These projects were added to the 3-year HOME Monitoring inspection and 6th-year tenant income verification schedules for HUD's period of affordability.

Minority Business Outreach:

CHHS promotes HUD-funded construction contracting opportunities to women, minority, and Section 3 businesses. CHHS seeks to utilize minority and women owned-business (M/WBE) and Section 3 business opportunities to the maximum extent practicable. Sponsors of HOME and CDBG assisted construction projects identify bid outreach to minority and women owned businesses (M/WBE) and Section 3 Business Concerns. Staff provides a list of Spokane area businesses who are M/WBE and/or Section 3 Business Concerns. These contractors are either Washington State M/WBE certified or self-certified to CHHS. Staff recommends that each sponsor document at least 3 bid solicitations from this list for each HUD-funded project. Sponsors then report to CHHS if any M/WBE and/or Section 3 Business Concerns were hired and the dollar amount of contracts executed. M/WBE and Section 3 contract activity is then reported to HUD via form HUD-2516 and SPEARS online report.

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

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

The City of Spokane is required to make the CAPER available for public comment for at least (15) days. The public comment period for this CAPER will begin on Wednesday, September 5, 2018 and end on Friday, September 20, 2018. Citizens are encouraged to attend each and every public hearing to learn more about the Consolidated Planning process and offer public comment. Citizens are encouraged to provide public comment in person or in writing. A copy of the DRAFT CAPER is available on the City of Spokane's website (<https://my.spokanecity.org/chhs/documents/>). Written public comment can be taken in person at Spokane City Hall (808 W. Spokane Falls Blvd) during the work week between 8:00 AM and 5:00 PM.

The City of Spokane did not receive any public comment related to the 2017 CAPER.

Print copies and translation services are available on request. Please submit requests to the Community, Housing and Human Services Department via phone (509-625-6325) or email (spokanechhs@spokanecity.org). For questions related to this document, please contact George Dahl at gdahl@spokanecity.org.

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.

The City of Spokane has not made any changes to our program objectives during Program Year 2016. The City continues the pursuit of meeting community needs (as identified in the 2015 – 2020 Consolidated Plan) by addressing the following strategies:

1. Safe affordable housing choice
2. Basic and special needs and reduce homelessness
3. Community development and economic opportunities

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

No

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

CR-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.

The City of Spokane implemented its 2017 HOME Multifamily Housing Program Monitoring Plan and Risk Assessment. This report describes procedures and results of the annual risk assessment, 3-year physical inspection cycle, annual rent review/approval, annual HUSM utility expense calculation, 6th-year income verification, and annual financial review. In addition, each HOME-assisted project annually provides a Suitable for Occupancy certification either via WBARS or paper certification to the City.

The following HOME-assisted projects were inspected and found to have no issues detected: Centerstone; Clare View Senior; Colvin Harwood projects 3, 5, 7 & 8; E 35th Ave Homes; Eagle Crest Estates; Friendship Gardens; Grand SFR; Heritage Heights; Hoffman Apartments; Keystone Corners; Lilac Terrace; Pearl on Adams, 925 & 929 E 37th; Pioneer Park Place; Sylvan Place; and Vasilenko Aspen Trails, Cottage Homes, Cook Rancher, Desmet 1 & 2, and Haven A-D; Westfall Village.

The following HOME-assisted projects were inspected with issues found. Colvin-Harwood Longfellow Duplexes and Duplexes 2 both had tenant cleanliness issues that prevented the inspector from observing all habitable spaces. These units will be re-inspected in 2018 to observe improvement. Also, the East Mallon project had a failed smoke detector that was subsequently repaired.

The Straw Bale House should have been inspected but was not inspected in 2017. This inspection was scheduled but the manager twice failed to appear. This unit will be inspected in 2018 to observe housing conditions. Observed poor housing conditions will result in an increased Risk Assessment score in the 2019 HOME annual monitoring.

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

For HOME funding applicants, staff collects applicant's Affirmative Fair Housing Marketing Plan for Multifamily Housing on form HUD-935.2A. Staff also reviews leases, house rules, and tenant selection

procedures for any needed technical assistance. Staff notifies each HOME borrower of affirmative marketing requirements and provides marketing recommendations for vacant units. Recommendations include human service organizations, HousingSearchNW.org website, and displaying the Equal Housing Opportunity logo onsite and in all vacancy advertisements. Staff also invited HOME borrowers to the annual Spokane Fair Housing training. Onsite HOME monitoring also includes a property manager survey which includes marketing and waitlist questions to indicate any need for technical assistance.

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

During the 2017 program year, \$111,788.01 in HOME program income (PI) was used for construction draws of two affordable housing activities. One activity is the construction of 24 cottage homes by Transitions, a local nonprofit that provides transitional housing for women and children, in addition to a range of services. The cottages range in size from studios to three-bedroom units and will be available to previously homeless individuals and households. Program income was also used for a draw by Inland Empire Residential Resources, a local nonprofit and Community Housing Development Organization. This activity is the construction of a duplex for that will be used as group homes for disabled persons, including persons with chronic mental illness.

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)

The City of Spokane supports preservation and development of affordable housing by investing HOME and CDBG funds in housing projects to be constructed and undergoing rehabilitation. The City's affordability requirements are typically 10 years longer than the minimum HOME requirements. In addition, staff participates in meetings and discussions of the Spokane County and statewide funding and policy bodies. For example, staff confers with the WA State Department of Commerce and the WA State Housing Finance Commission on projects that have submitted applications to them for legislatively-allocated funds, State HOME funds, Low Income Housing Tax Credits, and bonds. City of Spokane staff are members of the Governor's Affordable Housing Advisory Board and its Policy Advisory Team. The City also provides Letters of Consistency with the Consolidated Plan for applications to other public entities.

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	SPOKANE
Organizational DUNS Number	057531253
EIN/TIN Number	916001280
Identify the Field Office	SEATTLE
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Spokane City & County CoC

ESG Contact Name

Prefix	Mr
First Name	Kelly
Middle Name	0
Last Name	Keenan
Suffix	0
Title	CHHS Director

ESG Contact Address

Street Address 1	808 W. Spokane Falls Blvd
Street Address 2	0
City	Spokane
State	WA
ZIP Code	99201-
Phone Number	5096256056
Extension	0
Fax Number	0
Email Address	kkeenan@spokanecity.org

ESG Secondary Contact

Prefix	Ms
First Name	Tija
Last Name	Danzig
Suffix	0
Title	Homeless Programs Manager
Phone Number	5096256325
Extension	0
Email Address	tdanzig@spokanecity.org

2. Reporting Period—All Recipients Complete

Program Year Start Date 07/01/2017
Program Year End Date 06/30/2018

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name: SPOKANE
City: Spokane
State: WA
Zip Code: 99201, 3333
DUNS Number: 057531253
Is subrecipient a victim services provider: N
Subrecipient Organization Type: Unit of Government
ESG Subgrant or Contract Award Amount: 33120

Subrecipient or Contractor Name: SPOKANE NEIGHBORHOOD ACTION PARTNERS
City: SPOKANE
State: WA
Zip Code: 99202,
DUNS Number: 180971087
Is subrecipient a victim services provider: N
Subrecipient Organization Type: Other Non-Profit Organization
ESG Subgrant or Contract Award Amount: 39226

Subrecipient or Contractor Name: VOLUNTEERS OF AMERICA
City: Spokane
State: WA
Zip Code: 99201, 4301
DUNS Number: 613015353
Is subrecipient a victim services provider: N
Subrecipient Organization Type: Faith-Based Organization
ESG Subgrant or Contract Award Amount: 67525

Subrecipient or Contractor Name: CATHOLIC CHARITIES

City: Spokane

State: WA

Zip Code: 99201, 3662

DUNS Number: 167375500

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Faith-Based Organization

ESG Subgrant or Contract Award Amount: 100110

Subrecipient or Contractor Name: SALVATION ARMY

City: Spokane

State: WA

Zip Code: 99207, 2318

DUNS Number: 941156347

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Faith-Based Organization

ESG Subgrant or Contract Award Amount: 8210

Subrecipient or Contractor Name: Transitional Programs for Women

City: Spokane

State: WA

Zip Code: 99205, 2500

DUNS Number: 932197544

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Faith-Based Organization

ESG Subgrant or Contract Award Amount: 20798

CR-65 - Persons Assisted

4. Persons Served

4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 16 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 17 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 18 – Shelter Information

4d. Street Outreach

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 19 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 20 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	0
Female	0
Transgender	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 21 – Gender Information

6. Age—Complete for All Activities

	Total
Under 18	0
18-24	0
25 and over	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 22 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households

Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans	0	0	0	0
Victims of Domestic Violence	0	0	0	0
Elderly	0	0	0	0
HIV/AIDS	0	0	0	0
Chronically Homeless	0	0	0	0
Persons with Disabilities:				
Severely Mentally Ill	0	0	0	0
Chronic Substance Abuse	0	0	0	0
Other Disability	0	0	0	0
Total (Unduplicated if possible)	0	0	0	0

Table 23 – Special Population Served

ESG Data Report

See attachment number five (5) for a detailed ESG report from the Sage HMIS reporting system. The document title is ESG Data Report à Sage HMIS. For more information please contact CHHS at

spokanechhs@spokanecity.org, or (509) 625-6325.

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units - Rehabbed	5
Number of New Units - Conversion	0
Total Number of bed-nights available	102,930
Total Number of bed-nights provided	80,284
Capacity Utilization	78.00%

Table 24 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

ESG projects that were completed during the 2017 program year support the goals and objectives of the City's 10-year plan, The Road Home and the Department of Housing and Urban Development's goals toward ending homelessness. Strategies funded through ESG include; emergency shelter to the chronic homeless population, youth, families and victims of domestic violence; outreach and engagement of the chronic homeless population and families with children; and rapid re-housing for all populations. ESG, CoC, state, and locally funded homeless service projects are all held to the set of performance outcomes including but not limited to exits to permanent housing and length of time homeless in emergency shelter.

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
Subtotal Homelessness Prevention	0	0	0

Table 25 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Expenditures for Rental Assistance	0	18,790	5,383
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	14,478	15,800
Expenditures for Housing Relocation & Stabilization Services - Services	0	20,007	13,716
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
Subtotal Rapid Re-Housing	0	53,275	34,899

Table 26 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Essential Services	0	0	103,537
Operations	0	31,290	8,662
Renovation	0	0	0

Major Rehab	0	0	0
Conversion	0	0	0
Subtotal	0	31,290	112,199

Table 27 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Street Outreach	0	0	0
HMIS	0	0	14,878
Administration	0	1,658	12,769

Table 28 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2015	2016	2017
	0	86,223	174,745

Table 29 - Total ESG Funds Expended

11f. Match Source

	2015	2016	2017
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	0
Local Government	0	0	0

Private Funds	0	0	0
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
Total Match Amount	0	0	0

Table 30 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2015	2016	2017
	0	86,223	174,745

Table 31 - Total Amount of Funds Expended on ESG Activities