



Second Program Year CAPER

The CPMP Second Consolidated Annual Performance and Evaluation Report (CAPER) includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations.

GENERAL

Executive Summary



Kitsap County Block Grant Program

Kitsap County is designated as an Entitlement Community by the Department of Housing and Urban Development and therefore annually receives federal funds in the form of Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds. To meet the minimum population threshold required for funding as an Urban County, Kitsap County has interlocal agreements with the cities of Bainbridge Island, Poulsbo and Port Orchard. Additionally, the County has formed a Consortium for the HOME Program which includes the City of Bremerton as well as the other three cities. Kitsap County, as lead agency, provides administrative oversight of the funds. The Kitsap Regional Coordinating Council is the decision making body with all the jurisdictions working together to address the needs in the community.

During the reporting period of 2007, Kitsap County received \$1,184,840 in CDBG funds and \$1,001,744 in HOME and American Dream Downpayment Initiative (ADDI) funds. Through the interlocal agreement under the Consortium, the City of Bremerton received 43% of the HOME funds to distribute using their own process. Through the County's annual application cycle, funds were awarded and then distributed to local agencies for projects to benefit low income individuals and families.

Kitsap County is required to prepare a Consolidated Plan every five years. This Plan sets goals for addressing the housing, public service, economic development, and community development needs of low-income people within Kitsap County over a five year period. The current Consolidated Plan is for the years 2006 - 2010. The Plan is amended annually with a one-year Action Plan to reflect the projects that were awarded funding and the goals and objectives those projects will meet.

At the end of each program year, which runs from January 1st thru December 31st, the Kitsap County Block Grant Program must prepare a Consolidated Annual Performance and Evaluation Report (CAPER) for the public, as well as the U.S. Department of Housing and Urban Development (HUD), to provide a detailed analysis of how funds were expended in the previous program year. This report is a compilation of HUD forms, printouts from HUD's Integrated Disbursement and Information System (IDIS), and narrative. Together they provide a summary of the activities undertaken during the reporting period, the status of those activities, funds that were available and expenditures during that period. Additionally they describe how projects met the priorities, goals, and objectives outlined in the Kitsap County 2006 – 2010 Consolidated Plan using HUD's Performance Measurement System.

General Questions

1. **Assessment of the one-year goals and objectives:**
 - a. **Describe the accomplishments in attaining the goals and objectives for the reporting period.**
 - b. **Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.**
 - c. **If applicable, explain why progress was not made towards meeting the goals and objectives.**

The **Summary of Specific Annual Objectives Table (T-1)** found in Appendix 4 describes the projects completed in 2007, the HUD goals and objectives they meet and outcomes by indicator. The projects listed in Table T-1 are summarized below. The dollar amounts listed reflect grant funds drawn for program year 2007.

Housing Goal

To ensure access to affordable, decent, safe and appropriate transitional and permanent housing for all individuals and families HOME and CDBG funds were committed to the following projects:

- Habitat for Humanity – acquisition of land and completion of 6 homes for families below 50% Kitsap MFI, \$19,283 of HOME funds were spent in 2007.
- Kitsap County Consolidated Housing Authority Down Payment Assistance Program – \$594,600 in HOME funds were used to provide down payment assistance to 27 families with incomes at or below 80% Kitsap MFI.
- Island Terrace Apts. - \$100,000 of HOME funds were spent for the acquisition & preservation of 48 units of affordable rental housing.
- Kitsap Community Resources Weatherization Program – \$232,066 of CDBG funds were spent for home weatherization services for 43 low-income households.
- Kitsap County Consolidated Housing Authority Rehabilitation Program \$147,256 of CDBG funds were used to provide 6 home rehabilitation loans/grants to low and very low income households. Funds were also used to put a new roof on a duplex owned by KCCHA which provides housing for 2 families.
- City of Bremerton Down Payment Assistance Program - \$34,792 of HOME funds were used to provide down payment assistance to 3 households with incomes at or below 80% MFI.

Homelessness Goal

To ensure that decent, accessible, affordable, and suitable housing is available in the County and its cities, and support services meet the needs of individuals and families who are homeless or at risk of homelessness, HOME and CDBG funds were committed to the following projects:

- Island Home Transitional Housing – \$225,000 of HOME funds were used to preserve 10 units of family transitional housing for households below 50% of Kitsap MFI.
- Catholic Community Services – \$16,684 of CDBG funds were used to provide supportive services for 113 homeless men at Benedict House Men's Shelter.
- Kitsap Community Resources - \$30,000 of CDBG funds were used to provide services for homeless prevention and supportive services for residents of transitional housing serving 917 individuals.

Special Needs Goal

To ensure that suitable, effective assistance is available for vulnerable persons in special populations (including elderly; frail elderly; mentally, physically and developmentally disabled; persons with HIV/AIDS, persons fleeing domestic violence; persons with alcohol or other drug addiction) who are in need of housing, support or care services, HOME and CDBG funds were committed to the following projects:

- Finch Place Apts. – \$200,000 of HOME funds were used in the acquisition of a 29 unit apartment complex serving very low income seniors.
- Serenity House – \$100,000 of CDBG funds were used to preserve an 18 bed group home for developmentally disabled adults.
- Bremerton Services Association – \$12,000 of CDBG funds were provided to the Chuckwagon “meals on wheels” program serving 258 elderly individuals.
- Kitsap Sexual Assault Center – \$12,726 of CDBG funds were used for child abuse intervention and advocacy services for 135 individuals.
- Literacy Council of Kitsap – \$11,999 of CDBG funds were used for adult reading and life skill training for 362 individuals.
- RMH Services – \$12,000 of CDBG funds were used to provide services to treat 8 mentally ill adults.
- West Sound Treatment Center – \$12,000 of CDBG funds were used for chemical dependency treatment for 30 individuals.
- YWCA – \$12,000 of CDBG funds were used for the family outreach program serving 950 individuals.
- Bremerton Foodline – \$18,000 of CDBG funds were used to provide foodbank services for 4,098 individuals.
- YMCA – \$25,000 of CDBG funds were used to provide child care scholarships for 120 individuals.

Community and Economic Development Goal

To ensure the safe, livability of neighborhoods, the preservation of important facilities, public access to facilities and services, and planning activities that primarily benefit low-income persons, CDBG funds were committed to the following projects:

- Sound Works Job Center – \$12,000 of CDBG funds were used to provide no fee job referral services for 273 individuals.
- Kitsap Community Resources – \$220,000 of CDBG funds were used towards the completion of construction of a new services center building.
- Kitsap County Community Development Corporation – \$5,310 of CDBG funds were used to provide small business loan program services for 43 individuals.
- Washington CASH – \$54,882 of CDBG funds were used to provide Micro-loan program services for 130 individuals.
- Olympic College – \$20,750 of CDBG funds were used for a planning project for the Kitsap Business Development Consortium
- Kitsap Co. Cooperative Extension – \$10,000 of CDBG funds were used for a Baccalaureate research and action plan.

2. Describe the manner in which the recipient would change its program as a result of its experiences.

The goals and strategies identified in the 2006-2010 Consolidated Plan continue to guide the selection of projects funded as well as our participation in activities which further the overall goal of the Block Grant Program. In 2007 additional information was added to the Application and Policies for Use of CDBG/HOME dollars which outlined the citizen participation plan for the program. We also

made improvements to reporting forms to include performance measurement data as well as including additional performance measures language in subrecipient agreements.

3. Affirmatively Furthering Fair Housing:

a. Provide a summary of impediments to fair housing choice.

In 2005 the County completed the *Analysis of Impediments to Fair Housing*. This analysis concluded that the major impediments to fair housing opportunities in Kitsap County included the lack or referrals of housing complaints to appropriate agencies; a likely pattern of discrimination against people with disabilities; a likely pattern of mortgage lending discrimination against people of color; a sharp increase in the cost of housing in Kitsap County and lack of multi-family housing.

b. Identify actions taken to overcome effects of impediments identified.

Kitsap County is working to raise public awareness and understanding of fair housing choice. The Kitsap County Consolidated Housing Authority has enhanced and strengthened its existing Housing Counseling program by incorporating an educational and outreach plan to inform consumers about their housing rights and responsibilities under the Fair Housing Act. The Housing Authority conducted outreach and education through the distribution of materials at 5 events throughout the year. Fair housing information was also incorporated into First Time Homebuyer education classes and Predatory Lending workshops. The Housing Authority also initiated an advertising campaign to build awareness of Fair Housing and created a Fair Housing Resource library at the main lobby of the Housing Authority. In addition, a complaint and referral process was implemented for fair housing complaints, with referrals made to the Fair Housing Center in Tacoma for enforcement.

The Kitsap County Block Grant Program continues to participate in the Kitsap Housing Coalition, which includes members of financial institutions, nonprofit housing organizations, real estate professionals, businesses, homebuilders, government agencies, and the community at large. The mission of this group is to develop, educate and advocate affordable housing in Kitsap County.

The Kitsap Housing Coalition sponsors an affordable/fair housing outreach called "Finding Your Way Home Road Show". A booth and distribution of materials was located at several events around the County during the year. Information was provided on free first-time homebuyer seminars, budget and credit counseling services, mortgage loan program opportunities for lower interest rate programs, down payment assistance, predatory lending, home inspections, real estate contracts, title and escrow. Resources from the Fair Housing Center of South Puget Sound and HUD are also made available as well as information about home rehabilitation and weatherization programs for low-moderate income households and the disabled.

4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.

Kitsap County funded two planning projects in 2007 which address obstacles to meeting underserved needs in our community. The first project provides Olympic College and members of the Kitsap Business Development Consortium with

funding to develop a strategic plan for business development in Kitsap County. The project will assess current business development, work with local community leaders to develop a plan, and establish benchmarks and indicators to measure outcomes and impacts. Kitsap County also provided funding for Kitsap County Cooperative Extension, in conjunction with the Kitsap Business Development Alliance, to facilitate a Kitsap Baccalaureate Research and Action Project with the purpose of preparing data for use in the 2008 legislative session by advocates for instituting a local four-year degree institution in Kitsap County.

5. Leveraging Resources

a. Identify progress in obtaining “other” public and private resources to address needs.

Kitsap County receives money from document recording fees which fund two grant programs. The Homeless Housing Grant program collected \$620,697 in 2007 that was awarded in a competitive grant process for homeless housing and services. The Low Income Housing Program made approximately \$390,000 in funds available in 2007 for low income housing projects. Together these funds provide an additional source of local support for projects in Kitsap County. These programs are authorized by State legislation and administrated through the Kitsap Regional Coordinating Council.

b. How Federal resources from HUD leveraged other public and private resources.

Table T-3 in Appendix 4 describes all other funding resources leveraged. The table lists all projects funded with CDBG or HOME and the other federal, state, local and private funds committed to the project.

c. How matching requirements were satisfied.

The Energy Matchmaker Weatherization Program administered by KCR provides for a dollar for dollar match of CDBG funds using State Energy Matchmaker funds which are General Revenue Dollars. During the reporting period CDBG matched \$108,145 from State Energy Matchmaker.

The required HOME match is provided on a project by project basis through volunteer labor, cash contributions, local funds and state appropriations. Between January 1, 2007 and December 31, 2007, HOME match was provided totaling \$761,729. The match contribution is monitored by Kitsap County CDBG staff.

Managing the Process

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

Consistent with our Plan and Policies for the Use of CDBG/HOME Dollars, which contains our Citizen Participation Plan and Application, Kitsap County sought project proposals that met the goals and objectives of the Consolidated Plan. The annual application cycle began in April with a public hearing and approval of the Application. A technical assistance session was held to explain the requirements of the Block Grant Program and the application process. Staff was available to meet by

appointment with applicants to discuss their project and provide technical assistance in developing their application as requested. Applications received on or before the deadline were reviewed for completeness, eligibility, and scored and rated as to how well they met the established goals and criteria. A Citizen Advisory Board reviews applications and conducts interviews with applicants before making a funding recommendation to the Kitsap Regional Coordinating Council. A Public Hearing is held and the final recommendations are included in the Action Plan.

Organizations awarded funds are required to provide quarterly reports as well as other reports throughout the year as determined by the specific type of project. Annual on-site monitoring ensures that projects under contract are meeting identified goals and outcomes. Staff works with organizations to ensure that program requirements are being met and funds are expended in a timely way.

The information contained in the CAPER compares expenditures and accomplishments to the goals and objectives of the Consolidated Plan. A review of this information indicates that funds are being directed to meet the Consolidated Plan's priority needs.

Citizen Participation

1. Provide a summary of citizen comments.

The overall response of applicants has been positive. In 2007 Kitsap County received no public comment on the Annual Report (CAPER). The Application Packet was approved by the KRCC on May 1, 2007 and no citizen comments were received.

The 2008 Action Plan was approved by the KRCC on November 6, 2007. No written comment was received. Applicant comment at the Public Hearing was positive with agencies expressing they thought the process was fair and unbiased.

The 2007 Annual Report (CAPER) has been made available on the County's website and copies made available to the public by request. Notice of Availability was published in the newspaper starting the 15-day comment period.

2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

FUNDING / COMMITMENT SUMMARY
2007 Grant Year

CDBG Grant Funds:	\$1,184,840
HOME Grant Funds:	\$1,009,412
Total Funds Available:	\$2,194,252

CDBG Funds Committed:

Administration/Planning	\$ 236,968
Public Service	\$ 177,726
Capital	\$ 693,131
Economic Development	<u>\$ 77,015</u>
Total CDBG Commitments	\$1,184,840

HOME Funds Committed:

Administration	\$ 56,409
City of Bremerton	\$ 434,047
CHDO	\$ 84,615
Housing	\$ 423,073
ADDI	<u>\$ 11,268</u>
Total HOME Commitments	\$1,009,412

The following breakdown indicates the geographic location of projects in 2007 and includes public service agencies who received funding for services which benefit individuals and families throughout the County. A Census map with census tract numbers has been included in Appendix 4.

City of Bremerton

(Census Tracts – 801.01, 801.02, 802.00, 803.00, 805.00, 806.00, 807.00, 810.00, 811.00, 812.00, 814.00)

Public Services

- Bremerton Foodline* – Provided funds for perishable and non-perishable food supplies and sundries to low income individuals/families in Kitsap County.
- Bremerton Services Association* - Provided funds for nutritious meals to low-income elderly persons in Kitsap County.
- Catholic Community Services – Provided funds for Benedict House, an emergency and transitional housing facility for homeless men.
- Kitsap Community Resources (KCR)* - Provided funds for emergency and transitional housing programs for homeless families in Kitsap County.
- Literacy Council of Kitsap* - Provided funds for adult reading and life skill instruction for Kitsap County residents.
- RMH Services* – Provided funds for access to mental health case management and psychiatric services for the chronically mentally ill.
- YMCA* - Provided funds for childcare scholarships to enable low-income children to attend Latchkey childcare programs.
- YWCA* - Provided funds for family outreach services to families who are at-risk for abuse and neglect.

* Indicates physical location of agency office.

Capital Projects

- Kitsap Community Resources (KCR) - Provided funds to construct the Bremerton Services Center, a “green” office building that houses many of KCR’s services including Employment and Education, Americorps, Women, Infants and Children (WIC), Kitchen Services and agency administration.
- Habitat for Humanity – Provided funds to construct 5 affordable single family homes for low to very low income families.
- Kitsap County Consolidated Housing Authority (KCCHA) – Provided funds for Down Payment Assistance to 4 families with incomes at 80% or below Kitsap MFI.
- City of Bremerton Down Payment Assistance Program - \$34,792 of HOME funds were used to provide down payment assistance to 3 households with incomes at or below 80% MFI.

South Kitsap County

(Census Tracts – 929.01, 929.02, 928.03, 928.02, 928.01, 927.00, 926.00, 925.00, 924.00, 923.00, 922.00, 921.00)

Public Services

- Kitsap Sexual Assault Center* - Provided funds for child abuse intervention services including crisis intervention and legal and medical advocacy.
- West Sound Treatment Center* - Provided funds for chemical treatment services for working poor patients of Kitsap County.

* Indicates physical location of agency office.

Capital Projects

- Kitsap Community Resources (KCR) – Provided funds to the KCR Weatherization Program to weatherize 24 low-income homes in South Kitsap County.
- Kitsap County Consolidated Housing Authority (KCCHA) – Provided funds for KCCHA’s Home Rehab program to rehabilitate 4 low-income homes in South Kitsap County.
- Kitsap County Consolidated Housing Authority (KCCHA) – Provided funds for Down Payment Assistance to 2 families with incomes at 80% or below Kitsap MFI.

Central Kitsap County

(Census Tracts – 920.00, 809.00, 914.00, 913.01, 913.02, 912.01, 913.02, 903.00, 904.00, 912.03, 912.04, 915.00, 911.00, 916.00, 917.00, 918.00)

Capital Projects

- Kitsap Community Resources (KCR) – Provided funds to the KCR Weatherization Program to weatherize 22 low-income homes in Central Kitsap County.
- Kitsap County Consolidated Housing Authority (KCCHA) – Provided funds for KCCHA’s Home Rehab program to rehabilitate 2 low-income homes in Central Kitsap County.

North Kitsap County

(Census tracts – 905.00, 902.00, 906.01, 901.01, 901.02, 906.02, 907.00, 908.00, 909.00, 910.00)

Capital Projects

- Housing Resources Board (HRB) – Provided funds to pay for the construction of Island Home, a 10 unit family transitional housing project located on Bainbridge Island that provides affordable housing to low-income families.
- Kitsap Community Resources (KCR) – Provided funds to the KCR Weatherization Program to weatherize 3 low-income homes in North Kitsap County.
- Habitat for Humanity- Provided funds to construct 1 affordable single family home for a low to very low income family.
- Kitsap County Consolidated Housing Authority (KCCHA) – Provided funds for Down Payment Assistance to 21 families with incomes at 80% or below Kitsap MFI.
- Kitsap County Consolidated Housing Authority (KCCHA) – Provided funds for the acquisition of Finch Place Apartments, a 29 unit apartment complex serving very low income seniors located on Bainbridge Island.
- Housing Resources Board (HRB) – Provided funds for the acquisition & preservation of 48 units of affordable rental housing on Bainbridge Island.
- Serenity House – \$100,000 of CDBG funds were used to preserve a 18 bed group home for developmentally disabled adults located on Bainbridge Island.

Countywide

- Olympic College – Provided funds for Olympic College and the Kitsap Business Development Consortium to develop a strategic plan for business development in Kitsap County.
- Kitsap County Cooperative Extension (KCCE) – Provided funds for KCCE and Kitsap Business Development Alliance to facilitate a Kitsap Baccalaureate Research and Action Project for use in the 2008 legislative session by Kitsap County advocates for a four-year degree institution.

Institutional Structure

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

Kitsap County has combined HOME resources with the City of Bremerton through an inter-local agreement which extends through 2010. This allows both entities to increase the security of HUD funding in future budgets. Kitsap County continues to be the primary entity responsible for the administration of the HOME program and the County CDBG program. Although HOME and CDBG funds are awarded through separate City and County Advisory Boards processes, Kitsap County works closely with the City of Bremerton during the application and funding process to ensure a coordinated effort in selection and funding of projects.

The County continues to utilize Citizen Advisory Boards (CAB) for the selection of projects. Citizen Advisory Boards are comprised of interested citizens who apply to the County and are approved by the Kitsap Regional Coordinating Council to serve on the Public Service CAB or Capital Projects CAB. The CAB submits project funding recommendations to the Kitsap Regional Coordinating Council for final approval.

Monitoring

1. Describe how and the frequency with which you monitored your activities.

Kitsap County monitors for contract compliance of its CDBG and HOME activities on an on-going basis. Annual on-site monitoring is conducted for all open contracts as well as those being monitored for the period of affordability. Sub-recipient monitoring includes technical assistance/risk assessment review at the start of the activity; in-house review of reimbursement requests; quarterly reporting; and annual on-site monitoring.

2. Describe the results of your monitoring including any improvements.

All subrecipients monitored in 2007 were very responsive to suggestions from staff to strengthen their programs and improve procedures. We work with organizations to meet program compliance requirements in the most effective way possible.

We continue to work with organizations who have been awarded funds but for various reasons have been unable to move forward with their project. In 2007 all organizations under contract have spent funds in a timely way and were in compliance with program requirements.

3. Self Evaluation

Kitsap County CDBG and HOME funds have been used in 2007 to primarily benefit low income individuals and families in a number of positive ways. Funds were used to provide affordable, decent and safe housing through:

- the creation of 6 self-help homes;
- acquisition of 48 units of affordable rental housing;
- down payment assistance to 32 households;
- weatherization services to 43 households;
- rehabilitation loans/grants to 6 households.

Funds were also used to ensure decent housing and a suitable living environment was available to meet the needs of individuals and families who are homeless or at risk of homelessness through:

- preservation of 10 units of transitional housing;
- support services for Benedict House Men's Shelter;
- case management services, rental assistance, housing referrals and childcare for homeless or potentially homeless individuals.

To ensure that suitable and effective assistance was available for vulnerable persons including elderly, individuals with mental, physical or developmental disabilities, individuals with HIV/AIDS, domestic violence victims, individuals with alcohol or other drug addiction, funds were used for:

- acquisition of 29 units of rental housing for seniors;
- preservation of an 18-bed group home for developmentally disabled adults;
- Chuckwagon "meals on wheels" for seniors;
- Intervention and advocacy for abused children;
- adult reading and life skill training;
- case management services for mentally ill adults;
- chemical dependency treatment for low-income working adults;
- family outreach services for vulnerable women and their families.

Kitsap County also used funds to preserve important public facilities, develop plans and support economic development activities which benefit low income individuals through:

- Construction of a new services center for Kitsap Community Resources, the local Community Action Agency serving low-income families of Kitsap County;
- No fee job referral services
- Loans and technical assistance for small new or expanding businesses;
- Micro-loan program services for individuals starting a business;
- Planning grant for the Kitsap Business Development Consortium;
- Planning grant for a Baccalaureate research and action plan.

Three projects were scheduled to begin in 2007 but have been delayed:

- Development and construction of Serenity Court, a 22 unit independent living facility for adults with developmental and mental disabilities, has been delayed due to issues surrounding the operation of the existing group home at the site. The owner and current operator are working with residents of the existing group home, their families, and the surrounding community, to develop a new facility which best meets the needs of the existing residents as well as future residents. This process will likely delay construction until 2008.
- Kitsap County Consolidated Housing Authority project to build Nordic Place Apartments, a 100 unit mixed income rental housing project, has been delayed due to changes in the market. It is uncertain at this time whether or not this project will proceed.
- Upgrades to the North Kitsap Fishline, a foodbank and thrift store facility providing emergency services to NK School District residents, has been delayed due to hiring of a new Executive Director. The new Director has been reviewing the project scope to determine if project is to be completed in phases.

Lead-based Paint

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

In Kitsap County, Kitsap Community Resource's (KCR) Weatherization staff is the lead agency in lead based paint education and lead safe work practices. Weatherization specialists educate clients on lead facts and hand out literature including the EPA pamphlet "Protect Your Family from Lead in Your Home." KCR's contractors and crews are all trained in lead safe work practices and attend refresher courses. KCR staff is trained in the use of the Niton XRF Gun, which assesses the level of lead in surfaces and does readings for other agencies. All rehabilitation and weatherization services are performed by trained contractors. Kitsap County Consolidated Housing Authority's (KCCHA) Housing Rehab program also distributes information to homeowners about lead based paint. KCCHA owns a lead gun and their contractors have been certified in lead safe work practices.

HOUSING

Housing Needs

1. Describe Actions taken during the last year to foster and maintain affordable housing.

In 2007, the Kitsap Housing Coalition continued to foster affordable homeownership in Kitsap County through monthly meetings, partnerships with lenders, real estate professionals, businesses, government, agencies, non-profits, homebuilders, and the community at large. This is accomplished through homeownership events, homebuyer seminars, counseling, referrals, coordination of services, and providing available resources to current and potential homeowners and industry professionals. The Kitsap Continuum of Care (COC) also maintained an active network of housing and service providers. The COC met monthly with the purpose of increasing the number of affordable housing options and housing services available to low income families and individuals in the community who have been homeless or are currently homeless. Kitsap County also undertook a number of projects that continued to foster and maintain affordable housing in our community, they include:

- Kitsap County Consolidated Housing Authority Down Payment Assistance - Kitsap County Consolidated Housing Authority provided funds for down payment assistance to 27 qualified persons with incomes at or below 80% of HUD median income.
- Habitat for Humanity – Provided funds for acquisition of land and completion of 6 homes for families below 50% Kitsap MFI.
- Island Terrace Apartments - Housing Resources Board (HRB) provided funds for Island Terrace Apartments acquisition costs to preserve 48 units of existing affordable housing.
- Kitsap Community Resources Weatherization Program – Provided funds for home weatherization services to assist low income households in maintaining their homes and preserving the existing housing stock.
- Kitsap County Consolidated Housing Authority Rehabilitation Program – Provided funds for housing rehabilitation loans to low and very low income and special needs homeowners, and home repair grants to very low income homeowners.
- City of Bremerton Down Payment Assistance Program - \$34,792 of HOME funds were used to provide down payment assistance to 3 households with incomes at or below 80% MFI.

Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.

Kitsap County continues to fund projects and participate in activities which seek to ensure access to affordable, decent, safe and appropriate transitional and permanent housing for all individuals and families in our community. The **Summary of Specific**

Annual Objectives Table (T-1) found in Appendix 4 includes specific projects and the goals and objectives they meet. A comparison of actual accomplishments with proposed goals for the reporting period are included in the **Priority Housing Needs Table (T-2)** found in Appendix 4.

A number of projects, funded through CDBG and HOME were undertaken in 2007 to address housing needs as reflected in Table T-2, they include:

- Catholic Community Services – CDBG funds were used to pay for a portion of the day to day operations of the Benedict House Program. Benedict House accommodates the immediate transitional shelter needs for homeless men, while facilitating access to needed services.
- Habitat for Humanity – HOME funds were used for the acquisition and site development of 6 lots around Kitsap County. Homes will be constructed on the lots by the low-income families who will occupy them upon completion.
- Kitsap County Consolidated Housing Authority – HOME funds and American Dream Downpayment Initiative (ADDI) funds are used to provide downpayment assistance to qualified persons with incomes at or below 80% of HUD median income.
- The Housing Resources Board – HOME funds were used to pay off a balloon payment on a 1992 loan originated with Bank of America to complete the construction funding of Island Home, a 10-unit apartment complex used for transitional supportive housing.
- Kitsap Community Resources – CDBG funds were used for home weatherization to assist low income households in maintaining their homes.
- Kitsap Community Resources – CDBG funds were used to pay partial wages and other program supports costs to provide services to clients needing or living in emergency and transitional housing.
- Kitsap County Consolidated Housing Authority Housing Rehabilitation Program CDBG funds were used to provide housing rehabilitation loans to low and very low income and special needs homeowners, and home repair grants to very low income homeowners.
- Kitsap County Consolidated Housing Authority – HOME funds and American Dream Downpayment Initiative (ADDI) funds are used to provide downpayment assistance to qualified persons with incomes at or below 80% of HUD median income.
- City of Bremerton Down Payment Assistance Program - \$34,792 of HOME funds were used to provide down payment assistance to 3 households with incomes at or below 80% MFI.

2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.

See Table T-1 *Summary of Specific Annual Objectives* for count of HOME funded housing units.

3. Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.

In 2007, Kitsap County undertook multiple projects that address the “worst-case” housing needs such as severe cost burden, substandard housing and housing for persons with disabilities in our county. These projects include:

- Finch Place Apartments – Provided Kitsap County Consolidated Housing Authority with funds for acquisition of a 29 unit apartment complex serving very low income seniors.
- Island Home Transitional Housing – Provided Housing Resources Board with funds for acquisition of 10 units of family transitional housing for households below 50% of Kitsap MFI.
- Kitsap Community Resources (KCR) Weatherization Program – Provided KCR with home weatherization services were provided to 43 low-income households in order to correct substandard housing issues.
- Kitsap County Consolidated Housing Authority Rehabilitation Program – Provided funds used to provide home rehabilitation loans/grants to 6 low and very low income households to address substandard housing issues.
- Serenity House – Provided the Low Income Housing Institute with funds to preserve an 18 bed group home serving developmentally disabled adults.
- Benedict House – Provided Catholic Community Services with funds for operation of a supportive services men’s shelter for 113 homeless men.
- Kitsap Community Resources (KCR) Emergency and Transitional Housing Program - Provided KCR with funds for homeless prevention and supportive services for residents of transitional housing serving 917 individuals.

Public Housing Strategy

1. Describe actions taken during the last year to improve public housing and resident initiatives.

Kitsap County will continue to support the Kitsap County Consolidated Housing Authority (KCCHA) to improve the management and operation of public housing and improve the living environment of the residents. The Kitsap County Consolidated Housing Authority intends to continue to encourage residents to become involved in the operation and management of their housing environment through the Resident Advisory Board.

KCCHA continues to operate programs that help our public housing youth and adults develop the necessary skills to achieve economic self sufficiency. Youth programs include the Homework Club, Teen Challenge and Summer Smiles. In addition, the recently developed Walk to Work program helps public housing youth obtain jobs at businesses within walking distance of where they live. Programs for adults include Family Self Sufficiency and Homeownership Counseling, which includes budgeting training, credit counseling and information about predatory lending.

Kitsap County Block Grant Staff continues to perform Housing Quality Standards inspections free of charge for agencies that require inspections but have no certified staff to perform them.

Barriers to Affordable Housing

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

Rising housing costs and tight supply continued to have a negative affect on affordable housing in 2007. The Block Grant Program continues to award a significant percentage of its funds towards the acquisition, preservation and construction of affordable housing. We continue to partner with housing providers to use Block Grant funds to address the most urgent needs throughout the County in the most effective way possible.

HOME/ American Dream Down Payment Initiative (ADDI)

1. Assessment of Relationship of HOME Funds to Goals and Objectives

a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.

The following HOME funded projects meet the goal of providing affordable housing in 2007:

- Habitat for Humanity – HOME funds were used for the acquisition of land and completion of 6 homes for families below 50% Kitsap MFI.
- Kitsap County Consolidated Housing Authority Down Payment Assistance Program – HOME funds were used to provide down payment assistance to 27 families with incomes at 80% or below Kitsap MFI.
- Island Terrace Apts. - HOME funds were spent for the acquisition & preservation of 48 units of affordable rental housing.
- Island Home Transitional Housing –HOME funds were used to preserve 10 units of family transitional housing for households below 50% of Kitsap MFI.
- Finch Place Apts. –HOME funds were used in the acquisition of a 29 unit apartment complex serving very low income seniors
- City of Bremerton Down Payment Assistance Program - \$34,792 of HOME funds were used to provide down payment assistance to 3 households with incomes at or below 80% MFI.

2. HOME Match Report

a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.

See Appendix 2

3. HOME MBE and WBE Report

a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).

See Appendix 2

4. Assessments

- a. Detail results of on-site inspections of rental housing.
- b. Describe the HOME jurisdiction's affirmative marketing actions.
- c. Describe outreach to minority and women owned businesses.

On-site monitoring visits were conducted on all rental housing projects subject to period of affordability requirements. Tenant files were reviewed and Housing Quality Standards were checked during our annual monitoring visit. Compliance issues were discussed with property managers and a monitoring follow-up letter is sent to owners with the results of the review and inspections.

Each application for funding under the HOME program must submit a description of the methods of affirmative marketing that will be undertaken as part of the HOME assisted project. Potential recipients are required to include methods of proactive marketing which can include fliers, newspaper, radio or television advertisements. Applicants who receive HOME funds are required to report yearly concerning the actions taken to affirmatively market the housing units and efforts to solicit applications for vacant units from persons in the housing market who are not likely to apply without special outreach.

Applicants who receive HOME funds are required to report concerning the firms contacted, bids received, contracts let, jobs created and dollars provided to minority and women owned businesses. All bid documents include information on minority and women owned businesses and encourage these businesses to respond. We also encourage agencies to contact trade associations for information on minority contractors.

HOMELESS

Homeless Needs

1. Identify actions taken to address needs of homeless persons.

There were several programs funded in 2007 which provide support services to the homeless or those special populations in danger of becoming homeless. These include:

- Bremerton Foodline - Provided homeless and low income individuals/families with food.
- RMH Services – Provided services to meet the needs of untreated mentally ill adults at risk for homelessness.
- West Sound Treatment Center – Provided chemical dependency services to working poor clients and help prevent homelessness.

2. Identify actions to help homeless persons make the transition to permanent housing and independent living.

A number of projects, funded through CDBG and HOME, were undertaken in 2007 to prevent homelessness, address emergency shelter and transitional housing needs and help homeless persons make the transition to permanent housing and independent living. These include:

- Kitsap Community Resources – Emergency and Transitional Housing services for homeless prevention and supportive services for residents of transitional housing.
- Catholic Community Services – Benedict House provided supportive services for homeless men in a shelter environment.
- Housing Resources Board (HRB) – Island Home Transitional Housing provides 10 units of family transitional housing to households below 50% of Kitsap MFI.

3. Identify new Federal resources obtained from Homeless SuperNOFA.

The Continuum of Care collaborated to complete several McKinney grant applications which were successfully submitted to the State for funding in 2007. Funding was awarded for the following projects:

- Bremerton Housing Authority/Kitsap Community Resources (KCR) – \$132,450 for Supportive Housing Rental Assistance program
- Kitsap County Consolidated Housing Authority/KCR/YWCA – \$24,939 for Transitional Housing for Homeless Families with Children
- City of Bremerton/Sisyphus II Housing Project Agape Unlimited - \$46,564 for Tenant Based Rental Assistance
- City of Bremerton/Sisyphus II Housing Project Agape Unlimited - \$93,996 for Sponsor Based Rental Assistance
- City of Bremerton/Sisyphus II Housing Project Agape Unlimited - \$33,720 for Project Based Rental Assistance

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

In 2007, the Kitsap Continuum of Care Coalition (COCC) continued to maintain an active network of housing and service providers. The COCC met monthly with the purpose of increasing the number of affordable housing options and housing services available to low income families and individuals in the community who have been homeless or are currently homeless. Another important aspect of the COCC's mission is to promote community awareness of homelessness issues through education, legislative advocacy, mutual support and the sharing of resources.

In 2007, the Kitsap Continuum of Care Coalition conducted a 24-hour point-in-time homeless count. The count identified 341 households consisting of 501 homeless individuals. The entire results of the survey including income and demographics data were reported to the State using the Homeless Management Information System. The COCC also began planning for the 2008 count.

The COCC finalized the Draft *Homeless Housing Plan* and it was submitted to the State in June 2006. This plan seeks to reduce homelessness by 50% by 2015. The plan was reviewed for consistency with our Consolidated Plan and became an agenda item for implementation by the Continuum of Care in 2007.

The COCC also continues to act in an advisory capacity for the State Affordable Housing for All (2060) grant funds to the Kitsap Regional Coordinating Council (KRCC). In 2007 the COCC also acted as the technical advisory body to the KRCC for the State Homeless

Housing Assistance Act (2163) grant program. As the technical advisory body for these two programs members of the COCC:

- Participate in the annual Washington Homeless Census (24 hour Point-in Time count) and report results to the KRCC Board as well as the State;
- Prepare and recommend a 10-Year Homeless Housing Plan to the KRCC Board for adoption and submit it for inclusion in the statewide 10-Year Plan.
- Develop and recommend to the KRCC Board specific annual priorities for the use of that year's 2163 funds and 2060 funds.

Emergency Shelter Grants (ESG)

(N/A)

COMMUNITY DEVELOPMENT

Community Development

- 1. Assessment of Relationship of CDBG Funds to Goals and Objectives**
 - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.**
 - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.**
 - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.**

CDBG funds were used to address the following goals in the Consolidated Plan. All projects meet the National Objective by principally benefiting low and very low income persons.

Housing Goal

To ensure access to affordable, decent, safe and appropriate transitional and permanent housing for all individuals and families CDBG funds were committed to the following projects:

- Kitsap Community Resources Weatherization Program – \$232,066 of CDBG funds were spent for home weatherization services for 43 low-income households.
- Kitsap County Consolidated Housing Authority Rehabilitation Program – \$147,256 of CDBG funds were used to provide 6 home rehabilitation loans/grants to low and very low income households.

Homelessness Goal

To ensure that decent, accessible, affordable, and suitable housing is available in the County and its cities, and support services meet the needs of individuals and families who are homeless or at risk of homelessness, CDBG funds were committed to the following projects:

- Catholic Community Services – \$16,684 of CDBG funds were used to provide supportive services for 113 homeless men at Benedict House Men's Shelter.

- Kitsap Community Resources - \$30,000 of CDBG funds were used to provide services for homeless prevention and supportive services for residents of transitional housing serving 917 individuals.

Special Needs Goal

To ensure that suitable, effective assistance is available for vulnerable persons in special populations (including elderly; frail elderly; mentally, physically and developmentally disabled; persons with HIV/AIDS, persons fleeing domestic violence; persons with alcohol or other drug addiction) who are in need of housing, support or care services, CDBG funds were committed to the following projects:

- Serenity House – \$100,000 of CDBG funds were used to preserve an 18-bed group home for developmentally disabled adults
- Bremerton Services Association – \$12,000 of CDBG funds were provided to the Chuckwagon “meals on wheels” program serving 258 elderly individuals.
- Kitsap Sexual Assault Center – \$12,726 of CDBG funds were used for child abuse intervention and advocacy services for 135 individuals.
- Literacy Council of Kitsap – \$11,999 of CDBG funds were used for adult reading and life skill training for 362 individuals.
- RMH Services – \$12,000 of CDBG was used to provide services to treat 8 mentally ill adults
- West Sound Treatment Center – \$12,000 of CDBG funds were used for chemical dependency treatment for 30 individuals.
- YWCA – \$12,000 of CDBG funds were used for the family outreach program serving 950 individuals
- Bremerton Foodline – \$18,000 of CDBG funds were used to provide foodbank services for 4,098 individuals.
- YMCA – \$25,000 of CDBG funds were used to provide child care scholarships for 120 individuals.

Community and Economic Development Goal

To ensure the safe, livability of neighborhoods, the preservation of important facilities, public access to facilities and services, and planning activities that primarily benefit low-income persons, CDBG funds were committed to the following projects:

- Sound Works Job Center – \$12,000 of CDBG funds were used to provide no fee job referral services for 273 individuals.
- Kitsap Community Resources – \$220,000 of CDBG funds were used towards the completion of construction of a new services center building.
- Kitsap County Community Development Corporation – \$5,310 of CDBG funds were used to provide small business loan program services for 43 individuals.
- Washington CASH – \$30,312 of CDBG funds were used to provide Micro-loan program services for 44 individuals.
- Olympic College – \$20,750 of CDBG funds were used for a planning project for the Kitsap Business Development Consortium
- Kitsap Co. Cooperative Extension – \$10,000 of CDBG funds were used for a Baccalaureate research and action plan.

2. Changes in Program Objectives

- a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.**

Kitsap County reviews all projects included in its annual Action Plan. Any substantial change to a project scope or amount of funds is processed as an amendment to the Action Plan and follows the public notification requirements of the Citizen Participation Plan. The following amendment was made to the 2007 Action Plan:

- 1) Funding of \$28,112 was made to Washington CASH Micro-credit lending program. These funds were from CDBG Economic Development set-aside funds.
- 2) Funding of \$10,000 was made toward a planning project by Kitsap County Extension entitled Kitsap Baccalaureate Research and Action Plan.

No other changes were proposed.

3. Assessment of Efforts in Carrying Out Planned Actions

- a. **Indicate how grantee pursued all resources indicated in the Consolidated Plan.**
- b. **Indicate how grantee provided certifications of consistency in a fair and impartial manner.**
- c. **Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.**

Kitsap County pursued all available resources outlined in the Consolidated Plan. The County followed written procedures in the Application Packet which includes the Citizen Participation Plan and other policies for the use of CDBG and HOME funds. Agencies who receive funding enter into a contract composed and administered pursuant to the certifications written in accordance with the applicable statues and regulations governing the Consolidated Plan.

4. For Funds Not Used for National Objectives

- a. **Indicate how use of CDBG funds did not meet national objectives.**
- b. **Indicate how did not comply with overall benefit certification.**

All funds were used for activities meeting the National Objective.

5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property

- a. **Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.**
- b. **Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.**
- c. **Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.**

Consistent with the goals and objectives of 24 CFR Part 570.606 and part 92.353, Kitsap County is committed to making all reasonable efforts to ensure activities undertaken with Federal funds will not cause unnecessary displacement or relocation of individuals, families, businesses, non-profit organizations and farms. Block Grant project managers provide technical assistance to subrecipients whose projects could

potentially involve displacement or relocation early in the process. Guideform notices are provided and guidance is given on meeting particular regulatory requirements.

There were no projects in 2007 undertaken which caused displacement or relocation.

6. **Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons**
 - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
 - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
 - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.

N/A

7. **Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit**
 - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.

All CDBG funded activities which qualify under Low/Mod Limited Clientele (LMC) benefit are required to collect and report the number of clients served by income, race and ethnicity.

8. Program income received

PROGRAM INCOME DETAILS 2007				
2007 PROGRAM INCOME FUNDS:				
IDIS Project	Contract #	Project Name	2007 PI RECEIPTED	
			Program	
			CDBG	HOME
#497	KC-476-05	KCCHA - REHAB	\$70,795.29	
#623	KC-236-07	KCCHA - REHAB VIKING WAY	\$5,000.00	
#565	KC-180-06	CDC - 2006	\$3,374.35	
#481	KC-101-06	WA CASH	\$1,070.96	
#632	KC-335-07	WA CASH	\$1,641.40	
434	KC-233-06	KCCHA DP JENKIN		\$668.00
591	"	KCCHA DP RONEY		\$31,762.52
590	"	KCCHA DP LARSON		\$3,432.12
624/625	"	KCCHA DP MEACHAM /MCLINTOCK		\$30,571.00
636	"	KCCHA DP GREEN		\$424.00
427	KC-526-03	Kitsap County 13/2003 NEW HOPE #5		\$520.70
428	"	Kitsap County 13/2003 NEW HOPE #6		\$6,564.72
528; 529; 532; 533; 534; 535; 536; 537	KC-280-05	CITY OF BREM NEW HOPE LOT #9		\$91,682.54
635	"	CITY OF BREM - ADDI PAYTON/SCOTT		\$5,000.00
588	"	CITY OF BREM - ADDI MELISSA SCOTT		\$600.00
#530	"	CITY OF BREM NEW HOPE LOT #11		\$117,125.00
TOTAL PI:			\$81,882.00	\$288,350.60

a. **Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.**

b. **Detail the amount repaid on each float-funded activity.**

N/A

c. **Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.**

Loan repayments on housing rehab projects, down payment assistance and small business loan programs are reported by subrecipients as program income and are included in the above table under question 8a. All other loans are included in the table below under question 10.

d. **Detail the amount of income received from the sale of property by parcel.**

N/A

9. **Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:**

a. **The activity name and number as shown in IDIS;**

b. **The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;**

c. **The amount returned to line-of-credit or program account; and**

d. **Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.**

N/A

10. **Loans and other receivables**

a. **List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.**

b. **List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.**

c. **List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.**

The Kitsap County Block Grant Program tracks the following loans made to subrecipients:

Contract #	Subrecipient	Project	Grant/Loan	Loan Pymnt	Payment Begins	Payment Schedule
**KC-231-94	Archdiocesan Hsg	Max Hale Center	300,000	0	12/31/2026	Lump Sum Payment
KC-406-04	KCCHA	Fjord Vista II	197,392	7,718.86	12/31/2020	annual P&I payment till 2035
KC-274-02	KCCHA	Fjord Vista II	75,000	1,913.46	12/31/2004	annual P&I payment till 2053
KC-425-94	KCCHA	Golden Tides II	300,000	11,812.00	6/30/2011	annual P&I payment till 2046
KC-200-98	KCCHA	Golden Tides III	300,000	11,744.02	12/31/2014	annual P&I payment till 2048
KC-205-01	KCCHA	KCCHA/KMHS Partr	50,000	1,275.64	12/31/2004	annual P&I payment till 2040
KC-338-97	KCCHA	Madrona Manor	350,000	13,576.18	12/31/2012	annual P&I payment till 2046
KC-407-04	KCCHA	Mitchell Avenue	129,252	5,054.30	12/31/2020	annual P&I payment till 2055
KC-463-03	KCCHA	Mitchell Avenue	440,662	17,230.18	12/31/2020	annual P&I payment till 2054
KC 382-95	Shelter Resources	Winton Woods II	290,583	5,000.00	4/1/2004	payment 04/1997 till 2037
KC-130-07	Housing Resources Board	Island Terrace Apts	100,000	6,649.84	5/31/2027	annual P&I payment till 2027

d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.

N/A

e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.

N/A

11. Lump sum agreements

- a. Provide the name of the financial institution.
- b. Provide the date the funds were deposited.
- c. Provide the date the use of funds commenced.
- d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

N/A

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year

- a. **Identify the type of program and number of projects/units completed for each program.**
 - Kitsap County Consolidated Housing Authority (KCCHA) Rehabilitation Program
– Provided KCCHA with funds for 7 rehabilitation loans/grants for low and very low income households.
- b. **Provide the total CDBG funds involved in the program.**
In 2007, KCCHA rehabilitated 7 homes with \$147,256.
- c. **Detail other public and private funds involved in the project.**
N/A

13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies

- a. **Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.**

N/A

Antipoverty Strategy

1. **Describe actions taken during the last year to reduce the number of persons living below the poverty level.**

The maximum amount of CDBG funds allowable was allocated to non-profit organizations which provide service for low and very low income persons, the homeless, and those at risk of becoming homeless. Funding was provided to agencies who provide counseling, food, emergency & transitional housing, adult reading skills and childcare to low and very low income individuals and families. CDBG and HOME funds were committed to activities to maintain and expand the supply of decent, safe, and affordable housing. All of the set-aside Economic Development Funds have been allocated to agencies to provide jobs to low and very low income persons.

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

1. **Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).**

In 2007, Kitsap County undertook the following projects to address the special needs of persons who are not homeless, but require supportive housing:

- Serenity House – Provided the Low Income Housing Institute with funds to preserve an 18-bed group home serving developmentally disabled adults.

- Finch Place Apartments – Provided Kitsap County Consolidated Housing Authority with funds for acquisition of a 29 unit apartment complex serving very low income seniors.

Specific HOPWA Objectives

N/A