



2021 ACTION PLAN

**Kitsap County
Community Development Block Grant (CDBG)**

**Kitsap County/City of Bremerton
HOME Consortium**

Kitsap County, WA

In Cooperation with the Cities of:
Bainbridge Island,
Port Orchard, Poulsbo,
City of Bremerton, HOME Consortium

(Lead Agency: Kitsap County)

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Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

Kitsap County, as an Urban County, receives a direct allocation of Community Development Block Grant (CDBG) funds from HUD. Kitsap County and the City of Bremerton together form a consortium for HOME Investment Partnership (HOME) funds from HUD. The City of Bremerton receives a direct allocation of CDBG funds from HUD and is responsible for administration of their funds. The amounts included in Table 4: Anticipated Resources is estimated and based on the FY 2021 formula allocation (minus CARES Act funding). Amounts over the previous 5-year period varied from year to year and averaged \$1,028,955 for CDBG and \$642,426 for HOME per year. Actual amounts will depend on Congressional appropriations each year.

Program Income is generated from loans made with CDBG and HOME funds. All Program Income is returned to Kitsap County and is then re-allocated to projects and included in the annual Action Plan. The amount varies from year to year and is estimated for years 2-5 in the table below.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources : \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,121,369	100,680	41,956	1,264,006	4,685,476	Year 1 based on 2020 annual allocation of CDBG plus known Program Income and Prior Year Resources. Year 2-5 based on Year 1 annual allocation plus anticipated program income.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	732,109	499,286.87	576,022	1,807,418	3,420,436	Year 1 based on 2020 annual allocation of HOME plus known Program Income and Prior Year Resources. Year 2-5 based on Year 1 annual allocation plus anticipated program income.

TABLE 1 - EXPECTED RESOURCES – PRIORITY TABLE

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.

Federal CDBG and HOME funds leverage private, state and local funds. For large capital projects CDBG and HOME funds are a small percentage of the overall budget but an important commitment of local funds that project sponsors use to demonstrate to other funders the local community support for the project. At the time of application, all applicants for CDBG or HOME funds must submit a Sources of Funding form to indicate what other funding is expected to be used for the project. This information is updated when a written agreement is executed.

All HOME projects must indicate what they will use as match for their project. Documentation of commitment for all other funding in the project is required before funds are committed and a written agreement is executed. A non-federal source of match is required and must be at least 25% of the project budget. Match can be other non-federal funds or any other eligible form of match such as the value of sweat equity. Kitsap County's value of match typically far exceeds our match liability. Match is recorded on the County Match Log and reported to HUD.

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

Kitsap County does not have a program to identify and use county owned land to address needs in the Consolidated Plan.

Discussion

N/A

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Preserve and Increase Affordable Housing Kitsap Co	2021	2025	Affordable Housing		Affordable Housing - Kitsap County City of Bremerton Affordable Housing	CDBG: \$486,704 HOME: \$1,358,174	Rental units constructed: 13 Household Housing Unit Homeowner Housing Rehabilitated: 37 Household Housing Unit Direct Financial Assistance to Homebuyers: 9 Households Assisted
2	Provide Support Services	2021	2025	Non-Housing Community Development		Services - Kitsap County	CDBG: \$173,542	Public service activities other than Low/Moderate Income Housing Benefit: 17,836 Persons Assisted
3	Increase Economic Opportunities	2021	2025	Non-Housing Community Development		Economic Development - Kitsap County	CDBG: \$105,000	Businesses: 22

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Provide essential public facilities/infrastructure	2021	2025	Non-Housing Community Development		Community and Neighborhood Improvement	CDBG: \$254,350	Public Facility or Infrastructure Activities (sidewalk project) other than Low/Moderate Income Housing Benefit: 800 Individuals Assisted
5	Preserve and Increase Affordable Housing City of Bremerton	2021	2025	Affordable Housing		City of Bremerton Affordable Housing	HOME: \$366,746	Direct Financial Assistance to Homebuyers: 4 Households Assisted

TABLE 2 – GOALS SUMMARY

Goal Descriptions

1	Goal Name	Preserve and Increase Affordable Housing Kitsap Co
	Goal Description	County CDBG and HOME funds will use funds to create and preserve rental housing, rehabilitate both rental and homeowner housing and provide homebuyer assistance such as down-payment assistance.
2	Goal Name	Provide Support Services
	Goal Description	Kitsap County will continue to set-aside 15% of the annual CDBG allocation for public service programs. Funding will be prioritized for programs serving children and youth, special needs populations and food assistance.
3	Goal Name	Increase Economic Opportunities
	Goal Description	CDBG funds will be used to increase economic opportunities for low-income individuals. Funding will be targeted towards projects that provide microenterprise assistance.

4	Goal Name	Provide essential public facilities/infrastructure
	Goal Description	Kitsap County CDBG funds will be prioritized for high priority public facilities and infrastructure projects linked to affordable housing, provision of high priority public services, or located in HUD designated Low-Mod Areas.
5	Goal Name	Preserve and Increase Affordable Housing City of Bremerton
	Goal Description	Affordable housing is a high priority for the City of Bremerton. City HOME funds will be used to create and preserve rental housing and provide homebuyer assistance such as down-payment assistance.

AP-35 Projects - 91.420, 91.220(d)

Introduction

The 2021 Action Plan includes projects awarded funds through an annual application process. These projects address the priorities and goals prepared by Kitsap County and the City of Bremerton, Washington in order to implement our community's federal program funds from the U.S. Dept. of Housing and Urban Development (HUD). These funds are Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME). The Consolidated Plan period is from January 1, 2021 to December 31, 2025. This Action Plan is the first year under 2021-2025 Consolidated Plan and will be submitted as part of the Consolidated Plan. Kitsap County is designated as an Urban County and receives a direct allocation of CDBG funds. The City of Bremerton receives a direct CDBG allocation and works in partnership with the Kitsap County Consortium to administer HOME funds. The City of Bremerton receives its share of HOME funds based on a percentage of allocation determined by HUD. The Strategic Plan is part of the Consolidated Plan and outlines the priorities and goals which guide the allocation of funds over the five year period. New activities selected for funding in the 2021 Action Plan were determined through our Coordinated Grant Application Process (CGAP). Funding recommendations are made by a citizen committee and approved by the Kitsap County Board of Commissioners and the Bremerton City Council for Bremerton's share of HOME funds. *The Foundation for the Challenged (FFC)* - Kitsap Homes II project was cancelled by the FCC, and the funds will be reallocated during the next cycle.

#	Project Name
1	CDBG ADMIN 2021
2	HOME ADMIN 2021
3	Boys & Girls Clubs - South Kitsap Club
4	Bremerton Foodline - Food Bank Operations
5	Central Kitsap Food Bank
6	Helpline House BI - Food Bank Operations
7	Lindquist Dental - General Operations
8	South Kitsap Helpline - Food Bank Operations
9	YMCA - Child Care Scholarships
10	City of Port Orchard - Lippert Sidewalk Retrofit
11	Housing Kitsap DPA Loan Program Administration 2021
12	Housing Kitsap - Home Rehabilitation Program
13	Kitsap Community Resources KCR - BE\$T
14	Kitsap Community Resources KCR - Weatherization
15	Community Frameworks - Kitsap Homeownership
16	Housing Resources Bainbridge (HRB) - 550 Madison Acquisition
17	Community Frameworks - Bremerton Homeownership
18	KCR - Manette Housing

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs.

In 2021 funds were allocated according to the priorities outlined in the Consolidated Plan. Within these priorities, Public Service funds were awarded to organizations providing services that help the most vulnerable populations, including extremely low-income households, elderly, children and the disabled. Capital funds were awarded to housing projects serving low-income households and CDBG Economic Development funds were awarded for micro-enterprise assistance.

The primary obstacle to addressing underserved need in the community is lack of funding. Most programs and projects submitted in the annual application cycle are not able to be fully funded.

PROJECT SUMMARY INFORMATION

AP-38 Project Summary

TABLE 3 – PROJECT INFORMATION

Project Summary Information					
No.	Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
	CDBG ADMIN 2021				CDBG: \$244,409.81
1	Description	CDBG Grant administration is the general management and coordination of the CDBG/HOME programs, including federal regulation compliance, annual monitoring, citizen participation and development of other sources of funding for community development. 20% of our 2021 CDBG entitlement (\$224,273.80) may be used for planning and administrative costs to deliver the CDBG program requirements. The amount allowed for use in administration from program income is \$20,136.01. The total for use in 2021 is \$244,409.81.			
	Target Date for Completion	12-31-2021			
	HOME ADMIN 2021				HOME: \$73,498.37
2	Description	HOME Grant administration is the general management and coordination of the CDBG/HOME programs, including federal regulation compliance, annual monitoring, citizen participation and development of other sources of funding for community development. 10% of HOME allocation (\$73,210.90) will be retained for use in administrative costs to deliver the HOME program requirements. The amount allowed from loan repayments as program income is \$287.47 (PA) in this project and therefore the total is \$73,498.37. The remaining \$9,000 from program income (PA) will be used for management of Housing Kitsap's Downpayment Loan program in another project.			
	Target Date for Completion	12-31-22			

11	HOUSING KITSAP DPA Loan Program Administration 2021				HOME: \$9,000
	Description	<p>2021 HOME Program Administration (PA) costs will be used for the administration of the Housing Kitsap Downpayment Assistance HOME Program loan portfolio including ongoing compliance with HOME affordability requirements and loan repayments.</p> <p>The program for their DPA program offers low income participants the opportunity of affordable home ownership in rural America. Participants work together in groups to build each other's homes and contribute approximately 1200 hours of labor. USDA's Rural Housing Services provides the construction loan and down payment assistance fills the gap between the cost to build a home and the maximum loan amount available to the households.</p>			
	Target Date for Completion	12-31-21			
3	Boys & Girls Clubs - South Kitsap Club	Provide Support Services		Services - Kitsap County	CDBG: \$21,771
	Description	<p>Funds will be used for staff support of one Branch Manager, one Site Coordinator, and three Program Leads for the South Kitsap after school program serving youth ages 6-18, located in South Kitsap. During COVID 19 the program transitioned to remote learning and teaching. The program provides support for low-income youth from struggling families.</p>			
	Target Date for Completion	12/31/2021			
	Estimate the number and type of families that will benefit from the proposed activities	26 youth ages 6-18.			
	Location Description	South Kitsap School District			
Planned Activities	<p>The program activities help youth grow to be productive, caring, and responsible citizens. They are also responsible for planning, promoting, and evaluating Club programs. They ensure safety of youth and are responsible for cultivating relationships with school staff.</p>				

4	Bremerton Foodline - Food Bank Operations	Provide Support Services		Services - Kitsap County	CDBG: \$30,000
	Description	Funds will be used for a portion of staff salary costs for foodbank operations at the Bremerton Foodline which provides emergency food assistance to those in need in the Bremerton School District boundary. Most clients served are at or below 30% Area Median Income. This funding supports Kitsap County clients outside the Bremerton City Limits.			
	Target Date for Completion	12/31/2021			
	Estimate the number and type of families that will benefit from the proposed activities	1400 individuals			
	Location Description	Bremerton School District boundary			
	Planned Activities	Staffing for foodbank operations and emergency food assistance.			
5	Central Kitsap Food Bank	Provide Support Services		Services - Kitsap County	CDBG: \$30,000
	Description	Funds requested will be used for a portion of food bank staff costs to maintain and operate food bank services for low-income individuals residing or working in Central Kitsap. Staff is directly involved in the daily operations of the food bank administration, inventory management, food distribution and deliveries Most clients served are at or below 30% Area Median Income.			
	Target Date for Completion	12/31/2021			
	Estimate the number and type of families that will benefit from the proposed activities	4000 individuals			
	Location Description	Central Kitsap			
	Planned Activities	Staff directly involved in food bank operations in food distribution and deliveries to 30% area median income individuals.			

6	Helpline House BI - Food Bank Operations	Provide Support Services		Services - Kitsap County	CDBG: \$30,000
	Description	Funds will be used for a portion of the Food Bank Manager's salary for foodbank operations at Helpline House which provides nutritious food, available free of cost, to members of the Bainbridge Island community. In addition to providing food, clients can be referred to the Helpline House social work team to assist with other services. Majority of clients served are between 31% and 50% Area Median Income.			
	Target Date for Completion	12/31/2021			
	Estimate the number and type of families that will benefit from the proposed activities	1200 individuals			
	Location Description	Bainbridge Island			
	Planned Activities	Staff Manager providing foodbank operations and referrals to social work team to assist with other services if necessary. Clients are 31% to 50% Area Median Income.			
7	Lindquist Dental - General Operations	Provide Support Services		Services - Kitsap County	CDBG: \$10,000
	Description	Funds will be used to support a portion of the cost of dental supplies needed to provide dental care at the Lindquist Dental Bremerton Clinic which provides a full array of dentistry services to low income Kitsap County children and youth ages 0-20. This funding supports Kitsap County clients outside the Bremerton City Limits and 51% of the clients served are below 80% Area Median Income.			
	Target Date for Completion	12/31/2021			
	Estimate the number and type of families that will benefit from the proposed activities	1366 youth ages 0-20. 51% of families are at or below 80% Area Median Income			
	Location Description	Kitsap County children and youth ages 0-20			
	Planned Activities	Dental supplies needed to provide dental care to low income Kitsap County children and youth ages 0-20.			

8	South Kitsap Helpline - Food Bank Operations	Provide Support Services		Services - Kitsap County	CDBG: \$30,000
	Description	Funds requested will be used for a portion of the food bank Executive Director's salary to maintain and operate food bank services for low-income individuals residing or working in South Kitsap. The Executive Director and staff are directly involved in the daily operations of the food bank administration, inventory management, food distribution and deliveries. Majority of clients served are below 30% Area Median Income.			
	Target Date for Completion	12/31/2021			
	Estimate the number and type of families that will benefit from the proposed activities	9800 individuals			
	Location Description	South Kitsap			
	Planned Activities	Staff to maintain and operate food bank operations for low-income individuals residing or working in South Kitsap.			
9	YMCA - Child Care Scholarships	Provide Support Services		Services - Kitsap County	CDBG: \$21,771
	Description	Funds will be used to provide scholarships to enable children, ages 5 - 12, from low-income families to attend the YMCA's before and after school childcare program at school locations in Central Kitsap and South Kitsap School Districts. The program nurtures the development of children by providing a safe place to learn foundational skills, develop healthy and trusting relationships, and build self-reliance. Majority of clients served are below 50% Area Median Income.			
	Target Date for Completion	12/31/2021			
	Estimate the number and type of families that will benefit from the proposed activities	44 youth ages 5-12			
	Location Description	Central Kitsap and South Kitsap School Districts.			
	Planned Activities	Provides a safe place to learn foundational skills, develop healthy and trusting relationships and build self-reliance.			

10	City of Port Orchard - Lippert Sidewalk Retrofit	Provide essential public facilities/infrastructure		Community and Neighborhood Improvement	CDBG: \$254,350
	Description	Funds requested will be used for sidewalk improvements, pavement repairs, and associated drainage improvements on Lippert Drive, and reconstruction of failed sidewalks and placement of new and repair of non-compliant ramps to meet ADA requirements. The project extends from Pottery Avenue to Sidney Avenue. Having ADA compliant facilities on Lippert Rd. is a high priority for the City given the large number of housing units for lower income residents and seniors in the vicinity. Program Income of \$20,715.32 and \$233,634.68 of CDBG 2021 Entitlement funds total \$254,350 for use in this project.			
	Target Date for Completion	12/31/2021			
	Estimate the number and type of families that will benefit from the proposed activities.	800 individuals at or below 80% Area Median Income or below.			
	Location Description	Lippert Drive, Port Orchard			
	Planned Activities	Sidewalk improvements, pavement repairs, and associated drainage improvements on Lippert Drive, and reconstruction of failed sidewalks and placement of new and repair of non-compliant ramps to meet ADA requirements.			
12	Housing Kitsap - Home Rehabilitation Program	Preserve and Increase Affordable Housing Kitsap Co		Affordable Housing - Kitsap County	CDBG: \$284,828.75
	Description	Funds will be used for personnel, administration, and construction costs associated with the home rehabilitation program which provides 20-year deferred loans or grants to very-low and extremely-low income homeowners for repairs to address health, safety, and accessibility issues. Housing Kitsap staff performs the home inspections, creates a scope of work, assists homeowners with contractor selection, monitors the progress and signs off project completion and contractor payments. Program Income of \$59,828.75 and \$225,000 of CDBG 2021 Entitlement funds total \$284,828.75 for use in this project.			
	Target Date for Completion	05/31/2022			

	Estimate the number and type of families that will benefit from the proposed activities	12 households at or below 80% Area Median Income			
	Location Description	Kitsap County			
	Planned Activities	Provides 20-year deferred loans or grants to very-low and extremely low income homeowners for repairs to address health, safety, and accessibility issues			
13	Kitsap Community Resources KCR - BE\$T	Preserve and Increase Affordable Housing Kitsap Co		Affordable Housing - Kitsap County	CDBG: \$105,000
	Description	Funds will be used for staff, program costs, and client direct client support costs of the Business, Education, Support & Training (BE\$T) Program providing businesses training and on-going support services to assist low-income individuals with skills to start or expand their own micro-enterprise business which is a business with five or fewer employees, including the owner.			
	Target Date for Completion	12/31/2021			
	Estimate the number and type of families that will benefit from the proposed activities	22 new businesses and 6 expanding businesses at or below 80% Area Median Income.			
	Location Description	Kitsap County			
	Planned Activities	Provides business training and on-going support services to assist low-income individuals with skills to start or expand their own micro-enterprise business.			
14	Kitsap Community Resources KCR - Weatherization	Preserve and Increase Affordable Housing Kitsap Co		Affordable Housing - Kitsap County	CDBG: \$201,875
	Description	Funds will be used to for contractor labor and materials, program staff wages & benefits, and related support costs for the Weatherization Program. The Program works with pre-approved Kitsap County contractors to perform weatherization measures and minor home repair for homeowner and rental households resulting in 30% reduction in energy usage. The program serves households below 50% Area Median Income with priority given to those with extremely high housing burden, seniors, disabled persons, and			

		families with children under 19 years of age, throughout Kitsap County. Prior Year funds of \$41,956.48 and \$159,918.52 of CDBG 2021 Entitlement funds total \$201,875 for use in this project.		
	Target Date for Completion	04/30/2022		
	Estimate the number and type of families that will benefit from the proposed activities	25 Households 50% Area Median Income or below.		
	Location Description	Kitsap County		
	Planned Activities	Provides weatherization measures and minor home repair for homeowner and rental households resulting in 30% reduction in energy usage.		
15	Community Frameworks – Kitsap Homeownership	Preserve and Increase Affordable Housing Kitsap Co		Affordable Housing - Kitsap County HOME: \$580,000
	Description	HOME Funds of \$346,042.65 from 2021 allocation plus \$233,957.35 in unallocated prior year funds total \$580,000 to be used for Down Payment Assistance (DPA) and administrative costs of the Kitsap County Homeownership program. The program will pair HOME funds with internal and lender-partner funds to provide up to 20% DPA and closing cost assistance to program-qualified, mortgage-ready homebuyers at or below 80% Area Median Income purchasing an eligible home outside the Bremerton city limits in Kitsap County. Homebuyer education and Individual Pre-Purchase Counseling is required for all participants. When possible, Community Frameworks will undertake Acquisition Rehab Resale activities focusing on health and safety improvements, with a sweat equity and volunteer labor component.		
	Target Date for Completion	12/31/2025		
	Estimate the number and type of families that will benefit from the proposed activities	9 Households at or below 80% Area Median Income		
	Location Description	Kitsap County (outside City of Bremerton Limits)		

	Planned Activities	The program will pair HOME funds with internal and lender-partner funds to provide up to 20% DPA and closing cost assistance to program-qualified, mortgage-ready homebuyers.			
16	Housing Resources Bainbridge (HRB) - 550 Madison Acquisition	Preserve and Increase Affordable Housing Kitsap County		Affordable Housing - Kitsap County	HOME: \$778,173.96
	Description	HOME Funds in 2021 Action Plan of \$109,816.35 and program income of \$326,292.51 and \$342,065.10 or prior year unallocated funds totaling \$778,173.96 will be used to offset costs associated with the acquisition of 13 apartment rental units that will be constructed as part of a larger mixed-income, multi-family housing development on Bainbridge Island. The site is part of the former 550 Madison Avenue complex. HRB's development agreement provides for the acquisition of 13 units at the time of completion. Costs include closing and recording fees in addition to acquisition costs.			
	Target Date for Completion	12/31/2025			
	Estimate the number and type of families that will benefit from the proposed activities	13 Units at or below 80% Area Median Income			
	Location Description	Bainbridge Island			
	Planned Activities	Acquisition of 13 apartment rental units that will be constructed as a part of mixed-income multi-family housing development.			
17	Community Frameworks – Bremerton Homeownership	Preserve and Increase Affordable Housing City of Bremerton		City of Bremerton Affordable Housing	HOME: \$201,008.22
	Description	2021 City of Bremerton HOME Funds of \$58,000 and \$143,008.22 of program income for a total of \$201,008.22 will be used in this project for Down Payment Assistance (DPA) and administrative costs of the Bremerton Homeownership program. The program will pair HOME funds with internal and lender-partner funds to provide up to 20% DPA and closing cost assistance to program-qualified, mortgage-ready homebuyers at or below 80% Area Median Income purchasing an eligible home in the Bremerton city limits. Homebuyer			

		education and Individual Pre-Purchase Counseling is required for all participants. When possible, Community Frameworks will undertake Acquisition Rehab Resale activities focusing on health and safety improvements, with a sweat equity and volunteer labor component.		
	Target Date for Completion	12/31/2025		
	Estimate the number and type of families that will benefit from the proposed activities	1 Household at or below 80% Area Median Income		
	Location Description	City of Bremerton Limits		
	Planned Activities	The program will pair HOME funds with internal and lender-partner funds to provide up to 20% DPA and closing cost assistance to program-qualified, mortgage-ready homebuyers.		
18	KCR - Kitsap Community Resources Manette Housing	Preserve and Increase Affordable Housing City of Bremerton		City of Bremerton Affordable Housing HOME: \$165,737.77
	Description	2020 Action Plan City of Bremerton HOME Funds of \$414,001.28 plus an additional 2021 HOME CHDO funds of \$145,039.10 and \$20,698.67 of Program Income (\$165,737.77 total for 2021 APY) will grand total \$579,739.05 in HOME funds to be used for new construction of three townhouse style triplexes resulting in 9-rental units (three (3) townhouse style triplexes). Each triplex will have two 2-bedroom units and one 3-bedroom unit. One of the 2-bedroom units in each triplex will be one level, ADA accessible, and available for a veteran. The units will be available for households at or below 30% of area median income, prioritizing based on the Housing Solutions Center vulnerability assessment. Rental assistance will be provided through Section 8 vouchers.		
	Target Date for Completion	12/31/2025		
	Estimate the number and type of families that will benefit from the proposed activities	No additional units beyond the 9 stated in the 2020 Action Plan for rental housing are anticipated with the additional funding. Units are set-aside for households at or below 30% Area Median Income.		
	Location Description	City of Bremerton Limits		

	Planned Activities	New construction of three townhouse style triplexes, each consisting of two 2-bedroom units and one 3-bedroom unit. One of the 2-bedroom units in each triplex will be one level, ADA accessible, and available for a veteran. Prioritizing is based on Housing Solutions Center vulnerability assessment. Rental assistance will be provided through Section 8 vouchers.
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AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Kitsap County allocates funding on a competitive basis to eligible organizations who carry out programs and projects in all areas of the County. All of Kitsap County's allocation of CDBG funds will be directed to projects serving low-income populations county-wide, outside the City of Bremerton.

County HOME funds are allocated to housing projects serving low-income households, with households at or below 50% AMI and special populations the priority.

Geographic Distribution

Target Area	Percentage of Funds
N/A	N/A

TABLE 4 - GEOGRAPHIC DISTRIBUTION

Rationale for the priorities for allocating investments geographically

The county does not distribute funds specifically on a geographic basis. CDBG projects funded through the 2021 Coordinated Grant Application Process serve individuals and households county-wide. HOME funds awarded to projects located in the City of Bremerton are a result of an RFP issued by both the City and the County for affordable housing with the County's priority for creation of new units of rental housing and the City's priority for creation of new units of rental and homeowner housing. The projects in the Action Plan meet the high priority need for additional units of rental units affordable to households with very low incomes.

Discussion

N/A

Affordable Housing

AP-55 Affordable Housing - 91.420, 91.220(g)

Introduction

Funding affordable housing projects is a high priority for CDBG and HOME funds. Action Plan projects include new construction of rental housing, rehabilitation and weatherization/minor home repair of homeowner housing, and homebuyer assistance.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	63
Special-Needs	0
Total	63

TABLE 5 - ONE YEAR GOALS FOR AFFORDABLE HOUSING BY SUPPORT REQUIREMENT

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	13
Rehab of Existing Units	37
Acquisition of Existing Units	13
Total	63

TABLE 6 - ONE YEAR GOALS FOR AFFORDABLE HOUSING BY SUPPORT TYPE

Discussion

N/A

AP-60 Public Housing - 91.420, 91.220(h)

Introduction

The two public housing authorities in Kitsap County, Bremerton Housing Authority and Kitsap County Consolidated Housing Authority dba Housing Kitsap, own and operate a number of public housing units. Bremerton Housing Authority has 206 public housing units and 1,856 Housing Choice Vouchers. Housing Kitsap has 206 public housing units and 403 Housing Choice Vouchers.

Actions planned during the next year to address the needs to public housing

CDBG and HOME funds will not be used for public housing in 2021. Both Housing Kitsap and the Bremerton Housing Authority continue to invest in current properties to complete maintenance and upgrades to ensure properties are safe and sustainable into the future.

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

Both Housing Kitsap and the Bremerton Housing Authority have activities to increase resident involvement and address the economic and social needs of public housing residents.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Housing Kitsap has been listed as “troubled” in 2020. A corrective action plan has been submitted to HUD and approved for Housing Kitsap. Housing Kitsap submitted an application for their Housing Rehabilitation Program for 2021 funds. The project was fully funded at \$225,900.55.

Discussion

N/A

AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)

Introduction

Targeted funding to address homelessness in Kitsap County comes from the Homeless Housing Grant Program, the Consolidated Homeless Grant Program, and the Affordable Housing Grant Program and participation in the Coordinated Grant Application process to address the needs of homeless populations.

In addition, Kitsap County has received some Emergency Solutions Grant funding for COVID-19 activities (ESG-CV) for 2021.

The Kitsap Homeless Crisis Response and Housing Plan will guide the allocation of resources. Kitsap County also receives McKinney Vento grant funds annually through the Continuum of Care Balance of State. All projects related to providing services and temporary housing for homeless populations will be funded from these sources in Kitsap County.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

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

The Consolidated Plan does not have goals for reducing and ending homelessness. The goals and actions are contained in the Kitsap Homeless Crisis Response and Housing Plan. This plan, updated in 2019, includes an Action Plan with specific goals, strategies, performance indicators and timelines for addressing homelessness. These goals go beyond a one-year time period and are: (1) Make homelessness rare; (2) Make homelessness brief; (3) Make homelessness one-time; (4) Continuously improve the homeless crisis response system; and (5) Expand community engagement. Projects to meet these goals are funded through the Coordinated Grant Application process each year. In addition, member agencies of the Continuum of Care (Kitsap Housing and Homelessness Coalition) work towards these goals. The annual Point in Time Count, Homeless Management Information System, and County data is used to measure progress towards meeting these goals. Outreach to homeless persons includes referrals to the coordinated entry program, the Housing Solutions Center, which provides intake, assessment and referrals to emergency housing and support services. Each year, in conjunction with the annual Point in Time Count survey, the Kitsap Housing and Homelessness Coalition sponsors a Project Connect event with vendors providing services and information to over 500 low-income and homeless guests. Services provided include hygiene kits, haircuts, diapers, vision screenings, pet vaccinations, medical exams, immunizations, and a hot meal. Housing resources are also offered, both directly and through connections with the coordinated entry program. Project Connect has expanded to provide service fairs in two other parts of the County - North Kitsap and South Kitsap - so that more residents could access these services.

Addressing the emergency shelter and transitional housing needs of homeless persons

Kitsap's coordinated entry program, the Housing Solutions Center, includes a community-wide emergency

housing waiting list for shelter and transitional housing. Kitsap County's homeless housing inventory includes residential emergency shelter beds (up to 90 days) – comprised of shelters for women with children, shelters for families, one shelter for men, a shelter for survivors of domestic violence. There are an additional 6 shelter beds dedicated for unaccompanied young adults. These shelter programs also offer referrals to other community services.

Transitional housing units provide housing for up to two years for families who need case management and supports to regain self-sufficiency. Rapid rehousing programs serve as many households as possible within program and funding constraints and the shortage of affordable housing units.

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

Priority will be given to making shelter stays as short as possible and utilizing rapid rehousing programs whenever possible, as funding permits. Housing case management and early connections with employment, education, and skill-building services assist households to increase self-sufficiency and avoid future homelessness. Kitsap providers strive to reduce the number of households that return to homelessness after graduating to permanent housing. Several programs work with homeless clients to get them into permanent housing as soon as possible. Housing Kitsap's Housing Stabilization Program facilitates homeless households' access to housing authority units with housing subsidies and case management. Kitsap Community Resources' Rapid Rehousing Program provides short-term graduated subsidies and housing case management for homeless families. Bremerton Housing Authority programs provide Housing Choice Vouchers for households successfully transitioning to permanent housing.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Existing prevention programs will provide short-term rental assistance for eviction prevention, as well as first/last/deposit funding for households with sufficient income to maintain housing after these supports. Kitsap Mental Health will continue its program working with jail inmates with mental health issues prior to discharge to coordinate their housing upon exit. West Sound Treatment Center will continue to offer a program to work with people with substance abuse disorders who are exiting jails to successfully transition to

housing programs. Olive Crest provides independent living case management for foster kids who are aging out of the system to improve housing stability outcomes. This program has supported former-foster youth to maintain independent housing, support with life-skills training. Coffee Oasis provides housing case management, employment training and placement and housing supports for youth coming out of foster care, juvenile justice programs and mental health programs. All of these programs that coordinate exits to stable housing from systems of care are unable to serve all individuals in need of these services due to lack of funding resources.

Discussion

N/A

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

Kitsap County and the City of Bremerton, like all jurisdictions in Washington State, have land use policies implementing the Growth Management Act. Generally, these policies drive new development towards designated urban growth areas that can support higher densities and better infrastructure such as sewers, public water supply, storm-water controls, more efficient transportation systems and public parks. Kitsap County and its cities engage in ongoing efforts to advance policy for increasing the supply of affordable housing. Effort has been made to coordinate planning activities among jurisdictions, streamline the permit process and include incentives for affordable housing development.

Actions it planned 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

Through the planning process for the Kitsap County Comprehensive Plan update, goals and strategies have been identified to address barriers to affordable housing and included in the Housing Element. County staff, along with local housing providers and developers, will continue to work together to identify and implement policies that encourage and increase the production of affordable housing.

Discussion

N/A

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

There is a significant and growing need for affordable housing, and agencies including CHDOs struggle to have the capacity to successfully develop new units in Kitsap County. A challenging environment exists for obtaining financing for the construction of new affordable rental units, as well as preservation of existing subsidized properties, and has resulted in a growing need in the rental housing market. The County will continue to explore new and innovative ways to increase affordable housing and expand economic opportunities for low-income individuals and families.

Actions planned to address obstacles to meeting underserved needs

Kitsap County has a wide variety of non-profit and government agencies working together to address our community's underserved needs. Presently there is a great need for affordable rental housing, particularly for households with incomes at or below 50% area median income and for those with special needs. The Action Plan includes projects serving chronically homeless individuals, homeless families and adults with developmental disabilities.

Actions planned to foster and maintain affordable housing

Kitsap County has made affordable housing a high priority for CDBG and HOME funds. The Kitsap Homeless Housing Plan contains strategies to address housing barriers experienced by people experiencing homelessness. Kitsap County has also implemented the Housing Solutions Center to provide people experiencing housing problems a single point of contact for information and referral. Through the projects funded, Kitsap County will continue to foster and maintain affordable housing throughout the county.

Actions planned to reduce lead-based paint hazards

Housing units assisted with CDBG and HOME funds are evaluated for potential lead hazard. Programs providing rehabilitation or weatherization services have staff trained in lead hazard evaluation and lead safe

work practices.

Actions planned to reduce the number of poverty-level families

Kitsap County will continue to target grant funds towards projects that serve the lowest income households including awarding funds for public service.

Actions planned to develop institutional structure

Kitsap County has a well-developed institutional structure to provide service delivery and provide funding for capital projects. The County has continued to look for ways to improve its processes for grant management and efficient contracting with its partners in the community. Through a coordinated application process each year CDBG and HOME funds along with Homeless Housing Grant funds and Affordable Housing Grant funds are awarded. These funding sources are administered by the County and staff is housed in the Dept. of Human Services. The City of Bremerton's HOME funds are also allocated through the Coordinated Grant Application process. The City of Bremerton uses a separate NOFA to allocate its CDBG funds.

Actions planned to enhance coordination between public and private housing and social service agencies

Many housing and social service agencies are members of the Kitsap Housing and Homelessness Coalition. Member organizations meet monthly to share information and coordinate efforts to serve the most vulnerable populations. The County Block Grant Program and Housing and Homeless Program have on-going conversations with housing agencies in the County to understand the challenges associated with housing and what plans they have for developing new projects.

Discussion

N/A

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

100% of CDBG funds will be used for activities that benefit low- and moderate-income persons. 15% of Kitsap County's CDBG funds are allocated to Public Service projects. The remaining CDBG funds are used for Capital housing projects and economic development projects.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0.00
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0.00

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

N/A

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

HOME assisted homebuyers assisted through downpayment assistance programs are subject to Recapture provisions. Kitsap County's Recapture and Resale provisions are included in the Appendix 1 of the 2021-2025 Consolidated Plan (Kitsap County Recapture and Resale Policy for HOME Funded Projects).

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

If a program or project does not meet its affordability requirements through change in ownership, change in use, or other failure to adhere to contractual obligations, Resale or Recapture provisions are triggered in order to continue the HOME investment to its intended recipient. Either Resale or Recapture provisions are set forth in each project/ program's contract as well as in each HOME written agreement executed with the homebuyer. Homeownership projects funded with HOME are subject to the following period of affordability which is included in the HOME written agreement for each homeowner:

Period of Affordability for HOME assistance provided per unit:

Under \$15,000 Period of Affordability = 5 Years

Between \$15,000 to \$40,000 Period of Affordability = 10 Years

Over \$40,000 Period of Affordability = 15 Years

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

HOME funds will not be used to refinance existing debt.

N/A