



# 2021 – 2025 KITSAP COUNTY and CITY OF BREMERTON CONSOLIDATED 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, and  
City of Bremerton HOME Consortium

(Lead Agency: Kitsap County)

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# KITSAP COUNTY AND THE CITY OF BREMERTON CONSORTIUM

## Kitsap County 2020

### Board of County Commissioners

Charlotte Garrido, Commissioner (Chair)  
Robert Gelder, Commissioner  
Edward E. Wolfe, Commissioner

## City of Bremerton 2020

**Mayor**  
Greg Wheeler

**Council District #1**  
Pat Sullivan

**Council District #2**  
Leslie Daus

**Council District #3**  
Kevin Gorman

**Council District #4**  
Lori Wheat

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**The Consolidated Plan is available on the Internet at:**

<https://www.kitsapgov.com/hs/Pages/CDBG---Consolidated-Planning.aspx>  
<https://www.bremertonwa.gov/198/Federal-Grants---CDBG>

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# Executive Summary

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

### 1. Introduction

Kitsap County and the City of Bremerton, Washington have prepared a Consolidated Plan 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). This plan is for the period of January 1, 2021 to December 31, 2025. Kitsap County, including the cities of Port Orchard, Poulsbo and Bainbridge Island, is designated as an Urban County and receives a direct allocation of CDBG funds. The City of Bremerton receives a direct CDBG allocation and has formed a HOME Consortium with Kitsap County. The City of Bremerton receives its share of HOME funds based on a percentage allocation determined by HUD.

The Consolidated Plan follows requirements of the U.S. Department of Housing and Urban Development (HUD), and uses HUD's format and data tables required for plans adopted after November 15, 2012. The purpose of this plan is to evaluate community needs and set goals for the five-year plan period. Through a Community Needs Assessment, Housing Market Analysis and with community input, the County and City of Bremerton have developed a Strategic Plan. The Strategic Plan outlines the priorities and goals which guide the allocation of funds over the five-year period. The County and City will each develop an Action Plan annually which will include projects awarded funds through an annual application process. These projects will address the priorities and goals over the 5-year period.

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

Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) funds will be used over the next five years to address the needs outlined in the Strategic Plan. HUD's objectives guiding the proposed activities are:

- Provide decent affordable housing,
- Create suitable living environments, and
- Create economic opportunities.

The following are the priorities outlined in the Strategic Plan portion of this document. These will guide the investment of CDBG and HOME funds in Kitsap County and the City of Bremerton:

### **Kitsap County Strategic Plan Priorities**

- Development and preservation of affordable rental and owner housing. This includes new construction, acquisition, and rehabilitation of rental housing as well as rehabilitation/weatherization of single-family housing and homebuyer assistance;
- Increased economic opportunities for low-income individuals – funding will be targeted towards projects that create permanent jobs;
- Provide critical support services – funding will be prioritized for programs serving children and youth, special needs populations and food assistance; and
- Public Facilities and infrastructure projects linked to high priority needs such as affordable housing, the provision of high priority public services and those located in HUD Low-Mod Areas.

### **City of Bremerton Strategic Plan Priorities**

- Development and preservation of affordable rental housing including new construction, acquisition, and rehabilitation. Assistance to homebuyers is also a high priority.

Reducing homelessness is a high priority in Kitsap County. Projects addressing homelessness are eligible for funding from local Housing and Homeless Grant Program and Affordable Housing Grant Program funds among other State and Federal funds. CDBG funds are limited and therefore prioritized for other housing and community development needs of low-income households and communities. High priority housing and public facilities projects serving homeless populations may be considered for County HOME or CDBG funding if the project addresses strategies outlined in the *Kitsap Homeless Crisis Response and Housing Plan – 2019 Update* and the project is considered a high priority in the jurisdiction providing funding.

### **3. Evaluation of past performance**

Kitsap County and the City of Bremerton have continued to work collaboratively to use CDBG and HOME funds in the most efficient way possible. Production of new housing units has been slow and housing affordability is a significant and growing issue. Funding during the 2016-2020 Consolidated Plan period was prioritized for housing, public services and microenterprise assistance. Some capital projects funded in the final two years of the 5-year plan period are in the development stages and not yet complete. These projects are moving forward and have therefore been included in the numbers below:

- Provided funding for construction of **90 new units** of rental housing in Bremerton and Kitsap County.
- Created **19 new units** of homeownership housing in Kitsap County
- Funded the rehabilitation of **152 units** of rental housing in Kitsap County
- Provided **23 homebuyers** with down-payment assistance to purchase homes in Bremerton and Kitsap County

- Provided funds for rehabilitation, weatherization and minor home repair of **147 single-family homes** in Kitsap County;
- Provided food and services to over **70,277 individuals**; and
- Provided microenterprise and small business development assistance to **194 individuals**.

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

Development of this plan is the result of evaluation of information and data from a variety of sources, including the preparation of a Community Needs Assessment and Housing Market Analysis, consultations with local municipalities, government and non-profit agencies, an online survey, and public comment periods and hearings. Additional information was gathered from the Affordable Housing Study completed in early 2020 by ECONorthwest. All input received from the outreach conducted has been considered and incorporated into the priorities and goals for the plan. All public comments received during two public comment periods will be addressed and included in the final Consolidated Plan before submission to HUD.

**5. Summary of public comments**

No comments received to date.

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

n/a

**7. Summary**

Kitsap County will implement the goals and priorities of the 2021-2025 Consolidated Plan through an annual grant award process. All funds will be used for projects that serve individuals and families below 80% AMI and will be included in the annual Action Plan and submitted to HUD.

# The Process

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

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	KITSAP COUNTY	Dept. of Human Services, Block Grant Program
HOME Administrator	KITSAP COUNTY	Dept. of Human Services, Block Grant Program

**Table 1 – Responsible Agencies**

### Narrative

Kitsap County is the lead entity for the Consolidated Plan. The City of Bremerton receives their own CDBG funds and prepares their own associated Action Plan. The Kitsap County Block Grant Program, as part of the Kitsap County Dept. of Human Services, is responsible for the administration of County CDBG and HOME funds. The Board of County Commissioners holds public hearings and provides policy direction. Kitsap County is the lead agency for HOME Consortium funds and provides contract administration.

The City of Bremerton administrates their CDBG funds through the City’s Dept. of Community Development. The Bremerton City Council holds public hearings and provides policy direction for CDBG funds and the City’s portion of HOME funds.

### Consolidated Plan Public Contact Information

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## PR-10 Consultation - 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

### 1. Introduction

Kitsap County consulted with other government agencies, housing and service providers, advisory boards and the public in the development of this plan. Consultation included conducting a survey; review of published plans and studies; requests to specific agencies to gather additional data and two written public comment periods.

#### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).**

Kitsap County has coordination between housing providers and health, mental health and service agencies through on-going meetings and coordinated planning. All organizations serving Kitsap's lowest income residents participate in the Kitsap Housing and Homelessness Coalition (Continuum of Care). Through regular meetings information is shared and gaps in service are identified. Housing providers partner with those serving special needs populations to provide housing to our County's most vulnerable and work together to identify needs and develop new projects. The Housing Solutions Center (HSC) is Kitsap County's single point of entry for those needing housing. The goal of the HSC is to prevent homelessness when possible and move people as quickly as possible into shelter or permanent housing. Improved discharge planning and coordination has been identified as a high priority and work continues to develop respite beds for those who are homeless and discharged from systems of care.

Kitsap County sought to enhance coordination through implementation of the Coordinated Grant Application process. A single online application platform is used for CDBG, HOME, Affordable Housing Grant Program (AHGP) funds and Homeless Housing Grant Program (HHGP) funds. Funding is prioritized through the Consolidated Plan for CDBG and HOME and the Kitsap Homeless Housing Plan for AHGP and HHGP funds. Through this process duplication of funding is minimized and high priority capital projects are provided an opportunity to maximize local funding. Kitsap County has coordination between housing providers and health, mental health and service agencies through on-going meetings and coordinated planning.

#### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness**

Nearly all organizations serving Kitsap's lowest income residents participate in the Kitsap Housing and Homelessness Coalition KHHC (Continuum of Care). The KHHC is an active and engaged coalition of

member agencies serving the needs of the homeless and those living in poverty in Kitsap County. The KHHC meets monthly to discuss and share information on housing, prevention of homelessness, restoration of homeless individuals and families to stable living environments, and to promote community awareness of homelessness through education, legislative advocacy, mutual support and the sharing of resources. The KHHC members work closely with staff from the Housing and Homelessness division of Kitsap County Dept. of Human Services to address current homeless needs and implement solutions. Staff also leads the annual Point in Time Count, coordinates and compiles data for Kitsap County's HMIS and is responsible for the Homeless Housing Plan.

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

Kitsap County does not receive a direct allocation of ESG funds. Kitsap County is part of the Balance of State and receives ESG through the Balance of State process each year. Kitsap County has fully implemented the Homeless Management Information System (HMIS) including full data sharing. Agencies that receive funding through the Coordinated Grant Application process for homeless projects are required to report in HMIS.

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

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	KITSAP COUNTY CONSOLIDATED HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	Housing PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency provided narrative and data for the plan.
2	<b>Agency/Group/Organization</b>	Bremerton Housing Authority
	<b>Agency/Group/Organization Type</b>	Housing PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency provided narrative and data for the plan.
3	<b>Agency/Group/Organization</b>	Kitsap County Department of Community Development
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Data and information from planning staff were used in development of the Consolidated Plan. Continued coordination around development of affordable housing will continue.

4	<b>Agency/Group/Organization</b>	Kitsap County Department of Human Services
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Employment Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Data from existing plans and information from program staff was used in the Needs Assessment and Market Analysis.
5	<b>Agency/Group/Organization</b>	Kitsap Continuum of Care Coalition
	<b>Agency/Group/Organization Type</b>	Services-homeless Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Continuum of Care members participated in the update of the Homeless Housing Plan. Information from the plan was included in the Needs Assessment, Market Analysis and Strategic Plan.
6	<b>Agency/Group/Organization</b>	Kitsap Mental Health Services
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis

<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency provided narrative and data on the housing and service needs of persons with mental illness.
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**Identify any Agency Types not consulted and provide rationale for not consulting**

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

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Washington State Balance of State	Goals are consistent with the goals of the Continuum of Care
Kitsap County Comprehensive Plan	Kitsap County Dept. of Community Development	Goals are consistent with Housing Element of County Comprehensive Plan.
City of Bremerton Comprehensive Plan	City of Bremerton Dept. of Community Development	Goals are consistent with elements of the City Comprehensive Plan.
Kitsap Homeless Crisis Response and Housing Plan	Kitsap County, Dept. of Human Services	Goals are consistent with goals and strategies of the Plan.
Bremerton Kitsap County Affordable Housing Report	City of Bremerton and Kitsap County	Data used in development of the Needs Assessment and Housing Market Analysis
Kitsap County Multi-Hazard Mitigation Plan	Kitsap County Dept. of Emergency Management	Data used for Market Analysis section MA-65 Hazard Mitigation

**Table 3 – Other local / regional / federal planning efforts**

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

Kitsap County receives CDBG and HOME funds as an Urban County which includes the incorporated cities of Port Orchard, Poulsbo and Bainbridge Island and well as unincorporated areas of the County. The City of Bremerton and Kitsap County form a consortium for HOME funds. The County and City of Bremerton work closely together to coordinate policies and funding strategies. The goals and outcomes identified in the Strategic Plan will be accomplished in partnership with the county’s housing and social service providers and in cooperation with cities.

Kitsap County works directly with the state of Washington Department of Commerce in several areas including homeless program and planning and land use regulatory compliance. In addition, Kitsap County is a member of the Puget Sound Regional Council. PSRC develops policies and coordinates decisions about regional growth, transportation and economic development planning within King, Pierce, Snohomish and Kitsap counties. The strategies and goals in the Consolidated Plan support the goals outlined in Kitsap’s Homeless Housing Plan, Comprehensive Land Use Plan and regional plans.

**Narrative**

## PR-15 Citizen Participation - 91.105, 91.115, 91.200(c) and 91.300(c)

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

All citizens are encouraged to participate in the development and review of the Consolidated Plan. The Citizen Participation Plan details the ways citizens may be involved in the process. Annually Kitsap County holds two public comment periods and public hearings to take input from citizens and organizations on policies for the use of funds and projects selected and included in the Action Plan. Each year a Citizen Committee, appointed by elected officials from Kitsap County and each of its Cities, reviews and evaluates project applications and makes recommendations for funding. In addition, in 2020 during the planning process for the Consolidated Plan, an online survey was conducted soliciting responses on priorities for investment of CDBG and HOME over the 5-year plan period.

#### **2021-2025 Survey Results Summary**

A community survey was launched on February 18th, 2020 and was open until the end of March. There were 126 respondents. The survey was announced on the County and City of Bremerton web sites which triggered electronic notification of the survey availability to all subscribers which includes citizens and agencies. The survey was designed to solicit input on challenges and priorities related to affordable housing, economic development and community services and facilities.

Affordable rental housing was the highest-ranking need in the community. Development of new rental housing and preservation of existing affordable rental housing were identified as critical needs by over half of respondents. Construction of new affordable homeownership housing and home purchase assistance (i.e. down-payment assistance) were identified as high needs. Services for homeless persons, mental health services, and food banks were ranked as a high need. Public facilities including homeless shelters, food banks, child-care centers and health care facilities ranked as high need and Street and sidewalk improvements, slum and blight removal and accessibility and safety for disabled residents were ranked as high need public infrastructure needs. Economic Development needs were ranked lower overall than housing and services, but rehabilitation of commercial/industrial buildings and microenterprise assistance were ranked high for economic development needs.

**Citizen Participation Outreach**

1	Internet Outreach	Non-targeted/broad community	A community survey was launched on February 18th, 2020 and was open until the end of March. There were 126 respondents. The survey was announced on the County and City of Bremerton web sites which triggered electronic notification of the survey availability to all subscribers which includes citizens and agencies. The survey was designed to solicit input on challenges and priorities related to affordable housing, economic development and community services and facilities.	n/a	n/a	
2	Newspaper Ad	Non-targeted/broad community	A Legal Ad was published in the Kitsap Sun on June 1, 2020 to announce a 15-day comment period for the 2021 Kitsap County Policy Plan and 2021-2025 Consolidated Plan Priorities. Information and documents were posted to the Kitsap County web site.	No comments received	n/a	<a href="https://www.kitsapgov.com/hs/Pages/CDBG-LANDING.aspx">https://www.kitsapgov.com/hs/Pages/CDBG-LANDING.aspx</a>

3	Public Hearing	Non-targeted/broad community	A Public Meeting to receive public testimony on the 2021 Kitsap County CDBG/HOME Policy Plan and 2021-2025 Consolidated Plan Priorities was held on June 17, 2020 with the Kitsap Board of County Commissioners. This meeting was held via the online platform Zoom due to COVID-19.	No comments received	n/a	
4	Internet Outreach	Non-targeted/broad community	Grant Applications for 2021 CDBG and HOME funds were made available online on July 2, 2020. All subscribers of the Kitsap County Coordinated Grant Application page were notified electronically.	n/a	n/a	<a href="https://www.kitsapgov.com/hs/Pages/CDBG--Consolidated-Planning.aspx">https://www.kitsapgov.com/hs/Pages/CDBG--Consolidated-Planning.aspx</a>
5	Newspaper Ad	Non-targeted/broad community	A Legal Ad was published Sept. 23, 2020 opening a 30-day public comment period on the 2021-2025 Consolidated Plan and Year 1 Action Plan. Documents were posted to the Kitsap County web site and electronic notification was sent to all subscribers.	comment period open	n/a	<a href="https://www.kitsapgov.com/hs/Pages/CDBG--Consolidated-Planning.aspx">https://www.kitsapgov.com/hs/Pages/CDBG--Consolidated-Planning.aspx</a>
6	Public Hearing	Non-targeted/broad community	A Public Meeting to receive public testimony on the 2021-2025 Consolidated Plan and Year 1 Action Plan will be held on Oct. 26, 2020 with the Kitsap Board of County Commissioners.	n/a	n/a	

# Needs Assessment

## NA-05 Overview

### Needs Assessment Overview

The Needs Assessment, in conjunction with information gathered through consultations with providers, data from the City of Bremerton & Kitsap County Affordable Housing Recommendations Report and the citizen participation process, will provide a picture of the county's needs related to affordable housing, special needs housing, community development and homelessness. Most of the tables in this section are populated with data provided by HUD, including 2011-2015 CHAS data, and supplemented with local data.

In 2019 Kitsap County and the City of Bremerton initiated a housing market inventory and analysis to better understand the housing needs in the County. ECO Northwest was hired to prepare the analysis and final report, which was released in 2020. Information about current and future housing needs from this report are included here.

Kitsap County will have demand for 25,147 new dwelling units over the next 17 years, needing to produce about 1,480 new units per year. About 3,790 units were produced between 2010 and 2017. This translates to 541 units per year. Kitsap County jurisdictions will need to almost triple their annual housing production to accommodate the new 25,147 units needed.

Kitsap County is experiencing an imbalance in supply and demand. The regional Puget Sound economy remains strong which creates demand for housing. According to the Bureau of Labor Statistics, total employment in the four-county region (King, Kitsap, Snohomish and Pierce Counties) grew 23 percent from 2010 to 2018, while total population in these four counties grew approximately 12 percent. The Puget Sound Regional Council (PSRC) estimates that housing units in the four-county region only grew by 6.7 percent over the same period of strong economic growth. This lack of supply is driving prices up for the purchase of for-sale housing and rents.

Kitsap County has seen very little construction of new units of affordable rent-restricted rental housing since the recession. As a result, there is a significant need for new units as well as continued efforts to preserve existing units. As of 2011-2017, Kitsap County had a shortage of 5,782 units of rental housing affordable to its extremely low-income renter households (those earning less than 30 percent of median family income). Many renter households are cost burdened meaning they spend 30% or more of their income on housing. Of the 32,068 renter households in Kitsap County, 6,125 (20%) renter households are *severely* cost burdened, paying 50% or more of their income for housing costs and an additional 7,312 (23%) are cost burdened, paying between 30% and 50% of income for housing.

## NA-10 Housing Needs Assessment - 24 CFR 91.405, 24 CFR 91.205 (a,b,c) Summary of Housing Needs

This section describes the housing needs for different populations and households at different income levels. Small Family Households are defined as a family with two to four members. A Large Family Household is defined as a family with five or more members. Housing cost burden is the biggest housing problem faced by Kitsap County residents.

The following tables indicate households with housing problems as defined by HUD. The four housing problems are:

1. Substandard housing lacks complete plumbing
2. Substandard housing lacks complete kitchen facilities.
3. Overcrowded is defined as more than one person, but fewer than 1.5 persons per bedroom; severely overcrowded is defined as more than 1.5 persons per bedroom.
4. Cost burdened is defined as paying more than 30 percent of income for housing; severely cost burdened is defined as paying more than 50 percent of income for housing.

Demographics	Base Year: 2000	Most Recent Year: 2015	% Change
Population	231,969	255,445	10%
Households	86,393	97,735	13%
Median Income	\$46,840.00	\$62,941.00	34%

**Table 4 - Housing Needs Assessment Demographics**

Alternate Data Source Name:  
U.S. Census Bureau, Census 2000  
Data Source Comments:

### Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	10,590	10,028	16,490	10,900	49,720
Small Family Households	3,359	3,317	6,445	4,559	25,840
Large Family Households	300	404	1,219	856	3,148
Household contains at least one person 62-74 years of age	1,973	2,225	3,699	2,729	12,240
Household contains at least one person age 75 or older	1,445	2,014	2,363	1,102	3,150
Households with one or more children 6 years old or younger	1,886	1,752	3,232	1,918	4,708

**Table 5 - Total Households Table**

Data Source: 2011-2015 CHAS

## Housing Needs Summary Tables

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

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Substandard Housing - Lacking complete plumbing or kitchen facilities	103	150	64	34	351	109	20	35	0	164
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	68	70	29	59	226	0	0	0	15	15
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	242	237	273	27	779	8	83	97	162	350
Housing cost burden greater than 50% of income (and none of the above problems)	3,830	1,817	449	29	6,125	2,389	1,656	1,570	458	6,073

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	658	2,357	3,763	534	7,312	584	1,194	2,975	2,080	6,833
Zero/negative Income (and none of the above problems)	638	0	0	0	638	327	0	0	0	327

**Table 6 – Housing Problems Table**

Data 2011-2015 CHAS  
Source:

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

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Having 1 or more of four housing problems	4,255	2,278	800	148	7,481	2,4979	1,751	1,714	632	6,596
Having none of four housing problems	1,800	3,164	6,568	3,525	15,057	1,060	2,825	7,425	6,600	17,910
Household has negative income, but none of the other housing problems	638	0	0	0	638	327	0	0	0	327

**Table 7 – Housing Problems 2**

Data 2011-2015 CHAS  
Source:

### 3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	1,847	1,749	2,071	5,667	779	810	1,867	3,456
Large Related	175	232	393	800	71	128	328	527
Elderly	691	962	572	2,225	1,539	1,420	1,713	4,672
Other	2,173	1,553	1,332	5,058	643	546	677	1,866
Total need by income	4,886	4,496	4,368	13,750	3,032	2,904	4,585	10,521

**Table 8 – Cost Burden > 30%**

Data 2011-2015 CHAS  
Source:

### 4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	1,609	833	183	2,625	686	532	629	1,847
Large Related	131	74	0	205	63	25	30	118
Elderly	513	469	119	1,101	1,182	844	628	2,654
Other	1,880	526	148	2,554	506	273	314	1,093
Total need by income	4,133	1,902	450	6,485	2,437	1,674	1,601	5,712

**Table 9 – Cost Burden > 50%**

Data 2011-2015 CHAS  
Source:

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

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	261	248	234	78	821	18	89	83	142	332

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Multiple, unrelated family households	4	19	78	8	109	0	4	18	28	50
Other, non-family households	65	40	4	0	109	0	0	0	10	10
Total need by income	330	307	316	86	1,039	18	93	101	180	392

**Table 10 – Crowding Information - 1/2**

Data Source: 2011-2015 CHAS

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

**Table 11 – Crowding Information – 2/2**

Data Source  
Comments:

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

2011-2015 ACS estimated a total of 97,735 households and of those 25,645 (27%) are single person households. Determining the full scope of housing need for single person households is difficult. Single person households seeking homeownership or those looking for market rate rental housing is not known. For those seeking assistance with rental housing the best data comes from the Housing Solutions Center. For 2019 1,720 non-duplicated individuals sought assistance for housing through the Housing Solutions Center. Of those individuals 46% reported issues with mental illness. 32% reported long-term chronic health conditions. All reported earning less than \$750 per month in income. 27.5% reported living in permanent housing without subsidy, 24.1% were living in a place not meant for habitation (vehicle, outdoors, etc.) and 19.1% reported they were staying with family or friends.

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

Households seeking housing assistance apply for help through the Kitsap County Housing Solutions Center, the coordinated entry point which provides assessment, prioritization, and referrals for housing assistance. In the calendar year 2019 there were 1,076 households that were Literally Homeless and

seeking housing assistance. Self-reported characteristics are collected to help identify needs and prioritize households for assistance. Of literally homeless households, 347 (32%) reported currently fleeing domestic violence, 298 (28) reported long term physical disabilities, 159 (15%) reported developmental disabilities, 532 (49%) reported mental health conditions which were substantial and long term, and 328 (30%) reported substance use disorders, and 313 (29%) reported chronic health conditions that were substantially impairing and long term.

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

The four housing problems defined by HUD include:

1. Substandard housing lacking complete plumbing or kitchen facilities
2. Overcrowded defined as housing more than 1.01 to 1.5 persons per room excluding bathrooms, porches, foyers, halls or half-rooms.
3. Severely Overcrowded defined as housing more than 1.51 persons per room excluding bathrooms, porches, foyers, halls or half-rooms.
4. Cost burdened is defined as paying more than 30% of income for housing; severely cost burdened is defined as paying more than 50% of income for housing.

The most common housing problem in Kitsap County is high cost for housing relative to income. Of the approximately 97,735 households in Kitsap County, 65,671 (67.2%) are homeowners and 32,068 (32.8%) are renters. 13,750 renters and 10,521 homeowners, with incomes below 80% AMI, are cost burdened. This represents 25% of all households with high housing costs.

- 6,125 (20%) renter households are *severely* cost burdened, paying 50% or more of their income for housing costs and an additional 7,312 (23%) are cost burdened, paying between 30% and 50% of income for housing.

A very small number of renters (351) and homeowners (164) for a total of 515 (1%) live in substandard housing as defined by HUD. The number of renter households living in overcrowded housing is also relatively low; 1,005 (4%) renters live in overcrowded housing with 226 of those in severely overcrowded housing.

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

The CHAS data collects data by the following household types:

- Small Related – households with two to four related members
- Large Related – households with five or more related members
- Elderly – household whose head, spouse, or sole member is a person who is at least 62 years of age
- Other – all other households

For households with incomes at or below 80% AMI, small related households are the most cost burdened for rental housing with 8,292 households cost burdened. This represents 41% of renter households. Elderly households are the most cost burdened for homeowner housing with 7,326 households, or 46% cost burdened. Cost burden is greatest for households with incomes below 30% AMI.

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

1,217 households, comprising 1,956 individuals, requesting assistance (53% of the total requesting assistance) from the Housing Solutions Center reported that they were imminently at risk of homelessness. These households generally tend to be very low or low-income, 73% (884) of these households were at or below 100%FPL in 2019 and live in inexpensive rental housing stock. Nearly all these households request short-term prevention assistance in the form of rental assistance. 187 of the “imminently at risk” households were unable to be referred for assistance, most commonly because they are over income to qualify or because rental assistance funds are unavailable at the time of their need.

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

Kitsap County does not produce estimates of at-risk populations.

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

Kitsap County has not tracked specific housing characteristics associated with housing instability and increased risk of homelessness. Many people experiencing housing instability do not ultimately become homeless. Recent studies nationally indicate several predictive indicators of homelessness: prior episodes of homelessness, severe housing cost burden, and behavioral health issues.

## NA-15 Disproportionately Greater Need: Housing Problems - 91.405, 91.205 (b)(2)

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

### Introduction

Disproportionately greater need exists when the percentage of persons in a category of need who are members of a particular racial or ethnic group is at least 10 percentage points higher than the percentage of persons in the category as a whole.

Households shown as no/negative income is due to self-employment, dividends, and net rental income. These households are not included in the other two categories in the tables.

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

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	7,999	1,617	965
White	6,199	1,331	787
Black / African American	555	0	45
Asian	196	44	38
American Indian, Alaska Native	142	41	20
Pacific Islander	49	0	0
Hispanic	471	65	84

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

Data 2011-2015 CHAS  
Source:

\*The four housing problems are:

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

### 30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	7,573	2,438	0
White	6,050	2,003	0
Black / African American	190	65	0
Asian	177	173	0
American Indian, Alaska Native	110	51	0
Pacific Islander	50	0	0
Hispanic	691	83	0

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

Data 2011-2015 CHAS  
Source:

\*The four housing problems are:

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

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

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	9,213	7,278	0
White	7,453	5,803	0
Black / African American	270	295	0
Asian	398	302	0
American Indian, Alaska Native	51	77	0
Pacific Islander	79	74	0
Hispanic	524	303	0

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

Data 2011-2015 CHAS  
Source:

\*The four housing problems are:

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

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

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,403	7,499	0
White	2,754	6,249	0
Black / African American	35	130	0
Asian	228	218	0
American Indian, Alaska Native	12	48	0
Pacific Islander	34	49	0
Hispanic	194	543	0

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

Data 2011-2015 CHAS  
Source:

\*The four housing problems are:

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

**Discussion**

The following racial/ethnic populations have disproportionately greater need when looking at housing problems:

- Households at or below 30% AMI - Black/African American and Pacific Islander
- Households between 30% and 50% AMI - Pacific Islander and Hispanic
- Households between 80% and 100% AMI – Asian

## NA-20 Disproportionately Greater Need: Severe Housing Problems - 91.405, 91.205 (b)(2)

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

### Introduction

A disproportionately greater need exists when the members of a racial or ethnic group at a given income level experience housing problems at a greater rate (10 percentage points or more) than the income level as a whole. The following tables include a breakdown by racial and ethnic categories for severe housing problems.

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

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	6,754	2,860	965
White	5,194	2,334	787
Black / African American	465	90	45
Asian	196	44	38
American Indian, Alaska Native	115	84	20
Pacific Islander	34	20	0
Hispanic	467	69	84

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

Data 2011-2015 CHAS  
Source:

\*The four severe housing problems are:

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

### 30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	4,029	5,989	0
White	3,246	4,804	0

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Black / African American	55	200	0
Asian	142	214	0
American Indian, Alaska Native	26	137	0
Pacific Islander	50	0	0
Hispanic	380	390	0

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

Data 2011-2015 CHAS  
Source:

\*The four severe housing problems are:

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

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

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	2,514	13,993	0
White	2,012	11,258	0
Black / African American	170	395	0
Asian	155	541	0
American Indian, Alaska Native	16	110	0
Pacific Islander	10	138	0
Hispanic	112	709	0

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

Data 2011-2015 CHAS  
Source:

\*The four severe housing problems are:

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

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

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	780	10,125	0
White	631	8,384	0
Black / African American	0	165	0
Asian	114	333	0
American Indian, Alaska Native	8	54	0
Pacific Islander	20	63	0
Hispanic	0	734	0

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

Data 2011-2015 CHAS  
Source:

\*The four severe housing problems are:

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

**Discussion**

The following racial/ethnic populations have disproportionately greater need when looking at severe housing problems:

- Households at or below 30% AMI - Black/African American, Asian, and Hispanic households
- Households between 30% and 50% AMI - Pacific Islander households
- Households between 50% and 80% AMI – Black/African American households

Households between 80% and 100% AMI – Asian and Pacific Islander households

## NA-25 Disproportionately Greater Need: Housing Cost Burdens - 91.405, 91.205 (b)(2)

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

### Introduction

Housing Cost Burden means paying more than 30% of household income in housing costs. Severe Cost burden is paying 50% or more of household income in housing costs. Cost burden is the percentage of a household's total gross income spent on housing costs. For renters, housing costs include rent paid by the tenant plus utilities. For owners, housing costs include mortgage payment, taxes, insurance and utilities. A disproportionately greater need exists when the members of a racial or ethnic group at a given income level experience housing problems at a greater rate (10 percentage points or more) than the group as a whole.

### Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	65,065	18,539	13,063	1,007
White	54,979	15,073	10,404	826
Black / African American	1,254	449	645	45
Asian	2,696	498	530	38
American Indian, Alaska Native	538	186	130	20
Pacific Islander	386	152	79	0
Hispanic	2,815	1,216	835	94

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

Data 2011-2015 CHAS  
Source:

### Discussion

In Kitsap County 20% of households are cost burdened and 14% experience severe cost burden. Black/African American households have disproportionately greater need, with 28% of households experiencing severe cost burden.

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

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

The following racial/ethnic populations have disproportionately greater need when looking at housing problems. Housing problems are defined as housing that lacks complete plumbing or kitchen facilities; overcrowded and severely overcrowded housing and cost burden.

- Households at or below 30% AMI - Black/African American and Pacific Islander
- Households between 30% and 50% AMI - Pacific Islander and Hispanic
- Households between 80% and 100% AMI – Asian

The following racial/ethnic populations have disproportionately greater need when looking at **severe** housing problems. Severe housing problems include overcrowded housing and cost burden of more than 50% of income:

- Households at or below 30% AMI - Black/African American, Asian, and Hispanic households
- Households between 30% and 50% AMI - Pacific Islander households
- Households between 50% and 80% AMI – Black/African American households
- Households between 80% and 100% AMI – Asian and Pacific Islander households

In Kitsap County 20% of households are cost burdened and 14% experience severe cost burden. Black/African American households have disproportionately greater need, with 28% of households experiencing severe cost burden.

Looking at more recent data (2013-2017 ACS), about 50 percent of all Kitsap County renter households were cost burdened and about 25 percent of all owner households were cost burdened.

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

Affordable housing is the greatest need for all race and ethnic groups.

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

Kitsap County's diverse population is relatively broadly distributed. There are not specific areas or neighborhoods with concentrations of any one racial or ethnic group.

## NA-35 Public Housing - 91.405, 91.205 (b)

### Introduction

Kitsap County has two housing authorities. Bremerton Housing Authority serves the City of Bremerton. Kitsap County Consolidated Housing Authority (dba Housing Kitsap) serves unincorporated Kitsap County and the cities of Port Orchard, Poulsbo and Bainbridge Island.

### Totals in Use

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

Table 21 - Public Housing by Program Type

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

**Alternate Data Source Name:**

Bremerton Housing Authority and Housing Kitsap

**Data Source Comments:**

### Characteristics of Residents

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

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program
# of Elderly Program Participants (>62)	0	8	40	402	45	357	21	0
# of Disabled Families	0	25	104	798	82	716	18	0
# of Families requesting accessibility features	0	0	0	1,831	197	1,603	31	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

**Table 22 – Characteristics of Public Housing Residents by Program Type**

**Alternate Data Source Name:**

Bremerton Housing Authority and Housing Kitsap

**Data Source Comments:**

**Race of Residents**

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	22	144	453	117	336	38	0	0
Black/African American	0	2	29	530	13	517	13	0	0
Asian	0	1	5	93	2	91	1	0	0

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
American Indian/Alaska Native	0	3	1	36	2	34	0	0	0
Pacific Islander	0	1	6	20	2	18	0	0	0
Other	0	4	20	21	4	17	4	0	0

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

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

**Alternate Data Source Name:**

Bremerton Housing Authority and Housing Kitsap

**Data Source Comments:**

### Ethnicity of Residents

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	9	118	21	97	4	0	0
Not Hispanic	0	33	191	1,035	119	916	52	0	0

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

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

**Alternate Data Source Name:**

Bremerton Housing Authority and Housing Kitsap

**Data Source Comments:**

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

The needs of Housing Kitsap’s Public Housing tenants and applicants on the waiting list for accessible units include features such as entryway ramps, wider doorways and hallways, lower or walk-in bathtubs, ground floor units, and lower sinks for easier accessibility.

Bremerton Housing Authority (BHA) doesn’t gather accessible unit information on initial public housing applications, only at the time an applicant’s name reaches the top of the wait list. Each of BHA’s developments has a least 5 percent of units as accessible. We have found that this number is sufficient to meet the needs of public housing residents.

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

The one-bedroom waitlist for Housing Kitsap’s Public Housing is closed. The total number of families on the Housing Kitsap waiting lists for Public Housing are 1-Bedroom – 281, 2-Bedroom – 121, 3-Bedroom – 81, 4-Bedroom – 20 and Housing Choice Vouchers – 190.

There are all types of families on the Housing Kitsap Public Housing and Housing Choice Voucher waiting lists; however, the largest number of applicants are elderly and/or disabled families looking for Housing Choice Vouchers, 2 bedroom fully accessible units and 1-bedroom units.

The immediate needs of residents of Public Housing and Housing Choice Voucher programs are:

- Connection to services and assistance with obtaining GEDs, driver’s licenses, social security cards, etc.
- Free educational opportunities that focus on self-sufficiency, ready-to-rent programs, financial counseling, basic life skills, and improving writing and reading skills.
- Free parenting classes and family counseling.

Bremerton Authority has 213 applicants on the Public Housing wait list (as of 4/22/2020). This list has been closed since 7/31/2015. The number of applicants on the Section 8 tenant-based rental assistance program is 284 (as of 4/21/2020). This list was opened for a two-week period in October 2018 and a lottery system was used to add 300 names to the list. A total of 2,363 applications were received.

Both wait lists (public housing and Section 8 tenant-based rental assistance programs) contain a wide range of household sizes, from elderly/disabled one-person households to families with 4 or more

children. The most immediate needs are increases in the supply of rental units and housing subsidies so that those on wait lists do not languish for years waiting for assistance.

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

The immediate needs of Public Housing and Housing Choice Voucher residents are different from the housing needs of the population at large as they require more support and outside resources, in addition to just housing, to ensure a greater rate of success and self-sufficiency. Due to their low-income status and other factors (i.e., mental health, elderly, etc.), the Public Housing and Housing Choice Voucher families may be more vulnerable and therefore their needs differ from those of the population at large.

Income and housing choice are inextricably connected. As income increases, housing choice relative to the type, kind, quality, location, and amenities associated with housing, increase as well. Lower income households have the greatest housing needs due to the gap between income and the cost of an average rent unit.

### **Discussion**

## NA-40 Homeless Needs Assessment - 91.405, 91.205 (c)

### Introduction:

The results for the table below are collected from several sources. The “Estimate the # of persons experiencing homelessness on a given night” are the certified results from the Kitsap County 2019 Point-in Time Count. The “Estimate the # experiencing homelessness each year” is based on Literally Homeless data collected in HMIS by the Housing Solutions Center coordinated entry during the 2019 calendar year. HMIS data for the calendar year 2019 is used to determine the questions “Estimate the # experiencing homelessness each year” “Estimate the # becoming homeless each year”, and “Estimate the # exiting homelessness each year”. For the questions “Estimate the # of days persons experience homelessness” the response is provided following the HUD System Performance Measure 1b.2 and provides median length of time for persons in emergency shelter, transitional housing, or permanent housing programs from the estimated date that their homelessness started. HIV/AIDS information is not collected in Washington State. Kitsap County does not track rural vs. urban homelessness.

### Homeless Needs Assessment

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	0	307	556	482	134	58
Persons in Households with Only Children	0	5	9	9	12	241
Persons in Households with Only Adults	143	199	872	785	553	62
Chronically Homeless Individuals	98	4	194	0	41	483
Chronically Homeless Families	0	0	58	0	7	368
Veterans	12	70	112	101	176	69

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Unaccompanied Child	0	0	9	9	0	241
Persons with HIV	0	0	0	0	0	0

**Table 25 - Homeless Needs Assessment**

**Alternate Data Source Name:**  
 Kitsap County PIT Count and HMIS data  
**Data Source Comments:**

Indicate if the homeless population is:      Has No Rural Homeless

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

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

<b>Race:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
White	902	530
Black or African American	181	87
Asian	18	12
American Indian or Alaska Native	33	23
Pacific Islander	34	19
<b>Ethnicity:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
Hispanic	142	72
Not Hispanic	1,177	653

Alternate Data Source Name:  
 Kitsap County HMIS and Housing Solutions Center  
 Data Source  
 Comments:

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

Data from the Housing Solutions Center for the calendar year 2019: 109 households comprising a woman and child(ren), 13 households comprising a man and child(ren), and 32 families who requested assistance from the Housing Solutions Center indicated that they were literally homeless. 77 households that included a veteran requested housing and reported being literally homeless.

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

According to a racial disparities comparison of households seeking housing assistance at the Housing Solutions Center in 2019, minority households are disproportionately affected by homelessness in Kitsap County. According to the 2018 Census, 82.6% of households in Kitsap County are white, but only comprise 72.8% of households seeking housing assistance due to being literally homeless.

Compared to 2018 Census data for Kitsap County, individuals who identified as Black/African Americans, Native Hawaiian/Other Pacific Islander or American Indian/Alaska Native are over-represented in the homeless population at rates 3.4x, 2.6x and 1.7x higher than the general Kitsap County population, respectively. For this analysis, the individuals/households included as “Literally Homeless” are those unsheltered (sleeping on the street, shelter, car, or other place not meant for habitation), or fleeing domestic violence.

Fewer Asian head of households were being served by the HSC as compared to the general population of Kitsap County in 2018 (5.5% of Kitsap County residents identified as Asian in 2018 vs the 1.4% who identified as Asian and received services from HSC). Individuals served by HSC who identified as Hispanic/Latinx (8.6%) were a similar proportion as the 2018 Census data (8%)

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

Sheltered:

In 2019, according to HMIS data, 1,061 households (1,712 individuals) used emergency shelter beds in Kitsap shelters.

Unsheltered:

The 2019 Point In Time Count included surveys for 173 unsheltered individuals. In general, the unsheltered population lives in their cars, abandoned buildings, or in small encampments in wooded areas. The vast majority of unsheltered homeless are single adults, predominantly male. A very few are households with children. The largest concentration of unsheltered homeless individuals live in Bremerton and the surrounding area. When asked during the Point-in-Time Count about the causes of the household’s homelessness, the most common responses were Eviction/Loss of Housing (37%), Job Loss/Unable to Work (36%), or Health/Mental Health Issues (34%).

### **Discussion:**

## NA-45 Non-Homeless Special Needs Assessment - 91.405, 91.205 (b,d)

### Introduction

HUD recognizes there are certain populations that have special need for specific kinds of services and housing. These populations include elderly and frail elderly (62 and older), individuals with mental, physical, and/or developmental disabilities, individuals with alcohol or drug addiction, individuals living with HIV/AIDS, and victims of domestic violence, dating violence, sexual assault, and stalking. Individuals and households with special needs may require additional support to live independently in the community. Support may be provided on-site or through community agencies. There is a significant and growing need for supportive housing in our community.

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

**Elderly/Frail Elderly** - Kitsap County continues to experience significant growth in the aging population. 2017 census data indicates the 60+ population is 71,954, representing an increase of 45% from 2010. Data also indicates that the 85+ population of 5,612 represents an increase of 38% from 2010. In 2010, 20% of Kitsap residents were older adults. It is now projected in 2020 that 34% of all County residents will be 60 years of age or older. Along with the general 60+ population growth, Kitsap's older adult community continues to become more ethnically diverse. Of the 60+ population the number of individuals who are at or below federal poverty level is expected to increase. Those 60+ with disabilities and those with Alzheimer's disease, Dementia or other cognitive impairment will continue to increase. In Kitsap County the projected prevalence rate of persons age 65 and above with Alzheimer's disease is 9.8%, by 2030 it is projected to be 12.1%. In addition, one in four individuals discharged to long term care from a state mental hospital reside at home, and one in three individuals with a psychotic disorder are receiving long term care at home.

**Individuals with mental illness** - The designated community mental health system most frequently serves children and adults who are among the most impoverished and vulnerable populations. Of the 5,241 adults age 18 and above who Kitsap Mental Health Services (KMHS) served during 2019 and who have a serious mental illness, approximately 60% have co-occurring substance use disorder. The majority of clients are able to live independently in the community and many recover from their mental illnesses, but with the current housing affordability crisis it is estimated there are 150 individuals with very low income who do not have permanent supported housing. Additionally, there is a growing gap for frail elderly with chronic, severe mental illness impacted by a co-occurring substance use disorder, for housing. Another significant challenge is finding housing for people with various criminal histories, and/or poor credit history.

**Individuals with developmental disabilities** - Currently there are 831 eligible for DDA services that are not currently using services and an additional 934 in services in Kitsap county. This does not count the people who have a developmental disability who are not eligible for DDA services.

**Victims of domestic violence** - In 2016, domestic violence played a role in 31% of homeless cases in Kitsap County. Of the 921 people asked why they were homeless, 101 listed domestic violence as the primary reason. In 2018 the YWCA Kitsap County Domestic Violence Hotline received and responded to over 3,600 crisis calls. Many of these were seeking housing. In 2017, emergency responders throughout the county received 4,105 domestic violence related 911 calls.

**Individuals with alcohol or drug addiction** - The lack of safe and affordable housing is one of the most powerful barriers to recovery. When this basic need isn't met, people cycle in and out of homelessness, jails, shelters and hospitals. Individuals may run into housing issues after being discharged from an inpatient care unit or jail and find that they have no home to return to. Even if they haven't been hospitalized, finding an affordable home can be difficult. For someone with a mental health and substance abuse condition, the basic necessity of a stable home can be hard to come by. Many people with a serious mental illness live on Supplemental Security Income (SSI), which averages just 18% of the median income and can make finding an affordable home near impossible. In addition, having a mental illness and/or substance abuse issue can interfere with the ability to comply with rules, keep their home up, get along with others or meet lease requirements.

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

Although Kitsap County has many different housing programs and rental housing properties that serve different special needs populations, there is still a need for more housing, particularly supportive housing. Supportive housing helps individuals and families be successful in maintaining their housing and enables them to receive the help they need to succeed. The housing and supportive service needs are determined by information provided by Kitsap County agencies working with these populations. There is a need for more supportive housing that can address multiple conditions such as elderly, disabled adults with chronic mental illness or adults with developmental disabilities who are also physically disabled or suffer from mental illness. For a breakdown by population type, see the narrative in the Discussion section below.

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

According to the most recent statistics from Kitsap County Core Public Health Indicators, 2018, the rate of persons living with HIV in Kitsap County is 116 per 100,000 residents. This is lower than Washington State with 177 per 100,000. Kitsap County does not receive HOPWA funds.

#### **Discussion:**

**Elderly/Frail Elderly** - Affordability will continue to be an issue for the elderly population, especially those who are renters. Many Seniors on fixed incomes, with incomes at or below 50% AMI, will be rent

burdened if they are unable to secure subsidized housing. This population will need services and specialized housing to accommodate their disabilities and everyday living needs as they age. The County will need additional units of subsidized affordable housing for low-income seniors who are able to live independently but need smaller affordable rental units. Those who suffer from mental or developmental disabilities who develop Alzheimer's disease, Dementia or other cognitive impairment will be the most challenging to house. Kitsap Mental Health Services estimates 45 older adults experiencing chronic, serious mental illnesses, many with co-occurring medical conditions, need supportive housing.

**Individuals with mental illness** - Kitsap County needs 150 permanent supported housing Single Room Occupancy (SRO) units for adults with serious persistent mental illness and 15 units for older adults with supportive services for both behavioral health and physical health needs, which does not eliminate residency due to criminal, credit or eviction record. Kitsap County also needs a Housing First model to house homeless individuals with untreated mental illnesses and substance use addictions who are not enrolled in services.

**Individuals with developmental disabilities** - DDA uses CARE assessment tools to determine what needs are not being met and how our services can assist. Many of our clients struggle with housing because they do not have enough income. \$771 in social security is not enough to rent a 1-bedroom apartment in Kitsap County at market rate. There is not enough affordable housing for our clients to live in this county. Many of them have a dual diagnosis. Developmental disabilities as well as a mental illness. This can cause issues in apartment buildings and following landlord tenant laws. Supported living is a service DDA has however it very difficult to get because all other options must be explored before they can be considered.

**Individuals with drug or alcohol addiction** - For individuals with drug or alcohol addiction there is need for outreach to individuals and meeting them where they are including treatment agencies, jails, and encampments in addition to providing programs linking individuals to supportive services that foster stability. Housing stability is crucial and programs that provide rental assistance and subsidies to cover housing expenses that other rental assistance programs do not, such as security deposits, utility deposits, moving charges, furnishings, and household supplies are needed. Equally important are subsidies for damage deposits or guarantees to help landlords mitigate risks of renting to tenants who would otherwise not qualify for tenancy. Once people are housed tenant advocacy services to ensure housing is maintained are crucial. Crisis management, behavioral health referrals, care coordination and housing stability support including housing stabilization services are needed to ensure people stay housed and can maintain their housing. Onsite behavioral health services in housing facilities are important and needed along with peer specialists and counselors to provide support and concrete assistance, teach advocacy skills, and apply the principles of self-help programs.

**Victims of Domestic Violence** - Supportive housing is needed for families fleeing domestic violence. Currently Kitsap County has one emergency shelter and 12 units of permanent housing for this population. There is a need for additional units of permanent housing for this population

## NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)

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

Kitsap County's need for public facilities vary. Many non-profits operating facilities serving low-income individuals and families have capital needs that cannot be easily addressed within their regular operating budget. CDBG funds may be useful in leveraging other funding for projects that qualify.

### **How were these needs determined?**

Needs were evaluated and determined during the outreach and planning process for the Consolidated Plan, including input from a community survey.

### **Describe the jurisdiction's need for Public Improvements:**

Public infrastructure such as sidewalks, street paving, tree removal and planting and street lighting are normally included in the County and Cities Capital Facilities Plans and funded through public works and parks funding. In some cases, particularly in older low-income neighborhoods with aging infrastructure, the needs may be greater than the financial resources available. CDBG funds may be useful to address these some issues, particularly ADA improvements.

### **How were these needs determined?**

Needs were evaluated and determined during the outreach and planning process for the Consolidated Plan, including input from a community survey and discussion with City staff.

### **Describe the jurisdiction's need for Public Services:**

There is an on-going need for services in the County. There are many needs in the community being addressed by a variety of non-profit and government service providers. Services for low-income and vulnerable populations are a high priority and many non-profits struggle financially to meet the need. On-going financial support to pay staff and administrative costs is especially needed.

### **How were these needs determined?**

Needs were evaluated and determined during the outreach and planning process for the Consolidated Plan, including input from a community survey.

# Housing Market Analysis

## MA-05 Overview

### **Housing Market Analysis Overview:**

Kitsap, like surrounding counties in the Puget Sound Region, is experiencing a severe housing affordability issue. The regional economy is growing rapidly, increasing the demand for housing at the same time the housing market is not creating enough new housing, particularly at prices affordable to low-income households. Over the 2010 to 2017 time period, only 42 new housing units were built for every 100 new households formed. This is one of the main drivers behind escalating home prices and rapidly rising rents. The development of new affordable housing units is constrained by many factors including availability of developable land, restrictive development regulations, market feasibility and developer capacity. (ECONorthwest, 2020)

Kitsap needs more affordable rental housing, especially deeply affordable housing for households with incomes at or below 50% AMI. This will require additional project based rental subsidy to keep units affordable for tenants while keeping rental income high enough to maintain the property. As of 2013-2017, Kitsap County had a shortage of 5,782 units of rental housing affordable to its extremely low-income renter households (those earning less than 30 percent of the median family income). For those able to secure available housing, cost is a significant issue with about 50 percent of all Kitsap County renter households cost burdened and about 25 percent of all owner households cost burdened.

Kitsap County is also in need of supportive housing for special populations including additional units of supported units for adults with serious persistent mental illness, units for senior adults with both behavioral health and physical health needs, Housing First units for homeless individuals, as well as rental assistance and housing stabilization services for adults with behavioral health issues.

Homeownership housing costs continue to rise for Kitsap residents. Countywide, median home sales prices were up 34 percent in June 2019 from their June 2008 values. Bainbridge Island's median home sales price is the highest and grew the most, increasing from \$501,800 in June 2010 to \$853,000 in June 2019, or about 70 percent. Bremerton had the next largest increase in median home sales price, growing by 35 percent over the June 2008 to June 2019 period. All the cities in Kitsap County have seen significant growth in their home prices (ECONorthwest, 2020).

## MA-10 Housing Market Analysis: Number of Housing Units - 91.410, 91.210(a)&(b)(2)

### Introduction

There are approximately 108,674 housing units in Kitsap County. Approximately 68% of all units are owner occupied and 32% are occupied by renters. 80 percent of ownership units have 3 bedrooms or more. 40% of renter units are 2-bedroom and 38% are 3-bedroom or more. Only 22% of rental units are 1-bedroom or less. The average size of owner-occupied households varies little across Kitsap County. Renter households are smaller (2.4 persons per household) than owner-occupied household (2.6 persons per household) countywide. Kitsap County households are becoming smaller over time. As household size declines, demand for smaller units will likely increase, especially for households with limited income in search of affordable units.

### All residential properties by number of units

Property Type	Number	%
1-unit detached structure	74,730	69%
1-unit, attached structure	4,898	5%
2-4 units	5,797	5%
5-19 units	8,446	8%
20 or more units	5,447	5%
Mobile Home, boat, RV, van, etc.	9,356	9%
<b>Total</b>	<b>108,674</b>	<b>100%</b>

**Table 26 – Residential Properties by Unit Number**

Data Source: 2011-2015 ACS

### Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	159	0%	967	3%
1 bedroom	1,598	2%	6,030	19%
2 bedrooms	11,725	18%	12,970	40%
3 or more bedrooms	52,208	80%	12,056	38%
<b>Total</b>	<b>65,690</b>	<b>100%</b>	<b>32,023</b>	<b>100%</b>

**Table 27 – Unit Size by Tenure**

Data Source: 2011-2015 ACS

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

Assisted housing includes rental housing units built with public funding that restricts the occupancy to special need populations and/or households with incomes at or below 80% area median income. There is a total of 4,205 units of publicly funded or assisted housing units for low-income and special needs households in Kitsap County. These units range from scattered site homes and duplexes, to large multifamily complexes containing hundreds of units (ECONorthwest, 2020). Approximately 2,221 units (53%) are reserved for special populations including elderly, disabled, mentally ill, homeless and those in recovery from substance abuse. Housing Kitsap is the largest provider of rent-restricted affordable housing in the County, operating 29 percent of all properties, followed by the Bremerton Housing Authority with 12 percent of all properties (ECONorthwest, 2020).

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

Kitsap County has a number of assisted units at risk of being lost due to expiring contracts which keep them affordable. Based on data from the 2015 State of Washington Housing Needs Assessment, Kitsap County had 867 units funded through HUD Section 8 and USDA Section 515 at risk of loss by 2017. The exact number of units lost from the affordable housing inventory is not known, however several properties were converted to market rate over the last five years and it is possible that others will be converted as rents continue to rise and vacancy rates remain low.

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

Kitsap County has not been building enough housing to meet the needs of its residents. Over the 2010 to 2017 time period, it only built 42 new housing units for every 100 new households formed. This is one of the main drivers behind escalating home prices and rapidly rising rents. As of 2013-2017, Kitsap County had a shortage of 5,782 units of rental housing affordable to its extremely low-income renter households (those earning less than 30 percent of the median family income). Rent restricted affordable housing is scarce in Kitsap County and is concentrated in a few locations around the County. Bremerton has the most affordable housing units and the most deeply affordable housing. About 66 percent of all units restricted to households below 30% MFI are located in Bremerton, likely due to the presence of the Bremerton Housing Authority and the presence of extremely low-income households needing housing. For those who are able to secure available housing, cost is a significant issue. About 50 percent of all Kitsap County renter households were cost burdened and about 25 percent of all owner households were cost burdened (ECONorthwest, 2020).

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

Kitsap needs more affordable rental housing, especially deeply affordable housing for households with incomes at or below 50% AMI. This will require additional project based rental subsidy to keep units affordable. Kitsap County is also in need of supportive housing for special populations including additional units of supported units for adults with serious persistent mental illness, units for

senior adults with both behavioral health and physical health needs, Housing First units for homeless individuals, as well as rental assistance and housing stabilization services for adults with behavioral health issues. Low barrier units that are open to individuals with poor rental or credit history or criminal convictions is needed.

### *Discussion*

## MA-15 Housing Market Analysis: Cost of Housing - 91.410, 91.210(a)

### Introduction

Housing costs continue to rise for Kitsap residents. Countywide, median home sales prices were up 34 percent in June 2019 from their June 2008 values. Bainbridge Island’s median home sales price is the highest and grew the most, increasing from \$501,800 in June 2010 to \$853,000 in June 2019, or about 70 percent. Bremerton had the next largest increase in median home sales price, growing by 35 percent over the June 2008 to June 2019 period. All the cities in Kitsap County have seen significant growth in their home prices. Since June 2008, Port Orchard prices increased by 25 percent and Poulsbo increased by 15 percent. Silverdale’s home prices increased by 36 percent over the June 2011 to June 2019 period and Kingston’s home prices increased by 90 percent over the June 2021 to June 2019 period (ECONorthwest, 2020).

Median multifamily rents are also rising in Kitsap County. Median rents have grown approximately 59 percent over the past eight years (June 2011 to June 2019). Median gross rents for all rental housing types are \$1,873 for Kitsap County, with the highest rents on Bainbridge Island at \$2,342 and the lowest in Bremerton at \$1,543 (ECONorthwest, 2020).

Given these rising costs in housing prices and rents, housing has become less affordable to many households in Kitsap County. This often means that households are spending a greater share of their incomes on housing, leaving less money available for other necessities such as food, transportation, medical expenses, and childcare.

### Cost of Housing

	Base Year: 2000	Most Recent Year: 2018	% Change
Median Home Value	235,000	299,600	27%
Median Contract Rent	667	1,176	76%

Table 28 – Cost of Housing

**Alternate Data Source Name:**

2014-2018 (Most Recent Yr.), 2000 Census (Base Yr.)

**Data Source Comments:**

Rent Paid	Number	%
Less than \$500	4,515	14.1%
\$500-999	15,488	48.3%
\$1,000-1,499	9,425	29.4%
\$1,500-1,999	2,070	6.5%
\$2,000 or more	601	1.9%
<b>Total</b>	<b>32,099</b>	<b>100.1%</b>

Table 29 - Rent Paid

Data Source: 2011-2015 ACS

## Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	2,113	No Data
50% HAMFI	6,356	2,726
80% HAMFI	19,608	9,605
100% HAMFI	No Data	17,452
<b>Total</b>	<b>28,077</b>	<b>29,783</b>

Table 30 – Housing Affordability

Data Source: 2011-2015 CHAS

## Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	774	929	1,204	1,708	1,975
High HOME Rent	774	929	1,204	1,412	1,555
Low HOME Rent	748	801	962	1,111	1,240

Table 31 – Monthly Rent

Data Source: HUD FMR and HOME Rents

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

There is not a sufficient supply of affordable housing in Kitsap County. This is particularly true for rental housing for lower income households. About 70 percent of renter households earning between 30 and 60 percent of the median family income are cost burdened. These households can afford a monthly rent between about \$578 and \$1,157 to avoid cost burdening. Units between these rent prices are somewhat scarce in Kitsap County (ECONorthwest, 2020).

There is also a mismatch in the incomes of renters occupying different priced housing units. There are 8,270 renter households in Kitsap County with incomes under 30 percent of Median Family Income (MFI), but there are only 2,488 units with rents that would be considered affordable to those households. Of these units, 1,845 are occupied by renters with income under 30 percent MFI, the rest of these units are occupied by renter households of higher incomes. The difference in total units available at the less than 30 percent of MFI income level (2,488) and the number of households at this income level (8270), results in a mismatch and deficit of 5,782 units needed (ECONorthwest, 2020).

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

Affordability will continue to be a challenge as home values and rents rise. Strong demand fueled by a healthy economy in Kitsap County and the Puget Sound region, combined with lack of building new units, will continue to put pressure on housing prices and rents. Kitsap County has produced very few new units of rent restricted housing over the last five years. Most of the increase in new units has come from Bremerton Housing Authority's purchase and conversion of several apartment buildings. The rest of Kitsap County has seen no new units of rent-restricted housing built. There are several projects in the pipeline and an increase in rental assistance which will provide some relief, however the County will still be hundreds of units short.

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

Fair Market Rent (FMR) is HUD's best estimate of what a household seeking a modest rental unit in a short amount of time can expect to pay for rent and utilities in the current market. The FMR is an estimate of what a family moving today can expect to pay for a modest rental home, **not** what current renters are paying on average. HUD publishes the FMR annually for all Metropolitan Statistical Areas. Current. 2019 FMR for Kitsap County is \$929 for a 1-bedroom, \$1,204 for a 2-bedroom and \$1,708 for a 3-bedroom unit. HOME high rents are nearly the same as FMR and Low HOME rents are lower.

According to Zillow data, median rents in Kitsap County are at about \$1,500 to \$1,600 per unit for all sizes. Median multifamily rents in Kitsap County have grown approximately 59 percent over the past eight years (June 2011 to June 2019). Median rents for all unit types on Bainbridge Island are over \$2,340 per month, 52 percent higher than the lowest cost city (Bremerton), where median rents are about \$1,543 per month (ECONorthwest, 2020).

The Washington Center for Real Estate Research conducted a survey of apartment properties in 2018. This survey does not include government subsidized units and so only reflects market-rate properties. According to the survey conducted in Spring 2018, *average* rent for a 1-bedroom was \$1,148 and for a 2-bedroom it was \$1,231.

## **Discussion**

## MA-20 Housing Market Analysis: Condition of Housing - 91.410, 91.210(a)

### Introduction

The housing stock across Kitsap County is a mix of ages. Almost 40 percent of the total housing stock was built in the last three decades (since 1990's). Kitsap County has 110,944 total housing units, of those 28,953 were built in the 1960's or earlier. Of the units built in the 1960's and earlier, 12,234 units (42%) are located in unincorporated Kitsap County outside the cities. 10,765 (37%) are in the City of Bremerton. Other cities (including Kingston and Silverdale) have a much smaller share of older housing stock (ECONorthwest, 2020).

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

**Standard condition:** A standard housing unit meets HUD Housing Quality Standards and state and local codes. This includes complete plumbing and adequate kitchen facilities.

**Substandard condition:** A substandard housing unit is defined as housing that does not meeting state and local building code; fire; health; and safety codes; presents health and safety issues to occupants; and rehabilitation is not structurally and financially feasible.

**Substandard condition but suitable for rehabilitation:** The unit(s) is in poor condition but is both structurally and financially feasible to rehabilitate.

The table below includes the number of housing units with the following HUD defined conditions: lacks complete plumbing facilities; lacks complete kitchen facilities; more than one person per room; and housing cost burden greater than 30%.

### Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	17,480	27%	14,380	45%
With two selected Conditions	253	0%	847	3%
With three selected Conditions	32	0%	60	0%
With four selected Conditions	10	0%	0	0%
No selected Conditions	47,905	73%	16,795	52%
<b>Total</b>	<b>65,680</b>	<b>100%</b>	<b>32,082</b>	<b>100%</b>

Table 32 - Condition of Units

Data Source: 2011-2015 ACS

## Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	12,266	19%	4,297	13%
1980-1999	25,820	39%	11,934	37%
1950-1979	18,623	28%	10,340	32%
Before 1950	8,954	14%	5,481	17%
<b>Total</b>	<b>65,663</b>	<b>100%</b>	<b>32,052</b>	<b>99%</b>

**Table 33 – Year Unit Built**

Data Source: 2011-2015 CHAS

## Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	27,577	42%	15,821	49%
Housing Units build before 1980 with children present	8,759	13%	4,914	15%

**Table 34 – Risk of Lead-Based Paint**

Data Source: 2011-2015 ACS (Total Units) 2011-2015 CHAS (Units with Children present)

## Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	0	0	0
Abandoned Vacant Units	0	0	0
REO Properties	0	0	0
Abandoned REO Properties	0	0	0

**Table 35 - Vacant Units**

Data Source: 2005-2009 CHAS

## Vacant Units

Overall about 9.4 percent of the total housing stock in Kitsap county was vacant in 2013-2017. This rate is higher relative to Washington State’s 8.9 percent vacancy over the same period. Part of this increased vacancy rate could be explained by the abundant rural and waterfront properties which can be used as second homes. Across the County, most homes are vacant because they are rentals waiting to be occupied. In Bremerton 44 percent of all vacant housing is waiting to be rented. The second most common reason for vacancy is that homes have seasonal, recreational, and occasional uses. This is the case for 27 percent of all vacant units across the County (ECO Northwest, 2020)

It is not clear how many units are abandoned vacant units or REO properties (properties owned by lenders as a result of foreclosure). Overall about 9.4 percent of the total housing stock in Kitsap county was vacant in 2013-2017. This rate is higher relative to Washington State's 8.9 percent vacancy over the same period. Part of this increased vacancy rate could be explained by the abundant rural and waterfront properties which can be used as second homes. Across the County, most homes are vacant because they are rentals waiting to be occupied. In Bremerton 44 percent of all vacant housing is waiting to be rented. The second most common reason for vacancy is that homes have seasonal, recreational, and occasional uses. This is the case for 27 percent of all vacant units across the County (ECO Northwest, 2020)

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

Kitsap County has 110,944 total housing units, of those 28,953 were built in the 1960's or earlier. Of the units built in the 1960's and earlier, 12,234 units (42%) are located in unincorporated Kitsap County outside the cities. 10,765 (37%) are in the City of Bremerton. As the county's housing stock ages there will continue to be a need for rehabilitation, especially energy efficiency improvements and major system improvements that extend the life of the building such as new roofing, siding, windows, heating systems, etc. This is true for both homeowner housing and rental housing. There is often considerable deferred maintenance for units owned by low-income homeowners and lack of positive cash flow of rental properties that charge below market rate rent. There will also continue to be a growing need for housing repair/improvement programs that make homes safe and livable for disabled adults and aging seniors who want to remain in their homes.

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

The number of units built before 1980 occupied by households with children serves as the default baseline of units that contain lead-based paint hazards. There are 13,673 units of housing in Kitsap County occupied by households with children that were built before 1980. CDBG funded programs providing rehabilitation or weatherization services have staff trained in lead hazard evaluation and lead safe work practices. All CDBG and HOME funded housing projects are required to screen for lead and follow Lead Safe Housing regulations when rehabilitation is to be undertaken or homes are acquired. The County currently does not receive funds specifically for lead hazard abatement.

**Discussion**

## MA-25 Public And Assisted Housing - 91.410, 91.210(b)

### Introduction

The number of Public Housing units operated by Housing Kitsap in the jurisdiction is 136. The Austerbruin development has 10 units in 5 duplexes, the Coventry development has 15 single family homes, the Fairview development has 33 single family homes, the Golden Tides I development has 15 units, the Nollwood development has 48 units in 24 duplexes and the Scattered Sites development has 15 units. The physical condition of Housing Kitsap's Public Housing units is declining due to the age of the buildings and the lack of funding to complete necessary capital improvements on a continual basis.

Over the last 12 years Bremerton Housing Authority (BHA) has transformed its inventory of public housing units. In 2007, BHA had two public housing developments, West Park (581 units) and Tara Heights (21 units). In 2008, BHA received a HUD HOPE VI Public Housing Revitalization grant and began the transformation of West Park into Bay Vista, a new mixed-income, mixed-use, mixed-housing type neighborhood. All 581 public housing units at West Park were demolished with HUD approval (Section 18) in 2008-09 and new replacement public housing was built in on-site (The Summit, 83 units total / 47 public housing; Bay Vista West, 69 units total / 54 public housing; and Bay Vista South, 68 units total / 41 public housing). In addition, as part of the revitalization plan, BHA acquired and renovated five additional off-site properties in east Bremerton (Winfield Apartments, 22 units all public housing; and Shadow Creek Apartments, 32 units / 15 public housing; Charter House Apartments, 30 units / 11 public housing; Casa del Sol Apartments, 18 units / 8 public housing; and Wright Court homes, 13 units / 6 public housing). The revitalization plan for West Park resulted in a reduction in public housing units from 581 to 206, but an increase in total affordable units from 581 to 1,082 (a combination of replacement public housing, tenant protection Housing Choice Vouchers, Low Income Housing Tax Credit units, project-based Section 8 vouchers, Section 202 project-based rental assistance, and first-time homebuyer assistance). The total number of affordable replacement units will continue to rise in the next 5 years as BHA continues to use federal disposition funds (Section 18) to build and/or acquire additional affordable housing units.

In 2014, BHA completed a HUD Rental Assistance Demonstration (RAD) conversion of the 21-unit Tara Heights development from public housing to project-based Section 8 rental assistance. All units remain affordable with no net loss in inventory available to lower-income households.

**Totals Number of Units**

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
						Veterans Affairs Supportive Housing	Family Unification Program	Disabled *	
# of units vouchers available	0	33	206	1,657	174	1,483	80	0	0
# of accessible units									
<b>*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition</b>									

**Table 36 – Total Number of Units by Program Type**

**Alternate Data Source Name:**  
 Bremerton Housing Authority and Housing Kitsap  
**Data Source Comments:**

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

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

As a result of the revitalization plan of West Park, BHA’s inventory of public housing units are either new or completely renovated within the last 9 years.

**Public Housing Condition**

<b>Public Housing Development</b>	<b>Average Inspection Score</b>
Winfield Apartment	96
Shadow Creek	85
Bay Vista South	95
The Summit at Bay Vista	90
Bay Vista West	97
Charter House	90
Nollwood	na

**Table 37 - Public Housing Condition**

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

Housing Kitsap’s restoration and revitalization needs of Public Housing units in the jurisdiction include new roofing, new vinyl siding, exterior painting, replacement of exterior and common area doors including garage doors, windows, wood decks, installation of tight line drains and replacement of HVAC systems. Interior work includes replacement of flooring, doors, bathroom fixtures, kitchen cabinets, plumbing fixtures, and electrical upgrades and repairs. Site improvements include sidewalks, concrete retaining walls, tree trimming and removal and accessibility improvements.

Outside of our normal capital improvement plan for each public housing development, BHA does not have a need for restoration and revitalization of public housing. This is due to the complete rebuilding and acquisition / rehabilitation of our public housing inventory related to our HUD HOPE VI Public Housing Revitalization grant executed between 2008-2013. Annual allocation of HUD Capital Fund awards to BHA are anticipated to adequately cover capital improvements for the next 3 years.

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

Housing Kitsap’s strategy for improving the living environment of low and moderate-income families residing in public housing is to continue pursuing a broad repositioning strategy that may include the Rental Assistance Demonstration project, Streamlined Voluntary Conversion to vouchers, or Section 18 demolition / disposition. Further, Housing Kitsap will pursue grant opportunities to complete needed and future restoration items; seek redevelopment and new development options to increase funding to the agency and in return offer more services to the residents; and continue to offer resident focused programs and supportive services to those in need.

BHA has a comprehensive capital improvement program for the ongoing maintenance of our public housing stock. We Self-manage properties and coordinate resident and property needs internally.

BHA has a Community Connection Team that addresses the economic and social needs of public housing residents. BHA has a HUD Resident Opportunity Supportive Services (ROSS) grant to provide linkages to community educational, job search, childcare, and job training opportunities for public housing residents. The Summit is the focal point for resident services and provides offices for the Community Connections Team, a computer lab, training room, and the Bay Vista Café, a hands-on job training facility.

**Discussion:**

## MA-30 Homeless Facilities and Services - 91.410, 91.210(c)

### Introduction

#### Facilities Targeted to Homeless Persons

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	42	10	106	45	0
Households with Only Adults	73	55	10	30	72
Chronically Homeless Households	0	0	0	0	0
Veterans	0	0	60	0	0
Unaccompanied Youth	6	0	0	0	0

**Table 38 - Facilities Targeted to Homeless Persons**

**Alternate Data Source Name:**

Kitsap County HMIS and Housing Solutions Center

**Data Source Comments:**

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

Kitsap Mental Health Services provides mental health evaluations and services for homeless individuals; in partnership with Bremerton Housing Authority, it also provides permanent supportive housing for individuals needing long-term mental health supports. Agape Unlimited and West Sound Treatment Center provide substance abuse disorder treatment, permanent supported housing, transitional housing, and sober supported housing for homeless individuals needing these services. Employment services are provided through Work Source, a division of the Washington State Department of Labor and Industries. In 2019, the City of Bremerton piloted an eviction prevention assistance program targeted to low-moderate income households and is administered by the Bremerton Housing Authority. A partnership between the Department of Emergency Management, Human Services, and local groups hosts a severe weather shelter program which operates during severe weather events from December through March. The Salvation Army operates a seasonal Winter Shelter in Bremerton, December-March.

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

The homeless response system includes a network of shelter operators that include emergency housing beds for women and children, single men, families with children, and unaccompanied youth/young adults. Couples, families with teen-age boys, households with pets, and men with children are currently underserved.

As quickly as possible, households are moved from emergency shelter into rapid rehousing programs (short shallow subsidies with progressive engagement case management), permanent subsidized housing, long-term housing with specific supports (such as substance abuse disorder recovery) or permanent supportive housing. However, insufficient funding for rapid rehousing and a shortage of units of affordable housing, housing with supports, and permanent supportive housing results in longer shelter stays and households who stay homeless for longer.

Homeless youth are served by a spectrum of services, supports, and housing provided through the Coffee Oasis. These programs include outreach to street-oriented youth, youth drop-in locations, case management for homeless and at-risk youth, job training for youth, and emergency shelter beds for youth and young adults.

At this time there are few services available for chronically homeless individuals and/or individuals with complex and multiple barriers to stable housing. Kitsap County is working on a large-scale shelter that is intended to serve people who are experiencing homelessness who also have high behavioral health needs. This project is still in the planning phase. A project to develop 74 units of permanent supportive

housing using the Housing First model is also underway; it has secured 100% of the needed funding and anticipates opening its doors in early 2021.

There are a wide range of programs specific to veterans available in Kitsap County, including the Supportive Services for Veteran Families, Washington State Department of Veteran Affairs programs, and County Veteran Assistance programs. The Kitsap County Veterans Assistance program recently dedicated funding for 6 beds of permanent veteran housing in a shared-housing program. Building 10 at Retsil provides 60 beds of transitional housing for veterans throughout the region.

## MA-35 Special Needs Facilities and Services - 91.410, 91.210(d)

### Introduction

Kitsap County CDBG and HOME programs work closely with the Homeless Housing Grant program, Affordable Housing Grant program and agencies in the county who serve special needs populations. People with special needs include the elderly, frail elderly, people with mental, physical and developmental disabilities, people with alcohol or other drug addictions, people with HIV/AIDS and their families, victims of domestic violence and youth aging out of foster care. Many people with special needs are also low income and their need for permanent housing has been taken into account in estimating the needs of person with low incomes. Many non-homeless individuals need supportive housing and services to enable them to live independently and to avoid homelessness or institutionalization. The *supportive* housing and service needs of these populations are addressed in this section. Supportive housing is a combination of housing and services intended as a cost-effective way to help people live more stable and productive lives.

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

Supportive housing is an increasing need in Kitsap County as the population continues to grow and age. Supportive housing is especially needed for single adults with very low incomes, limited family resources or connection, and a history of co-occurring substance use. These individuals may have a criminal history and/or poor rental history which limits their housing options. Homelessness can be the result without support.

Additional supportive housing units have been identified for elderly adults experiencing chronic, serious mental illnesses, many with co-occurring medical conditions – 45 units; adults with serious mental illness, some with a criminal history, bad credit, and eviction – 150 units; and housing for high behavioral health acuity youth and youth who are difficult to place or maintain in a foster parent environment – 10 units.

Supportive housing is a critical need for individuals with development disabilities. DDA has some residential program with providers that provide supported living, adult family homes and group homes. Residential providers provide care for clients from a few hours to 24 per day. They provide personal care, meal prep, assistance with housework tasks, ensuring they get medical care and medication management. Kitsap County struggles as there are more clients than we have providers. The providers struggle to find rental housing to assist these folks. In several cases, landlord have decided to sell which puts our clients at risk because the provider assist them in finding accessible affordable housing. When it cannot be found clients are at risk of eviction and taxpayer dollars are used to house them in hotel/motels until an appropriate place can be found. This is not a good solution for our clients and

families. Many families are not able to bring these people home due to behavioral challenges and their inability to care for them. There have been several cases where our clients have had to look outside the county for an appropriate place to live. Our clients are having to leave their communities because they cannot find an affordable accessible place to live.

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

At discharge, the Western State Hospital Liaison works with KMHS Clinical staff to create a discharge plan that includes address of housing, clinical, and case management supports. For KMHS clients depending on acuity of need and unit availability, individuals may be placed in the 15 bed short (14 days) stay Residential Services Center, or Kitsap County Crisis Triage Center (5 day) if criteria for services is met, temporarily bridging the gap to more stable supported housing. Individuals are provided housing in KMHS managed housing units. Not all discharged individuals require supported housing. History of criminal involvement, eviction, or poor credit severely limits options. Most typically is a single adult, very low income, limited family resources, history of co-occurring substance use. Ten units of housing are needed for this population.

People are frequently discharged from other systems of care, such as jails, hospitals, behavioral health programs, substance use disorder treatment, and foster care, into homelessness due to lack of housing options. In addition, Kitsap currently has very few emergency housing beds for people who have high behavioral health needs, significant medical needs not able to be tended while living homeless, or criminal histories. For homeless individuals discharged from the hospital there is a need for respite beds. Currently Benedict House Men's Shelter has two respite beds. Many existing shelters are not staffed to care for individuals 24/7 who are still recovering from surgery or hospitalization. The Kitsap Homeless Housing Plan 2018 calls for 15 respite care shelter beds for people with medical needs that are not able to be supported in other shelters. There is also a need to establish procedures for coordination between the coordinated entry system and local hospitals, as well as behavioral health providers, to improve housing placements at discharge.

Kitsap County has a variety of services designed to support individuals leaving jail or who have been involvement with the criminal justice system to help ensure their housing needs are met. These include a reentry officer and coordinator who work with current mental health and substance abuse service providers to establish connections to treatment and housing for individuals in jail who will be released. In addition, there are other non-profit and government service providers who work with adults who are involved in the criminal justice system, struggling with substance abuse and mental health issues, to connect them to appropriate services and housing.

**Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with**

**respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)**

Activities are included in the Action Plan.

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

Activities are included in the Action Plan.

## MA-40 Barriers to Affordable Housing - 91.410, 91.210(e)

### **Describe any negative effects of public policies on affordable housing and residential investment**

The entire Puget Sound region, including Kitsap County, has not been able to supply enough housing to meet rising demand. This imbalance is the product of numerous forces, including supply restraints such as restrictive land use policies governing development, lengthy entitlement processes, or increased construction costs, and increased demand for housing.

Jurisdictions in Kitsap County face constraints on the availability of land to develop new housing, which contributes to supply limitations. The County has many natural constraints due to bodies of water, forestlands, and steep slopes. In addition, the public sector puts additional constraints on land that regulates its use, where growth can occur, and zoning for the types of housing that can be built. These limitations on the supply of land suitable and eligible for housing development put upward pressure on land prices when demand for housing and development sites are strong (ECO Northwest, 2020)

Another major factor affecting housing supply (and thus prices) is restrictive regulations governing housing development such as permitting and environmental, or design review requirements and development standards. Regulations can increase development complexity, time to completion, and total cost. Recent analysis of current planning documents for Kitsap jurisdictions found that most of the planning goals are favorable toward housing development, however the reality on the ground for developers and builders is that new supply is hard to deliver, particularly at moderate or affordable prices (ECO Northwest, 2020)

While there is evidence that some public policies are having a negative effect on the supply of affordable housing, one of the biggest factors limiting development of multifamily residential housing and lower-cost single-family housing in Kitsap County is market feasibility. Where rents or home prices are not high enough to cover the costs of construction, this leads to a limit on new supply of housing which also leads to higher prices as households compete and outbid one another for limited quantity.

## MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

### Introduction

As of February 2020, the civilian labor force in Kitsap County stood at 133,381 and the county unemployment rate was 4.2 percent compared to 5.5 percent in February 2017. There were 95,200 nonfarm jobs in the county in January 2020. This figure reflects a net increase of approximately 2,100 jobs over the prior 12 months. The largest single component of Kitsap County’s employment is the government sector. This sector typically accounts for a third of the nonfarm total with a total of 35,400 jobs. Unemployment continued a steady decline in the county until March 2020 when it rose rapidly due to the Covid-19 pandemic. Since 2010, Kitsap County experienced average annual unemployment rates under 6 percent. Job numbers had rebounded strongly in the years 2017 to early 2020. At this time however many experts believe Kitsap may experience job losses similar to the 2007 financial crisis.

### Economic Development Market Analysis

#### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	615	292	1	1	0
Arts, Entertainment, Accommodations	8,193	6,551	15	17	2
Construction	4,161	3,433	8	9	1
Education and Health Care Services	12,462	7,670	23	20	-3
Finance, Insurance, and Real Estate	3,251	1,943	6	5	-1
Information	1,826	1,053	3	3	0
Manufacturing	3,586	1,518	6	4	-2
Other Services	2,391	1,669	4	4	0
Professional, Scientific, Management Services	5,620	3,259	10	9	-1
Public Administration	72	0	0	0	0
Retail Trade	9,053	8,509	16	23	7
Transportation and Warehousing	1,657	889	3	2	-1

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Wholesale Trade	2,356	971	4	3	-1
Total	55,243	37,757	--	--	--

**Table 39 - Business Activity**

Data Source: 2011-2015 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)

## Labor Force

Total Population in the Civilian Labor Force	99,937
Civilian Employed Population 16 years and over	92,190
Unemployment Rate	7.71
Unemployment Rate for Ages 16-24	21.15
Unemployment Rate for Ages 25-65	4.38

**Table 40 - Labor Force**

Data Source: 2011-2015 ACS

Occupations by Sector	Number of People
Management, business and financial	23,825
Farming, fisheries and forestry occupations	3,669
Service	9,921
Sales and office	20,505
Construction, extraction, maintenance and repair	8,636
Production, transportation and material moving	5,014

**Table 41 – Occupations by Sector**

Data Source: 2011-2015 ACS

## Travel Time

Travel Time	Number	Percentage
< 30 Minutes	56,352	62%
30-59 Minutes	21,258	23%
60 or More Minutes	14,006	15%
<b>Total</b>	<b>91,616</b>	<b>100%</b>

**Table 42 - Travel Time**

Data Source: 2011-2015 ACS

## Education:

### Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	2,545	392	2,414

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
High school graduate (includes equivalency)	15,725	1,490	7,375
Some college or Associates degree	30,765	2,044	11,875
Bachelor's degree or higher	26,810	1,076	6,835

**Table 43 - Educational Attainment by Employment Status**

Data Source: 2011-2015 ACS

### Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	89	112	373	602	859
9th to 12th grade, no diploma	2,471	1,550	610	2,118	1,587
High school graduate, GED, or alternative	8,008	6,567	5,254	13,575	8,427
Some college, no degree	6,977	8,880	7,105	18,163	9,117
Associates degree	1,234	2,858	3,252	7,458	2,511
Bachelor's degree	1,452	5,266	5,235	13,165	6,756
Graduate or professional degree	65	1,541	3,015	7,871	4,751

**Table 44 - Educational Attainment by Age**

Data Source: 2011-2015 ACS

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

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	31,422
High school graduate (includes equivalency)	35,682
Some college or Associates degree	41,674
Bachelor's degree	55,742
Graduate or professional degree	76,041

**Table 45 – Median Earnings in the Past 12 Months**

Alternate Data Source Name:

Kitsap County Worksource

Data Source Comments:

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

As of February 2020 Kitsap, County's major employment sectors included:

- Construction
- Leisure and Hospitality
- Education and Health Care Services
- Retail Trade
- Contract Services

What is not included in Table 45 – Business Activity, is the large number of defense related jobs in Kitsap County. Information from Naval Base Kitsap, 2014 numbers for employment were:

- 8,700 military (active duty)
- 16,000 civilian contract employees

The civilian work force includes many professional and management workers employed at Puget Sound Naval Shipyard, Naval Submarine Base Bangor and Naval Undersea Warfare Center.

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

**Workforce Needs:**

All levels of skilled trades have been in demand. This includes electricians, carpenters, plumbers and other skilled trades. Also, the healthcare sector is seeing deep competition around not only doctors and nurses but all levels of clinical and technical staff. The area also has a growing demand for information technology jobs in almost every sector as well as jobs related to development. Employers related directly or indirectly to the Department of Defense also have a large impact on labor needs. The Puget Sound Naval Shipyard and many other defense contracts generate demand for both skilled and basic labor. The hospitality industry driven by one of the largest employers, Pot Madison Enterprises also seeks skilled workers for culinary and gaming positions.

**Infrastructure Needs:**

Business Parks currently do not have natural gas or sewer connections. The largest Greenfield site in the region (Puget Sound Industrial Center – Bremerton) is 3,400 acres zoned for manufacturing under a master plan. Currently, access to infrastructure is more available on the Port of Bremerton (publicly owned) leasable parcels. The privately-owned parcels have some of the infrastructure, but not all. Broadband and fiber optic connections are still a challenge for more rural parts of the county.

**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect**

**job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.**

**Major Changes:**

- CHI Harrison Medical Center is wrapping up a very large new development in Silverdale which created a healthcare hub in the area.
- The Trails development was completed including 200,000 SF of retail space. National retailers including ULTA, Marshalls, DSW, Sierra Trading and Home Goods are now located there.
- The Suquamish Tribe's construction corporation (Part of Port Madison Enterprises) won a five-year, \$99 million government contract for Navy projects across the Pacific Northwest including millions for work in Bremerton.
- Fast ferries from Bremerton to Seattle are now moving workers in half the time of the car ferries.
- Amazon will build a new facility at the Puget Sound Industrial Center.
- Several housing projects in Poulsbo are in still in permit status to create an additional 700 units.

**Needs (as of February 2020):**

- The healthcare industry will continue to grow, requiring additional healthcare workers. This demand has not lessened over the past five years.
- Skilled trades continue to be in demand.
- Transportation and Warehouse workers are also in demand.

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

While employers are always looking for employees that have soft skills such as punctuality, teamwork skills, and customer service ability; the same types of technical skills continue to be in demand. In reviewing the top “hard skills” needed by employers, two are based on both experience and training – quality assurance and quality control. These are often required for large federal defense contracts and are proving difficult to fill. The majority on the list are tech related, services related and healthcare related. Related to skills are the ability to obtain access and clearance on Naval Base Kitsap, which requires US Citizenship and no criminal history. More healthcare and information technology training is needed to meet future needs.

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

- Olympic College is part of Air Washington, a consortium of community and technical colleges providing aerospace workforce skills. Many of those skills cross over into other manufacturing scenarios.
- Olympic College offers BAS (Bachelor of Applied Science) of Nursing Degree. Additionally, they offer certificates in Medical Assisting, Medical Billing, Medical Receptionist, Nursing Assistant, Pharmacy Technician, Polysomnography Technology, Chemical Dependency and Practical Nursing;
- Olympic College has several certificate programs supporting technology: Applications Server; CIS Basic and CIS Core; Electronics; IT Project Management Essentials; Information Systems Security; Open Source Systems; Software Application Development; Technical Design – Web Client Side Development.
- Certificate offerings from Olympic College in skilled trades: Advanced Manufacturing Composites, Composites Manufacturing Technology; Manufacturing Technology; Welding Technology Proficiency and Welding Technology Specialization.
- Olympic also has certificate programs supporting professional services, business and retail.
- Olympic College recently added a Bachelor of Science in Information Systems.
- In collaboration with Western Washington University at Olympic College, the following degrees are available in Kitsap County: Business Administration Bachelor of Arts, Environmental Policy Bachelor of Arts, Environmental Science Bachelor of Science, Human Services Bachelor of Arts, and Elementary Teacher Education Bachelor of Arts and Certification.
- In partnership with Washington State University, Kitsap students can obtain a Bachelor of Science in Mechanical Engineering from WSU.
- Many of the retired and separated military workforce remain in the area with a diverse and skilled training background.
- The Olympic Workforce Development Council is working to provide timely training with input from the WIOA guidelines.

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

Yes

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

Kitsap is part of the Puget Sound Economic Development District administered by the Puget Sound Regional Council and it is also part of the Olympic Consortium. Kitsap Economic Development Alliance is engaged in planning for economic growth in Kitsap County.

**Discussion n/a**

## MA-50 Needs and Market Analysis Discussion

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

The primary housing problem in Kitsap County is housing cost burden. The problems of overcrowding and substandard housing are small in comparison. Concentration is defined as a Block Group or Groups where households with multiple housing problems exist and are 10% above the overall number for the County. There are many block groups in Kitsap County where low-income households are experiencing severe cost burden. This issue is fairly broadly distributed including in urban and rural areas, in cities and in unincorporated areas. There is not one area where it is concentrated.

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

An area is considered to have a concentration of minority persons if the percentage of households in a particular racial or ethnic minority group in a Block Group or Groups is at least 10 percentage points higher than the percentage of that minority group for the MSA. There are no block groups with a racial or ethnic minority concentration.

To determine if a concentration of low-income households exists, block groups that meet HUD's definition of a Low-Mod area are used. Low-mod areas are block groups that are primarily residential where at least 51 percent of the residents are low- and moderate-income persons (have incomes below 80% of area median income). Several block groups in the City of Port Orchard and contiguous to the City meet this definition. This is also the case for the City of Bremerton where most block groups meet the Low-Mod definition. There are several block groups in unincorporated Kitsap County between Bremerton and Silverdale that meet this definition as well a one block group in Poulsbo.

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

All of Kitsap County has a robust housing market with increasing prices and demand. Areas with a concentration of low-income households such as Bremerton and Port Orchard have somewhat more "affordable" housing when compared to other areas in the County. These areas are attracting first-time homebuyers and renters looking for affordable options. However, even in these locations there is low supply and significant competition for units.

Kitsap County does not have significant areas or entire neighborhoods with blighted conditions. There are some instances of abandoned or derelict properties that could be addressed on a case by case or "spot" basis to improve neighborhoods.

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

There are many community assets in the Kitsap’s areas of low-income concentration including well established, older neighborhoods, attractive parks, access to the waterfront, access to services and transit, good schools and capable and willing community partners.

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

Kitsap’s Low-Mod areas will benefit from investment of CDBG capital funds for public facilities and infrastructure projects.

## MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

### **Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.**

FCC maps of Washington State for 2017 indicate that 100% of the population have access to broadband services at or above 25 Megabits per second (Mbps), although this does not match up with the actual experiences of many residents. A substantial number of Washingtonians experience speeds below the federal and state broadband standard of 25 Mbps download and 3 Mbps upload.

Broadband wiring and connections exist in all urban areas of Kitsap County and most developed rural areas. Low-income households living in multi-family rental housing have access, but affordability may be a barrier. The monthly subscription cost for connection to broadband may go beyond what some low-income households can afford. Low-income households living in single-family housing will most likely have access if located in an urban area or rural area of existing homes with service. Low-income households living in single-family homes in some rural areas have very limited to no broadband connection. The number of people with no broadband connection is unknown.

### **Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.**

There are several providers of broadband in Kitsap County. All urban areas have several choices of service providers with Comcast, Century Link, Wave, Xfinity, Viasat and HughesNet the most common providers.

## MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

### **Describe the jurisdiction's increased natural hazard risks associated with climate change.**

Kitsap County has an adopted Hazard Mitigation Plan that was prepared by Kitsap County Department of Emergency Management and last updated in 2012. This plan identifies winter storms, flooding and earthquakes as the most common hazards historically.

Flooding is the most common hazard occurring in Kitsap County. Heavy, prolonged rain in the fall, winter, or spring months often results in saturated ground and high stream flows. Due to ground saturation, Kitsap County businesses and homes located in low-lying areas may flood during prolonged periods of rain. Wind-driven tidal flooding is also possible along the inland waters. Historically, flooding occurs to some extent in Kitsap County every year, especially in floodplain zones of streams. Beaches along Kitsap's shoreline are often affected by flood tides compounded by heavy rainfall and high tides. More than any other natural hazard, flooding represents the single biggest repetitive event that has a damaging affect to Kitsap County property and resources. The County is vulnerable to urban stream flooding due to drainage system overload during especially large or intense storm events.

Storms have caused major damage to portions of Kitsap County in the past, especially when accompanied by high winds. The main effects of local storms include disruption of electrical power, accidents and transportation problems, flooding and landslides and damage to buildings. Climate change could negatively impact Kitsap County if it causes more frequent and severe storms and if there is a rise in sea level.

### **Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.**

The areas of Kitsap County with the most housing occupied by low- and moderate-income households are in the cities and urban growth areas. These areas are most vulnerable to the risk of urban flooding due to drainage system overload during large storm events. Housing located in low-lying areas are most at risk. The vulnerability to other risks such as landslides, power disruption, transportation problems and flooding from high tides and storm surge, varies by location. Most housing occupied by low- and moderate-income households is not located along the shoreline so risk of landslide or storm surge is low.

# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

Kitsap County's Five-Year Strategic Plan outlines the ways federal Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funds will be used to address community needs in the county. Because CDBG and HOME funds are very limited, targeting funds to specific priorities is necessary. The plan includes objectives and proposed accomplishments and outcomes. The projects funded each year, and included in the Action Plan, must address the priorities of the Strategic Plan. The outcomes are based on the funding we estimate to be available for the five-year period. Funding for HUD is determined by Congress annually and the allocation of CDBG and HOME funds are based a formula. If funding changes during the five-year period Kitsap County and the City of Bremerton may amend the output goals accordingly.

The overall goal of the CDBG and HOME programs are to provide decent housing, suitable living environments and economic opportunities for low-income households and neighborhoods. Evaluation and analysis of the needs in our community have resulted in a decision to focus on the following areas:

**Affordable Housing** - Housing supply and affordability continue to be an issue county-wide. New construction of rental units for low-income households, including supportive housing for special needs populations, is a high priority need as well as preservation of existing income-restricted units. Rehabilitation and energy efficiency improvement are a high priority need for both rental and homeowner housing. Homebuyer assistance is also needed to enable low-income households to afford homeownership but will be considered a lower priority for funding in years where there are high priority rental projects submitting applications. New construction of homeownership housing will be a low priority.

**Public Services** – 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.

**Public Facilities and Infrastructure** – Typically Kitsap County and its cities address many types of community development needs such as parks, transportation facilities, infrastructure projects and public facilities through dedicated funding sources as detailed in the *Capital Facilities Plan*. 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.

**Economic Development** – Expanding economic opportunities for lower income residents is an on-going need in Kitsap County. Programs directly benefiting low-income residents are a high priority.

Reducing homelessness is a high priority in Kitsap County. Projects addressing homelessness are eligible for funding from local Housing and Homeless Grant Program and Affordable Housing Grant Program funds among other State and Federal funds. CDBG funds are limited and therefore prioritized for other housing and community development needs of low-income households and communities. High priority housing and public facilities projects serving homeless populations may be considered for County HOME or CDBG funding if the project addresses strategies outlined in the *Kitsap Homeless Crisis Response and Housing Plan – 2019 Update* and the project is a high priority for the County.

## SP-10 Geographic Priorities - 91.415, 91.215(a)(1)

### Geographic Area

Table 46 - Geographic Priority Areas

#### General Allocation Priorities

Describe the basis for allocating investments geographically within the state

Kitsap County funds will be allocated towards programs and projects county-wide. All funding is allocated through an annual grant application cycle and is competitive.

**HOME Funds:** The City of Bremerton and Kitsap County form a HOME Consortium. The City's share of HOME funds is determined by the percentage published by HUD which is currently 31%. The remaining share of HOME funds will be allocated for projects in unincorporated Kitsap County and the cities of Port Orchard, Poulsbo and Bainbridge Island. Projects located in the City of Bremerton will be funded from the City's share of HOME funds and only eligible for additional funds from Kitsap County if the project serves a special needs population and meets a high priority need as described in this plan.

**CDBG Funds:** County CDBG funds will be allocated for programs and projects located in unincorporated Kitsap County and the cities of Port Orchard, Poulsbo and Bainbridge Island. The City of Bremerton receives its own allocation of CDBG funds from HUD which are prioritized for the City and included in a separate Strategic Plan.

## SP-25 Priority Needs - 91.415, 91.215(a)(2)

### Priority Needs

**Table 47 – Priority Needs Summary**

<b>1</b>	<b>Priority Need Name</b>	Affordable Housing - Kitsap County
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Families with Children Elderly Public Housing Residents Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Preserve and Increase Affordable Housing Kitsap Co
	<b>Description</b>	Development and preservation of affordable rental and owner housing. This includes new construction of rental housing, acquisition, and rehabilitation.

	<b>Basis for Relative Priority</b>	Housing supply and affordability continue to be an issue county-wide. New construction of rental units for low-income households, including supportive housing for special needs populations, is a high priority need as well as preservation of existing income-restricted units. Rehabilitation and energy efficiency improvement are a high priority need for both rental and homeowner housing. Homebuyer assistance is also needed to enable low-income households to afford homeownership but will be considered a lower priority for funding in years where there are high priority rental projects submitting applications. New construction of homeownership housing will be a low priority.
<b>2</b>	<b>Priority Need Name</b>	Economic Development - Kitsap County
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Increase Economic Opportunities
	<b>Description</b>	CDBG funds will be used to increase economic opportunities for low-income individuals. Funding will be targeted towards projects that create permanent jobs.
	<b>Basis for Relative Priority</b>	Economic Development targeted towards small business was viewed as important in our community survey, the needs assessment and in all other outreach efforts.
<b>3</b>	<b>Priority Need Name</b>	Services - Kitsap County
	<b>Priority Level</b>	High

	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Provide Support Services
	<b>Description</b>	Kitsap County will set-aside 15% of CDBG funds to fund services that meet basic needs and promote long-term self-sufficiency.
	<b>Basis for Relative Priority</b>	Funding will be prioritized for programs serving children and youth, special needs populations and food assistance. This is based on results of the community survey, Needs Assessment and other community outreach.
<b>4</b>	<b>Priority Need Name</b>	Community and Neighborhood Improvement
	<b>Priority Level</b>	High

	<b>Population</b>	Extremely Low Low Moderate Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Provide essential public facilities/infrastructure
	<b>Description</b>	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.
	<b>Basis for Relative Priority</b>	Public Facilities and infrastructure projects linked to high priority needs such as affordable housing, the provision of high priority public services and those located in HUD Low-Mod Areas are a priority.
5	<b>Priority Need Name</b>	City of Bremerton Affordable Housing
	<b>Priority Level</b>	High

<b>Population</b>	Extremely Low Low Moderate Families with Children Elderly Chronic Homelessness Individuals Families with Children Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Victims of Domestic Violence
<b>Geographic Areas Affected</b>	
<b>Associated Goals</b>	Preserve and Increase Affordable Housing City of B
<b>Description</b>	Development and preservation of affordable rental housing including new construction, acquisition, and rehabilitation. Assistance to homebuyers is also a high priority.
<b>Basis for Relative Priority</b>	All types of affordable housing are needed in the City of Bremerton making it a high priority.

**Narrative (Optional)**

Priority needs have been determined from the needs assessment, market analysis and community input.

## SP-30 Influence of Market Conditions - 91.415, 91.215(b)

### Influence of Market Conditions

<b>Affordable Housing Type</b>	<b>Market Characteristics that will influence the use of funds available for housing type</b>
Tenant Based Rental Assistance (TBRA)	Rental assistance is needed to make housing more affordable, however there are existing rental assistance programs in the County. There’s a high need for new units of housing and preservation of existing affordable housing so Kitsap County’s limited HOME funds will not be prioritized for TBRA.
TBRA for Non-Homeless Special Needs	Rental assistance is needed to make housing more affordable, however there are existing rental assistance programs in the County. There’s a high need for new units of housing and preservation of existing affordable housing so Kitsap County’s limited HOME funds will not be prioritized for TBRA.
New Unit Production	Based on data in the Needs Assessment and Housing Market Analysis, production of new rental housing is a high priority need. Rental units for households with incomes at or below 50% AMI and supportive housing for special needs populations is especially needed. Due to the high need for rental housing and limited amount of HOME funding, production of new affordable single-family housing is a low priority for this plan period.
Rehabilitation	Many low income and disabled residents who own their homes are unable to afford to maintain or repair their homes or to improve accessibility or energy efficiency. Many organizations who own and operate rent-restricted rental housing properties also struggle to afford large scale rehabilitation projects. CDBG for rehabilitation programs and projects will be a high priority for funding. HOME funding will be considered only for projects undertaking a scope of work which will bring the property up to current building standards.
Acquisition, including preservation	Based on data provided in the Needs Assessment and the Housing Market Analysis, acquisition and preservation of affordable housing will be a high priority. Due to the short supply of affordable housing, and long development timeline for production of new units, preservation and acquisition of existing affordable housing is critical.

**Table 48 – Influence of Market Conditions**

**SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 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 2020 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.

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: \$		
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 49 - Anticipated Resources

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

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**

## SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

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

<b>Responsible Entity</b>	<b>Responsible Entity Type</b>	<b>Role</b>	<b>Geographic Area Served</b>
Kitsap County Department of Human Services	Government	Economic Development Homelessness Non-homeless special needs Ownership Planning Rental neighborhood improvements public facilities public services	Jurisdiction
City of Bremerton Department of Community Development	Government	Economic Development Non-homeless special needs Ownership Planning Rental neighborhood improvements public facilities public services	
KITSAP COUNTY CONSOLIDATED HOUSING AUTHORITY	PHA	Homelessness Ownership Planning Public Housing Rental	
Bremerton Housing Authority	PHA	Homelessness Planning Public Housing Rental	
KITSAP COMMUNITY RESOURCES	Non-profit organizations	Homelessness Rental	

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Kitsap Continuum of Care Coalition	Continuum of care	Homelessness Planning Rental	

**Table 50 - Institutional Delivery Structure  
Assess of Strengths and Gaps in the Institutional Delivery System**

Kitsap County has a wide variety of non-profit and government agencies working together to address our community’s needs. Kitsap County has a strong Continuum of Care Coalition with leadership from government and non-profit sectors, foundations and the faith-based community. Our county has fully implemented HMIS and conducts an annual Point in Time Count. The Homeless Housing Plan was updated in 2019 and work is underway with community partners to implement action steps detailed in the plan. Kitsap County also implemented the 1/10th of 1% tax for mental and behavioral health. This funding is allocated through an annual grant process to government and non-profit organizations implementing programs serving individuals and families impacted by mental and behavioral health issues.

Through an online coordinated application process each year CDBG and HOME funds along with Homeless Housing Grant funds and Affordable Housing Grant funds are awarded. This process has improved coordination of funding and allows better targeting of funds. These funding sources are administrated 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.

Kitsap County is currently experiencing an affordable housing crisis. There is a significant and growing need for development of new affordable housing units. The County is experiencing many constraints including:

- Limited number of organizations, including CHDOs, with the capacity to successfully develop new units at scale in the County;
- Insufficient amount of low-cost capital to build rent-restricted housing;
- Availability of land and restrictive regulations which puts pressure on development costs;
- Rising construction material and labor costs; and
- Market feasibility – for development to occur, rents and prices need to be high enough to offset the costs of land, construction, and development.

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

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

**Table 51 - Homeless Prevention Services Summary**

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

The Kitsap homeless crisis response system is coordinated through the Kitsap Housing and Homelessness Coalition, comprised of 40+ organizations providing prevention rental assistance, emergency shelter beds, transitional housing units, rapid rehousing subsidies, and permanent supportive housing units in tandem with a wide range of progressive engagement case management and tailored supports. Kitsap’s coordinated entry program, the Housing Solutions Center, provides intake, assessment, and referrals for all households experiencing housing instability and homelessness. The Housing Solutions Center refers households to appropriate emergency housing resources and maintains a community-wide waiting list for emergency housing. Chronically homeless individuals are currently under-served in Kitsap, with few programs targeting their needs. Kitsap Community Resources provides a wide range of social services, including housing and supports, for homeless families. Veterans receive prevention funding through the Kitsap Veterans Assistance Fund, and rental assistance and case

management through the Veterans Assistance and Supportive Housing (VASH) voucher and the Supportive Services for Veteran Families (SSVF) program. The Coffee Oasis provides a wide array of services for unaccompanied homeless and street-oriented youth, drop-in centers, case management, job training, and a youth shelter.

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

The strength of the Kitsap homeless crisis response system is in the leadership from elected officials and social service providers through the Kitsap Housing and Homelessness Coalition. Kitsap's coordinated entry system, the Housing Solutions Center, is recognized as one of the best programs of its kind in the state. Other strengths include accurate data collection through the Kitsap Homeless Management Information System and data sharing between organizations, with periodic analysis and reports being generated. The Kitsap Coordinated Grant Application Process ensures effective investment of public funds and efficient grant administration.

Despite great improvements in provision of housing and services to people experiencing homelessness, and improved capacity over the last 10 years, specific barriers and gaps to our community's capacity to assist all people who are homelessness have been identified. These barriers and gaps are the underlying causes of Kitsap's inability to meet the needs of all homeless residents at this time. They include:

- Insufficient funding
- Increased demand
- Limited capacity – both in housing stock and services, and in providers' ability to expand service provision

The following needs and gaps in homeless housing and resources have been identified:

- Create additional units of emergency shelter for single men, men with children, couples, and large families
- Implement discharge planning and increase housing and services for homeless individuals entering the community from jails, correctional facilities, foster care, hospitals, and mental institutions, and who are chronically unsheltered.
- Encourage development of more affordable housing
- Add low-barrier shelter and supportive housing units
- Low barrier shelter beds (for chronically unsheltered individuals)
- Additional units of Permanent Supportive Housing
- Coordination of case management both between homeless providers and among other systems of care
- Cross-sector leadership

- Citizen outreach and communication

The 2019 Kitsap Homeless Crisis Response and Housing plan includes additional detail about the needs and gaps in the current homeless response system.

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

The 2019 Kitsap Homeless Crisis Response and Housing Plan includes a strategic plan, comprising five goals with supporting strategies and action steps. Indicators of success are included for each goal.

The overall goal of the Plan is to work together as a community to make homelessness a rare, brief, and one-time occurrence in Kitsap County through an efficient and effective homeless response system.

- 1) Make homelessness rare (prevention strategies).
- 2) Make homelessness brief (crisis response strategies).
- 3) Make homelessness one-time (ensure long-term housing stability strategies).
- 4) Continuously improve the homeless response system (increase capacity and efficiency strategies).
- 5) Expand community engagement (leadership, planning, and communication strategies).

SP-45 Goals - 91.415, 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Preserve and Increase Affordable Housing Kitsap Co	2021	2025	Affordable Housing		Affordable Housing - Kitsap County	CDBG: \$3,154,588 HOME: \$3,250,604	Rental units constructed: 40 Household Housing Unit  Rental units rehabilitated: 200 Household Housing Unit  Homeowner Housing Rehabilitated: 184 Household Housing Unit  Direct Financial Assistance to Homebuyers: 20 Households Assisted
2	Provide Support Services	2021	2025	Non-Housing Community Development		Services - Kitsap County	CDBG: \$872,336	Public service activities other than Low/Moderate Income Housing Benefit: 88277 Persons Assisted
3	Increase Economic Opportunities	2021	2025	Non-Housing Community Development		Economic Development - Kitsap County	CDBG: \$300,000	Businesses assisted: 155 Businesses Assisted

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: \$500,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5000 Persons Assisted
5	Preserve and Increase Affordable Housing City of B	2021	2025	Affordable Housing		City of Bremerton Affordable Housing	HOME: \$1,115,008	Rental units constructed: 9 Household Housing Unit  Rental units rehabilitated: 15 Household Housing Unit  Direct Financial Assistance to Homebuyers: 14 Households Assisted

**Table 52 – Goals Summary**

**Goal Descriptions**

1	<b>Goal Name</b>	Preserve and Increase Affordable Housing Kitsap Co
	<b>Goal Description</b>	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	<b>Goal Name</b>	Provide Support Services
	<b>Goal Description</b>	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	<b>Goal Name</b>	Increase Economic Opportunities
	<b>Goal Description</b>	CDBG funds will be used to increase economic opportunities for low-income individuals. Funding will be targeted towards projects that provide microenterprise assistance.
4	<b>Goal Name</b>	Provide essential public facilities/infrastructure
	<b>Goal Description</b>	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	<b>Goal Name</b>	Preserve and Increase Affordable Housing City of B
	<b>Goal Description</b>	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.

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

Over the five-year plan period HOME funds will be used to fund affordable housing projects for households below 80% AMI. The following goals represent an estimate of the income levels of the households to be assisted. Because the County awards funds competitively each year, the exact number of households by income level is unknown, the following represents an estimate based on the types of projects funded in the past.

- 0-30% AMI – 100 households
- 31%-50% AMI - 40 households
- 51%-80% AMI - 20 households

## SP-50 Public Housing Accessibility and Involvement - 91.415, 91.215(c)

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

Housing Kitsap and Bremerton Housing Authority have met their Section 504 requirements.

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

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. Bremerton Housing Authority has a HUD Resident Opportunity Supportive Services grant to provide linkage to community educational, job search, childcare and job training opportunities. The Summit, located in the Bay Vista redevelopment project, is the focal point for resident services and provides offices for the Community Connections Team, a computer lab, training room, and the Bay Vista Café, a hands-on job training facility.

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

Yes

### **Plan to remove the ‘troubled’ designation**

Housing Kitsap has been designated as troubled. A corrective action plan has been submitted to HUD and approved.

## SP-55 Strategic Plan Barriers to Affordable Housing - 91.415, 91.215(h)

### **Barriers to Affordable Housing**

The entire Puget Sound region, including Kitsap County, has not been able to supply enough housing to meet rising demand. This imbalance is the product of numerous forces, including supply restraints such as restrictive land use policies governing development, lengthy entitlement processes, or increased construction costs, and increased demand for housing.

Jurisdictions in Kitsap County face constraints on the availability of land to develop new housing, which contributes to supply limitations. The County has many natural constraints due to bodies of water, forestlands, and steep slopes. In addition, the public sector puts additional constraints on land that regulates its use, where growth can occur, and zoning for the types of housing that can be built. These limitations on the supply of land suitable and eligible for housing development put upward pressure on land prices when demand for housing and development sites are strong (ECONorthwest, 2020)

Another major factor affecting housing supply (and thus prices) is restrictive regulations governing housing development such as permitting and environmental, or design review requirements and development standards. Regulations can increase development complexity, time to completion, and total cost. Recent analysis of current planning documents for Kitsap jurisdictions found that most of the planning goals are favorable toward housing development, however the reality on the ground for developers and builders is that new supply is hard to deliver, particularly at moderate or affordable prices (ECONorthwest, 2020)

While there is evidence that some public policies are having a negative effect on the supply of affordable housing, one of the biggest factors limiting development of multifamily residential housing and lower-cost single-family housing in Kitsap County is market feasibility. Where rents or home prices are not high enough to cover the costs of construction, this leads to a limit on new supply of housing which also leads to higher prices as households compete and outbid one another for limited quantity.

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

In response to the housing challenges facing many households in Kitsap County, the County and the City of Bremerton hired consultant ECO Northwest to complete an Affordable Housing Inventory and Market Analysis in early 2020. Housing data was compiled and analyzed, and recommendations formulated on ways to encourage more affordable housing. This report included key findings and recommendations for the City and County to consider as they continue to work with residents, nonprofits, and the private sector to encourage and support the development of more housing to meet residents' needs. Strategies to address barriers to affordable housing will require a collaborative approach between legislators, regulators, funders, developers and affordable housing sponsors to address the range of issues impacting affordable housing production.

Kitsap County will continue to work with non-profit housing developers developing new projects. Although HOME funds are limited, they are an important source of local commitment that other funders want to see. Local commitment signals the community supports the project. County HOME funds will be prioritized for rental projects serving low-income households where the need is greatest.

## SP-60 Homelessness Strategy - 91.415, 91.215(d)

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

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

Homeless Housing Grant funds, local funds approved by the Washington State legislature and collected at local Auditor's Offices on recorded documents, are used to implement strategies and actions steps identified in the Kitsap Homeless Crisis Response and Housing Plan. Other state and federal funds also support these programs, as allowed or mandated.

Most homeless households access emergency housing through the Housing Solutions Center, Kitsap's coordinated entry program for people experiencing homelessness. At the Housing Solutions Center, demographic information is collected and a needs assessment is performed for each individual or household. In addition, Housing Solutions Center outreach case managers make connections with people who are living unsheltered by visiting encampments, libraries, ferry terminals, the jail, parks, and other places where people experiencing homelessness frequent.

In 2020 Kitsap Community Resources expanded its street outreach program which will be providing outreach to unsheltered persons to help engage these individuals in housing and services.

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

For households experiencing homelessness, easy access and appropriate connections to crisis response housing makes unsheltered homelessness as brief as possible. While shelter beds are available for a wide range of households, some household types are still underserved or there is not sufficient capacity to accommodate all who need these beds. Expanding shelter beds to accommodate these populations who are not currently served is included in the Kitsap Homeless Crisis Response and Housing Plan, as are making connections with tailored services an integrated part of the shelter network.

Currently, many households are not able to be referred to housing programs or resources for a variety of reasons including resources to meet their needs not being available or not qualifying for available services. Kitsap does not have a low-barrier shelter with on-site services that could serve as temporary respites for these households until a longer-term solution could be arranged, rather than returning to unstable living conditions or situations unsuitable for human habitation. The Plan calls for development of a low-barrier shelter that would address this gap and also address the need for respite care for homeless people being discharged from hospitals, but who still need some semi-skilled or limited assistance.

Kitsap has existing transitional housing units but is working to shift these units over time to permanent supportive housing units or other types of non-time limited 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.**

The Kitsap Homeless Crisis Response and Housing Plan includes strategies to place all households into permanent housing as quickly as possible; for households with low barriers to self-sufficiency, short graduated subsidies with short term support services is appropriate; for households with complex and/or multiple barriers, permanent supportive housing is necessary. Additional units of both of these types of housing are needed to shorten the time these households spend in emergency shelters and transitional housing units.

Once households are stabilized in appropriate permanent housing, they can address the issues or barriers to self-sufficiency that caused the housing crisis. Rapid connection with tailored services and resources, including employment supports and education are essential. In addition, developing resilience through personal skill-building provides long-term benefits, including prevention of further episodes of homelessness.

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

The Kitsap Homeless Crisis Response and Housing Plan includes strategies to prevent homelessness through targeted prevention, which is designed to avert eviction or foreclosure for those most likely to become homeless. Diversion programs make smaller investments of funds for non-housing items that prevent housing instability or homelessness. The Plan also includes strategies that increase connections to existing supports (such as job training and placement, basic life skills, financial literacy, and education) so that households can address the underlying reasons for their housing crisis.

Other strategies include implementing programs and planning for housing and services for individuals re-entering the community from jails, correctional facilities, foster care, hospitals, and mental health programs. In addition, respite beds will be provided for people with complex medical and/or behavioral health needs who do not have stable housing and are in need of related supportive services either temporarily or long-term.

## SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)

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

All housing funded with HOME and/or CDBG constructed before 1978 must comply with lead-based paint regulations at 24 CFR Part 35. The purpose of the regulation is to identify and address lead-based paint hazards before children are exposed to lead. All housing projects are required to complete the Lead Safe Housing Requirements Screening Worksheet. The worksheet is used to determine if the project is Exempt or if additional follow-up is required. Kitsap County has specific policies and procedures in place for lead disclosure, lead evaluation and assessment and lead safe work practices for all federally funded housing projects.

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

The extent of lead poisoning is not exactly known, however since 2008 there have been around 20 cases of elevated blood-lead levels in Kitsap County. Where these cases have involved children it has been mostly centered around Bremerton and traced back to lead-based paint, lead in the soil or to another family member who had either a hobby or occupation where they were exposed to lead. Bremerton has a significant number of older homes and so the risk of lead-based paint exposure is higher.

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

Housing programs such as Housing Kitsap's Housing Rehabilitation Program and Kitsap Community Resource's (KCR) Weatherization & Minor Home Repair Program are trained in lead safe work practices. KCR has certified lead inspector/risk assessors and they test all pre 1978 homes with an XRF lead machine. Housing Kitsap completes lead screening on all pre 1978 homes and if necessary, hires lead testing performed to determine if lead is present.

## SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)

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

Although Kitsap County does not have a stated anti-poverty strategy for reducing the number of poverty-level families, Kitsap County Dept. of Human Services works with area housing and service providers, the faith-based community, local business and other governmental entities to address poverty in the community. County-wide dozens of programs serve low-income individuals and families. Some programs are targeted to specific populations such the elderly, disabled, veterans, homeless, etc. In addition to these programs and services Kitsap County has numerous programs aimed at helping students finish high school and engage in post-secondary education through Olympic College or through workplace apprentice programs.

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan?**

Kitsap County will continue to use CDBG funds for services that meet basic needs such as food, improve self-sufficiency such as childcare for working adults, and programs that promote employment and create jobs. CDBG will also be used for high priority facility and infrastructure needs for low-income households and neighborhoods. HOME funds will be used to create and preserve affordable housing to promote housing stability so families can work towards improving their incomes and escape poverty.

## SP-80 Monitoring - 91.230

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

Monitoring eligibility, performance, compliance, regulations and accomplishments as well as tracking financial data are primary responsibilities of the lead agency, Kitsap County Block Grant Program, for County CDBG funds and HOME Consortium funds. The County has established clear policies and procedures governing the oversight and monitoring of all organizations that receive funds.

Each organization must sign a written agreement with the County which outlines roles and obligations of the County and contract agency and lays out the framework for the monitoring requirements. All contracts contain timelines and scope of work to promote timeliness of expenditures and compliance with specific goals and requirements. The project manager is responsible for clearly conveying the requirements described in the agreement to the contract agency.

Throughout the year, organizations are responsible for submitting quarterly performance reports, and each request for reimbursement must be accompanied by appropriate back-up documentation. Questions of capacity and expertise are reviewed through this process, and supported where necessary by technical assistance, resource referral, or guidance. Information collected throughout the year is used to provide direction for on-site monitoring at least once a year. Quarterly reports are used to determine funding eligibility and timeliness of expenditures.

During the program year, each organization with an open contract will undergo a full, on site audit of project and program records related to grant performance and fiscal accountability by the Kitsap County Block Grant Program project managers. The purpose of the review is to assess performance against the agreement, and to verify all federal, state and local regulations are satisfied. Where required, monitoring for capital projects in a period of affordability is also performed on site. Housing inspections are performed consistent with HUD requirements by qualified inspectors and reviewed or completed by Block Grant projects managers. Each on-site monitoring follows specific procedures and a written checklist is maintained in the files. Letters of findings or concerns, with a specific timeline for completing tasks, are written to each contract organization. Organizations are monitored in a timely manner for compliance with these written requests and given assistance or guidance where necessary.