

## **Executive Summary**

### **AP-05 Executive Summary - 91.200(c), 91.220(b)**

#### **1. Introduction**

The Annual Action Plan is one-year document outlining community needs, market trends, strategic goals, and funding allocations for federal funding received by the U. S. Department of Housing and Urban Development (HUD). This document is a requirement by HUD, directly related to the City of Everett's receipt of Community Development Block Grant (CDBG) funds. The City is also a part of the Snohomish County HOME Consortium, which allows the City to receive HUD HOME Program dollars. The City has approximately one million dollars each year in CDBG, HOME, and local funds to invest in projects and programs that principally benefit low- and moderate-income people.

#### **2. Summarize the objectives and outcomes identified in the Plan**

The 2021 Annual Action Plan helps to support the long-range goals outlined in the 2020 – 2024 Consolidated Plan for the City of Everett, as well as addressing annual community needs that have been identified.

Specific goals and further information on the background data for each priority can be found in subsequent sections of this plan.

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

Prior efforts have focused on housing and public services, with minimal activities for other priorities. Annual CAPERs indicated that, while housing and public services were still necessary priorities for funding, applications were submitted during notice of funding periods that showed a trend of need outside of just housing and services.

The 2020 - 2024 Consolidated Plan focuses on a broad range of issues, to help with economic impact after the COVID-19 Crisis as well as pre-existing needs with mental health, homelessness, housing, public improvements, and more. The 2021 Annual Action Plan will continue to carry forward the activities in response to COVID, as well as addressing the underlying goals that were identified in the Consolidated Plan community needs assessment process.

#### **4. Summary of Citizen Participation Process and consultation process**

The Citizen Advisory Committee met on August 19, 2020 to identify priority funding needs for the 2021 Program Year.

A public hearing was held on March 23rd, 2021 for 2021 Funding Recommendations. Public hearings are held virtually on the city's website, as well as being broadcast on EverettTV (both virtual and network television), with a public call-in number available for those with only phone access.

**5. Summary of public comments**

Public comments are still being gathered on funding proposals at this time.

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

Not applicable.

**7. Summary**

This document will guide federal spending for the City of Everett for the 2021 Program Year, running from July 1, 2021 until June 30, 2022.

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

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

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	EVERETT	Community, Planning, and Economic Development

**Table 1 – Responsible Agencies**

**Narrative**

The City of Everett is part of a Consortium with Snohomish County to receive HOME Program funds, but receives Community Development Block Grant funds as a separate entity. The City of Everett is a Responsible Entity for the CDBG program under this federal allocation.

**Consolidated Plan Public Contact Information**

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## **AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

As part of this Annual Action Plan development, the City consulted and coordinated with Everett residents, public and private service agencies, housing providers, Housing Authorities, and government agencies. These actions are summarized in the Executive Summary and Citizen Participation sections of the Consolidated Plan.

#### **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(l)).**

The public and low-income housing providers, as well as the governmental planning, health, mental health and service agencies, have close working relationships in Everett and Snohomish County. Snohomish County Human Services Department is the lead agency for homeless housing and behavioral health activities in our community. The City consults regularly with the local Continuum of Care. The City also consults regularly with the Everett Housing Authority and the Housing Authority of Snohomish County.

#### **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.**

City of Everett staff sits on the board of The Partnership to End Homelessness, which informs Snohomish County's Continuum of Care process. City staff also regularly attends Housing Policy Task Force meetings. Everett sponsors and participates in the planning of the annual Snohomish County Project Homeless Connect event.

Mayor Cassie Franklin, at the beginning of her tenure in 2018, adopted priorities and goals for the City of Everett to implement that focus on quality of life, economic vitality and housing, transportation and mobility, and education and workforce development. A key program in helping to support these priorities is the City of Everett’s Safe Streets Initiative, which aims to address chronic homelessness in the City of Everett. This program is under the direction of the Community Development Division, which also administers the city’s community development federal and local dollars. The Safe Streets Initiative follows a “Housing First” model, focusing on low-barrier supportive housing for chronically homeless.

In addition, the Community Development Division targets one third of local dollars, under Everett Human Needs dollars, to supporting the Safe Street program with grants to local shelters. Approximately \$140,000 is allocated to cold weather and daily overnight shelters.

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

As part of the HOME Consortium with Snohomish County, City of Everett staff participated in the County's process to establish a Continuum of Care strategy. City staff sits on: the County's Partnership to End Homelessness Continuum of Care Board, Housing Policy Task Force, Executive Committee for Project Homeless Connect, and the Everett and Snohomish County Housing Consortium Board. City of Everett staff also sits on the Rating and Ranking Committee for Snohomish County's Continuum of Care program.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

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

1	<b>Agency/Group/Organization</b>	CAMP FIRE OF SNOHOMISH COUNTY
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Camp Fire of Snohomish County was consulted by survey. Anticipated outcomes are recreational and educational opportunities for children.
2	<b>Agency/Group/Organization</b>	American Red Cross
	<b>Agency/Group/Organization Type</b>	Services-homeless Services-Health Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Emergency Housing
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Red Cross was consulted by survey. Anticipated outcomes are homelessness.
3	<b>Agency/Group/Organization</b>	Parkview Services
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Parkview was consulted by survey. Anticipated outcomes are homeownership and homebuyer education.

4	<b>Agency/Group/Organization</b>	BOYS AND GIRLS CLUB OF SNOHOMISH COUNTY
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Boys and Girls Clubs of Snohomish County were consulted by survey. Anticipated outcomes are increased services for families with children.
5	<b>Agency/Group/Organization</b>	Snohomish County Legal Services
	<b>Agency/Group/Organization Type</b>	Services - Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Snohomish County Legal Services was consulted by survey and public engagement sessions. Anticipated outcomes are legal aid for families and prevention of homelessness.
6	<b>Agency/Group/Organization</b>	DOMESTIC VIOLENCE SERVICES
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	DVS was consulted by survey. Anticipated outcomes are domestic violence.
8	<b>Agency/Group/Organization</b>	ARC OF SNOHOMISH COUNTY
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Persons with Disabilities

	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	ARC was consulted by survey. Anticipated outcomes are housing and quality of life for disabled persons.
9	<b>Agency/Group/Organization</b>	Work Force Development Center
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Work Force Development Center was consulted by survey. Anticipated outcomes are job retention, job opportunity, and workforce training.
11	<b>Agency/Group/Organization</b>	INTERFAITH ASSOCIATION OF SNOHOMISH COUNTY
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Interfaith was consulted by survey and public engagement sessions. Anticipated outcomes are homelessness and sheltering.
13	<b>Agency/Group/Organization</b>	CATHOLIC COMMUNITY SERVICES
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CCS was consulted by survey. Anticipated outcomes are housing and quality of life services for disabled persons and the elderly.
14	<b>Agency/Group/Organization</b>	SENIOR SERVICES OF SNOHOMISH COUNTY
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Senior Services was consulted by survey. Anticipated outcomes are housing rehabilitation and meal delivery services for the elderly, disabled persons, and extremely low income households.
15	<b>Agency/Group/Organization</b>	VOLUNTEERS OF AMERICA
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Employment Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	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>	VOA Dispute Resolution Center was consulted by survey and public engagement sessions. Anticipated outcomes are rental housing mediation, housing, and quality of life for low income households.
16	<b>Agency/Group/Organization</b>	ChildStrive
	<b>Agency/Group/Organization Type</b>	Services-Children Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	ChildStrive was consulted by survey and public engagement sessions. Anticipated outcomes are housing, quality of life services, and opportunities for minority population groups.
17	<b>Agency/Group/Organization</b>	COCOON HOUSE
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homelessness Needs - Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Cocoon House was consulted via survey and public engagement session. Anticipated outcomes are homelessness, youth quality of life, education, and housing.
18	<b>Agency/Group/Organization</b>	Everett Housing Authority
	<b>Agency/Group/Organization Type</b>	Housing PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Everett Housing Authority was consulted via survey and public engagement. Anticipated outcomes are housing for low income households.
19	<b>Agency/Group/Organization</b>	Hand In Hand
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services - Minority Populations, Non-English Speaking
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Hand in Hand was consulted via survey. Anticipated outcomes are housing and quality of life for non-english speaking communities, families at risk of homelessness, and youth services.
20	<b>Agency/Group/Organization</b>	Carl Gipson Senior Center
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Carl Gipson Senior Center was consulted by survey. Anticipated outcomes are services, housing, and quality of life for seniors.

**Identify any Agency Types not consulted and provide rationale for not consulting**

Staff targeted agencies that have worked with federal funds in the past, however no agencies were excluded from input on the Annual Action Plan. Determination of needs and input on priorities were targeted for Everett residents and agencies, however information was available for all interested parties to provide input.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Snohomish County	City of Everett Strategic Plan priority needs regarding homelessness are closely aligned with Snohomish County Consolidated Plan and local task force agencies. Local dollars are leveraged with federal dollars to target services and capital improvements around housing, homeless prevention, and homeless basic needs (dental, mental health, etc.).
ReThink Housing	City of Everett	City of Everett Strategic Plan priority needs regarding housing are closely aligned with the City Planning Department Long Range planning effort named Rethink Housing. Community Development staff are working with Long Range on the Fair Housing component of this effort and align federal fund housing priorities and target areas with the new considerations for zoning regulations.

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

**Narrative**

The primary local government coordination is with Snohomish County. Snohomish County's Human Services Department provides a lead role in addressing the local plan to end homelessness, addresses behavioral health issues, and is the lead to address the affordable housing and other special needs in our community. Everett has also consulted with the City of Marysville and the Housing Authorities of Everett and Snohomish County.

## **AP-12 Participation - 91.401, 91.105, 91.200(c)**

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

In the light of COVID, many of the City's public engagement efforts shifted from in-person or hard copy mailing/notice to virtual platforms.

In April, 2020, local agencies were asked to complete an online survey on the impacts of COVID-19 to their organizations, including any increase or identification of needs. Feedback was presented during a public webinar, held on May 11, 2020, and summarized a need for operational support, disparities in tele-networking/resources, and high service need for housing and food security programs.

Two virtual public hearings were held on June 9<sup>th</sup> and June 10<sup>th</sup> to allocate CDBG-CV funds for projects that directly addressed COVID-19 impacts.

A virtual public hearing was held on August 19, 2020 to identify any new community needs due to the COVID pandemic and formalize the needs and annual priorities to carry the 2020 – 2024 Consolidated Plan goals. A public hearing was held on March 23, 2021 for 2021 funding recommendations.

City Council will hold a briefing on 2021 funding recommendations on April 21, 2021 and action on April 28, 2021.

To comply with public gathering and office workplace restrictions from COVID-19, all public meetings and hearings are held virtually on the city's website, as well as being broadcast on EverettTV (both virtual and network television), with a public call-in number available for those with only phone access. Recordings of the meetings are posted on the city's website and YouTube channels.

Notifications announcing public meetings or public comment periods are posted in the City's newspaper, the Everett Herald, as well as circulated through the Community Development NewsFlash listserv and posted on the city's website.

Meetings, hearing, and comment periods for CDBG-CV funding met the reduced public process periods established by HUD. All other meetings, hearings, and comment periods for annual allocations of CDBG and HOME funds followed the typical required 15 and 30 day periods.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Internet Outreach	<p>Agencies working with low/moderate income households, prioritizing those that also work with: Minorities</p> <p>Non-English Speaking - Specify other language: Spanish, Russian</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>Input was gathered from surveys circulated through the Community Development NewsFlash or via the City's website. Responses from agencies identified food and housing security as high needs during the pandemic, as well as operational/staffing and funding restraints.</p>	<p>Comments received echoed needs identified relating to the burden of pandemic restrictions on agency operations.</p>	<p>No comments were rejected.</p>	<p><a href="https://everettwa.gov/423/Community-Development-Block-Grant-CDBG">https://everettwa.gov/423/Community-Development-Block-Grant-CDBG</a></p>

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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Non-targeted/broad community	Legal notices were posted for the public meetings and hearings, collection of input for community needs, and 2021 Annual Action Plan.	No comments received from Newspaper Postings.	n/a	
3	Public Meeting/Hearings	Non-targeted/broad community	August 19, 2020, March 23, 2021. Attendance was comprised of agencies applying for 2021 PY funding.	Comments received were in relation to specific programs applying for funding and responses from questions from Citizen Advisory Committee members.	n/a	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The City of Everett receives an annual allocation under the CDBG program. The City's CHIP program, which typically receives an annual award for home rehabilitation, generates program income that is used for Revolving Loan to support CHIP activities. The City is also part of a consortium with Snohomish County to receive HOME program funds. These funds are specific to housing related activities and are one of the few resources available to create new housing.

#### 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	907,818	250,000	75,000	1,232,818	3,400,000	Program Income is generated from the City's CHIP program and is included in Revolving Loan funds for CHIP activities.

Table 5 - Expected Resources – Priority Table

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

**matching requirements will be satisfied**

Service related projects are leveraged with City of Everett Human Resource funds, which help to support basic needs for City of Everett residents. The City also receives 2060 Affordable Housing Trust Fund dollars, which support homeless shelter efforts within city limits. These funding sources help to offset the need of service dollars, allowing agencies that fit CDBG guidelines to utilize funds without excluding other agencies from receiving support. For service projects, the city requires a 50% match to ensure project viability as well as diversifying resources so that agencies aren't solely dependent on CDBG funding.

For non-service related projects, CDBG funds are typically used to leverage for securing other state funding/tax relief. Non-service projects do not require a 50% match and may be fully funded by CDBG funds.

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

Snohomish County Executive Dave Somers convened a Housing Affordability Regional Taskforce (HART) with cities and towns throughout the county to develop a five-year action plan that identifies priorities for county and city governments to accelerate our collective ability to meet the housing affordability needs of all Snohomish County residents and set a foundation for continued success through 2050. Over the course of several months, HART examined a comprehensive set of data and reports which served as the foundation for a rich strategic plan. One of the key funding strategies in the plan is to identify and provide surplus and under-utilized publicly owned property for low-income housing. Their analysis found that, 'Finding and purchasing land is a major challenge in the construction of all housing. It is typically 10 to 20 percent of the cost of a project. Donating real property or offering discounted long term-leases for developers of low-income housing, can be a particularly effective way to make such projects viable. Jurisdictions are encouraged to survey their existing real estate holdings and determine if any properties may be declared surplus and made available for low-income housing development.' That surveying process is about to be launched or currently underway in jurisdictions throughout Snohomish County.

**Discussion**

The City of Everett typically receives, annually, \$140,000 in Human Needs funds and \$160,000 in 2060 AHTF funds. Combined with the 15% CDBG allocation available for public services, \$400,000 is usually available for public service activities within city limits. Non-public service activities are supported by CDBG funds, HOME funds, or City General Funds. Combined, this can provide up to \$1,000,000 in funds available.

### Annual Goals and Objectives

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

##### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Rehabilitation of Existing Units	2020	2024	Affordable Housing Public Housing Homeless	City of Everett Census Tract 402.00 Census Tract 407.00 Census Tract 419.03 Census Tract 419.04 Census Tract 419.05	Housing	CDBG: \$505,000	Homeowner Housing Rehabilitated: 75 Household Housing Unit
2	Rental Assistance	2020	2024	Affordable Housing	City of Everett	Housing Public Services	CDBG: \$24,108	Public service activities for Low/Moderate Income Housing Benefit: 25 Households Assisted

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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Homelessness Prevention Services	2020	2024	Non-Housing Community Development	City of Everett Census Tract 402.00 Census Tract 407.00 Census Tract 419.03 Census Tract 419.04 Census Tract 419.05	Housing Public Services	CDBG: \$15,000	Homelessness Prevention: 25 Persons Assisted
7	Public Services	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development	City of Everett Census Tract 402.00 Census Tract 407.00 Census Tract 419.03 Census Tract 419.04 Census Tract 419.05	Housing Public Services	CDBG: \$75,000	Public service activities other than Low/Moderate Income Housing Benefit: 150 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	<b>Goal Name</b>	Rehabilitation of Existing Units
	<b>Goal Description</b>	Rehabilitation of rental and homeowner units to preserve housing stock and prevent homelessness.
2	<b>Goal Name</b>	Rental Assistance
	<b>Goal Description</b>	Emergency assistance for households for rental and utility payments, not to exceed three months' worth of financial assistance.
5	<b>Goal Name</b>	Homelessness Prevention Services
	<b>Goal Description</b>	Public services with the goal of preventing homelessness for low/moderate income households in need.
7	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	Public services to low and moderate income persons within City limits. Public services will meet needs established by Citizen Advisory Committee for 2020: housing services, mental health services, crime prevention, and homelessness.

**AP-35 Projects - 91.420, 91.220(d)**

**Introduction**

The Action Plan provides funding being allocated among projects in these program areas (percentages estimated):

- Public services - 15%
- Housing - 65%
- Administration - 20%

Public Services and Administration will not exceed the given percentages.

#	Project Name
1	CDBG Program Administration & Planning
2	ARC - Independent Living/Housing Support
3	Snohomish County Legal Services - Housing Justice Project
4	Housing Hope - College of Hope
5	Housing Hope - Tomorrow's Hope Childcare
6	Homage - Meal Delivery Services
7	YMCA – Child Care Subsidy Program
8	Homage - Minor Home Repair
9	City of Everett - Community Housing Improvement Program

**Table 7 – Project Information**

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

Allocation priorities are based on the needs and market analysis identified in the Consolidated Plan, along with requests from housing and nonprofit agencies for funding assistance.

**AP-38 Project Summary**  
**Project Summary Information**

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<b>1</b>	<b>Project Name</b>	CDBG Program Administration & Planning
	<b>Target Area</b>	City of Everett
	<b>Goals Supported</b>	Rehabilitation of Existing Units Homelessness Prevention Services Public Services
	<b>Needs Addressed</b>	Housing Public Services
	<b>Funding</b>	CDBG: \$160,000
	<b>Description</b>	Support of administrative duties to carry out tasks of the CDBG Program.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	n/a
	<b>Location Description</b>	Everett Municipal Building
	<b>Planned Activities</b>	
<b>2</b>	<b>Project Name</b>	ARC - Independent Living/Housing Support
	<b>Target Area</b>	City of Everett
	<b>Goals Supported</b>	Rental Assistance Public Services
	<b>Needs Addressed</b>	Housing Public Services
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	Case management support and emergency financial assistance for disabled, low/moderate income households.

	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>3</b>	<b>Project Name</b>	Snohomish County Legal Services - Housing Justice Project
	<b>Target Area</b>	City of Everett
	<b>Goals Supported</b>	Homelessness Prevention Services Public Services
	<b>Needs Addressed</b>	Housing Public Services
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	Homeless prevention by providing legal services to low-income tenants facing eviction.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>4</b>	<b>Project Name</b>	YMCA – Child Care Subsidy Program
	<b>Target Area</b>	City of Everett
	<b>Goals Supported</b>	Public Services

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	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	Funds will be used to support child care costs.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>6</b>	<b>Project Name</b>	Housing Hope - College of Hope
	<b>Target Area</b>	City of Everett
	<b>Goals Supported</b>	Homelessness Prevention Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	Funds will be used to support the College of Hope Program that provides adult life skill education for homeless and low-income Everett residents.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>7</b>	<b>Project Name</b>	Homage - Meal Delivery Services

	<b>Target Area</b>	City of Everett
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	Funds will support home delivered meals to homebound seniors and low-income people living with severe disabilities.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>8</b>	<b>Project Name</b>	Housing Hope - Tomorrow's Hope Childcare
	<b>Target Area</b>	City of Everett
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	Funds will be used to support child care for low/very low income families.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	

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	<b>Planned Activities</b>	
<b>10</b>	<b>Project Name</b>	Homage - Minor Home Repair
	<b>Target Area</b>	City of Everett
	<b>Goals Supported</b>	Rehabilitation of Existing Units
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$165,000
	<b>Description</b>	Minor home repairs for low-income homeowners seniors and disabled adults.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>11</b>	<b>Project Name</b>	City of Everett - Community Housing Improvement Program
	<b>Target Area</b>	City of Everett
	<b>Goals Supported</b>	Rehabilitation of Existing Units
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$355,000
	<b>Description</b>	Loans and administration expenses for major home improvement projects for low-income homeowners.
	<b>Target Date</b>	

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	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Activities can include roof repair, water line replacements, subfloor repair, etc. All activities subject to environmental review compliance and applicable laws/standards for lead based paint regulations.

**AP-50 Geographic Distribution - 91.420, 91.220(f)**

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

**Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
City of Everett	99
Census Tract 402.00	

**Table 8 - Geographic Distribution**

**Rationale for the priorities for allocating investments geographically**

Due to the nature of the activities and the widespread need in the community, the target area for 2021 projects is within the city limits of the City of Everett.

**Discussion**

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

**Introduction**

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

**Discussion**

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

### **Introduction**

The City of Everett has taken an evaluative approach to many organizational functions due to budget constraints and evolving community needs. New approaches to community engagement, equity and inclusion, and crime prevention have already been implemented through various departments. These new models of service to Everett's community continue to translate through partnerships with other governmental agencies, such as Snohomish County, as well as community organizations, such as those that aid in addressing homelessness.

### **Actions planned to address obstacles to meeting underserved needs**

Staff will continue to approach new means of engaging with Everett's growing diverse communities. This can include continuing to provide and improve translation/interpretation services to working with agencies that have established connections with typically underrepresented community groups.

Staff will also utilize findings in the Analysis of Impediments, as well as other evaluative studies on housing needs within the city, to work with various departments and groups to improve access and availability of fair and affordable housing. The first step of taking action for this is the Rethink Zoning efforts led by the Planning Division to re-evaluate zoning laws and accommodate future expansion of public transportation.

### **Actions planned to foster and maintain affordable housing**

Affordable housing in Everett focuses on housing at all price points for all residents, which means helping to create market rate housing as well as supported housing units. Staff will continue to work with public housing agencies, such as the Everett Housing Authority, as well as not-for-profits that are providing assisted living. Efforts will also focus on a Housing Strategy to re-evaluate zoning and development regulations in relation to single and multiple housing preservation and creation.

### **Actions planned to reduce lead-based paint hazards**

CHIP staff will continue to work with subcontractors and partnering agencies on addressing lead based paint hazards with single and multiple family rehabilitation projects.

### **Actions planned to reduce the number of poverty-level families**

City staff have focused on Economic Development, Rental Assistance, and Legal Aid to allow residents to continue to have access to secure jobs and housing.

### **Actions planned to develop institutional structure**

As COVID-19 evolved partnerships, the City will continue to be in close partnership with surrounding governmental agencies (Snohomish County, Marysville, etc.) as well as community agencies that are serving those most vulnerable.

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

Under the Rethink Housing initiative, an evaluation of housing within Everett will drive a new lens of redefining Everett's relationship with public and private partners to address housing needs. Work on this effort will continue to be the focus of Community Development and Planning management staff for the duration of the Consolidated Plan.

**Discussion**

## Program Specific Requirements

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

#### Introduction

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

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

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

#### Other CDBG Requirements

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

**Discussion**

