



The City of Federal Way

ANNUAL ACTION PLAN 2016

April 2016 Draft

Executive Summary

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

1. Introduction

The City of Federal Way presents this One Year Action Plan for the 2016 Community Development Block Grant program funds. The City developed these funding decisions based upon Mayoral and City Council priorities, Human Services Commission recommendations, Community Services Division (CSD) staff analysis, public hearing comments, program performance information, and consultation with various service agencies, and other stakeholders.

2. Summarize the objectives and outcomes identified in the Plan

This Action Plan allocates a total of approximately \$4,213,912 dollars in anticipated 2016 Community Development Block Grant Entitlement funds, Section 108 Loan funds, and CDBG program income, to support the Community Development Block Grant program. The overall goals for the Action Plan are:

- Improve and expand affordable housing options;
- Expand businesses to create jobs and assist with the development of microenterprises;
- Strengthen neighborhoods through the planning of strategic neighborhood revitalization efforts; and
- Administer the Community Development Block Grant program to meet the community needs and HUD requirements.

3. Evaluation of past performance

The City has been able to meet the needs of many low- and moderate-income households through its past involvement as a member of the King County HOME Consortium. Activities implemented under that arrangement have succeeded in: 1) meeting the needs of homeowners through the City's housing repair program; 2) providing much needed services to help households to regain stability; 3) providing facilities and improvements to improve the quality of life; and 4) supporting economic development efforts for small businesses and microenterprise.

During the period of the City's original 2012-2016 Consolidated Plan, and the first year of the 2015-2019 HOME Consortia Consolidated Plan, the City of Federal Way worked closely with the community, nonprofit agencies, the private sector, the State of Washington, HUD, the faith-based community, and the philanthropic community to make solid progress towards goals.

In 2015, the City of Federal Way reported in the Consolidated Annual Performance Evaluation Report (CAPER):

- 3 households received support for housing repair and rehabilitation
- 163 persons received assistance with public services
- 69 persons received economic development-related assistance

4. Summary of Citizen Participation Process and consultation process

The City had an extensive public participation process, as outlined below:

- Notice of Funds Available for PY2015 CDBG Community Economic Revitalization Funds was published in the Federal Way Mirror on June 13, 2014.

- A public hearing was held on October 20, 2014, before the Human Services Commission to receive input on the preliminary 2015-16 CDBG Public Services grant recommendations.
- Request for public comments and input was emailed to stakeholders and service agencies on April 29, 2016 seeking input through May 31, 2016.
- An opportunity for public comment was provided on May 16, 2016, before the Human Services Commission to receive input on the 2016 Annual Action Plan.
- A Notice of Public Hearing was published in the Federal Way Mirror on April 29, 2016, notifying the public of a public hearing to be held on June 7, 2016, and to announce a 30-day comment period on the 2016 Annual Action Plan.
- A public hearing was held on June 7, 2016, before the Federal Way City Council to receive input on the 2016 Annual Action Plan.

5. Summary of public comments

To be included following the public comment period.

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

To be included following the public comment period.

7. Summary

To be included following the public comment period.

The remainder of this report will provide details on how the City proposes to prioritize its investment.

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

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

The City of Federal Way is responsible for preparing the Annual Action Plan and responsible for administration of the CDBG grant program and funding.

Responsible Agency

- **Agency Role:** CDBG Administrator
- **Name:** Jeffrey Watson
- **Department/Agency:** Community Development/Community Services Division

The City of Federal Way, Community Services Division, is the lead agency for the CDBG Program. Jeffrey Watson, Community Services Manager, is the program administrator. Cynthia Ricks-Maccotan, CDBG Coordinator, is the primary staff responsible for the day-to-day implementation of the program.

Additionally, numerous non-profit agencies are responsible for administering programs funded by CDBG and were consulted during the development of the Annual Action Plan. These agencies are listed in the Consultation section of this document.

Annual Action Plan Contact Information

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

1. Introduction

Consultation and citizen participation are important elements of the plan and its implementation. As part of its first Consolidated Plan, for 2012-2016, the City created the Citizen Participation Plan for the City of Federal Way Consolidated Plan to guide the process, provide opportunities for citizen involvement throughout the development of the Plan, and provide input for the implementation and program evaluation phases in future years. During the process of developing the Plan, organizations (both public and private) were consulted and local groups participated in providing input on needs and proposed strategies.

The City of Federal Way is an active partner and participant in local and regional community development and human services efforts. The City engages in ongoing coordination between other cities in South King County having common interests and needs for community development, as well as public policy organizations, housing providers, health providers, service agencies, and faith-based organizations that are extensively involved in providing support to low- and moderate-income persons and households, as well as the homeless. The City also works with other members of the King County Consortium (Consortium) to conduct and participate in ongoing meetings with each other, stakeholders, public housing authorities (PHA's), including the King County Housing Authority and the Renton Housing Authority, and for the Continuum of Care, nonprofit housing and service providers, members of the Housing Development Consortium of Seattle-King County, the Public Health Department of Seattle and King County, Puget Sound Regional Council, South King County Human Services Planners, and the Washington State Department of Social and Health Services. This coordination takes place regularly throughout the year and informs recommendations for decision making bodies such as the City's Human Services Commission, as well as public meetings held as a part of the planning and funding processes for federal formula grants and local funds.

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 City of Federal Way coordinates with All Home, which has been designated by the King County Council as the local homeless housing task force for King County. All Home was created to work with service providers and advise local government on the creation of a local homeless housing plan and to participate in a local homeless housing program. Federal Way works with King County and other communities in the Consortium to provide input and advice to All Home on local and sub-regional issues and needs regarding homelessness, and housing and services for the homeless.

The City provides both CDBG and local funds to agencies that serve chronically homeless individuals and families, families with children, veterans, and unaccompanied youth. In addition, Federal Way is fortunate to have numerous churches and other faith-based groups that provide regular services and support to the homeless in our community. This includes meals, overnight shelter during the cold months, and shower and laundry services. The City also uses general fund dollars to fund the Reach Out winter shelters for homeless men and women. Catholic Community Services provides case management for these shelters.

The City also participates annually in the One Night, Point in Time Count.

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.

The King County's CoC McKinney Vento-Supported Housing Project (SHP) funds support transitional housing and related supportive services for people moving from homelessness to independent living, as well as permanent supportive housing for persons with disabilities. Coordinating the CoC is critical to our region's implementation of the All Home Homelessness Strategic Plan, which is focused on making homelessness rare, brief, and one-time. Additionally, efforts by the City and our many human services partners are targeted to help homeless persons meet three goals:

- achieve residential stability;
- increase their skill levels and/or incomes; and
- strengthen their ability to influence decisions that affect their lives.

The City participates and supports numerous coalitions and committees, such as the South King County Forum on Homelessness, and All Home, the King County agency focused on ending homelessness. These valuable partnerships support Federal Way's and the surrounding region's efforts to make homelessness rare, brief, and one-time.

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

All projects receiving McKinney funding are required by HUD to apply for support through a local Continuum of Care. For King County, the Continuum of Care encompasses programs and activities within the borders of King County. The King County CoC priorities are set by All Home in King County. Federal Way staff contributes to the CoC by working collaboratively with All Home and with other communities, especially those in South King County, to provide input and cooperation with All Home and King County.

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

- Auburn Youth Resources
- Birth to Three Family Development Center
- Boys and Girls Clubs of King County
- Catholic Community Services of Western Washington
- Communities in Schools of Federal Way
- Crisis Clinic
- Domestic Abuse Women's Network (Dawn)
- Dynamic Partners
- Emergency Feeding Program

- Federal Way Senior Center
- Fusion
- Federal Way Community Caregiving Network
- HealthPoint
- Institute for Family Development
- King County Sexual Assault Resource Center
- Kent Youth & Family Services
- King County Bar Foundation
- Multi-Service Center
- Puget Sound Training Center
- Public Health of Seattle-King County
- Sound Generations
- St. Vincent De Paul Society
- Valley Cities Counseling & Consultation
- Washington Engage
- Washington Women's Employment & Education (WWEE)
- YWCA
- Hospitality House
- Pediatric Interim Care Center
- Sound Mental Health
- City Of Federal Way
- Courage360

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

To be included following the public comment period.

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

The Continuum of Care (CoC), which is overseen by All Home King County. The City of Federal Way is working with All Home and other communities in South King County to implement the new Strategic Plan that replaces the Ten-Year Plan to end Homelessness.

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

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Consultation and citizen participation are critical elements of the plan. The value of citizen participation includes: 1) hear the community's recommendations on how the City should invest its CDBG dollars; 2) consult with individuals who may not initiate contact with the City because of language/cultural differences or who do not come from experiences where government sought their opinions; and 3) convene public hearings and meetings to increase opportunities for housing providers, service agencies, and healthcare organizations to come together and discuss how they can coordinate services and pool funding to achieve the greatest impact. Such consultation and citizen participation are ongoing aspects of the City's administration of its CDBG program.

The City regularly engages service providers and citizens in discussions regarding community development and human services needs. The City continuously seeks input by meeting with individuals and organizations on an ongoing basis. Organizations that receive funding are monitored throughout the year and discuss trends and emerging needs with City staff. City staff meets regularly with human service providers, other cities in the area, and other funders to discuss services for homeless individuals and families to seek solutions to both local and regional community development problems.

Expected Resources

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

Introduction

The City of Federal Way anticipates having the following funding sources available during the 2016 Program Year:

- CDBG
- Program Income
- City General Fund (targeted to human services/public services)
- Section 108 Loan

Anticipated Resources

Table 1 - Expected Resources – Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con. Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition, Admin and Planning, Economic Development, Housing, Public Improvements, Public Services	\$673,912	\$29,985	\$815,173	\$1,519,070	\$1,794,000	CDBG funds leverage additional federal and state funds. Agencies are able to combine funding sources in order to provide a wider range of services to the community.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con. Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
General Fund	public - local	Public Services	\$134,000	\$0	\$0	\$134,000	\$2,064,000	The City provides general fund grants annually to agencies and organizations that deliver services in support of low- and moderate income persons and households, those with special needs, and the homeless. These funds are used in cooperation with CDBG public services dollars.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con. Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Section 108	public - federal	Economic Development, Public Improvements	\$3,030,000	\$0	\$0	\$3,030,000	\$0	The City is planning on using a Section 108 Loan as part of the funding to develop the PAEC. The loan is based upon the Section 108 Loan Fund in the amount of \$3,030,000 established by the City and approved by HUD in 2014. The loan for the PAEC will take advantage of the full amount of the loan fund in 2016. The debt service for the loan will be covered by a portion of the CDBG annual grant over the 20-year term of the loan. The annual debt service is expected to be approximately \$200,000.

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

CDBG funds do not require a match. CDBG funding for public services and public facility projects is only a portion of the total funding required. The City encourages applicants to secure other funding for projects in order to leverage resources to the extent possible.

If appropriate, describe publically owned land or property located within the jurisdiction that may be

used to address the needs identified in the plan

The City of Federal Way owns the property upon which the proposed Performing Arts and Entertainment Center (PAEC) will be built. As described previously in this plan, the PAEC will generate jobs both directly and via acting as a catalyst for redevelopment of the City Center area in Federal Way, resulting in additional jobs. Because the City will be using Section 108 Loan funds in support of the PAEC development, jobs created through the facility and as a result of related development will be available for low- and moderate-income persons.

Discussion

CDBG and Section 108 Loan funds will be used to support eligible-activities in accordance with CDBG regulations.

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Annual Goals and Objectives

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

Goals Summary Information

Table 2 - Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Needs Addressed
1	EXPAND ECONOMIC OPPORTUNITIES	2016	2019	Non-Housing Community Development	Economic Development and Job Growth
	Funding	Goal Outcome Indicator			
	CDBG: \$164,500 Section 108: \$3,030,000	Jobs created/retained: 12 Jobs Businesses assisted: 75 Businesses Assisted			
	Goal Name	Start Year	End Year	Category	Needs Addressed
2	PROVIDE DECENT, AFFORDABLE HOUSING	2016	2019	Affordable Housing	Affordable Housing Preservation
	Funding	Goal Outcome Indicator			
	CDBG: \$175,000	Homeowner Housing Added: 2 Household Housing Unit			
	Goal Name	Start Year	End Year	Category	Needs Addressed
3	ESTABLISH SUITABLE LIVING ENVIRONMENTS	2016	2016	Non-Housing Community Development	Ensure a Suitable Living Environment
	Funding	Goal Outcome Indicator			
	CDBG: \$134,782	Public Service activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted			

AP-35 Projects - 91.420, 91.220(d)

Introduction

Federal Way's Annual Action Plan provides descriptions of proposals of how funds will be prioritized to achieve goals identified in the Consolidated Plan. Projects funded by the City will address the priority needs of providing assistance to prevent homelessness, ensure affordable housing, expand economic opportunity, and provide a suitable living environment. Projects and programs are selected through a competitive application process to ensure optimal quality services are provided to the community in use of the funds.

Table 3 – Project Information

#	Project Name
1	Program Administration
2	NRSA Planning
3	Housing Repair Program
4	Debt Service on Federal Way PAEC Section 108 Loan
5	Code Compliance
6	Federal Way Community Center Inclusion Program
7	Hospitality House
8	MSC Rental Assistance
9	MSC YES Program
10	Orion Employment Services
11	Pediatric Interim Care Center
12	Microenterprise Business Technical Assistance (SBDC)
13	Microenterprise Technical Assistance (StartZone)
14	Low- and Moderate-Income Community Development Needs Assessment

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

In establishing the priorities for activities to meet the needs of the City, activities are being considered which are likely to be of high impact. The City looked to its own initiatives and goals to determine how to best to build on efforts already underway which could impact the economic problems affecting low- and moderate-income persons. This has led the City to develop strategies with a focus on economic revitalization activities and job creation, safety net/self-sufficiency services, and protecting/enhancing housing owned or rented by low- and moderate-income households.

In order to continue services helping populations who are risk, the City allocated the maximum possible to services that have proven to be effective in the past. The City placed a significant amount of the resources into the economic development activities for job creation and allocated funding for microenterprise technical assistance; and, in order to begin working on affordable housing needs, identified funds to maintain owner-occupied housing.

The City has chosen to place 100% of program funds toward activities which primarily benefit low- and

moderate- income households in its first year and will assure that a minimum of 70% of program resources will benefit low- and moderate-income households.

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AP-38 Project Summary

Project Summary Information

1	Project Name	Program Administration
	Target Area	
	Goals Supported	EXPAND ECONOMIC OPPORTUNITIES PROVIDE DECENT AFFORDABLE HOUSING ESTABLISH SUITABLE LIVING ENVIRONMENTS
	Needs Addressed	Economic Development and Job Growth Affordable Housing Preservation Ensure a Suitable Living Environment
	Funding	CDBG: \$100,000
	Description	CDBG Program Planning & Administration for PY2015
	Target Date	12/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	33325 8th Avenue S, Federal Way, WA 98003
	Planned Activities	CDBG Administration
2	Project Name	NRSA Planning
	Target Area	
	Goals Supported	EXPAND ECONOMIC OPPORTUNITIES PROVIDE DECENT AFFORDABLE HOUSING ESTABLISH SUITABLE LIVING ENVIRONMENTS
	Needs Addressed	Economic Development and Job Growth Affordable Housing Preservation Ensure a Suitable Living Environment
	Funding	CDBG: \$2,000
	Description	Provide CDBG funds to retain professional services for the development of priority needs and strategies through engagement with the area residents, businesses, and community-wide partners and the creation of a NRSA application to HUD.
	Target Date	12/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	

	Location Description	Provide CDBG funds to retain professional services for the development of priority needs and strategies through engagement with the area residents, businesses, and community-wide partners and the creation of a NRSA application to HUD.
	Planned Activities	Prepare NRSA Plan for are of Federal Way
3	Project Name	Housing Repair Program
	Target Area	
	Goals Supported	PROVIDE DECENT AFFORDABLE HOUSING
	Needs Addressed	Affordable Housing Preservation
	Funding	CDBG: \$175,000
	Description	Housing repair program helping low/low mod income homeowners repair their homes to a safe condition.
	Target Date	12/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	12 Families (30 individuals) will benefit from this program.
	Location Description	Recipients must be homeowners living in the City of Federal Way.
	Planned Activities	Housing repair for extremely low, low, and moderate-income homeowners. Work is primarily focused on interior health and safety issues, though roofs and ADA accessibility improvements are also considered on a case-by-case basis.
4	Project Name	Debt Service on Federal Way PAEC Section 108 Loan
	Target Area	
	Goals Supported	EXPAND ECONOMIC OPPORTUNITIES
	Needs Addressed	Economic Development and Job Growth
	Funding	CDBG: \$102,544
	Description	Annual Debt Service on Federal Way PAEC Section 108 Loan, paid quarterly.
	Target Date	12/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	31510 20th Avenue South, Federal Way, WA 98003 Census Tract #53033030006
	Planned Activities	Debt service on the expected Section 108 Loan for the PACC. Use of a portion of the annual grant will be directed to debt service for the Section 108 Loan for the full term of the loan, which will be 20 years. The annual amount for a full year of debt service is expected to be approximately \$200,000 per year over the 20-year term.
5	Project Name	Code Compliance

	Target Area	
	Goals Supported	ESTABLISH SUITABLE LIVING ENVIRONMENTS
	Needs Addressed	Ensure a Suitable Living Environment
	Funding	CDBG: \$76,000
	Description	Support for staff to engage in code compliance related to City Zoning and related codes.
	Target Date	12/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Citywide
	Planned Activities	Code Compliance
6	Project Name	Federal Way Community Center Inclusion Program
	Target Area	
	Goals Supported	ESTABLISH SUITABLE LIVING ENVIRONMENTS
	Needs Addressed	Ensure a Suitable Living Environment
	Funding	CDBG: \$22,052
	Description	The Inclusion Program provides social activities and classes for developmentally disabled adults.
	Target Date	12/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	67 disabled individuals will benefit from this activity.
	Location Description	The majority of activities will be provided at the Federal Way Community Center (876 S. 333rd Street, Federal Way, WA 98003). Some activities, such as camping trips, will be provided off-site.
	Planned Activities	Social activities, such as recreational classes, life skills training, trips, and others will be provided.
7	Project Name	Hospitality House
	Target Area	
	Goals Supported	ESTABLISH SUITABLE LIVING ENVIRONMENTS
	Needs Addressed	Ensure a Suitable Living Environment
	Funding	CDBG: \$12,460
	Description	Homeless Women's Shelter
	Target Date	12/31/2016

	Estimate the number and type of families that will benefit from the proposed activities	6 individuals will benefit from this activity.
	Location Description	Shelter services will be provided at 1419 SW 150th Street, Burien, WA 98166.
	Planned Activities	Provide shelter and case management services to homeless women.
8	Project Name	MSC Rental Assistance
	Target Area	
	Goals Supported	ESTABLISH SUITABLE LIVING ENVIRONMENTS
	Needs Addressed	Ensure a Suitable Living Environment
	Funding	CDBG: \$19,026
	Description	Multi-Service Center will provide rental assistance to eligible Federal Way residents in crisis.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Individuals will receive short-term rental assistance to prevent eviction.
9	Project Name	MSC YES Program
	Target Area	
	Goals Supported	ESTABLISH SUITABLE LIVING ENVIRONMENTS
	Needs Addressed	Ensure a Suitable Living Environment
	Funding	CDBG: \$12,644
	Description	YES helps youth ages 16 - 24 to obtain their GED, secure employment and continue post-secondary schooling, as appropriate, while helping them to establish and work toward careers and living wage employment.
	Target Date	12/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	22 individuals between the ages of 16 and 24 will benefit.
	Location Description	Training for the program will occur at the Multi-Service Center (1200 S. 336th Street, Federal Way, WA 98003).
	Planned Activities	Classes and training to help youth obtain their GED, secure employment, continue post-secondary schooling.
10	Project Name	Orion Employment Services

	Target Area	
	Goals Supported	ESTABLISH SUITABLE LIVING ENVIRONMENTS
	Needs Addressed	Ensure a Suitable Living Environment
	Funding	CDBG: \$10,383
	Description	Employment Services for disabled adults.
	Target Date	12/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	3 individuals will benefit from this activity.
	Location Description	Job training will be provided at 1590 A Street NE, Auburn, WA 98002.
	Planned Activities	Vocational counseling and skills training to obtain employment.
11	Project Name	Pediatric Interim Care Center
	Target Area	
	Goals Supported	ESTABLISH SUITABLE LIVING ENVIRONMENTS
	Needs Addressed	Ensure a Suitable Living Environment
	Funding	CDBG: \$5,192
	Description	Interim care of drug-exposed infants.
	Target Date	12/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	1 infant will benefit from this activity.
	Location Description	Services will be provided at 328 4th Avenue S, Kent, WA 98032.
	Planned Activities	PICC's services include infant transportation, 24-hour medical monitoring, nursing care, physician visits, narcotic assisted withdrawal, nutritional support for feeding difficulties, and other interim-level medical support (oxygen, PIC lines, etc.) as needed. PICC's social work staff facilitates family visitation, liaises with DSHS, and follows infants for six months after discharge to assure that they continue to thrive. PICC also provides educational and outreach services to the community on the recognition and care of drug-affected infants.
12	Project Name	Microenterprise Business Technical Assistance (SBDC)
	Target Area	
	Goals Supported	EXPAND ECONOMIC OPPORTUNITIES
	Needs Addressed	Economic Development and Job Growth
	Funding	CDBG: \$22,500
	Description	Technical Assistance to microenterprise business owners.
	Target Date	12/31/2016

	Estimate the number and type of families that will benefit from the proposed activities	31 individuals will receive technical assistance.
	Location Description	Activities will be provided at Highline College (2400 S. 240th Street, Des Moines, WA 98198)
	Planned Activities	Small Business Development Center business advisors will provide one-to-one technical assistance and advising to business owners looking to start or grow their businesses.
13	Project Name	Microenterprise Technical Assistance (StartZone)
	Target Area	
	Goals Supported	EXPAND ECONOMIC OPPORTUNITIES
	Needs Addressed	Economic Development and Job Growth
	Funding	CDBG: \$62,000
	Description	Microenterprise Technical Assistance to entrepreneurs and start-up businesses
	Target Date	12/31/2016
	Estimate the number and type of families that will benefit from the proposed activities	93 individuals will benefit from technical assistance activities.
	Location Description	Activities will be provided at Highline College (2400 S. 240th Street, Des Moines, WA 98198)
	Planned Activities	Activities improve the self-sufficiency of Federal Way residents/business owners by providing educational interventions that are aimed at enhancing small business, self-employment, and micro-enterprise in Federal Way.
14	Project Name	Low- and Moderate-Income Community Development Needs Assessment
	Target Area	
	Goals Supported	EXPAND ECONOMIC OPPORTUNITIES PROVIDE DECENT AFFORDABLE HOUSING ESTABLISH SUITABLE LIVING ENVIRONMENTS
	Needs Addressed	Economic Development and Job Growth Affordable Housing Preservation Ensure a Suitable Living Environment
	Funding	CDBG: \$32,782
	Description	This project will assess the entire community for community development and public service needs.
	Target Date	7/31/2017

Estimate the number and type of families that will benefit from the proposed activities	This activity is intended to assess community development and human services needs in the City of Federal Way. As such, it will not directly benefit persons and families; rather, the Assessment will be used to develop new funding strategies for programs that address needs across the community, and serve as a guide for allocation of both Federal and City funding in the years to come, which will directly benefit low- and moderate-income persons and families.
Location Description	This activity will assess conditions throughout the City.
Planned Activities	Engage a consultant to work with City of Federal Way staff to identify and assess the community development and human services needs for the City, as well as make recommendations regarding prioritizing funding to support programs that will address the needs identified in the assessment.

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

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

The City of Federal Way will direct assistance throughout the community as needed.

Rationale for the priorities for allocating investments geographically

Persons and households in need exist throughout the City and resources are to be allocated as needed.

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

Introduction

The City of Federal Way has been and will remain involved in collaborative efforts that serve the needs of low- and moderate-income persons and households, the homeless, and those with special needs. The City participates on numerous committees, boards, and the like, and work directly with agencies and organizations that provide services in order to enhance the level and quality of services in Federal Way and throughout South King County.

Actions planned to address obstacles to meeting underserved needs

The City is working with other communities in South King County to establish and enhance strong networks for community development and human services delivery. This includes working with service providers, stakeholders, the faith-based community, other government agencies, and those we serve directly to identify and overcome or mitigate barriers to meeting underserved needs. There are both on-going discussions among the parties to share information about current issues, as well as longer term planning to develop strategies, build public awareness, and enhance the support of elected officials for increased resources for the underserved.

Actions planned to foster and maintain affordable housing

The City operates the Home Repair Program, which is funded by CDBG and serves low- and moderate-income homeowners in Federal Way. The program provides emergency and standard repair and renovation services that help families remain in their homes. The program is a means of retaining and enhancing affordable housing and serves to support aging in place, as well as strengthening the neighborhoods in which the homes are located.

Actions planned to reduce lead-based paint hazards

No actions are planned.

Actions planned to reduce the number of poverty-level families

Actions to reduce the number of poverty level families include funding small business and micro-enterprise training and technical assistance. Additionally, actions include maintaining and enhancing relationships with school-based mentoring programs that lead to increased graduation and college acceptance, working with businesses in the Town Center area adjacent to the PAEC to hire low-income residents consistent with the public benefit standards for the proposed Section 108 Loan, and outreach to increase opportunities for low-income residents to obtain livable wage jobs.

Actions planned to develop institutional structure

No actions are planned.

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

The City of Federal Way has been regularly fostered relationships between these entities and will continue to develop and participate in these collaborations, including the South King Council of Human Services, South King County Housing Development Group, and the King County Housing Development Consortium.

Discussion

The expressed goal of the the CDBG Program is to reduce the number of people living in poverty. The City gives funding priority to programs that, in addition to complying with Federal regulations, address a priority outlined in the Consolidated Plan, and are consistent with all of the goals and objectives identified.

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Program Specific Requirements

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

Introduction

As a member of the King County HOME Consortium, the City of Federal Way will engage in housing activities, collaborations, and partnerships to enhance opportunities for equitable development and the creation/preservation of affordable housing. The Consortium will plan for and support fair housing strategies and initiatives designed to affirmatively further fair housing choice and to increase access to housing and housing programs.

We value working together with collective impact to continue the work to develop a cohesive and coordinated homeless system that is grounded in the principle of Housing First and shared outcomes; we invest in projects that ensure that homeless households from all sub-populations are treated with dignity and respect; are returned to permanent housing as quickly as possible; receive strength-based services that emphasize recovery, as needed; are supported to graduate from temporary homeless housing as rapidly as possible, and from permanent supportive housing as soon as they are ready; receive only what they need to be returned to housing quickly and to be as self-reliant as possible; we are not a one size fits all system.

Establish and maintain a suitable living environment and expand economic opportunities for low-and moderate-income people. Our investments across the Consortium in low-income communities, and for the benefit of low-income people, help to ensure equitable opportunities for good health, happiness, safety, self-reliance and connection to community. Specific strategies include: 1) improve the ability of health and human services agencies to serve our low to moderate-income residents safely and effectively; 2) improve the living environment in low to moderate-income neighborhoods and communities; and 3) expand economic opportunities for low to moderate-income residents of the Consortium.

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.

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| 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: | \$29,985 |
| 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: | \$3,030,000 |
| 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 |

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. For PY2016, the percentage in this Annual Action Plan: 100.0%

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