



2022

ANNUAL ACTION PLAN

Executive Summary

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

1. Introduction

The Annual Action Plan is a 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 two million dollars each year in CDBG, HOME, state and local funds to invest in projects and programs that principally benefit low- and moderate-income residents.

2. Summarize the objectives and outcomes identified in the Plan

The 2022 Annual Action Plan (AAP) helps to support the long-range goals outlined in the 2020 – 2024 Consolidated Plan for the City of Everett, as well as address annual community priority needs that have been identified.

The 2020 - 2024 Consolidated Plan focuses on a broad range of issues, including mental health, homelessness, housing, public improvements, and more. Staff will continue to carry forward activities that are responding to COVID, but those are separate activities from the 2022 Action Plan. 2022 AAP activities will support 2020-2024 consolidated goals, with housing, homelessness, mental health services, and a public facility improvement projected during the 2022 Program Year.

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 annual ongoing needs of housing and public services with minimal activities supporting other priorities. In the past, the annual Notice of Funding Availability (NOFA) indicated that there were needs outside of housing and basic services, however the 2022 NOFA showed that most organizations are still responding to housing and basic services needs.

4. Summary of Citizen Participation Process and consultation process

The Citizens Advisory Committee held a virtual public hearing on August 18, 2021 to identify community priority needs. The City allowed for public comments to be submitted via email to be presented during the hearing. A 30 day public comment period following the hearing was held from August 25 until September 27, 2021. A public comment was received about adding a supporting activity to an identified

priority need. As a result, a second hearing was held on September 21, 2021. The suggested activity supported established goals in the Consolidated Plan for employment and was added to list of priority needs. A list of the community priorities identified for funding, as well as the public comment period deadlines, were published online, circulated through the City's Newsflash (email listserv), and in the City's local newspaper, the Herald. All public notice periods followed the traditional 15 day posting period and all public comments followed the established 30 day comment period.

Following an open Notice of Funding Availability (NOFA) period for application, a virtual public hearing was held by the Citizens Advisory Committee on November 16th, 2021 to determine 2022 Funding Recommendations. The City allowed for public comments to be submitted via email to be presented during the hearing. Following the public hearing, a 30-day public comment period for the funding recommendations was held between November 22 and December 23, 2021 and circulated through the Herald and the City's Newsflash. No comments were received on funding recommendations.

Due to the timing of the rollout of the NOFA for CDBG grant funds, an estimate of HUD funding amounts is used. At the time of action for City Council to adopt the Annual Action Plan, thru Resolution, the following statement is acknowledged:

The City Council approves the Citizens Advisory Committee recommendation of adjusting all projects awards evenly listed in this resolution based on the difference between the estimate and final award for CDBG and HOME funds. If the award difference is greater than \$150,000.00, the Committee will reconvene to provide an updated funding recommendation.

5. Summary of public comments

During the public comment period for community needs, a comment was received requesting that job training be added as a priority activity under the Employment Services priority need. Another comment on priority needs further supported established Housing and Service needs on housing rehabilitation and mental health service activities. An additional comment supported projects benefitting Census Tract 402. Please see attached public comments for more details.

No public comments were received on funding recommendations.

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

No comments or views were not accepted.

7. Summary

This document will guide federal spending for the City of Everett for the 2022 Program Year, running from July 1, 2022 until June 30, 2023.

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 the 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 also consults regularly with the Everett Housing Authority and the Housing Authority of Snohomish County. City staff also participate in countywide meeting groups, such as Snohomish County Human Service Executives, the Housing Consortium of Snohomish County (separate from the SC Consortium for HOME funds), County Public Funders in Response to COVID, Statewide Public Funders (through WADOC), and Everett Faith in Action.

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 City sits on the Partnership to End Homelessness (PEH) Continuum of Care Board. PEH is led and managed by Snohomish County, who is identified as the Continuum of Care provider and coordinating partner for this effort. City staff also regularly interact with Snohomish County’s Community Services Advisory Committee which advises the County’s Community Service Block Grant funds.

In November of 2020 the Mayor issued a Mayoral directive to support affordable housing for all. City staff were directed to pursue three initiatives, one of which was to aggressively address homelessness and support housing stability. To respond to the immediate need that was further exacerbated by the pandemic, in early 2021 the City received a Washington Department of Commerce grant, in partnership with

Snohomish County Human Services, that provides temporary shelter for chronically homeless individuals and couples with barriers to other shelter. Named the “Pallet Shelter Pilot”, this project can shelter up to 30 individuals in 20 pallet shelters with room to accommodate an additional 20 pallets in the 2022 calendar year. The City works closely with the Everett Gospel Mission who is the managing agency. Also, the City’s Community Outreach and Engagement Team (COET) regularly refers persons to the Mission for shelter services and engages with those staying at the pallet shelter.

City staff are assisting in the development of a second pallet shelter program operated by a service provider that will utilize ARPA funds plus potential state and local funds. This is scheduled to open by the end of 2022 and will provide temporary shelter for 8 unsheltered families at a time.

In the fall of 2021, Community Development staff also organized an Everett-focused group with a goal of alleviating chronic homelessness. It includes organizations who are working with those living unsheltered in Everett to ensure better awareness and connections, as well as to have direct on-going engagement with the City staff. The current focus areas are outreach, navigation, and support; food and meal distribution; shelter; with a longer-range goal of establishing a community care center.

Another key program supporting unsheltered persons is the City of Everett’s Safe Streets Initiative which is under the direction of the Community Development Division who 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. One quarter of local dollars, under the Everett Human Needs grant, will support the Safe Streets program with grants for organizations providing services for unsheltered persons such as a cars-to-housing program, hot meals coalition, and a Mental Health Alternatives program.

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 and the Everett and Snohomish County Housing Consortium Board. Staff also sits on the Rating and Ranking Committee for Snohomish County’s Continuum of Care program.

With recent pallet shelter efforts and the ongoing coordination for agencies working with the chronically homeless population, City staff actively meet and collaborate with Snohomish County’s Human Services division to administer federal funding, including Emergency Solutions Grant (ESG) funds. Discussions between city and county staff have proved beneficial in aligning funding streams for service providers and program goals.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	AMERICAN RED CROSS
	Agency/Group/Organization Type	Services - Housing Services - Homeless Agency - Emergency Management Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Red Cross was consulted by survey and partnership meetings. Anticipated outcomes are homelessness.
2	Agency/Group/Organization	PARKVIEW SERVICES
	Agency/Group/Organization Type	Services - Housing Service - Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Parkview was consulted by survey. Anticipated outcomes are homeownership and homebuyer education.

3	Agency/Group/Organization	BOYS AND GIRLS CLUB OF SNOHOMISH COUNTY
	Agency/Group/Organization Type	Services - Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Boys and Girls Clubs of Snohomish County were consulted by survey. Anticipated outcomes are increased services for families with children.
4	Agency/Group/Organization	SNOHOMISH COUNTY LEGAL SERVICES
	Agency/Group/Organization Type	Services - Housing Service - Fair Housing Legal Aid
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Snohomish County Legal Services was consulted by survey and public engagement. Anticipated outcomes are legal aid for families and prevention of homelessness.
5	Agency/Group/Organization	DOMESTIC VIOLENCE SERVICES OF SNOHOMISH COUNTY
	Agency/Group/Organization Type	Services - Victims of Domestic Violence Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	DVS was consulted by survey and partnership meetings. Anticipated outcomes are domestic violence.

6	Agency/Group/Organization	ARC OF SNOHOMISH COUNTY
	Agency/Group/Organization Type	Services - Housing Services - Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ARC was consulted by survey and partnership meetings. Anticipated outcomes are housing and quality of life for disabled persons.
7	Agency/Group/Organization	WORK FORCE DEVELOPMENT CENTER
	Agency/Group/Organization Type	Services - Persons with Disabilities Services - Employment
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Work Force Development Center was consulted by survey and partnership meetings. Anticipated outcomes are job retention, job opportunity, and workforce training.
8	Agency/Group/Organization	INTERFAITH ASSOCIATION OF SNOHOMISH COUNTY
	Agency/Group/Organization Type	Housing Services - Housing Services - Homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Interfaith was consulted by survey and public engagement sessions. Anticipated outcomes are homelessness and sheltering.
9	Agency/Group/Organization	CATHOLIC COMMUNITY SERVICES
	Agency/Group/Organization Type	Services - Housing Services - Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CCS was consulted by survey. Anticipated outcomes are housing and quality of life services for disabled persons and the elderly.
10	Agency/Group/Organization	HOMAGE (SENIOR SERVICES OF SNOHOMISH COUNTY)
	Agency/Group/Organization Type	Housing Services - Housing Services - Elderly Persons Services - Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Senior Services was consulted by survey and public engagement. Anticipated outcomes are housing rehabilitation and meal delivery services for the elderly, disabled persons, and extremely low-income households.

11	Agency/Group/Organization	VOLUNTEERS OF AMERICA
	Agency/Group/Organization Type	Housing Services - Housing Services - Children Services - Elderly Persons Services - Persons with Disabilities Services - Homeless Services - Employment Service - Fair Housing Services - Victims Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	VOA was consulted by survey and public engagement. Anticipated outcomes are rental housing mediation, housing, senior services and quality of life for low-income households.
12	Agency/Group/Organization	CHILDSTRIVE
	Agency/Group/Organization Type	Services - Children Services - Homeless Services - Narrowing the Digital Divide

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ChildStrive was consulted by survey and public engagement. Anticipated outcomes are housing, quality of life services, and opportunities for minority population groups.
13	Agency/Group/Organization	COCOON HOUSE
	Agency/Group/Organization Type	Housing Services - Housing Services - Children Services - Homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Cocoon House was consulted via survey and public engagement. Anticipated outcomes are homelessness, youth quality of life, education, and housing.
14	Agency/Group/Organization	EVERETT HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Everett Housing Authority was consulted via survey and public engagement. Anticipated outcomes are housing for low-income households.

15	Agency/Group/Organization	HAND IN HAND
	Agency/Group/Organization Type	Services - Housing Services - Children
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	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.

16	Agency/Group/Organization	HOUSING HOPE
	Agency/Group/Organization Type	Housing Services - Housing Services - Children Services - Homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Housing Hope was consulted via survey and public engagement. Anticipated outcomes are housing for low-income households, mental health services, and childcare services.

17	Agency/Group/Organization	BRIDGEWAYS
	Agency/Group/Organization Type	Services - Health Services - Employment
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Strategy

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Bridgeways was consulted via survey and public engagement. Anticipated outcomes are mental health services and reducing recidivism.</p>
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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 (food, mental health, etc.).
Housing Action Plan	City of Everett, Planning Department	City of Everett Strategic Plan priority needs regarding housing are closely aligned with the City Planning Department Long Range planning effort called the Housing Action Plan. Community Development staff are working with Long Range planning 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 also consults 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 light of COVID, public hearings continued to be held virtually on the city's website, as well as being broadcast on EverettTV with closed captions (both virtual and network television), YouTube, and with a public listen-in number available for those with only phone access.

The Citizens Advisory Committee held a virtual public hearing on August 18, 2021 to identify community priority needs. The City allowed for public comments to be submitted via email to be presented during the hearing. A 30 day public comment period following the hearing was held from August 25 until September 27, 2021. A public comment was received about adding a supporting activity to an identified priority need. As a result, a second hearing was held on September 21, 2021. The suggested activity supported established goals in the Consolidated Plan for employment and was added to list of priority needs. A list of the community priorities identified for funding, as well as the public comment period deadlines, were published online, circulated through the City's Newsflash (email listserv), and in the City's local newspaper, the Herald. All public notice periods followed the traditional 15 day posting period and all public comments followed the established 30 day comment period.

Following an open NOFA period for application, a virtual public hearing was held by the Citizens Advisory Committee on November 16, 2021 to determine 2022 Funding Recommendations. The City allowed for public comments to be submitted via email to be presented during the hearing. Following the public hearing, a 30-day public comment period for the funding recommendations was held between November 22 and December 23, 2021 and circulated through the Herald and the City's Newsflash. No comments were received on funding recommendations.

City Council held a briefing on February 23, 2022 with council action on March 2, 2022 to approve the funding resolution.

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	Newspaper Ad	Non-targeted/ broad community	Legal notices were posted for the public hearings, collection of input for community priority needs, and 2022 Annual Action Plan.	No comments received from Newspaper Postings.	n/a	n/a

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	Public Hearing	Non-targeted/ broad community	Public hearings were held virtually by the Citizen Advisory Committee and were held on August 18, 2021, September 21, 2021, November 16, 2021. Attendance was open to the public through the EverettTV Channel. The public could also listen to the live meetings by telephone. Captioning was provided for the hearing-impaired. Agencies that applied were able to 'attend' the hearing and provide comment.	Comments received were in relation to adding a priority activity, agreeing with priority needs, and requesting assistance for Census Tract 402.	n/a	n/a

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)
3	Public Hearing	Non-targeted/ broad community	City Council held virtual public hearings February 23 and March 2. Attendance was open to the public through the EverettTV Channel, YouTube, and via a listen-in phone line. Captioning was provided for the hearing-impaired.	One comment was received in support of funding allocations for the Draft Annual Action Plan leading up to the March 2 hearing.	n/a	n/a
4	Online Engagement and Notification	Non-targeted/ broad community	All public notices/ comments/plans/etc. were posted on the website and circulated through the Community Development email listserv/distribution database.	n/a	n/a	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 Community Housing Improvement (CHIP) program, which typically receives an annual award for home rehabilitation loans, 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. HOME funds are specific to housing-related activities and are one of the few resources available to create new housing. Expected Resources below are reflective of the direct allocation the City receives from HUD.

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	823,991	250,000	0	1,073,991	2,700,000	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 Needs funds, which help to support agency funding demands for supporting 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 non-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 public services projects, CDBG funds are typically used to leverage other state funding/tax relief. Service projects do not require a 50% match and may be fully funded by CDBG funds.

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

The City's Housing Action Plan identified opportunities for expected growth in the housing market. Staff are currently working with service providers on public land that is available for addressing homelessness.

Discussion

Annually, the City of Everett typically receives \$450,000 in Human Needs funds and \$135,000 in 2060 AHTF funds. Combined with the 15% CDBG allocation available for public services, \$575,000 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 around \$1,000,000 in funds available.

Due to the timing of the rollout of the NOFA for CDBG grant funds, an estimate of HUD funding amounts is used. At the time of action for City Council to adopt the Annual Action Plan, thru Resolution, the following statement is acknowledged:

The City Council approves the Citizens Advisory Committee recommendation of adjusting all projects awards evenly listed in this resolution based on the difference between the estimate and final award for CDBG and HOME funds. If the award difference is greater than \$150,000.00, the Committee will reconvene to provide an updated funding recommendation.

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: \$617,468	Homeowner Housing Rehabilitated: 72 Housing Units
2	Rental Assistance	2020	2024	Affordable Housing	City of Everett	Housing Public Services	CDBG: \$50,650	Public service activities for Low/Moderate Income Housing Benefit: 102 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	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: \$14,350	Homelessness Prevention: 30 Persons Assisted
4	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: \$58,550	Public service activities other than Low/Moderate Income Housing Benefit: 55 Persons Assisted
5	Public Facilities	2020	2024	Non-Housing Community Development	Census Tract 419.04	Capital Improvements	CDBG: \$168,257	Public Facility or Infrastructure activities other than Low/Moderate Income Housing Benefit: 20,500 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Rehabilitation of Existing Units
	Goal Description	Rehabilitation of single-family homeowner units to preserve housing stock and prevent homelessness.
2	Goal Name	Rental Assistance
	Goal Description	Emergency assistance for households for rental and utility payments, not to exceed three months' worth of financial assistance.
3	Goal Name	Homelessness Prevention Services
	Goal Description	Public services with the goal of preventing homelessness for low/moderate income households in need.
4	Goal Name	Public Services
	Goal Description	Public services to low- and moderate-income persons within City limits. Public services will meet needs established by Citizen Advisory Committee for 2022: housing, basic services, and homelessness.
5	Goal Name	Public Facilities
	Goal Description	Improvements to and creation of public facilities.

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 - 45%
- Public Facility - 20%
- Administration - 20%

Public Services and Administration will not exceed the given percentages.

#	Project Name
1	CDBG Program Administration & Planning
2	ARC Independent Housing Support
3	Snohomish County Legal Services Housing Justice Project
4	Housing Hope Mental Health and Therapeutic Services
5	Cocoon House Transitions Behavioral Health Coordinator
6	Homage Meal Delivery Program
7	Hand in Hand Rental Assistance
8	ChildStrive Roof Replacement at The Village
9	Community Housing Improvement Program
10	Homage Minor Home Repair

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 for funding assistance from housing and non-profit agencies. Obstacles continue to be a deficiency of funds available versus funding requests.

AP-38 Project Summary
Project Summary Information

1	Project Name	CDBG Program Administration & Planning
	Target Area	City of Everett
	Goals Supported	Rehabilitation of Existing Units Rental Assistance Homelessness Prevention Services Public Services Public Facilities
	Needs Addressed	Housing Public Services Capital Improvements Economic Development
	Funding	CDBG: \$164,716
	Description	Support of administrative duties to carry out tasks of the CDBG Program.
	Target Date	7/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	n/a
	Location Description	2930 Wetmore Avenue, Suite 8A, Everett, WA 98201
	Planned Activities	Program and administrative support of the CDBG program for 12 months.
2	Project Name	ARC Independent Housing Support
	Target Area	City of Everett
	Goals Supported	Rental Assistance Homelessness Prevention Services Public Services

	Needs Addressed	Housing Public Services
	Funding	CDBG: \$16,350
	Description	Case management support and emergency financial assistance for disabled, low/moderate income households.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	20 low/moderate income families with a family member who has an intellectual and developmental disability.
	Location Description	127 E. Intercity Ave, Suite C, Everett, WA 98208
	Planned Activities	Funds to provide emergency housing assistance, case management, and resource connection.
3	Project Name	Snohomish County Legal Services Housing Justice Project
	Target Area	City of Everett
	Goals Supported	Homelessness Prevention Services
	Needs Addressed	Housing Public Services
	Funding	CDBG: \$14,350
	Description	Homeless prevention by providing free legal services to low-income tenants facing eviction through the Housing Justice Project.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	30 low/moderate income households facing eviction and other housing issues.

	Location Description	2920 Colby Avenue, Suite 102, Everett, WA 98201
	Planned Activities	Provide free legal aid to residents facing eviction.
4	Project Name	Housing Hope Mental Health and Therapeutic Services
	Target Area	City of Everett
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$14,350
	Description	Behavioral Health therapy for children and their families enrolled at Tomorrow's Hope Childcare
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	20 low-income persons (adults and children) facing social emotional delays caused by childhood trauma due to homelessness and poverty.
	Location Description	5908 Evergreen Way, Everett, WA 98201
	Planned Activities	Behavioral Health therapy for children and their families
5	Project Name	Cocoon House Transitions Behavioral Health Coordinator
	Target Area	City of Everett
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$29,850
	Description	Behavioral Health Coordinator in the Transitions program for homeless youth
	Target Date	6/30/2023

	Estimate the number and type of families that will benefit from the proposed activities	15 homeless youth
	Location Description	3530 Colby Avenue, Everett, WA 98201
	Planned Activities	Provide connection to behavioral health resources and support during behavioral health crises.
6	Project Name	Homage Meal Delivery Program
	Target Area	City of Everett
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$14,350
	Description	Funds support meal delivery program to seniors and people living with severe disabilities who are unable to prepare their own meals.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	20 low-income homebound seniors and/or people living with severe disabilities.
	Location Description	5026 196th St. SW, Lynnwood, WA 98036
	Planned Activities	Meal and nutritional services to homebound seniors and people with disabilities.
7	Project Name	Hand in Hand Rental Assistance
	Target Area	City of Everett
	Goals Supported	Rental Assistance Homelessness Prevention Services Public Services

	Needs Addressed	Housing Public Services
	Funding	CDBG: \$34,300
	Description	Rental/housing assistance to ensure families can maintain safe, stable housing.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	82 low-income persons
	Location Description	9502 19 th Ave SE, Ste F, Everett, WA 98208
	Planned Activities	Rental assistance and case management services.
8	Project Name	ChildStrive Roof Replacement at The Village
	Target Area	Census Tract 419
	Goals Supported	Public Facilities
	Needs Addressed	Capital Improvements
	Funding	CDBG: \$168,257
	Description	Funds will be used to replace the roofs on two buildings
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	20,500 low-income residents
	Location Description	14 E Casino Road, Everett, WA 98208
	Planned Activities	Roof replacement on two buildings that are part of The Village on Casino Road, a community center that provides a variety of services to residents.

9	Project Name	Community Housing Improvement Program
	Target Area	City of Everett
	Goals Supported	Rehabilitation of Existing Units
	Needs Addressed	Housing
	Funding	CDBG: \$442,468
	Description	Loans and administration expenses for major home improvement projects for low-income homeowners.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	5 low/moderate income households
	Location Description	2930 Wetmore Avenue, Suite 8B, Everett, WA 98201
	Planned Activities	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.
10	Project Name	Homage Minor Home Repair
	Target Area	City of Everett
	Goals Supported	Rehabilitation of Existing Units
	Needs Addressed	Housing
	Funding	CDBG: \$175,000
	Description	Minor home repairs for low-income seniors and disabled adult homeowners.
	Target Date	6/30/2023

Estimate the number and type of families that will benefit from the proposed activities	67 low/very low-income households
Location Description	5026 196th St. SW, Lynnwood, WA 98036
Planned Activities	Activities pertain to minor home improvements with minimal/no ground disturbance. 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

Most activities support assistance city-wide. While there are specific Census Tracts within the city with higher percentages of low-income households (such as Tract 402 and 407), due to the nature of need within the community, services are not limited to a specific tract for this program year.

Geographic Distribution

Target Area	Percentage of Funds
City of Everett	80
Census Tract 402	20

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Community need was great prior to the COVID-19 pandemic and has only been expanded under pandemic regulations. With a significant increase in demand for community services, activities are supporting many efforts across the city to address as many needs as possible.

Census Tract 419.04 is the determined low-mod area for the public facility improvements listed under project number 8. While the Geographic Distribution Chart above shows Census Tract 402, that field is unable to be edited since it was copied from a prior Annual Action Plan. Census Tract 419.04 is the tract being served with 20% of the funds. See section AP-38 for project description.

Discussion

n/a

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

Introduction

The City of Everett works with multiple agencies on barriers and possible solutions for affordable housing. Input from Snohomish County, the City of Marysville, Housing Consortium of Snohomish County, as well as the City's internal departments and discussions with private developers continues to inform the city on barriers to development and access.

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

In November of 2020 the Mayor issued a Mayoral directive to support affordable housing for all. City staff were directed to pursue these initiatives and made significant progress towards accomplishing each one.

One was to develop a citywide Housing Action Plan. The Plan was developed and then reviewed by the Rethink Housing Advisory Committee and posted for public comment. City Council adopted the plan in the Fall of 2021. Immediately following, WA E2HB 1220 was enacted and Community Development staff are actively working with Planning staff in aligning zoning and development regulations regarding indoor shelters and housing for the homeless or those at risk of becoming homeless. Ongoing collaboration efforts between the two divisions will continue as the short and long term goals for the Housing Action Plan are implemented, the alignment of code with Growth Management Act principles for E2HB1220 are adopted, and the city revisits the growing response to housing under the lens of “housing for all”.

A second mayoral initiative was to improve procedures and permitting requirements to ensure Everett is an attractive place for investors to develop housing. Toward this end, SEPA thresholds were raised to make 30 single family units and 60 multi-family units exempt. Procedural reforms and development flexibility associated with Everett’s Rethink Zoning initiative, the basis for the Housing Action Plan, also represent a significant reduction of barriers to housing development. The ability for Land use applications and permits to be submitted online has also helped streamline the process.

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

Introduction

Implementing the short-term goals of the recently adopted Housing Action Plan in addition to successfully utilizing Covid-relief dollars will guide many actions in the 2022 program year. The City will continue to work closely with public housing agencies, non-profits and local governments as well as improving its codes and standards to maintain and encourage affordable housing. Emphasis will also be placed on meeting the needs of underserved communities and reducing the number of poverty-level families.

Actions planned to address obstacles to meeting underserved needs

With growing numbers of unsheltered persons which has been exacerbated by Covid, using funds to increase access to shelter and basic needs is a large priority. Staff is continuing to move forward on improving access and availability to fair and affordable housing in addition to streamlining processes for land-use and zoning. Staff will continue to work with agencies that have established connections with typically underserved communities.

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 housing.

Actions planned to reduce lead-based paint hazards

All housing projects funded with federal dollars must meet lead paint hazard reduction standards. The City uses CDBG funds for its lead-based paint hazard reduction program through the CHIP Program. The City notifies both owners and tenants involved in these programs regarding the possibility of lead-based paint hazards. The occupants of the assisted units are required to acknowledge receipt of a written fact sheet issued by HUD. If lead-based paint is found to be a hazard, CHIP staff will work with outside contractors to comply with lead-based paint requirements regarding reduction of the hazard. CHIP staff are also consulted to work with minor home repair programs to assess lead hazard risks and if needed, help programs follow lead-based paint requirements.

Actions planned to reduce the number of poverty-level families

The Covid response funding along with regular CDBG dollars fund rental assistance and homelessness prevention. Additional funded services such as food, free legal aid, and counseling aim to support basic needs for low-income households. With basic needs being met, households can stretch their resources further as they participate in or prepare for the workforce which in turn can help lift them out of poverty.

Actions planned to develop institutional structure

The City will continue to be in close partnership with surrounding governmental agencies (Snohomish County, Marysville, etc.) as well as community organizations that are serving low- and very low-income residents.

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

Staff sit on multiple funders groups including Washington State public funders and Snohomish County public funders in addition to the Human Service executives group, and the Housing Consortium of Everett and Snohomish County. Staff will continue to be in close partnership with housing providers and non-profit partners and keep lines of communication open to encourage strong coordination.

Discussion

n/a

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
Total Program Income:	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. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

n/a