

# 2020 Action Plan

## for Washington County and the Cities of Beaverton and Hillsboro



The 2020 Action Plan is presented to you in a format that is prescribed by HUD. Data and narrative are entered into a federal database system called the Integrated Disbursement and Information System (IDIS) and the Action Plan report is then downloaded into a Word format. The Action Plan template in IDIS has a series of prescribed questions that align with the CDBG, HOME, ESG and Consolidated Plan program regulations. The report you are reviewing is the result of that data entry process and is the prescribed and recommended format by HUD. If you have any questions about this format, please don't hesitate to contact the Office of Community Development at 503-846-8814. Thank you for your interest and time spent reviewing this report.

*Copies of this document may be accessed online at:*

<http://www.co.washington.or.us/CommunityDevelopment/Planning/annual-draft-action-plan.cfm>

Approved by HUD

Date: 08/19/2020

# 2020 Action Plan

Washington County Consortium

Washington County and  
The Cities of Beaverton and Hillsboro  
Oregon

Prepared by  
Washington County Office of Community Development  
In collaboration with  
City of Beaverton Community Development Division and  
City of Hillsboro City Manager's Office



## **Expected Resources**

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

#### **Introduction**

This section outlines the anticipated resources for the 5-year Consolidated Plan.

Currently, the HUD financial reporting system indicates that Washington County has \$1.91 million reflected as uncommitted in IDIS in CDBG funds and \$2.74 in uncommitted HOME funds through Grant year 2019. This amount, while is admittedly large, is an inaccurate reflection of the funds that remain uncommitted in Washington County.

The majority of these funds are actually obligated to projects but are not yet committed through a legally binding contract. The funds described in the 2020 Action Plan do not reflect any carryover (prior year) CDBG funding. The funds reflected in this Action Plan allocate the 2020 federal CDBG award plus a small amount of program income.

As described in detail below, the Metro Affordable Housing Bond was approved by voters. Many developers chose to wait for the NOFA of these funds in order to determine financial benefit. As a result, The HOME program did not receive any applications for the PY2019. These funds will be available for commitment during the PY2021 application cycle. It is the internal policy of the Office of Community Development to not subfund in IDIS until all the agreements, trust deeds and promissory notes have been fully executed. The remainder of the amount unobligated will be applied toward eligible projects that will address the previously established needs of Washington County.

## 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	2,228,635	251,704	90,000	2,570,339	9,000,000	These funds support non-profit partners through public services/public facilities and city/county partners through infrastructure improvements. Housing Rehab programs provide direct community support. We take 20% of the grant for Admin/Planning.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,719,171	443,662	1,625,773	3,788,606	8,101,784	The HOME funds are primarily used towards new unit production, homeownership assistance and rehabilitation. In addition, we set aside 5% for CHDO Operating and 10% for HOME admin.
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	192,189	0	0	192,189	727,692	ESG funds are used primarily for housing assistance (prevention and re-housing) but can also be used for street outreach and shelter operations. In addition, we take 7.5% for Admin.

**Table 1 - Expected Resources – Priority Table**

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

As a result of both federal mandate and local policy, each of the County's entitlement programs require or encourage some level of "match" or "leveraging" - financing from other sources in addition to the requested entitlement funds. For instance, locally adopted policies for the HOME program require that 25 percent of the project cost be accounted for by matching funds. In addition, the County's CDBG funding process awards a higher point value to project proposals that will leverage significant additional resources. Under the ESG program, federal regulations require that there be a dollar-for-dollar match from other public and private sources. These federal funds will leverage additional resources on the state and local levels for public resources and private resources. Over the next five-year period, Washington County will also receive \$1116 million in funds from a regional affordable housing bond passed by voters in November 2018. This influx of funding will be the primary driver of housing development from 2020-2025.

The last program year saw federal funds leverage \$2,732,465 (or 14% of all resources) in public resources on the state and local levels and \$12,180,729 (or 62% of all resources) in private resources. This is due to the fact that these federal funds are often the first funds generated for housing and community development projects and generate interest for additional leverage and demonstrate local commitment towards a housing or community development project. For public resources, this can include leveraged resources from the state for homeless assistance projects, weatherization activities, infrastructure projects on state highways running through local jurisdictions, and public services projects. It can also include microenterprise assistance and state housing dollars for Washington County rental housing developments. Locally, leveraged resources include resources for homeless assistance projects, infrastructure projects, public facilities, public service projects and economic development projects. In private resources, leveraged resources include resources from Consolidated Plan foundations and churches, donations, in-kind services, private loans, sweat equity, tax credits, volunteers and private funds. These sources are all non-federal so may count for the federal programs towards non-federal match.

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

Washington County owns two smaller pieces of land that are under consideration for use as affordable housing development in the future. One parcel is in Aloha and can support the development of 4 or 5 units. The other parcel is in Hillsboro and is adjacent to Hillsboro-owned land. County staff has had some conversation with the City about joint development of both parcels. However, development is challenged by access to the site and zoning. Both of these sites are prospects, but no formal action has been taken to dedicate them to be used as affordable housing.

**Discussion**

The regional Metro Affordable Housing Bond will change the housing pipeline in our region over the next five years. In November 2018, the voters in Multnomah, Clackamas and Washington Counties voted in passage of this bond resulting in regional resources of \$652 million dollars. The portion attributed to Washington County equates to \$188 million. The breakdown of revenue and unit allocation is as follows. Washington County HOME funds are anticipated to be used as leverage for some of these projects. The County and the Housing Authority are working closely to look for opportunities for alignment.



## 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	Homeless Activities that implement A Road Home	2020	2024	Homeless	Washington County	Homelessness	CDBG: \$240,000	Public service activities other than Low/Moderate Income Housing Benefit: 300 Persons Assisted Homeless Person Overnight Shelter: 24 Persons Assisted Homelessness Prevention: 150 Persons Assisted
2	Homeless Activities General	2020	2024	Homeless	Washington County	Homelessness	CDBG: \$30,000 ESG: \$192,189	Public service activities other than Low/Moderate Income Housing Benefit: 250 Persons Assisted Homelessness Prevention: 60 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	New Construction of Rental Housing	2020	2024	Affordable Housing	Washington County	Housing	HOME: \$1,797,689	
4	Preservation of Single Family Housing	2020	2024	Affordable Housing	Washington County	Housing	CDBG: \$413,803	Homeowner Housing Rehabilitated: 260 Household Housing Unit
5	Preservation of Rental Housing	2020	2024	Affordable Housing	Washington County	Housing	CDBG: \$10,000	Rental units rehabilitated: 4 Household Housing Unit
6	Supportive Services	2020	2024	Non-Housing Community Development	Washington County	Public Services	CDBG: \$111,768	Public service activities other than Low/Moderate Income Housing Benefit: 2580 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Public Infrastructure Improvement	2020	2024	Homeless	Washington County	Neighborhood and Community Development	CDBG: \$597,554	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5449 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 47 Households Assisted
8	Public Facility Development	2020	2024	Non-Housing Community Development	Washington County	Neighborhood and Community Development Special Needs and Populations	CDBG: \$462,554	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 600 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
9	Workforce Training	2020	2024	Non-Housing Community Development	Washington County	Neighborhood and Community Development	CDBG: \$50,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 35 Persons Assisted

Table 2 – Goals Summary

## Goal Descriptions

1	<b>Goal Name</b>	Homeless Activities that implement A Road Home
	<b>Goal Description</b>	This goal is to provide support to projects that implement the Strategies from Washington County's A Road Home: A Community Plan to Prevent and End Homelessness.
2	<b>Goal Name</b>	Homeless Activities General
	<b>Goal Description</b>	This goal provides supportive services for homeless persons and families.
3	<b>Goal Name</b>	New Construction of Rental Housing
	<b>Goal Description</b>	This goal is to focus funding on the new construction of affordable rental housing across Washington County.
4	<b>Goal Name</b>	Preservation of Single Family Housing
	<b>Goal Description</b>	This goal is to provide support for rehabilitation of housing owned and occupied by low-income households including but not limited to rehabilitation, weatherization and accessibility improvements.
5	<b>Goal Name</b>	Preservation of Rental Housing
	<b>Goal Description</b>	This goal is to preserve existing affordable rental housing, including acquisition, acquisition and rehabilitation, rehabilitation, weatherization and refinancing activities.

6	<b>Goal Name</b>	Supportive Services
	<b>Goal Description</b>	This goal is to provide a vast array of supportive services designed to assist low-income and vulnerable households overcome barriers in an effort to achieve self-sufficiency.
7	<b>Goal Name</b>	Public Infrastructure Improvement
	<b>Goal Description</b>	This goal is to construct or improve infrastructure in income-qualified areas to ensure the future health and safety of communities.
8	<b>Goal Name</b>	Public Facility Development
	<b>Goal Description</b>	This goal is to acquire, construct or rehabilitate public facilities to benefit eligible populations.
9	<b>Goal Name</b>	Workforce Training
	<b>Goal Description</b>	This goal is to provide training to community members that enables them to obtain or improve their employment in an effort to achieve self-sufficiency.

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

### Introduction

Washington County will use CDBG funds to provide assistance to two (2) Public Infrastructure projects; one (1) Public Facility project; six (6) Public Services projects that implement strategies in “A Road Home: Community Plan to Prevent and End Homelessness”; seven (7) other Supportive Service projects benefiting extremely low-, low-, and Moderate-income persons; three (3) Affordable Housing Preservation programs; and Office of Community Development (OCD) housing rehabilitation administration and overall program administration activities. Washington County allocates 15% of its annual grant plus 15% of the program income from the prior year towards public service activities. The total value of awards to projects carrying out public services in FY 20/21 is \$431,768, which is 15% of the annual grant (\$2,228,635 plus a portion of the program income (\$72,197) received in the prior fiscal year. We will not exceed the 15% threshold set by the regulations.

HOME funds will provide funding for the CHDO operating costs; and overall program administration. Washington County did not receive any applications for the PY 20/21 HOME funds. It is felt that this was due to developers awaiting the NOFA from area jurisdictions for the Metro Bond funds. ESG funds will provide Rapid Re-housing activities as well as provide funding for program administration.

Currently, AP20 and AP35 list differing amounts in both the HOME and CDBG non-planning/admin activities. The figures contained in AP35 are correct. The difference is a result of administrative activities that meet more than one of the Annual Goals and Objectives. The amounts for those projects were not divided into each outlined annual goal.

#	Project Name
1	City of Forest Grove - D Street Public Improvements
2	City of Cornelius - 4th Avenue and South 20th Avenue Sidewalk Improvements
3	NAMI Facility Upgrade
4	Community Partners for Affordable Housing, Inc - Resident Services
5	Bienestar - Resident Services
6	Fair Housing Council of Oregon - Fair Housing Services
7	Community Action Organization - Emergency Rent Assistance
8	Boys and Girls Aid - Safe Place for Youth
9	HomePlate Youth Services
10	Washington County - Disability, Aging and Veteran Services (DAVS)
11	Boys and Girls Aid - Transitional Living Services
12	Virginia Garcia Migrant Summer Camp
13	Good Neighbor Center Children's Program
14	Ecumenical Ministries of Oregon - Second Home

#	Project Name
15	DEAR Transportation Service for the Profoundly Disabled
16	WorkSystems Employment Initiative
17	Office of Community Development - Home Access and Repair for the Disabled and Elderly (HARDE)
18	2020 Office of Community Development - Housing Rehabilitation Administration
19	Office of Community Development - Housing Rehab Program
20	Rebuilding Together
21	Community Action Organization - Comprehensive Weatherization
22	Community Action Organization - Self-Help Weatherization
23	2020 Office of Community Development - CDBG Program Administration
24	Bienestar - CHDO Operating
25	Community Partners for Affordable Housing, Inc - CHDO Operating
26	Unobligated HOME funds
27	2020 Office of Community Development - HOME Administration
28	Community Action Organization - Emergency Solutions Grant
29	Unobligated PI from NSP Transfer

**Table 3 – Project Information**

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

Obstacles to addressing underserved needs can primarily be attributed to the lack of funding support available in the community to meet the demand for the new construction of affordable housing and other public facility, infrastructure, and public services benefitting extremely low-, low- and moderate-income persons. Obstacles encountered in the housing market by providers of homeless services include barriers in identifying housing for persons who have landlord debt or past evictions on their record. The current housing market with vacancy rates at 4.42% and escalating rents is causing displacement of low-income households especially seniors and persons with disabilities on fixed incomes. Given the tight market, once housing is lost, it is extremely difficult to regain. Rent assistance programs trying to bridge the gap caused by escalating rents has decreased the number of households that can be served. Another obstacle that Washington County faces the increased cost of construction, which has impacted larger construction projects as well as smaller projects through our Housing Rehabilitation program. Construction projects are taking two years to compete which is impacting management of the CDBG timeliness ratio.

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



1	<b>Project Name</b>	City of Forest Grove - D Street Public Improvements
	<b>Target Area</b>	Washington County
	<b>Goals Supported</b>	Public Infrastructure Improvement
	<b>Needs Addressed</b>	Neighborhood and Community Development
	<b>Funding</b>	CDBG: \$227,554
	<b>Description</b>	CDBG funds will be used to construct full street improvements along a two block section of 'D' Street between Pacific Avenue and 18th Avenue. Currently there are no curbs, sidewalks, or drainage improvements in the area. There are 4 lots on the south end of 'D' Street between 19th and 18th that do not have access to sanitary sewer. This project would extend and make sanitary sewer available to those lots. This project will provide curbs, sidewalks, driveways, storm sewer, sanitary sewer, and paving improvements. The City has been awarded \$217,554 in CDBG funds and an additional \$10,000 has been included to cover Davis Bacon project costs.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that this project will serve 19 households or 47 low/moderate income persons
	<b>Location Description</b>	D Street between Pacific Avenue and 18th Avenue as well as D Street between 18th and 19th Streets, Forest Grove, OR
<b>Planned Activities</b>	Community Development Block Grant (CDBG) funds will be used to provide full street improvements including new curbs, sidewalks, driveways, and drainage improvements along a two-block section of 'D' Street between Pacific Avenue and 18th Avenue. Additionally, the proposed project would extend and make sanitary sewer available to four (4) lots on the south end of 'D' Street between 19th and 18th streets that do not currently have access to sanitary sewer.	
2	<b>Project Name</b>	City of Cornelius - 4th Avenue and South 20th Avenue Sidewalk Improvements
	<b>Target Area</b>	Washington County - Not including the City of Beaverton and the City of Hillsboro
	<b>Goals Supported</b>	Public Infrastructure Improvement
	<b>Needs Addressed</b>	Neighborhood and Community Development

	<b>Funding</b>	CDBG: \$235,000
	<b>Description</b>	CDBG funds will be used exclusively for survey and construction of a new sidewalk and ADA ramps across the street, and in front of Tarrybrooke Park on S. 4th Avenue and sidewalk and ADA ramps on S. 20th Avenue, between S. Alpine Street and S. Elder Place. The project will be constructed, entirely, between July 1, 2020 and June 30, 2021. The City has been awarded \$225,000 in CDBG funds and an additional \$10,000 has been included to cover Davis Bacon project costs.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3512 Persons
	<b>Location Description</b>	South 4th Ave at Tarrybrooke Park and South 20th between S Alpine and S Elder Place
	<b>Planned Activities</b>	Community Development Block Grant (CDBG) funds for the cost of construction for sidewalk and A.D.A. ramps, on the east and west side of South 4th Avenue, near Tarrybrooke Park, and sidewalk and A.D.A. ramps, on both sides of South 20th Avenue, between South Alpine and South Elder Place.
<b>3</b>	<b>Project Name</b>	NAMI Facility Upgrade
	<b>Target Area</b>	Washington County - Not including the City of Beaverton and the City of Hillsboro
	<b>Goals Supported</b>	Public Facility Development
	<b>Needs Addressed</b>	Neighborhood and Community Development
	<b>Funding</b>	CDBG: \$462,554
	<b>Description</b>	CDBG funds will be utilized to rehabilitate and expand the Aloha center allowing NAMI to continue to serve and expand services to the low-income mentally ill population. The project has been awarded \$452,554 in CDBG funds and an additional \$10,000 has been included to cover Davis Bacon project costs.
	<b>Target Date</b>	6/30/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that this project will assist 600 low income adults
	<b>Location Description</b>	18680 SW Shaw Street, Aloha OR
	<b>Planned Activities</b>	CDBG funds would be used to pay for construction costs associated with the proposed improvements with the goal of serving more clients in need of their services.
<b>4</b>	<b>Project Name</b>	Community Partners for Affordable Housing, Inc - Resident Services
	<b>Target Area</b>	Washington County - Not including the City of Beaverton and the City of Hillsboro
	<b>Goals Supported</b>	Supportive Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$22,433
	<b>Description</b>	CPAH will provide supportive community and skill-building activities and housing stability resources to diverse youth, adult, and senior residents in five properties. Services provided include after school and summer youth programs, homework help and summer lunch programs, monthly food distribution, Thriving in Place physical/cognitive health programs, community garden activities, seasonal activities, life skills classes, onsite recovery groups, partnerships with service providers to help residents maintain their housing stability, and outreach services to encourage participation in resident service programs.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	230 low and moderate income persons

	<b>Location Description</b>	CPAH will be provide resident services at the following locations: <ul style="list-style-type: none"> <li>• Greenburg Oaks – 11905 SW 91st Ave., Tigard, OR 97223-6335</li> <li>• Oleson Woods – 9140 SW 91st Ave., Tigard 97223-6811</li> <li>• Metzger Park – 10025 SW 85th Ave., Tigard 97223-8892</li> <li>• Village at Washington Square – 11159 SW Hall Blvd., Tigard, OR 97223-2431</li> <li>• The Knoll at Tigard– 12291 SW Knoll Dr., Tigard 97223-8247</li> </ul>
	<b>Planned Activities</b>	CDBG funds will pay for personnel costs and other occupancy and administrative costs associated with the project. This includes a portion of the salaries of the Deputy Director, the Resident Services Manager, and two (2) Resident Services Coordinators
5	<b>Project Name</b>	Bienestar - Resident Services
	<b>Target Area</b>	Washington County - Not including the City of Beaverton and the City of Hillsboro
	<b>Goals Supported</b>	Supportive Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$22,433
	<b>Description</b>	Bienestar will provide comprehensive resident services for low-income youth and adults in nine properties. Adult programs include ESL classes, GED Preparation classes, computer classes, financial literacy programs, IDA Programs, Job Club, Recetas, emergency cash assistance program, nutrition classes, Promotores (12 resident peer leaders who receive special training and conduct home visits), and community meetings and activities. Youth Programs include homework clubs (called MpowR), for children of Juniper, Elm Park, Willow Park and Jose Arciga, Science Clubs, Basketball Club, Summer Lunch and Fun (for children of Montebello, Sierra West, and Sunset) Financial Fitness for Life, Kids Computer Club, Teens Build Your Own Computer Club, Explorador Nature Camp, Youth IDA program, Education Navigation and other special events.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1460 Low and moderate income persons

	<b>Location Description</b>	<p>Bienestar will provide resident services at the following property locations:</p> <ul style="list-style-type: none"> <li>• Cornelius Park - 481 S. Alpine St Cornelius OR 97113</li> <li>• Cornelius Park - 425 N 29th Ave Cornelius OR 97113</li> <li>• Cornelius Park - 1744 N. Davis St. Cornelius OR 97113</li> <li>• Elm Park, Elm Street, Forest Grove, OR 97116</li> <li>• Jose Arciga, 584 N. 15th Ave., Cornelius, OR 97113</li> <li>• Jose Arciga, 3231 22nd Place., Forest Grove, OR 97116</li> <li>• Juniper Gardens, 2718 Juniper Street, Forest Grove, OR 97116</li> <li>• Reedville Apartments, 21141 SW Alexander Street, Aloha, OR 97006</li> <li>• Willow Park, 2824 22nd Ave., Forest Grove, OR 97116</li> </ul>
	<b>Planned Activities</b>	CDBG funds will be used to pay for personnel costs associated with the salary of the Resident Services Director (1 FTE).
6	<b>Project Name</b>	Fair Housing Council of Oregon - Fair Housing Services
	<b>Target Area</b>	Washington County - Not including the City of Beaverton and the City of Hillsboro
	<b>Goals Supported</b>	Supportive Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$6,902
	<b>Description</b>	CDBG funds will be used to affirmatively further fair housing outreach efforts, which may include funding the Fair Housing Hotline to track calls from Washington County (non-Beaverton/Hillsboro) callers with questions about fair housing issues; provide fair housing trainings/activities/events for low income tenants to educate them on their respective rights and responsibilities under the law relative to fair housing; offer landlord training opportunities to educate them on their compliance responsibilities under the law relative to fair housing; provide visual fair housing displays in county building; provide staffing at annual cultural festival; and provide fair housing complaint data and analysis.
	<b>Target Date</b>	6/30/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	75 Low to moderate income persons
	<b>Location Description</b>	Administrative offices are located in Portland at, 1221 SW Yamhill Street, Suite 305, Portland, OR 97205. Services to be provided in Washington County. Hotline will serve Washington County residents excluding City of Beaverton and City of Hillsboro.
	<b>Planned Activities</b>	CDBG funds will be used to pay for personnel costs, operating supplies, travel and training costs, and indirect costs associated with the project.
<b>7</b>	<b>Project Name</b>	Community Action Organization - Emergency Rent Assistance
	<b>Target Area</b>	Washington County - Not including the City of Beaverton and the City of Hillsboro
	<b>Goals Supported</b>	Homeless Activities that implement A Road Home
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Community Action's Emergency Rent Program provides rent assistance to low income households who have received a 72-hour notice due to inability to pay rent. Community Action will use grant funds to provide emergency rent assistance to County residents (excluding residents of Beaverton and Hillsboro) who are facing eviction
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	120 low income households
	<b>Location Description</b>	1001 SW Baseline, Hillsboro OR
	<b>Planned Activities</b>	CDBG funds will be used solely for emergency rent assistance to low income households in Washington County (excluding Beaverton and Hillsboro).
<b>8</b>	<b>Project Name</b>	Boys and Girls Aid - Safe Place for Youth
	<b>Target Area</b>	Washington County

	<b>Goals Supported</b>	Homeless Activities that implement A Road Home Homeless Activities General
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$90,000
	<b>Description</b>	Safe Place for Youth program will provide housing, case management, family mediation, skills training, financial assistance, and independent living support that will lead youth to stable housing and self-sufficiency. The program will be available to youth who have stayed at the Safe Place shelter for 30 days and need additional time and support to work on their goals for stable housing. Services will focus on employment and/or educational support, individual and family counseling, financial literacy (including checking and savings accounts), accessing public assistance, time management, household care, decision making, and interpersonal communication. Housing and all basic needs will be provided at the Safe Place facility.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	90 Homeless youth to the age of 24
	<b>Location Description</b>	454 SE Washington Street, Hillsboro OR
	<b>Planned Activities</b>	CDBG funds will be used to support a portion of the personnel cost of a Youth Care Counselor (0.93 FTE).
<b>9</b>	<b>Project Name</b>	HomePlate Youth Services
	<b>Target Area</b>	Washington County - Not including the City of Beaverton and the City of Hillsboro
	<b>Goals Supported</b>	Homeless Activities that implement A Road Home Supportive Services
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	CDBG funds will support a full-time Outreach Coordinator to make the critical first connection with youth, engage them with (and expand our pool of) trained outreach volunteers, and enable an outreach action plan in the less urban parts of the county including Forest Grove, Cornelius, and Tigard.

	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	300 Homeless Youths to the age 24
	<b>Location Description</b>	Services are provided through HomePlate Youth Services, 12520 SW 3rd St., Beaverton, OR 97005
	<b>Planned Activities</b>	This project will support the salary of an Outreach Coordinator.
<b>10</b>	<b>Project Name</b>	Washington County - Disability, Aging and Veteran Services (DAVS)
	<b>Target Area</b>	Washington County
	<b>Goals Supported</b>	Homeless Activities that implement A Road Home Supportive Services
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Washington County Disability, Aging and Veteran Services (DAVS) will provide one-time stipend payments to provide any combination of security deposits, rental assistance, and emergency financial housing support to stabilize and/or obtain housing for older adults, people with disabilities and veterans in Washington County. One time stipends/awards will range from \$500-\$2,500 to eligible at risk consumers. The Homeless Outreach Coordinator will also provide support and wrap around service connection to all consumers served in the program. These services include assistance applying for stable income, low income housing, counseling, SNAP, Medicaid benefits, veterans medical and financial benefits, and behavioral health support; if needed.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30 low to moderate income individuals
	<b>Location Description</b>	5240 NE Elam Young Parkway, Suite 300, Hillsboro OR



	<b>Planned Activities</b>	Project will be used directly for one time stipends/awards paid to vendors and landlords in lieu of direct payments to participants and verification of these expenses will be collected prior to approval and payment of awards.
<b>11</b>	<b>Project Name</b>	Boys and Girls Aid - Transitional Living Services
	<b>Target Area</b>	Washington County
	<b>Goals Supported</b>	Homeless Activities that implement A Road Home
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Transitional Living Services will provide long-term shelter and aftercare supports for homeless youth ages 14 through 20 who are transitioning to stable housing after completing 30 days of emergency shelter at Safe Place. With the funding from this grant, there will be 3 beds per night available for these youth. The project will serve up to 12 youth per year, or 36 youth over the three-year period. Youth may participate in Transitional Living Services for up to 90 days.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	18 Homeless Youths to the age of 20
	<b>Location Description</b>	454 SE Washington Street, Hillsboro OR
	<b>Planned Activities</b>	CDBG funds will support the partial salary of a Mental Health Coordinator as well as client expenses including interview clothing, hygiene supplies, personal ID, education expenses, legal documents, permits, licenses and Tri-Met passes
<b>12</b>	<b>Project Name</b>	Virginia Garcia Migrant Summer Camp
	<b>Target Area</b>	Washington County
	<b>Goals Supported</b>	Supportive Services
	<b>Needs Addressed</b>	Neighborhood and Community Development
	<b>Funding</b>	CDBG: \$30,000

	<b>Description</b>	The project will serve migrant farmworkers in Washington County, where they live and work, through the Migrant Camp Summer program. This program provides primary, dental and mental health services, delivered with a mobile clinic, other community partners, who also take their services and resources, as services are provided directly at the migrant camp.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	800 Low income migrant farmworkers
	<b>Location Description</b>	Sergio I: 11415 SW Hillsboro Hwy 219; Sergio II: 37641 SW Nursery Road; Casa Blanca: 33685 NW Vadis Road; Campo Blanco: 4228 SW Golf Course Road; Heikes Camp: 9400 SW Heikes Drive; Hines Growers: 45296 SW Ritchey Road.
	<b>Planned Activities</b>	CDBG funds will be used to support a portion of the Community Outreach Manager, Outreach Program Coordinator and the Outreach Worker
<b>13</b>	<b>Project Name</b>	Good Neighbor Center Children's Program
	<b>Target Area</b>	Washington County
	<b>Goals Supported</b>	Supportive Services
	<b>Needs Addressed</b>	Neighborhood and Community Development
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	This program will provide child care for families in shelter Monday-Friday from 8am-1pm. This service will be provided so that the parents can search for employment, go to work, go to school or other programs that will help lead the family towards self sufficiency
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that they will serve 200-250 low-income persons through the preschool program.
	<b>Location Description</b>	Good Neighbor Center 1130 SW Greenburg Road, Tigard

	<b>Planned Activities</b>	CDBG funds of \$30,000 will be used to partially pay for a pre-school Child Care/Pre-School Teacher.
<b>14</b>	<b>Project Name</b>	Ecumenical Ministries of Oregon - Second Home
	<b>Target Area</b>	Washington County - Not including the City of Beaverton and the City of Hillsboro
	<b>Goals Supported</b>	Homeless Activities that implement A Road Home
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	CDBG funds will be used for staff salaries and travel expenses to support the 0.5 FTE Student/Home Provider Coordinator. Additionally, the grant will cover .05 FTE of the Second Home Program Director total time for oversight and staff support. Second Home staff will work with students identified by their school district's McKinney-Vento Liaison or school counselor as a good candidate for the program.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that the project will assist 6 homeless youth
	<b>Location Description</b>	0245 SW Bancroft St., Ste. B, Portland, OR
	<b>Planned Activities</b>	CDBG funds will be used to provide unaccompanied, homeless youth (ages 16-21) in Forest Grove School District, Tigard-Tualatin School District, Banks School District, and unincorporated areas in Washington County with safe, secure, and consistent housing in order for them to focus on their schoolwork and graduate from high school.
<b>15</b>	<b>Project Name</b>	DEAR Transportation Service for the Profoundly Disabled
	<b>Target Area</b>	Washington County - Not including the City of Beaverton and the City of Hillsboro
	<b>Goals Supported</b>	Supportive Services
	<b>Needs Addressed</b>	Special Needs and Populations
	<b>Funding</b>	CDBG: \$30,000

	<b>Description</b>	The DEAR program proposes to purchase 1 wheelchair accessible van to serve profoundly developmentally disabled, often medically fragile adults. The van will assist these individuals to arrive at the day program and return home. In addition, the vans will be used to allow these individuals access to the community during regular program hours.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This activity will benefit 15 developmentally disabled individuals
	<b>Location Description</b>	1800 NW 169th Place Suite B-300, Beaverton, OR 97006
	<b>Planned Activities</b>	CDBG funds will be used to purchase a van which will allow clients to arrive at DEAR's day program and return home within a reasonable time frame.
<b>16</b>	<b>Project Name</b>	WorkSystems Employment Initiative
	<b>Target Area</b>	Washington County - Not including the City of Beaverton and the City of Hillsboro
	<b>Goals Supported</b>	Workforce Training
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	Washington County and WorkSystems will partner together to fund an agency to provide career coaching services. The participants will have access to an array of workforce preparation, training and employment services. This program is focused on serving those with incomes at or below 50% MFI who are also on SNAP
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	20 persons at or below 50% MFI
	<b>Location Description</b>	1618 SW 1st Avenue, Suite 450, Portland, OR
	<b>Planned Activities</b>	CDBG funds will be used to pay for 1 FTE Career Coach

<b>17</b>	<b>Project Name</b>	Office of Community Development - Home Access and Repair for the Disabled and Elderly (HARDE)
	<b>Target Area</b>	Washington County - Not including the City of Beaverton and the City of Hillsboro
	<b>Goals Supported</b>	Preservation of Single Family Housing
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$150,000
	<b>Description</b>	The Office of Community Development's HARDE Program will provide grants to persons over the age of 62 for the purpose of making repairs of an urgent nature or accessibility improvements for disabled homeowners or renters.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30 income-qualified households will be assisted through this project
	<b>Location Description</b>	Office at 328 West Main, Suite 100, Hillsboro, OR 97123.
	<b>Planned Activities</b>	CDBG funds will be used to provide assistance for professional services, construction-related costs, and other eligible permits and fees associated with carrying out the HARDE Program. Washington County will also be administering the City of Hillsboro's CDBG Housing Rehabilitation grant funds in the amount of approximately \$200,000.
<b>18</b>	<b>Project Name</b>	2020 Office of Community Development - Housing Rehabilitation Administration
	<b>Target Area</b>	Washington County - Not including the City of Beaverton and the City of Hillsboro
	<b>Goals Supported</b>	Preservation of Rental Housing Preservation of Single Family Housing
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$339,418

	<b>Description</b>	General Administration for the oversight, management, monitoring and coordination of the County's Housing Rehabilitation Programs. The Housing Rehab Admin budget reflects costs for an additional Housing Rehab staff person. The funds to support this program were originally NSP program income which the Policy Advisory Board approved the use of to support the Housing Rehab Program as we seek out other funding to augment the program. This funding is comprised of \$296,017 in funds from FY20/21 and \$43,401 from prior year funds.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Households served will be reported under the respective rehabilitation activity.
	<b>Location Description</b>	328 West Main Street, Suite 100, Hillsboro, OR 97123
	<b>Planned Activities</b>	General Administration for the oversight, management, monitoring and coordination of the County's Housing Rehabilitation Programs.
<b>19</b>	<b>Project Name</b>	Office of Community Development - Housing Rehab Program
	<b>Target Area</b>	Washington County - Not including the City of Beaverton and the City of Hillsboro
	<b>Goals Supported</b>	Preservation of Single Family Housing
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$115,720
	<b>Description</b>	The Office of Community Development will provide four low-interest, deferred payment loans to income-qualified residents of Washington County (excluding the city of Beaverton residents) to make needed repairs to the owner-occupied homes.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	4 income-qualified homeowners
	<b>Location Description</b>	Office at 328 West Main, Suite 100, Hillsboro, OR 97123. Homeowners will be assisted throughout Washington County (excluding the City of Beaverton and City of Hillsboro).

	<b>Planned Activities</b>	CDBG funds will be used to provide assistance for professional services, construction-related costs, and other eligible permits and fees associated with carrying out housing rehabilitation activities.
<b>20</b>	<b>Project Name</b>	Rebuilding Together
	<b>Target Area</b>	Washington County - Not including the City of Beaverton and the City of Hillsboro
	<b>Goals Supported</b>	Preservation of Single Family Housing
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	Rebuilding Together Washington County provides necessary repairs to homes owned by low and moderate-income homeowners, especially seniors and the disabled, to keep them safe, warm and dry.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 Low to moderate income households
	<b>Location Description</b>	Rebuilding Together administrative office located at 12550 SW 3rd Street, Beaverton, OR 97005.
<b>Planned Activities</b>	CDBG funds will pay for a portion of the salary costs of the Executive Director who manages the Rebuilding Together home repair program	
<b>21</b>	<b>Project Name</b>	Community Action Organization - Comprehensive Weatherization
	<b>Target Area</b>	Washington County - Not including the City of Beaverton and the City of Hillsboro
	<b>Goals Supported</b>	Preservation of Rental Housing Preservation of Single Family Housing
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$20,000

	<b>Description</b>	Community Action provides no-cost weatherization assistance to improve the efficiency, safety, comfort and durability of people's homes. Eligible households will receive a comprehensive energy audit by an Energy Auditor to determine potential cost-effective improvements which could include insulation, air duct sealing, ventilation, heating systems, and/or windows. Once improvements are selected, licensed contractors will perform the installations. Clients will also receive education on energy savings, health and safety, and water conservation. Priority will be given to low income homeowners over the age of 60 and/or persons with disabilities. The Agency will obtain information on household income to substantiate benefit to persons who are income-qualified.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 Low to moderate income households
	<b>Location Description</b>	Community Action Weatherization offices are located at: 1001 SW Baseline Street, Hillsboro, OR
	<b>Planned Activities</b>	CDBG Funds will pay a portion of the salary of the energy auditor/inspector who works with eligible client households and the contractors.
22	<b>Project Name</b>	Community Action Organization - Self-Help Weatherization
	<b>Target Area</b>	Washington County - Not including the City of Beaverton and the City of Hillsboro
	<b>Goals Supported</b>	Preservation of Rental Housing Preservation of Single Family Housing
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$25,000



	<b>Description</b>	Community Action (CA) provides energy conservation education and training in the uses of weatherization materials to reduce high heating/utility costs of income-qualified households. CA will conduct energy conservation workshops and make home visits to supply low cost weatherization materials to qualified clients. Energy staff will train client households how to install low cost weatherization measures (example: caulking, weather stripping, interior storm window kits, switch plates, CO2 alarms) and will inspect all installations. In addition, if warranted, staff will assist in replacing older less efficient refrigerators with more efficient models. Materials averaging \$50 per household will be provided. Staff will conduct follow-up to evaluate changes in client energy usage. One Baseload Auditor will be assigned to CDBG-eligible units to ensure that the costs assigned to CDBG are eligible and supported by time records.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	120 low/mod income households
	<b>Location Description</b>	Community Action Weatherization offices are located at: 1001 SW Baseline St, Hillsboro, OR
	<b>Planned Activities</b>	CDBG Funds will pay for a portion of the salary of an energy auditor/inspector associated with providing individualized energy conservation counseling to a minimum of 120 program participants (households).
<b>23</b>	<b>Project Name</b>	2020 Office of Community Development - CDBG Program Administration
	<b>Target Area</b>	Washington County
	<b>Goals Supported</b>	Homeless Activities that implement A Road Home Homeless Activities General Preservation of Rental Housing Preservation of Single Family Housing Public Infrastructure Improvement Public Facility Development Workforce Training Supportive Services

	<b>Needs Addressed</b>	Homelessness Housing Economic Development Public Services Neighborhood and Community Development Special Needs and Populations
	<b>Funding</b>	CDBG: \$465,256
	<b>Description</b>	General administration, management, and oversight of Washington County's CDBG program. The CDBG funded portion of Admin is no longer sufficient to fund the Admin program budget.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable
	<b>Location Description</b>	328 West Main Street, Suite 100, Hillsboro, OR 97123
	<b>Planned Activities</b>	CDBG funding will be provided to support administrative costs associated with carrying out the 2020 Action Plan Annual Goals and Priority needs. Should additional program income generated in this fiscal year be greater than projected, Office of Community Development may apply up to 20% of that amount to address administrative expenses incurred through June 30, 2021. Any unspent CDBG Administrative funds at the end of the year will be used to cover HOME expenditures. The total budget is made up of \$445,727 (20% of the annual allocation) plus \$19,529 (20% of NSP Program income converted by the State of Oregon)
<b>24</b>	<b>Project Name</b>	Bienestar - CHDO Operating
	<b>Target Area</b>	Washington County
	<b>Goals Supported</b>	New Construction of Rental Housing Preservation of Single Family Housing
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	HOME: \$85,958
	<b>Description</b>	HOME funds will be used to pay for operating costs of the Tier 1 Community Housing Development Organization (CHDO).
	<b>Target Date</b>	6/30/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable
	<b>Location Description</b>	448 S First Street, Suite 100, Hillsboro OR
	<b>Planned Activities</b>	The HOME funds will be used to pay for operating costs of the Tier 1 CHDO.
25	<b>Project Name</b>	Community Partners for Affordable Housing, Inc - CHDO Operating
	<b>Target Area</b>	Washington County
	<b>Goals Supported</b>	New Construction of Rental Housing Preservation of Rental Housing
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	HOME: \$85,958
	<b>Description</b>	HOME funds will be used to pay for operating costs of the Tier 1 Community Housing Development Organization (CHDO).
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable
	<b>Location Description</b>	6380 SW Capitol Highway, Suite 151, Portland, OR 97239 (administrative offices).
	<b>Planned Activities</b>	The HOME funds will be used to pay for operating costs of the Tier 1 CHDO.
26	<b>Project Name</b>	Unobligated HOME funds
	<b>Target Area</b>	Washington County
	<b>Goals Supported</b>	New Construction of Rental Housing Preservation of Rental Housing Preservation of Single Family Housing
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	HOME: \$1,625,773

	<b>Description</b>	These funds will remain unallocated to a project at this time and will be added to a project underway if additional funds are needed or will be carried over to the next funding round.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not known at this time
	<b>Location Description</b>	Not known at this time
	<b>Planned Activities</b>	Not known at this time
<b>27</b>	<b>Project Name</b>	2020 Office of Community Development - HOME Administration
	<b>Target Area</b>	Washington County
	<b>Goals Supported</b>	New Construction of Rental Housing Preservation of Single Family Housing
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	HOME: \$262,061
	<b>Description</b>	Oversight, management, and monitoring for the HOME Program.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable
	<b>Location Description</b>	328 West Main Street, Suite 100, Hillsboro, OR 97123
	<b>Planned Activities</b>	Oversight, management, and monitoring for the HOME Program. The budget for Administration is comprised of \$262,061 (15.2% of grant). Washington County has elected not to accept the entire offer of 25% of grant amount and is, instead, accepting a lesser percentage to cover the complete cost of the program.
<b>28</b>	<b>Project Name</b>	Community Action Organization - Emergency Solutions Grant
	<b>Target Area</b>	Washington County
	<b>Goals Supported</b>	Homeless Activities General
	<b>Needs Addressed</b>	Homelessness

	<b>Funding</b>	ESG: \$192,189
	<b>Description</b>	Funding will support eligible activities that serve individuals and families with a total household income at or below 30% Area Median Income (AMI), that meet the definition of homeless or at-risk of becoming homeless, depending on the activity to be undertaken. Further discussion of ESG-funded activities can be found under the Planned Activities section.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	A total of 60 persons that are extremely low-income (30% AMI and below) and meet the definition of "literally homeless" will be assisted with Rapid Re-housing activities, including rent and/or financial assistance and Housing Relocation and Stabilization services.
	<b>Location Description</b>	Services provided countywide. Administrative activities for general oversight of the ESG program will be undertaken by Washington County Office of Community Development, located at 328 West Main, Suite 100, Hillsboro. Rapid re-housing activities will be delivered primarily through Community Action's Multi-purpose facility located at 1001 SW Baseline, Hillsboro.
	<b>Planned Activities</b>	Administration and Rapid Rehousing
29	<b>Project Name</b>	Unobligated PI from NSP Transfer
	<b>Target Area</b>	Washington County
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$78,114
	<b>Description</b>	OHCS will approve a transfer of \$97,643 in NSP Program Income after July 1, 2020. Twenty percent (20%) of this amount is allocated to CDBG Administration. Eighty percent (80%) - reflected here - will offset project expenditures thereby releasing EN funds.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable
	<b>Location Description</b>	328 W Main Street, Suite 100, Hillsboro, OR 97123

	<b>Planned Activities</b>	These funds are approved by the Policy Advisory Board for use in supporting future staffing needs in the Housing Rehab Program.
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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

CDBG projects will serve residents within Washington County, excluding City of Beaverton and City of Hillsboro which have their own CDBG entitlement.

### Geographic Distribution

Target Area	Percentage of Funds
Washington County	0
Washington County - Not including the City of Beaverton and the City of Hillsboro	100

Table 4 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

This Strategic Plan does not designate any geographic area as a priority, CDFI Area, Local Target Area or Strategy Area. The needs in Washington County and the cities of Hillsboro and Beaverton are great and spread throughout the County.

### Discussion

# Affordable Housing

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

### Introduction

Washington County, in conjunction with the City of Beaverton and the City of Hillsboro, will continue to foster development and preservation or maintenance of affordable housing development in 2020 utilizing HOME funds. CDBG funds will be used for rent assistance and rental and owner-occupied housing rehab programs in all areas of Washington County with the exception of Beaverton and Hillsboro. Creation of new affordable rental housing remains a High Priority, current construction of several projects and the Metro Bond assure the addition of dozens of units to the Washington County affordable inventory. The Office of Community Development HOME Program coordinates with the Housing Authority of Washington County to encourage use of project-based vouchers in HOME funded projects to meet the housing needs of those earning less than 30% MFI. Other associated goals for 2020 include providing weatherization, rehabilitation, and accessibility improvements to affordable rental and owner-occupied properties.

The proposed actions are supported by strategies within the Strategic Plan that prioritize state and local funding sources for affordable housing, and advocate for alignment of federal programs. Other actions that the County proposes to take in 2020 to foster affordable housing include:

- Supporting a reliable source of operating subsidy to Tier 1 Community Housing Development Corporation (CHDO).
- Providing an additional benefit to Tier 1 CHDOs by setting aside 13% of its CDBG Public Services funding to support services provided to low-income residents of their housing developments in Washington County.
- Allocation of 40% of its balance of CDBG funds (after admin and public services funds are reserved) for projects to support housing rehabilitation and weatherization programs which help people to remain in their already affordable homes.
- Streamlining Reporting initiative involving Oregon Housing Community Services and other jurisdictions in the state to reduce the duplicative monitoring and reporting requirements resulting from having multiple funding entities invest in individual projects.
- Washington County will continue to consider other planning strategies that will facilitate the construction or rehabilitation of affordable housing, such as affordable housing tools amongst its jurisdictions such as system development charge waivers and property tax abatement. The collection of strategies in the Consolidated Plan calls for creating model guidelines and approaches that can be customized to fit an individual jurisdiction's circumstances.
- Washington County's Long-Range Planning will address a number of affordable housing Tier 1



work tasks

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	60
Non-Homeless	264
Special-Needs	0
Total	324

**Table 5 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	60
The Production of New Units	0
Rehab of Existing Units	264
Acquisition of Existing Units	0
Total	324

**Table 6 - One Year Goals for Affordable Housing by Support Type**

## **Discussion**

Affordable housing activities will include sixty (60) units assisted through CDBG and ESG rental assistance programs and an estimated forty-four (44) existing units will be rehabilitated serving non-homeless households. This will include four (4) households assisted through the County’s Deferred Interest-Bearing Loan (DIBL) Housing Rehabilitation Program and ten (10) households served through the Rebuilding Together home repair program. In addition, an estimated fifteen (15) special needs households will be assisted through the County’s Housing Access and Repair for the Disabled and Elderly (HARDE) program to help make necessary repairs to their homes. Washington County will also serve an approximately 220 additional people through the Community Action Weatherization programs, but those number are not included as part of the affordable housing total.

Land Use and Transportation Long-Range Planning has several affordable housing Tier 1 tasks that they are currently addressing. These include:

### **Housing affordability/House Bill (HB) 2001 implementation**

Collaborate with Housing Services and Community Development departments to modify County regulations to encourage development of a greater variety of housing types and enhance housing affordability through increased housing supply and options. Ensure compliance with state law changes in

HB 2001 and 2003. Options being explored in 2020 and 2021 include:

- a) *HB 2001/2003 Rulemaking Advisory Committee and TAC participation.*
- b) *Consideration of Community Development Code (CDC) changes to implement requirements of HB 2001, potentially including:*
  - 1) *New duplex provisions.*
  - 2) *Review of CDC to identify and address inconsistencies based on HB 2001 rulemaking.*
  - 3) *Middle housing provisions, including triplexes, quadplexes, cottage clusters and townhouses.*
  - 4) *Encouraging a greater variety of housing types, including smaller housing types and alternative arrangements (e.g., cottage or cluster housing, micro-housing, tiny houses).*
  - 5) *Density bonuses and other incentives for affordable housing (or for middle housing generally, if appropriate).*

Consideration of CDC amendments to allow affordable multifamily uses in the Institutional land use district.

The Work Program also includes updates to allow limited vehicle camping through a Safe Parking program in Task S1.9

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

### **Introduction**

Public housing was established by the federal government to provide decent and safe rental housing for eligible low-income families, the elderly, and persons with disabilities. Residents of public housing pay approximately 30% of their monthly adjusted household income for rent. The Housing Authority of Washington County (HAWC) operates 244 units of public housing located at scattered sites across Washington County, including the City of Beaverton and the City of Hillsboro. The units include five multi-family apartment complexes ranging in size from 5 to 17 units, with the balance being single family homes and duplexes.

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

Public Housing continues to be underfunded in both the operations and capital needs. Nation wide there is a \$50 billion capital needs backlog. Locally we estimate the backlog to be in between \$2.5-\$5 million dollars. HAWC is utilizing a Section 18 application to dispose of 60 of the highest cost and most geographically dispersed units in the portfolio. Residents would receive a Tenant Protection Voucher and assistance to move. Proceeds from the sale would be utilized to purchase multifamily affordable housing properties at 60% AMI. HAWC will complete an updated Green Physical Needs Assessment and look for ways to review physical, energy and environmental needs of the portfolio.

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

The HAWC makes a concerted effort to engage resident participation in various areas of Housing Authority activity, to include homeownership programs. This includes meetings of the Resident Advisory Board (RAB) and client Newsletters. There were two semi-annual RAB meetings this past year, but the vision is to have four quarterly meetings per year moving forward. Currently, there is one Public Housing client on the Housing Advisory Committee and one on the Housing Authority Board of Directors. Qualified Public Housing residents are also encouraged to participate in the Family Self-Sufficiency program in addition to sponsorship in the regional Workforce Systems jobs program. Individuals in these programs are also encouraged to open an Individual Development Account (IDA) for future use towards several goals such as a home purchase or educational costs. FSS funds are matched by HUD at a percentage based on the reduction of rental assistance. IDA funds are matched at the rate of 3 to 1.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be**

**provided or other assistance**

Housing Authority of Washington County is designated as a High Performing Agency.

**Discussion**

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

### **Introduction**

Homelessness is a community concern with no jurisdictional boundaries and can best be addressed through a comprehensive plan implemented through collaborative partnerships to care for this most vulnerable population. In 2007-08, Washington County Department of Housing Services led a community-wide effort to create “A Road Home: Ten Year Plan to End Homelessness”. The 2015-2020 Consolidated Plan recognized “A Road Home” as the County’s official homeless strategy. In 2018, Washington County completed a 6-month comprehensive community engagement process to develop the next phase of the plan called “A Road Home: Community Plan to Prevent and End Homelessness”, which updates the plan and extends it through 2025. The plan is organized around the following goals:

- Prevent people from becoming homeless
- Move people into housing
- Link people to appropriate services and remove barriers
- Increase income support and economic opportunities
- Expand data collection
- Implement public education on homelessness

This Action Plan identifies how to best deploy resources available through the Community Development Block Grant (CDBG), HOME Investment Partnerships, and the Emergency Solutions Grant (ESG) programs. Washington County’s CDBG Program gives priority to public service projects that implement a strategy in “A Road Home”. Washington County has awarded funding to six different non-profits agencies for FY 2020 to carry out CDBG-funded projects that provide assistance to persons who are homeless or at-risk of becoming homeless.

Washington County will use FY 2020 ESG funds primarily for rapid re-housing activities. The reduction in County ESG funds from previous years used for street outreach, emergency shelter operations, and homeless prevention will be offset by a comparable increase in State funds administered through Community Action for these activities so that the total distribution of funds administered by Community Action relative to these different activities to address homelessness in the Washington County Continuum of Care network will remain approximately the same.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The one-year Action Plan goals to support outreach activities to homeless persons and assessing their individual needs align with “A Road Home” by supporting strategies to link people to appropriate services and removing barriers and improve and expand Homeless Outreach and Engagement. The

engagement of unsheltered persons is performed through a collaborative network of homeless outreach staff, daytime walk-in centers providing basic need resources, and community partners that include severe weather shelters, meal sites, clothing closets, and emergency utility/rent assistance provided by faith-based and nonprofit organizations. Through this engagement, all at-risk and homeless persons are referred to Community Connect, that serves as Washington County's coordinated entry system that screens individuals for homeless eligibility, assesses their housing and service needs, and refers the homeless individual to programs that can provide client-specific services integrated with housing, linkage to employment and health care resources. It should be noted that the cost of supporting such a system is high. Our community sustains this system primarily through the investment of State and local County General Funds.

Community Action will use Emergency Housing Assistance (EHA) funds to support street outreach activities targeted to homeless singles and families without children. Services will be targeted to engagement, case management, emergency health services, emergency mental health services, and or transportation activities. The three agencies in Washington County that currently provide street outreach services to the homeless are Open Door Counseling Center, Luke-Dorf, Inc., and HomePlate Youth Services. In 2020, Washington County will be implementing *Built for Zero* that will focus on geographic regional coverage and coordination of outreach workers to support the development of a By-Name List of all homeless persons in Washington County. The By-Name List will inform case conferencing for chronically homeless households.

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

The one-year Action Plan goals to support emergency shelter and transitional housing needs of homeless persons align with "A Road Home" by supporting strategies to increase availability of transitional housing programs, creating an efficient and effective system for runaway and homeless youth to access short-term (emergency) shelter, and increasing access to case management and supportive services for clients receiving rental assistance. Though not named as a specific strategy in "A Road Home", funding for operations of shelters continues to be a priority because funding for these activities can be limited and shelter still serves a crucial element in the road to transitioning individuals and families from homelessness into permanent housing.

The Shelter Network in Washington County is made up of seven shelters. These include the Community Action Shelter, Family Promise of Washington County, Family Promise of Beaverton, Family Promise of Tualatin Valley, the Good Neighbor Center, Boys and Girls Aid Safe Place for Youth, and the Domestic Violence Resource Center (Monika's House). The Shelter Network works collaboratively to find other housing options, or if none, shelter opportunities within the network of shelters so as to prevent households from living on the street. The nonprofit shelter network provides emergency shelter for persons fleeing domestic violence, families with children, and runaway/homeless youth. Emergency Shelter and Transitional Housing provide homeless with safe temporary housing while more permanent

housing can be located.

Community Action will use Emergency Housing Assistance (EHA) and State Homeless Assistance Program (SHAP) funds to support Emergency Shelter activities in Washington County's Shelter Network. In addition, Washington County's local safety levy will provide \$915,053 funds for shelter operations. Washington County, through a partnership with agencies and the faith-based organizations, also has a Severe Weather Shelter Response Plan to activate emergency shelters in times of freezing and inclement weather to provide meals and overnight shelter to more than 600 people annually.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The one-year Action Plan goals support the transition of homeless persons to permanent housing by aligning with "A Road Home" goals to provide support to Housing First strategies, including rapid re-housing and permanent supportive housing. The vision of a single-point entry system to access an array of housing and service programs is outlined in "A Road Home". The system - Community Connect - seeks to divert people from entering emergency shelter, when possible, and support their rapid re-housing into permanent housing with a lease in the formerly homeless individual's name. When this is not possible, the shelter and transitional housing programs focus on providing emergency basic needs in addition to case management services that supports the development of a housing plan and focus on increased economic supports through earned income and access to mainstream resources. The end goal is always permanent housing.

Community Action will receive an estimated \$177,775 in ESG funds to support Rapid Re-Housing activities; including rent assistance, financial assistance, and housing relocation and stabilization services to serve approximately 60 persons.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The one-year Action Plan goals to support low-income persons from becoming homeless align with the

“A Road Home” by supporting strategies to:

- Implement a Universal Point of Referral for At-Risk Tenancies (Community Connect) to remove barriers to accessing resources, thus preventing homelessness and providing a rapid entry system to re-housing for homeless persons.
- Supporting Homeless Prevention and Rapid Re-Housing and One-Month Emergency Rental Assistance programs to prevent homelessness as a result of episodic incidents coupled with underemployment, unemployment or related economic factors.
- Supporting prevention of homelessness for runaway and unaccompanied youth, including Family Mediation and Reunification Services.

Washington County certifies yearly that there are policies regarding discharge planning to minimize homelessness following discharge from publicly funded institutions. Protocols are outlined that deal with youth exiting foster care, persons leaving the health care system, persons leaving the Oregon State Hospital and inmates released from correctional facilities. In summary, Oregon's Department of Human Services' Child Welfare Division prepares individual discharge plans for youth leaving the foster care system. The transition plan is carried out through three different Independent Living Programs. Local hospitals perform discharge in accordance with Standards of Practice governing health care operations. Hospitals work in partnership with community social service providers to refer homeless to appropriate programs. Washington County's Mental Health and the Oregon State Hospital have entered into an agreement concerning policies and procedures to be followed by the local program and the hospital when a patient is admitted and discharged. The Oregon Department of Corrections prepares a discharge plan for inmates as they near release from incarceration and forwards to Washington County's Community Corrections a copy of the individualized Transition Plan. Prison release counselors, Corrections Center residential counselors and probation/parole officers take an active role in developing transitional release plans that may include provisions for, but are not limited to, housing, employment, continuing education, supportive services, conditions and level of supervision.

Community Action works to prevent and end poverty for all low-income people living in Washington County and to prevent individuals from becoming homeless by providing greater access to affordable housing and support services that create opportunities for individuals and communities to thrive and prosper.

## **Discussion**

Consultation with Washington County's Housing and Supportive Services Network (HSSN), the Continuum of Care (CoC) body for Washington County, provides for the participation of local homeless service providers and not less than one homeless individual or formerly homeless individual in considering and making policies and decisions regarding any facilities, services, or other eligible activity that receives funding under Washington County homeless programs. Policies and other decisions



resulting from this consultation process include how to allocate funds each year (between what eligible activities), the amount of funds distributed between activities, developing performance standards and evaluating outcomes, and development of policies and procedures related to the administration and operation of the County's Homeless Management and Information System (HMIS). Consultation with the CoC Board took place on Friday, February 14, 2020. A second consultation with the full HSSN membership took place on Wednesday, March 4, 2020.

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

### **Introduction**

In addition to the development of the 2020-2024 Consolidated Plan, Washington County also conducted The Analysis of Impediments to Fair Housing Choice, or AI. This AI study was conducted in 2019 and 2020 as a joint effort among the following entities:

- Washington County (lead entity);
- Beaverton;
- Hillsboro; and
- Incorporated and unincorporated areas within Washington County that receive Housing and Community Development funding from the County.

### **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**

Land use planning policies and regulations affect the type, distribution, and amount of housing available in a community. Federal Fair Housing Act (FHAA) sets the framework that all levels of government are responsible for not “making unavailable” housing for certain protected classes, as established by the act. This applies to land use and zoning regulations because of their direct impact on the type, distribution, and amount of housing available in a community.

As part of the development of the Analysis of Impediments to Fair Housing Choice (AI) for the County, Beaverton, and Hillsboro, a comprehensive analysis of zoning and land use regulations was conducted. This section is fully contained in the AI.

Key findings included:

1. While none of the codes prohibit unrelated disabled individuals from living together, the definition of family in some limits the number of unrelated persons differently than family members and may set different occupancy limits for each.
2. Codes do not define “disability” and requests for reasonable accommodation may be mistakenly processed under variance procedures.
3. Codes may confuse compliance with Oregon state statutes with compliance with FHAA resulting in the exclusion of covered classes.
4. Overlapping definitions or land use categories may result in similar facilities being treated differently or mis-categorized as a boarding or rooming house.
5. Group residential living may not be included as a permitted use in zones with a mix of residential and commercial uses.

6. On-site support services may not be allowed in group residential living facilities that do not require licensing.
7. Group residential living may require a different review and approval process from other similar residential uses which may include a public hearing. Some codes may not reflect Oregon state statutes that require residential homes (five or fewer residents) and residential facilities (six or more residents) to be treated the same for land use purposes as single-family and multi-family uses.
8. Setbacks and other site design requirements may limit house size which may inhibit group residential living from locating in some residential zone districts.
9. Accessibility requirements of ADA are not included in development regulations and the Fair Housing Act as amended 1988 (FHAA) is not specifically incorporated in the land development codes.
10. Housing affordability may be impacted by design guidelines and system development charges, inhibiting housing choice to lower-income households and affecting protected classes.
11. Notice requirements may increase public awareness and increase “NIMBY-ism” (not in backyard).

## **Discussion**

\*\* Comment was received from Land Use and Transportation Long-Range Planning regarding the complexity and challenges that the recommendation to “incorporate ADA standards” presents. Washington County Office of Community Development has committed to working with LUT, and other relevant agencies, to explore ways to promote ADA standards and other accessible development within Washington County.

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

### **Introduction**

The following is a discussion of the actions planned in 2020 to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies. The proposed Washington County FY 20/21 budget includes the following affordable housing/homelessness initiatives:

- Homeless to Work Transitional Housing (Request = \$138,000) – Pass-through to Bridges To Change\*
- Homeless Program Administration (Request = \$319,501)
- HomeShare Program (Request = \$25,000) – Pass-through to Ecumenical Ministries of Oregon
- Project Homeless Connect (Request = \$1,500) – Pass-through to Sunrise Church\*
- Mary Mac Transitional Housing Program (Request = \$50,000) Pass-through to Domestic Violence Resource Center\*
- Chronic Health Case Manager (Request = \$46,500) \* Pass-through to Open Door Counseling Center
- Community Connect (Request = \$95,000) - Pass-through to Community Action\*
- Prevention (short-term) Rent Assistance \$125,000 - Pass-through to Community Action
- Reentry Navigator Program (Request = \$133,477)
- Housing Development Account Management (Request = \$140,756)
- Affordable Housing Development Activities (Request = \$31,500)
- Reentry Housing, CoC (Request = \$133,447)
- ASSIST Program (Request = \$75,000)
- Strengthen Shelter System (Request = \$400,000)
- Administrative Support (Request = \$109,013)
- Department of Health & Human Services Health Career NW Grant (HPOC) non-reimbursable indirect costs (Request = \$45,385)
- Housing Services Controller (Request = \$165,989)
- Housing Production Opportunity Fund (HPOF) (Request = 4 million)
- Renters Rights Hotline (Request = \$10,000) – Pass-through to Community Alliance of Tenants\*

\*Items with an asterisk reflect no increase from FY 19/20.

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

Developing housing for the underserved needs of homeless individuals is one of the most challenging aspects of affordable housing development. In Washington County, housing for extremely low-income

individuals (persons earning thirty percent MFI) continues to be a High Priority. HOME funds will be used to leverage units supported by Section 8 Project-based vouchers for the creation of housing that is affordable to extremely low-income persons, attempting to create a financing structure with no debt payments, but also with an operating subsidy. Thus, housing for residents with incomes below thirty percent MFI is not only the most costly to create, but also requires identifying sources of operating subsidy (such as rent subsidies). Some organizations have addressed this structural challenge by including housing for homeless or extremely low-income persons in mixed income housing, where the cash flow from units affordable at fifty or sixty percent MFI provide a bit of a cushion. With Metro Bond funding approved by the voters in November 2018, a greater emphasis will be given to structuring housing with full wraparound services to support those most in need.

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

Washington County will continue to foster development and preserve/maintain affordable housing in 2020 utilizing HOME funds (and CDBG-funds for rental and owner-occupied housing rehab programs). Creation of new affordable rental housing remains a High Priority, however, the PY20 applicataion round did not have any submissions. The Office of Community Development will continue to coordinate with the Housing Authority of Washington County to encourage use of project based vouchers in HOME funded projects to meet the housing needs of those earning less than 30% MFI. Other associated goals for 2020 include providing weatherization, rehabilitation, and accessibility improvements to affordable rental and owner-occupied properties. The proposed actions are supported by strategies within the Strategic Plan that prioritize state and local funding sources for affordable housing, and advocate for alignment of federal programs. Other actions that the County proposes to take in 2020 to foster affordable housing include:

- Supporting a reliable source of operating subsidy to Tier 1 Community Housing Development Organizations (CHDOs)
- Providing an additional benefit to Tier 1 CHDOs by setting aside 13% of its CDBG Public Services funding to support services provided to low-income residents of their housing developments (\$44,866 total to CPAH and Bienestar)
- Allocating approximately 40% of its balance of CDBG funds (after admin and public services funds are reserved) for projects to support housing rehabilitation and weatherization programs which help people to remain in their already affordable homes (approximately \$500,000).
- Continuing participation in the Streamlining Reporting initiative involving Oregon Housing and Community Services and other jurisdictions in the state to reduce the duplicative monitoring

and reporting requirements.

- \$192,189 in ESG funding for Rapid Re-housing rental assistance
- \$88 million available in the County's first Metro Bond NOFA

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

The Washington County Community Development Housing Rehabilitation Coordinator is currently certified as a lead-based paint risk assessor, but the County will continue to contract out risk assessments for lead. In addition, the HOME Investment Partnerships Program rarely sees rental and owner-occupied developments constructed prior to 1978 come in for funding. In the few instances it has occurred, these applicants already have clearance for lead-based paint hazards. While it is rare to fund HOME activities in housing built before 1978 that does not yet have clearance, Washington County will follow the Lead Safe Housing Rule to ensure any lead-based paint hazards are abated, mitigated and cleared when present in housing assisted with federal funds.

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

Washington County's public service and rental/owner-occupied housing programs are the primary output-oriented vehicles for reducing the number of poverty-level households in Washington County. Associated goals outlined in the 2020 Action Plan include provision of supportive services for homeless persons and families (ESG) as well as providing support to projects that implement strategies from the County's A Road Home (CDBG). Several policies support these overarching goals. The County allocates the maximum amount allowable to support public services annually to further the anti-poverty efforts of many local area non-profits. Washington County also allocates a percentage of public service funding to support resident services at properties owned by local Tier 1 Community Housing Development Organizations. These resident services, receiving approximately \$44,866 in 2020 CDBG funding, are critical to ensuring that persons have pathways to achieving self-sufficiency while living in affordable housing. Washington County's support for projects that implement A Road Home is carried out by additional points in the application process thereby supporting and leveraging resources to address homeless and at-risk households. Washington County has also prioritized \$50,000 in CDBG funds towards an Employment Opportunity Program aimed at assisting households in poverty to find jobs and training programs that will move them towards self-sufficiency.

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

There are strengths in the institutional delivery system. Collaboration, coordination and communication are strong in Washington County with relationships and advocacy in groups such as the Housing and Supportive Services Network of Washington County and the Coalition of Housing Advocates. These groups work to ensure there are a continuum of housing and services for low-income households, the homeless and populations with special needs. Referrals are made between agencies and oftentimes housing providers reach out to service providers for on-site resident services or recruitment of tenants.

The gaps in the institutional delivery system center on the difficulty in finding units for the hard-to-house populations. There are no overnight shelter beds for single men. There are a limited number of shelter beds for women. There are no respite homes.

The strengths of the service delivery system for special needs populations and persons experiencing homelessness include the countywide resource and referral network that includes 211info and the centralized assessment for homeless and at-risk households operated by Community Action. The Homeless Management Information System (HMIS) has also been a strength within the service delivery point. For special needs populations, there are several agencies that provide services that are specific to special needs populations including persons with disabilities, ex-offenders, seniors, farmworkers, persons with HIV/AIDS, domestic violence survivors, and persons with addictions. Many of these agencies provide both housing and supportive services for their clients. The gaps in the service delivery system include the fact that many of the supportive services are not targeted to homeless persons or those with HIV/AIDS. Funding is also erratic and inconsistent in meeting the needs within the service delivery system, especially given the needs in Washington County. There is a gap in permanent supportive housing models in Washington County that adequately integrate targeted supportive services with the permanent housing. Community Connect staff, and the group formed to provide oversight, is continually working to refine and address issues that arise. In addition, the HSSN will continue to work to address gaps. This will continue in PY 20/21.

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

Within Washington County, there is a focus on connecting homeless persons to the mainstream services, such as health, mental health, and employment services, to the extent those services are used to complement services targeted to homeless persons. This is due to a countywide resource and referral network that includes 211info and the centralized assessment for homeless and at-risk households operated by Community Action, Community Connect. These agencies serve as entry points for homeless persons to access mainstream resources. Households seeking assistance are assessed for participation in mainstream resources, including TANF, SNAP, public health plans, employment and housing services, and referred to programs for which they may be eligible. For health, case managers and agencies routinely look to enroll uninsured clients in the Oregon Health Plan and ensure access through the Affordable Care Act. Agencies such as Virginia Garcia Memorial Health Clinic look to fill the void in providing mainstream health care to homeless clients who may have chronic health conditions.

For mental health, area agencies like Sequoia Mental Health Services, Luke-Dorf, and LifeWorks NW also work to enroll clients in the Oregon Health Plan and link them with access to a mental health provider who can create an individualized plan to manage their mental health challenges. The mental health providers are actively involved in the Continuum of Care and work closely with homeless services providers to provide access to mental health services. These agencies not only work with these clients to address their supportive service needs associated with their mental health conditions but work diligently

to house them in their own properties or through use of Shelter Plus Care vouchers within a Housing First model that will help stabilize them. For access to employment services, agencies such as Luke-Dorf, Community Action and the Washington County Department of Housing Services partner with WorkSystems to ensure clients can begin to receive the training, education, mentoring and coaching they need to gain employment and a road to self-sufficiency. In addition, the Department of Housing Services operates the Homeless to Work program, a transitional housing program that is focused specifically on supporting homeless individuals as they regain employment. These efforts will continue in PY20/21. With the development of strategies related to the implementation of the Metro Affordable Housing Bond, Washington County continues to seek ways to coordinate housing and supportive services within the community.

With the passage of the Metro Affordable Housing Bond, County departments have worked closely together to begin alignment relative to the supportive services needs associated with the 30% units in these new properties. Discussions have also been occurring with non-profit providers to better understand the differences in levels of services.

## **Discussion**



## Program Specific Requirements

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

#### Introduction

The following is a description of the program specific requirements under the Community Development Block Grant (CDBG), Home Investment Partnerships (HOME) program, and the Emergency Solutions Grant (ESG) program.

As a result of both federal mandate and local policy, each of the County's entitlement programs require or encourage some level of "match" or "leveraging" - financing from other sources in addition to the requested entitlement funds. For instance, locally adopted policies for the HOME program require that 25% of the project cost be accounted for by matching funds. In addition, the County's CDBG funding process awards a higher point value to project proposals that will leverage significant additional resources. Under the ESG program, federal regulations require that there be a dollar-for-dollar match from other public and private sources.

#### 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	154,061
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>154,061</b>

#### Other CDBG Requirements

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

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

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

HOME is not being proposed to provide forms of assistance beyond those listed in 24 CFR 92.205(b).

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

HOME Program funds used for homebuyer assistance will be subject to recapture provisions in accordance with 24 CFR Part 92. Provisions are established as follows:

Upon sale of the property or transfer of title, the HOME investment will be recaptured from the net proceeds. Only in cases where net proceeds (sales price minus loan repayment and closing costs) are insufficient to recapture the full HOME investment plus enable the homeowner to recover the amount of the homeowner's down payment, principle payments, and any capital improvement investment, will the HOME investment amount that must be recaptured be reduced.

In order to insure compliance with the recapture provisions, restrictions will be incorporated into each project Deed of Trust and Promissory Note and must be included in the signed written agreement. The restrictions are as follows:

- The County reserves the right of first refusal;
- The property must be used as the purchaser's principal residence;
- No subleases are allowed;
- HOME funds must be repaid upon sale of the property; and
- In the event of foreclosure, all deed restrictions may be cancelled.

In addition, the HOME-assisted homebuyer may sell their unit at any time during the period of affordability to any willing buyer, and at the price the market will bear.

In cases where there is indirect and direct subsidy, the recapture amount will be limited to the direct

subsidy amount only. The direct subsidy includes the HOME investment that enabled the homebuyer to purchase the property (e.g. down payment assistance, purchase price buy-downs and funds for closing costs). Indirect subsidies include development subsidies provided to the nonprofit developer of the housing.

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

HOME Program funds used for homebuyer assistance will be subject to recapture provisions in accordance with 24 CFR Part 92. Provisions are established as follows:

Upon sale of the property or transfer of title, the HOME investment will be recaptured from the net proceeds. Only in cases where net proceeds (sales price minus loan repayment and closing costs) are insufficient to recapture the full HOME investment plus enable the homeowner to recover the amount of the homeowner's down payment, principle payments, and any capital improvement investment, will the HOME investment amount that must be recaptured be reduced.

In order to insure compliance with the recapture provisions, restrictions will be incorporated into each project Deed of Trust and Promissory Note and must be included into the signed written agreement. The restrictions are as follows:

- The County reserves the right of first refusal;
- The property must be used as the purchaser's principal residence;
- No subleases are allowed;
- HOME funds must be repaid upon sale of the property; and
- In the event of foreclosure, all deed restrictions may be cancelled.

In addition, the HOME-assisted homebuyer may sell their unit at any time during the period of affordability to any willing buyer, and at the price the market will bear.

In cases where there is indirect and direct subsidy, the recapture amount will be limited to the direct subsidy amount only. The direct subsidy includes the HOME investment that enabled the homebuyer to purchase the property (e.g. down payment assistance, purchase price buy-downs and funds for closing costs). Indirect subsidies include development subsidies provided to the nonprofit developer of the housing.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that

will be used under 24 CFR 92.206(b), are as follows:

HOME funds will not be used to refinance existing debt secured by multi-family housing in PY 2020.

### **Emergency Solutions Grant (ESG)**

1. Include written standards for providing ESG assistance (may include as attachment)

Agencies receiving ESG funds will be monitored annually to ensure that program guidelines are being followed. Monitoring procedures will be conducted similarly to the HPRP program, including verification of income and homeless documentation. In addition, before reimbursement can be made verification will be required including certification of homelessness, lease documents, and income calculations, as well as cancelled checks and invoices. In addition, the contract requires quarterly reimbursement requests, certification of match, and timely expenditure of funds.

An expanded version of ESG written standards can be found on the County Website at:

<http://www.co.washington.or.us/CommunityDevelopment/policies.cfm>

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

Agencies receiving ESG funding must use a barrier level assessment tool as part of complying with policies and procedures for Washington County's coordinated and centralized assessment system called Community Connect. These policies and operating procedures have been adopted under the local Continuum of Care (CoC) in Washington County, commonly referred to as the Housing and Supportive Services Network (HSSN). Grant recipients and subrecipients under the CoC and ESG Programs must use Community Connect which was established by the HSSN, in accordance with requirements established by HUD, to ensure that screening, assessment, and referral of program participants is consistent with the written standards established.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

Washington County commenced a consultation process with its Continuum of Care, through its Housing and Supportive Services Network (HSSN), to provide for the participation of local homeless service providers and not less than one homeless individual or formerly homeless individual in considering and making policies and decisions regarding any facilities, services, or other eligible activity that receives funding under ESG. Policies and other decisions resulting from this consultation process include how to allocate the ESG funds each year (between what eligible activities), the

amount of funds distributed between activities, developing performance standards and evaluating outcomes, and policies and procedures related to the administration and operation of the County's Homeless Management and Information System (HMIS). The consultation process is a three-step process. First, OCD staff assesses the need for changes to the program based on emerging issues and/or historical trends in administration of the ESG contract. OCD then consults with the HSSN Work Group on the proposed allocation method (activities, dollar amounts, etc.). And then the consultation is taken to the full HSSN group for feedback, discussion, etc. The decision to allocate directly to Community Action was the result of past experience with the HPRP program, administrative capacity of the organization as a recipient of state and federal funding and the size of the ESG formula grant relative to undertaking a proposal process. It was decided in partnership with the HSSN to use FY 2020 ESG funds primarily for rapid re-housing activities. The reduction in County ESG funds from previous years used for street outreach, emergency shelter operations, and homeless prevention will be offset by a comparable increase in State funds administered through Community Action for these activities so that the total distribution of funds administered by Community Action relative to these different activities to address homelessness in the Washington County Continuum of Care network will remain approximately the same. The decision was made as a part of the consultation process – not by Community Action.

OCD's decision to retain the ESG administrative funds was made to support the in-house staffing costs to administer this grant. The County's Policy Advisory Board maintains overall responsibility and oversight over the program for the approval of program policies and projects under the ESG program as an advisory body to the Board of County Commissioners.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

Washington County Office of Community Development (OCD) consulted with members of the Housing and Supportive Services Network (HSSN), the Continuum of Care (CoC) body for the area to discuss the activities to be funded under regulatory guidelines of ESG. The HSSN Strategic Planning Workgroup members were asked to attend a meeting held on February 14, 2020 and the HSSN at-large was asked at their monthly meeting held March 4, 2020 to assist in the consultation process. Participants of these meetings included current recipients under the Emergency Solutions Grant program, former HPRP recipients, formerly homeless individuals, and other service providers in the area representing all segments of the CoC including domestic violence providers, permanent supportive housing providers, emergency shelter providers, and emergency service providers.

5. Describe performance standards for evaluating ESG.

During the past year, OCD has used specific performance objectives and outcomes for all of its programs based on consultations with the HSSN.

Maps have been appended to the 2020 Action Plan to indicate the type and location of projects and services that will be funded under the Washington County Consortium's HOME, ESG and CDBG programs, as well as the type and location of projects that will be funded under the City of Beaverton and the City of Hillsboro's CDBG program.

# **City of Beaverton 2020 Action Plan**



## Expected Resources

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

#### Introduction

#### 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	<b>702,537</b>	<b>98,250</b>	<b>260,855</b>	<b>\$1,061,642</b>	<b>\$3,203,148</b>	These CDBG funds are used towards administration, public services (capped at 15%), public facilities, public improvements and Housing Rehabilitation.

Table 1 - Expected Resources – Priority Table

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

The city is not planning to utilize other federal funds to match with CDBG at the time of this writing. However, should federal grants become available that will supplement strategic priorities then they will be considered, and if applicable, applied for to leverage CDBG funds. The only



other way that the city determines if other funds are used to leverage our CDBG funds is when subrecipients apply for city CDBG funds. In the application is a request for a budget that outlines where all other sources of funding come from that the subrecipient will use to carry out their program. Subrecipients frequently utilize other state and federal funding sources.

**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 Longhorn Building, which is owned by the Beaverton CDBG program, provides Program Income to CDBG via rents collected. This provides the city a reasonably consistent income stream used to support Con Plan objectives and a reserve account for repair, maintenance, and vacancy. Currently, Community Action rents the Longhorn building to provide early childhood education to low-income families through their Head Start program. The Beaverton CDBG program also owns half of the city's Community Services Building. The facility has been used to provide free rent to a nonprofit providing multiple support services.

**Discussion**

## **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	Implements A Road Home	2020	2024	Homeless	City of Beaverton	Homelessness	CDBG: \$62,500	Homelessness Prevention/overnight shelter: 160 Persons Assisted
2	Homebuyer Programs	2020	2024	Affordable Housing	City of Beaverton	Owner-Occupied Housing	CDBG: \$330,000	Direct Financial Assistance to Homebuyers: 4 Households Assisted
3	Owner-Occupied Housing Rehabilitation	2020	2024	Affordable Housing	City of Beaverton	Owner-Occupied Housing Rehabilitation	CDBG: \$245,000	Homeowner Housing Rehabilitated: 36.4 Household Housing Unit
4	Supportive Services	2020	2024	Non-Homeless Special Needs Non-Housing Community Development	City of Beaverton	Homelessness	CDBG: \$57,500	Public service activities for Low/Moderate Income Housing Benefit: 160 Households Assisted
5	Micro Enterprise Technical Assistance	2020	2024	Non-Housing Community Development	City of Beaverton	Micro Enterprise Technical Assistance	CDBG: \$140,000	Businesses assisted: 36 Businesses Assisted

6	Public Facility & Investment	2020	2024	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development Public Services	City of Beaverton	Public Facility & Infrastructure	CDBG: \$0	Other:
7	Public Infrastructure	2020	2024	Non-Housing Community Development	City of Beaverton	Public Facility & Infrastructure	CDBG: \$0	
8	Workforce Development	2020	2024	Workforce development	City of Beaverton	Workforce development	CDBG: \$0	

Table 2 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Projects of 10-Year Plan to End Homelessness
	<b>Goal Description</b>	This goal is to support projects that implement strategies from the Washington County’s a Road Home (formerly referred to as the Ten Year Plan to End Homelessness).
2	<b>Goal Name</b>	Homebuyer Programs
	<b>Goal Description</b>	The goal is to provide support for affordable homeownership opportunities through the community land trust model, sweat equity, and cooperative housing models.

3	<b>Goal Name</b>	Owner-Occupied Housing Rehabilitation
	<b>Goal Description</b>	Goal is to provide support for rehabilitation of housing that is owned and occupied by low-income households (includes mobile homes) to include, but not limited to, rehabilitation, weatherization and accessibility improvements.
4	<b>Goal Name</b>	Supportive Services
	<b>Goal Description</b>	This goal is to provide a vast array of supportive services designed to assist low-to-moderate income persons to help overcome barriers in an effort to achieve self-sufficiency. This includes youth, people experiencing homelessness, and or justice involved community members.
5	<b>Goal Name</b>	Micro Enterprise Technical Assistance
	<b>Goal Description</b>	The goal is to provide technical assistance to low-to-moderate income owners of micro enterprise businesses in an effort to increase economic viability in Beaverton.
6	<b>Goal Name</b>	Public Facility & Investment
	<b>Goal Description</b>	The goal is to specifically acquire, construct or rehabilitate public facilities benefiting eligible populations. There are no plans at the time of this writing for project, but it is important to have this goal as a placeholder because it is an eligible consideration of the city. If a project is deemed appropriate for the needs of city residents, and it is an eligible activity to utilize CDBG funds, then the city will consider using CDBG funds within the timeframe of this Consolidated Plan.
7	<b>Goal Name</b>	Public Infrastructure
	<b>Goal Description</b>	This goal is to construct public infrastructure in income-qualified areas to ensure the future health and safety of communities and to increase neighborhood pride and viability through improvements to existing public infrastructure, especially when it benefits a large scale housing projects already being undertaken by the city.
8	<b>Goal Name</b>	Workforce Development
	<b>Goal Description</b>	The goal is to specifically serve low-to-moderate income community members by providing workforce development to encourage longterm economic prosperity and opportunities for disadvantaged communities. There are no plans at the time of this writing for project, but it is important to have this goal as a placeholder because it is an eligible consideration of the city.





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

### Introduction

The City of Beaverton will continue to utilize the CDBG program to help alleviate homelessness and help those experiencing homelessness, provide needed public services to families, assist first time homebuyers with purchase subsidies to successfully gain access into neighborhoods that have previously been unattainable, rehabilitate existing housing, and fund the microenterprise technical assistance model that assists in job creation and skills training. The City of Beaverton continues to be open to creating new relationships with partners that plan to benefit the City of Beaverton populations, while retaining existing partnerships that are working well.

#	Project Name
1	Rebuilding Together
2	Good Neighbor Center
3	Proud Ground
4	Micro Enterprise Services of Oregon
5	Community Partners for Affordable Housing
6	Boys and Girls Aid
9	Unlimited Choices, Owner Occupied Housing Adaption
10	Unlimited Choices, Owner Occupied Housing Repair
11	Hispanic Metropolitan Chamber technical assistance
12	Adelante Mujeres, Microenterprise technical assistance
13	CDBG Administration

**Table 3 – Project Information**

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

The city utilizes the HUD annual allocation for:

- Up to 20% for Administration Costs
- Up to 15% for Public Services
- The remainder is split between homeownership, homeowner rehabilitation, economic development, a reserve in the event one of our public facilities needs repair and an emergency fund in the event an unexpected, urgent request from a sub-recipients

Obstacles include conducting outreach to low income communities to ensure they know services are available, service overlap, and need that far surpasses the resources available. To combat these obstacles the city asks subrecipients in their application about their outreach methods, how they coordinate with other local service providers, and how they address growing demand and evaluate applications based on question answers. The city also participates in several work groups and committees that discuss service provision best practices and innovative strategies to address these challenges.

## **AP-38 Project Summary**

### **Project Summary Information**

CDBG Program Year 2020 Project Summary  1	<b>Project Name</b>	Boys & Girls Aid
	<b>Target Area</b>	City of Beaverton
	<b>Goals Supported</b>	Projects of 10-Year Plan to End Homelessness
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	At risk youth offered shelter in college-dorm style bedrooms. Rec room, common area, meals.
	<b>Target Date</b>	6/30/20221
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30 Youth at or below 80% AMI
	<b>Location Description</b>	City of Hillsboro
<b>Planned Activities</b>	One on one case management provided and connections to counseling, public resources, school and GED programs, and helping youth repair or build support systems. Skill building group sessions offered with topics such as communication, school work, organization, stress management, relationship building, health and well-being, and community resources. There are also recreational activities.	
2	<b>Project Name</b>	Good Neighbor Center
	<b>Target Area</b>	City of Beaverton
	<b>Goals Supported</b>	Implementing A Road Home

	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$17,500
	<b>Description</b>	Family Homeless Shelter
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	53 persons / 17 households at or below 80% AMI
	<b>Location Description</b>	Just outside of City of Beaverton limits.
	<b>Planned Activities</b>	Up to six weeks shelter stays for families, includes meals and participants are referred to other transitional and permanent housing programs, and employment and training programs. Participants must participate in weekly mandatory life skills classes, the Rent Well curriculum, and are provided access to public benefits. Children in school may receive counseling, participate in a daily homework club, receive individualized tutoring, and attend a ten-week full day summer school. Adult GED services are available.
<b>3</b>	<b>Project Name</b>	Community Action - Emergency Rent/Energy Payment
	<b>Target Area</b>	City of Beaverton
	<b>Goals Supported</b>	Implements A Road Home

	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$40,000
	<b>Description</b>	One-time emergency rent or energy bill payment.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	170 persons below 80% AMI
	<b>Location Description</b>	City of Hillsboro
	<b>Planned Activities</b>	One time energy cost or emergency rent assistance payment. All households are assessed for other programs and services for which they may be eligible, such as energy assistance and long term rent assistance.
4	<b>Project Name</b>	Ecumenical Ministries of Oregon
	<b>Target Area</b>	City of Beaverton
	<b>Goals Supported</b>	Supportive Services
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$20,000

	<b>Description</b>	Youth short term fsponsoredhome placement
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	12 Youth below 80% AMI
	<b>Location Description</b>	City of Portland
	<b>Planned Activities</b>	A stable, safe home allows the student to focus on academic success and take advantage of educational opportunities, apply to college and find scholarships and employment. Stable housing leads directly to improved educational outcomes. These outcomes in turn, lead to stronger employment potential, better health and mental/emotional well-being, and a more developed sense of self-worth, empowerment and belonging.
5	<b>Project Name</b>	CPAH
	<b>Target Area</b>	City of Beaverton
	<b>Goals Supported</b>	Supportive Services
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$17,500

	<b>Description</b>	Resident Services
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	116 persons served below 80% AMI
	<b>Location Description</b>	City of Portland
	<b>Planned Activities</b>	Services are focused on youth and school success, including programming that serves the entire family, as well as eviction prevention and stability services that are aimed to prevent homelessness and increase health and wellness on-site. This project focuses primarily on Spencer House (48 apartments) and the Barcelona at Beaverton (47 apartments.) Additionally, CPAH is able to provide some support to young people at Fircrest Manor-owned by another organization - so that those kids can access resources provided to youth at CPAH properties.
<b>6</b>	<b>Project Name</b>	Rebuilding Together Washington County
	<b>Target Area</b>	City of Beaverton
	<b>Goals Supported</b>	Owner-Occupied Housing Rehabilitation
	<b>Needs Addressed</b>	Owner-Occupied Housing Rehabilitation
	<b>Funding</b>	CDBG: \$20,000

	<b>Description</b>	Administrative support only for small project urgent and critical needs repair and accessibility adaptations.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	20 Households at or below 80% AMI
	<b>Location Description</b>	City of Beaverton
	<b>Planned Activities</b>	Urgent and Critical Needs repairs, volunteer based, serving owner occupied homes including mobile homes. Serving incomes at or below 80% with priority for seniors and special needs. Includes ramps, handholds, and toilet modifications as needed.
7	<b>Project Name</b>	Willamette West Habitat for Humanity
	<b>Target Area</b>	City of Beaverton
	<b>Goals Supported</b>	Owner-Occupied Housing Rehabilitation
	<b>Needs Addressed</b>	Owner-Occupied Housing Rehabilitation
	<b>Funding</b>	CDBG: \$44,000
	<b>Description</b>	Administrative support only for small and large projects.



	<b>Target Date</b>	6/30/20210
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	4 households needing new roofs each below 80% AMI
	<b>Location Description</b>	City of Hillsboro
	<b>Planned Activities</b>	Critical need owner-occupied new roofing. Volunteer based grant, fee, and loan program. Does not include mobile homes.
8	<b>Project Name</b>	Unlimited Choices, Inc.
	<b>Target Area</b>	City of Beaverton
	<b>Goals Supported</b>	Owner-Occupied Housing Rehabilitation Accessibility
	<b>Needs Addressed</b>	Owner-Occupied Housing Rehabilitation Accessibility
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	Accessibility adaptations including bathroom and kitchen modifications.
	<b>Target Date</b>	6/30/20210
	<b>Estimate the number and type of families that will</b>	10 Households to be served below 80% AMI

	<b>benefit from the proposed activities</b>	
	<b>Location Description</b>	City of Portland
	<b>Planned Activities</b>	Critical need Accessibility Adaption.
9	<b>Project Name</b>	Unlimited Choices, Inc. Mend a Home Program
	<b>Target Area</b>	City of Beaverton
	<b>Goals Supported</b>	Owner-Occupied Housing Rehabilitation
	<b>Needs Addressed</b>	Owner-Occupied Housing Rehabilitation
	<b>Funding</b>	\$31,000
	<b>Description</b>	Emergency Home Repair
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 households at or below 80%AMI
	<b>Location Description</b>	City of Beaverton
	<b>Planned Activities</b>	Emergency home repair

<b>10</b>	<b>Project Name</b>	Community Action - Housing Rehabilitation/Weatherization
	<b>Target Area</b>	City of Beaverton
	<b>Goals Supported</b>	Owner-Occupied Housing Rehabilitation
	<b>Needs Addressed</b>	Owner-Occupied Housing Rehabilitation
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	Large and small project repairs, including mobile homes.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	25 Households below 80% AMI.
	<b>Location Description</b>	City of Hillsboro
	<b>Planned Activities</b>	Critical need owner-occupied rehab, small and large projects. Contractor based grant program, includes mobile homes.
<b>11</b>	<b>Project Name</b>	Proud Ground
	<b>Target Area</b>	City of Beaverton
	<b>Goals Supported</b>	Homebuyer Programs

	<b>Needs Addressed</b>	Owner-Occupied Housing
	<b>Funding</b>	CDBG: \$330,000
	<b>Description</b>	Reduced cost home acquisition
	<b>Target Date</b>	6/30/20210
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	4 Households below 80% AMI
	<b>Location Description</b>	City of Portland
	<b>Planned Activities</b>	Support homeownership through acquisition and necessary repairs/replacements. Provide homeownership education and counseling. Land portion placed into land trust to reduce cost to buyer and to insure permanent affordability.
12	<b>Project Name</b>	Adelante Mujeres
	<b>Target Area</b>	City of Beaverton
	<b>Goals Supported</b>	Micro Enterprise Technical Assistance
	<b>Needs Addressed</b>	Micro Enterprise Technical Assistance
	<b>Funding</b>	CDBG: \$37425

	<b>Description</b>	Small Business Development.
	<b>Target Date</b>	6/30/20210
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	20 persons served at or below 80% AMI
	<b>Location Description</b>	City of Forest Grove, with by appointment office in Beaverton.
	<b>Planned Activities</b>	Enhanced small business development services, including an extensive Spanish language business course, one-on-one technical assistance, customized business coaching, access to capital, and access to market for Latino micro entrepreneurs.
13	<b>Project Name</b>	Micro Enterprise Services of Oregon
	<b>Target Area</b>	City of Beaverton
	<b>Goals Supported</b>	Micro Enterprise Technical Assistance
	<b>Needs Addressed</b>	Micro Enterprise Technical Assistance
	<b>Funding</b>	CDBG: \$82,225
	<b>Description</b>	Small Business Development.
	<b>Target Date</b>	6/30/20210

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	60 persons seeking to start or improve a business, below 80% AMI.
	<b>Location Description</b>	City of Beaverton
	<b>Planned Activities</b>	Work with members of the community to support the economic advancement of Latinos and others. Provide business development, business sustainability, and business expansion skills to Latino and other clients that are in pre-business, start-up, or business stages at the time of intake. Work includes one-on-one technical assistance, classroom services, and providing loans. Many business owners are expected to participate in an Individual Development Account (IDA) to increase their assets.
14	<b>Project Name</b>	Longhorn Reserves
	<b>Target Area</b>	City of Beaverton
	<b>Goals Supported</b>	Supportive Services
	<b>Needs Addressed</b>	Homelessness Public Facility & Infrastructure
	<b>Funding</b>	CDBG \$18,000
	<b>Description</b>	Supports a reserve account. This reserve account covers repair and maintenance, and any vacancy management needed which would include;

		hazard insurance, any loss deductible, security to protect the asset, and marketing.
	<b>Target Date</b>	6/30/20210
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	City of Beaverton
	<b>Planned Activities</b>	A significant source of Program Income, beginning this year is rental income from a CDBG owned building providing Head Start services. A reserve is established to cover repair and maintenance along with hazard insurance and security should the building no longer be occupied.
<b>15</b>	<b>Project Name</b>	CDBG Administration
	<b>Target Area</b>	City of Beaverton
	<b>Goals Supported</b>	Projects of 10-Year Plan to End Homelessness Projects implementing A Road Home Homebuyer Programs Owner-Occupied Housing Rehabilitation Supportive Services Micro Enterprise Technical Assistance

	<b>Needs Addressed</b>	Homelessness Owner-Occupied Housing Owner-Occupied Housing Rehabilitation Micro Enterprise Technical Assistance Public Facility & Infrastructure Staff salaries (pro-rated)
	<b>Funding</b>	CDBG \$151,000
	<b>Description</b>	Administration of CDBG Program, Fair Housing impediments and Consolidated Plan efforts.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	City of Beaverton
	<b>Planned Activities</b>	Administration of CDBG is complicated requiring subrecipient performance and compliance monitoring, invoice processing, considerable record keeping, reporting, audit prep, workouts, on-going community participation, planning, budgeting, and community support. This year CDBG staff will also be participating in Consolidated Plan and Fair Housing Plan work.



**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 service area is within the Beaverton city limits.

**Geographic Distribution**

Target Area	Percentage of Funds
City of Beaverton	100

**Table 4 - Geographic Distribution**

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

The city has not designated any particular geographic area as a priority. The services we provide using CDBG funds must benefit low-to-moderate-income persons that reside within the city limits of Beaverton.

**Discussion**

Activities/Projects use city provided mapping to verify persons seeking services live within City of Beaverton limits. CDBG staff spot checks addresses for compliance during regularly held audits.

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

### **Introduction**

The following are other actions the city plans to take during the next year to address obstacles to meeting underserved needs, foster and maintain affordable housing, evaluate and reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional partners and structure, and enhance coordination between public and private housing and social service agencies.

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

The city will continue to; provide housing navigation services for Beaverton residents, pursue improved connectivity within the housing delivery system, and encourage more training at the direct services level. The CDBG Coordinator is very involved in discussions around meeting needs. The coordinator is a member of the Washington County Housing and Supportive Services Network (HSSN), and participates in relevant ad hoc committees. They are also a member of the National Community Development Association and Northwest Association of Community Development Managers. The coordinator attends trainings and roundtables where obstacles to meeting underserved needs are discussed/addressed. The city awards all of its allowable public services funding in homeless prevention in implementing A Road Home, which is a collaborative approach to addressing the needs of people experiencing homelessness in Washington County.

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

The Consolidated Plan guides the city with regard to the annual activities it undertakes to meet objectives outlined in the Consolidated Plan. The Consolidated Plan also provides the strategies and approaches the city plans to use to implement Annual Action Plan objectives. The projects outlined in AP-38 include affordable housing objectives. The city will continue to provide homeownership opportunities to low-moderate-income residents as well maintaining its ongoing housing rehabilitation program providing services to low and moderate-income homeowners and eligible tenants in eligible properties. Work includes critical small, medium, and large repair, replacement, modification, and accessibility adaptations. In addition to CDBG-funded activities, the city allocates general fund resources to support affordable housing development including efforts to establish the improvement and preservation of naturally occurring affordable housing. The city also provides property tax exemption for nonprofits for regulated affordable housing. As mentioned previously, the city is planning for more than 218 units of new affordable housing through an affordable housing bond managed by our Metro regional government, and the city will contract with another homeownership provider using general fund dollars, increasing access to homeownership.

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

Through the city's housing rehabilitation program, subrecipients are required to have staff trained in the recognition, handling and removal of lead based paint. Results are sent to the city and remediation performed if necessary. The City of Beaverton and Washington County are currently actively exploring a partnership with the City of Portland's Healthy Homes Lead Grant to see if it's feasible. This would benefit low and moderate income homeowners in pre-1978 homes who have children under the age of

6.

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

Throughout this document the city identifies objectives which are intended to reduce the number of poverty level families. These actions include funding for family and youth shelters, youth placement with host families, emergency rent, and increasing income for low income families via microenterprise. In addition to meeting Con Plan objectives CDBG staff employ efforts to reduce the cost of service delivery by working collaboratively with other jurisdictions and social service providers to bring together many years experience and intellectual capital to foster creative methods on funding and reducing poverty in the area. The City of Beaverton works closely with Washington County, City of Hillsboro, the HSSN, NCDA and the Coalition of Housing Advocates (CHA), to name only a few. The City of Beaverton is known for being one of the most diverse cities in the state, and makes it a top priority to conduct culturally specific community engagement. A robust translation program and multi-lingual events are a source of pride. CDBG (and other) funded programs and events are advertised and held in several languages with the intent of reaching all community members. Through Beaverton's CDBG funded home rehabilitation and adaption activities, low income families are kept in safe and livable environments to prevent homelessness and remove barriers to enable recipients to focus on employment and educational goals.

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

Community Development staff are committed to facilitating collaborative efforts within the city that engage multiple departments. One such effort is the creation of the Housing Implementation Team which is staffed by various departments, citywide. This team includes planning, economic development, community development, public involvement, communication and community services, as well as the Beaverton Police Department. The city's five year guidance for city housing work is provided by the city's Housing Five Year Action Plan which will include an annual performance report, beginning this year. Goals in the action plan are cross-departmental and provide a measure of accountability and progress for staff.

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

The city has taken a very proactive approach in its actions to enhance coordination between public and private housing and social service agencies. The city has a yearly contract with the Fair Housing Council of Oregon to provide training with tenants and landlords. The last Fair Housing training with landlords also included presentations from the Oregon Law Center and the Washington County Housing Authority. Through the Metro Affordable Bond, the city has strived to strengthen relationships with affordable housing developers and general contractors, with the end goal of increasing participation of minority and women owned subcontracting firms. In order to streamline and prioritize this work, the city hired an Affordable Housing Community Engagement Coordinator in the last year who focuses on community engagement leveraging nonprofit partnerships, Fair Housing events, and events designed to increase women and minority owned subcontractors participation in affordable housing development.

### **Discussion**

Through the locally funded affordable housing bond, Washington County (Beaverton, Hillsboro and

Washington County's Office of Community Development) has received \$188.3 million to develop 1,315 units of affordable housing. In order to accomplish this, public and private housing providers as well as social service agencies, have been engaged to assist in the coordination of this effort. Local property owners have been contacted, notices of funding availability have been issued with replies coming from non-profit housing agencies as well as private developers who will partner with non-profits to build this housing. Social Service agencies are an integral component in providing the necessary residents services to support the needs of the population who are considered extremely low income as defined by HUD. Requirements to employ MWESBDV (COBID) firms are in place. Location to public and private transportation, health facilities, schools are also kept in mind in while avoiding concentrating poverty in one area, with the understanding residents want to live in a viable area as well. As described above, decisions to hire staff and the ensuing outreach to move these projects, has taken a tremendous effort on the part of the private and public sector.

As this was a Consolidated Plan year, we received feedback from the community, non-profits and private sector informing the Consortium of what they see as unmet needs of low income residents. This input will be used to determine what paths we will take moving forward and will be reported in future Annual Action Plans.

## Program Specific Requirements

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

#### Introduction

The annual allocation of CDBG funds that the city receives from HUD is planned for benefitting low-to-moderate income individuals. The city plans to use CDBG funds to benefit 100% of Beaverton's low-to-moderate income residents. Program income that is received by the city will be re-allocated to continue to benefit low-to-moderate income persons.

#### 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.

<b>1. Total Amount of Program Income that will have been received before the start of the next program year not yet reprogrammed</b>	<b>\$98,250</b>
<b>2. 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</b>	<b>0</b>
<b>3. Amount of surplus funds from urban renewal settlements</b>	<b>0</b>
<b>4. 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</b>	<b>0</b>
<b>5. Amount of income from float-funded activities</b>	<b>0</b>
<b>Total Program Income</b>	<b>\$98,250</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%

### Discussion

A minimum overall benefit of 70% of CDBG funds is used to benefit persons of low-to-moderate income in 2020-21, but the city goal is 100%.

**Appendix - Alternate/Local Data Sources**

# **City of Hillsboro 2020 Action Plan**







## Expected Resources

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

#### Introduction

The FY 2020-2021 Annual Action Plan describes the activities to be funded during the program year starting on July 1, 2020 and ending June 30, 2021. The Action Plan contains goals, objectives, and descriptions of projects and activities that implement the strategies established in the 2020-2024 Consolidated Plan. This Action Plan is the first annual plan of the 2020-2024 five-year Consolidated Plan and the third plan for the City. This plan sets forth a description of activities, establishes goals and objectives for the described activities, for the use of funds allocated to the City of Hillsboro during the upcoming fiscal year. The resources described below will allow the City to implement its community development strategies for the 2020-2021 program year.

#### Anticipated Resources

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 Housing, Public Improvements, Public Services	\$747,031	\$0	\$0	\$747,031	\$1,932,969	CDBG Annual Allocation for 2019-20 is \$747,031. Estimated annual allocation remains \$1,932,969 for the remaining years of consolidated plan. \$670,000 x 5 = \$2,680,000 for a total estimate.

**Table 1 - Expected Resources – Priority Table**

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

The City of Hillsboro partners with local non-profit organizations to carry-out the identified goals and objectives. The administrative cost of the CDBG program is funded by City general funds as well as all Public Services activities.

Anticipated leveraged resources for activities proposed in the 2020-2021 Action Plan are identified below:

- **Public Services** – All public service activity funding is funded by the City’s General Fund in the amount of \$240,000 for the year.
- **Housing Acquisition** – The program will leverage approximately \$1,202,500 in private funds made up from the homebuyer’s mortgages and down payments.

**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 Hillsboro initially identified eleven parcels of publically owned land within the city limits that may be used to address the needs identified in the plan. The City has determined that two sites are suitable for affordable housing development and has initiated pre-development work as well as a process for disposition.

**Discussion**

The City of Hillsboro has committed all of its previous year’s CDBG allocation. All funds are projected to be fully expended by the end of the program year, June 30, 2020.

## 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	Homebuyer Programs	2020	2024	Affordable Housing	City of Hillsboro	Owner-Occupied Housing	CDBG: \$415,000	Homeowner Housing Added: 5 Household Housing Units
2	Owner-Occupied Housing Rehabilitation	2020	2024	Affordable Housing	City of Hillsboro	Owner-Occupied Housing	CDBG: \$201,031	Homeowner Housing Rehabilitated: 16 Household Housing Units
3	Public Facility Investment	2020	2024	Non-Housing Community Development	City of Hillsboro	Homelessness Public Facilities	CDBG: \$126,000	Public Facility or Infrastructure Activities other than Low/Moderate income Homelessness Prevention: 16 Persons Assisted

**Table 2 – Goals Summary**

**Goal Descriptions**

<b>1</b>	<b>Goal Name</b>	Homebuyer Programs
	<b>Goal Description</b>	The related goal to this high priority need will be to provide support for homeownership opportunities under the land trust model.
<b>2</b>	<b>Goal Name</b>	Owner-Occupied Housing Rehabilitation
	<b>Goal Description</b>	The related goal of this high priority need will be to provide support for the rehabilitation of housing owned and occupied by low-income households, including, but not limited to, rehabilitation, weatherization, and accessibility improvements. The population targeted under this priority need include (but are not limited to) extremely low- and moderate-income households, elderly, and frail elderly, and persons with disabilities.
<b>3</b>	<b>Goal Name</b>	Public Facility Investment
	<b>Goal Description</b>	This goal is to improve or rehabilitate public facilities benefitting eligible populations

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

### **Introduction**

The following projects are based on the City’s identified priority needs and activities. The City plans to use CDBG funds to provide one (1) Home Acquisition program, one (1) Housing Rehabilitation program, and one (1) Public Facility Investment. All three project activities target low- and moderate-income persons, or neighborhoods in census tracts with 51% or more who are low- or moderate-income.

<b>#</b>	<b>Project Name</b>
1	Proud Ground - Homebuyer Assistance
2	Office of Community Development - Housing Rehabilitation
3	Boys & Girls Aid - Safe Place Youth Shelter
4	City of Hillsboro - CDBG Administration

**Table 3 – Project Information**

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

The City of Hillsboro’s allocation for the 2020-2021 Action Plan aligns with the strategies identified in the 2020-2024 Consolidated Plan.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Proud Ground - Homebuyer Assistance
	<b>Target Area</b>	City of Hillsboro
	<b>Goals Supported</b>	Homebuyers Programs
	<b>Needs Addressed</b>	Owner-Occupied Housing
	<b>Funding</b>	CDBG: \$415,000
	<b>Description</b>	Funding will support the acquisition and necessary repairs/replacements of an owner-occupied housing unit. - Objective Category: Housing Assistance - Outcome Category: Affordability - National Objective: LMH- Matrix Code: 01
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Activities undertaken to assist in the home acquisition of five homes to low- and moderate-income households.
	<b>Location Description</b>	Hillsboro City limits
	<b>Planned Activities</b>	CDBG funds will be used to provide assistance for acquisition, repairs/replacement and homeowner education and counseling.
2	<b>Project Name</b>	Office of Community Development - Housing Rehabilitation
	<b>Target Area</b>	City of Hillsboro
	<b>Goals Supported</b>	Owner-Occupied Housing Rehabilitation
	<b>Needs Addressed</b>	Owner-Occupied Housing

	<b>Funding</b>	CDBG: \$201,031
	<b>Description</b>	Office of Community Development of Washington County provides necessary repairs to homes owned by low and moderate-income homeowners. - Objective Category: Decent Housing - Outcome Category: Affordability - National Objective: LMH- Matrix Code: 14A
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Activities undertaken to rehabilitate owner-occupied homes for approximately 16 households.
	<b>Location Description</b>	Hillsboro City limits
	<b>Planned Activities</b>	CDBG funds will be used to provide assistance for professional services, construction-related costs, and other eligible permits and fees associated with carrying out the City's Housing Rehabilitation Program.
<b>3</b>	<b>Project Name</b>	Boys & Girls Aid - Safe Place Youth Shelter
	<b>Target Area</b>	City of Hillsboro
	<b>Goals Supported</b>	Public Facility Investment
	<b>Needs Addressed</b>	Homelessness Public Facilities
	<b>Funding</b>	CDBG: \$126,000
	<b>Description</b>	Funding will support the improvement of public facility structure that will benefit at-risk youth. - Objective Category: Suitable Living Environment - Outcome Category: Availability/Accessibility - National Objective: LMC- Matrix Code: 03Q Facilities for Abused and Neglected Children

	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Activities undertaken to improve and expand a public facility structure that will benefit approximately 16 at-risk youth.
	<b>Location Description</b>	454 SW Washington Street, Hillsboro, OR 97123
	<b>Planned Activities</b>	CDBG funds will be used for professional services, construction, and capital costs.
<b>4</b>	<b>Project Name</b>	City of Hillsboro - CDBG Administration
	<b>Target Area</b>	City of Hillsboro
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Homelessness Rental Housing Owner-Occupied Housing
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	CDBG Administrative funds will be used for fair housing training provided by the Fair Housing Council of Oregon. This amount does not exceed the 20% cap set under the regulations. Matrix Code: 21D
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Activities undertaken to improve and expand Fair Housing education that will benefit landlords, residents, and city staff.
	<b>Location Description</b>	City of Hillsboro
	<b>Planned Activities</b>	CDBG administrative funds will be provided to support fair housing training costs associated with carrying out the 2020 Action Plan Annual Goals and Priority needs.



**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 service area is the Hillsboro city limits.

**Geographic Distribution**

Target Area	Percentage of Funds
City of Hillsboro	100

**Table 4 - Geographic Distribution**

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

The City of Hillsboro has not designated any particular geographic area as a priority. The geographic location of the programs is dependent upon the request for funds, as the City’s program is partly driven by an annual competitive application process. The annual allocation process includes: release of the Notice of Funding Availability, submission of applications from non-profit partners, review of the applications by staff, provision of technical assistance to ensure eligibility of proposed activities, review and approval by the City’s Finance Committee comprised of City Council members.

**Discussion**

All CDBG funds allocated to the City of Hillsboro will be allocated to activities and projects that benefit low- and moderate-income persons that reside within the Hillsboro City limits.

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

### **Introduction**

The City of Hillsboro undertakes the following other actions listed below to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies.

The City addresses these community needs through partnerships with social service agencies and nonprofit service providers. A significant portion of the funds made available to support this work comes from City General Fund resources. Programs and services funded through City General Fund dollars include, but are not limited to: grants to social service providers, affordable housing new construction support (gap financing), workforce development, rent assistance and various other programs that serve low-moderate income community members. This allows the City's CDBG funds to be focused on housing rehabilitation, affordable homeownership programs, Fair Housing, and other housing needs that are City Council priorities amidst the housing crisis currently facing Hillsboro and the entire Portland Metropolitan Region.

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

The City of Hillsboro strategy to address obstacles in meeting underserved needs are centered on partnerships with local social service agencies, local for-profit and non-profit affordable housing developers, and local public housing providers. These partnerships are supported through City's annual grants programs and targeted programmatic funding.

The City supports local social service providers through two city funded grant programs; Community Services Grants and Community Impact Grants. These two funding sources total \$240,000 and are targeted to local social service providers serving Hillsboro low- and moderate income residents. The City also dedicated an additional \$183,000 in General Funds to local service providers to address housing instability and homelessness issues. These funds support community needs such as emergency rent assistance, expansion of shelter hours, and other programs.

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

The City continues to prioritize affordable housing through two of its main CDBG funded activities; housing preservation, rehabilitation, and housing acquisition programs. The City also

supports affordable housing development with City General Funds and Metro Bond Funds.

The City's affordable housing development support will be primarily centered on gap financing for projects, as well as leveraging city-owned sites for affordable housing new construction. The City is an implementing partner of the Metro Affordable Housing Bond and will access bond resources to support affordable housing development consistent with the Hillsboro Local Implementation Strategy.

Additionally, the City will seek new opportunities to coordinate with providers of affordable housing and supportive services through the City's strategy to implement the Metro Affordable Housing Bond.

The City of Hillsboro will make CDBG resources available for the preservation and rehabilitation of affordable housing and create and maintain affordable housing in partnerships with Proud Ground's land trust model and Washington County's Office of Community Development housing rehabilitation program. Included among those actions are:

- Provide financial assistance to low- and moderate-income households in need of housing rehabilitation for safety and accessibility improvements;
- Provide homeownership assistance funds designed to help low- and moderate-income families purchase a home.

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

The City of Hillsboro operates its housing rehabilitation program in compliance with current federal and state lead-safe housing regulations through our partnership with Washington County's Housing Rehabilitation program and will continue this partnership in the FY 2020-2021. The County's Housing Rehabilitation Coordinator is certified as a lead-based paint risk assessor and provides lead-based paint risk assessments on housing rehabilitation projects. The City and the County both will continue to follow Lead Safe Housing Rule to ensure lead-based paint hazards are abated, mitigated and cleared when present in housing assisted with CDBG funds

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

The City of Hillsboro will continue to focus its efforts and resources to reduce the number of poverty level families through the preservation and creation of safe and affordable housing. The City will continue and expand coordination with the Community Services Grants and Community Impact Grant programs providing support to local non-profit organizations serving poverty-level families. In addition, the City's Economic Development Department continues its support to provide funding and direction for workforce development programs that serve

poverty-level families. The Prosperidad Employment Empowerment Center is the City's main effort to support local job-seekers in need of employment and training opportunities. The employment center offers access to services that help community members with their job search, prepare for higher skilled jobs, or improve skills to increase their earning potential at their place of employment.

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

In 2019, the City of Hillsboro restructured its Planning and Building departments to create a new Community Development Department. The newly formed department integrated the affordable housing and CDBG staff to allow for increased project management expertise, capacity, and coordination with development-related department staff.

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

The City of Hillsboro has a well-established coordination between public and private housing and social service agencies. The City participates in coordination meetings and activities with the Housing Supportive Service Network, Coalition of Housing Advocates, Washington County's Continuum of Care, and Built for Zero, a newly-formed workgroup focused on ending homelessness. These coordinated efforts helps the City ensure there is open communication, coordination, and collaboration among public and private organizations on housing solutions and residents services.

In 2019, the City's Local Implementation Strategy for the Metro Housing Bond was adopted by the Hillsboro City Council and Metro Council. The strategy will guide the City's efforts in increasing the number of affordable housing units through the use of revenues from the Metro Affordable Housing Bond. In this effort, the City will work with the Housing Authority of Washington County, Washington County Office of Community Development, the City of Beaverton, and local-service providers to assure the new developments meet the goals set forth by Hillsboro and Metro.

### **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
Total Program Income	\$0

#### Other CDBG Requirements

1. The amount of urgent need activities	0
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#### Discussion

The City of Hillsboro's goal is for CDBG funds to benefit 100% of persons with household incomes at or below 80% of area median income.

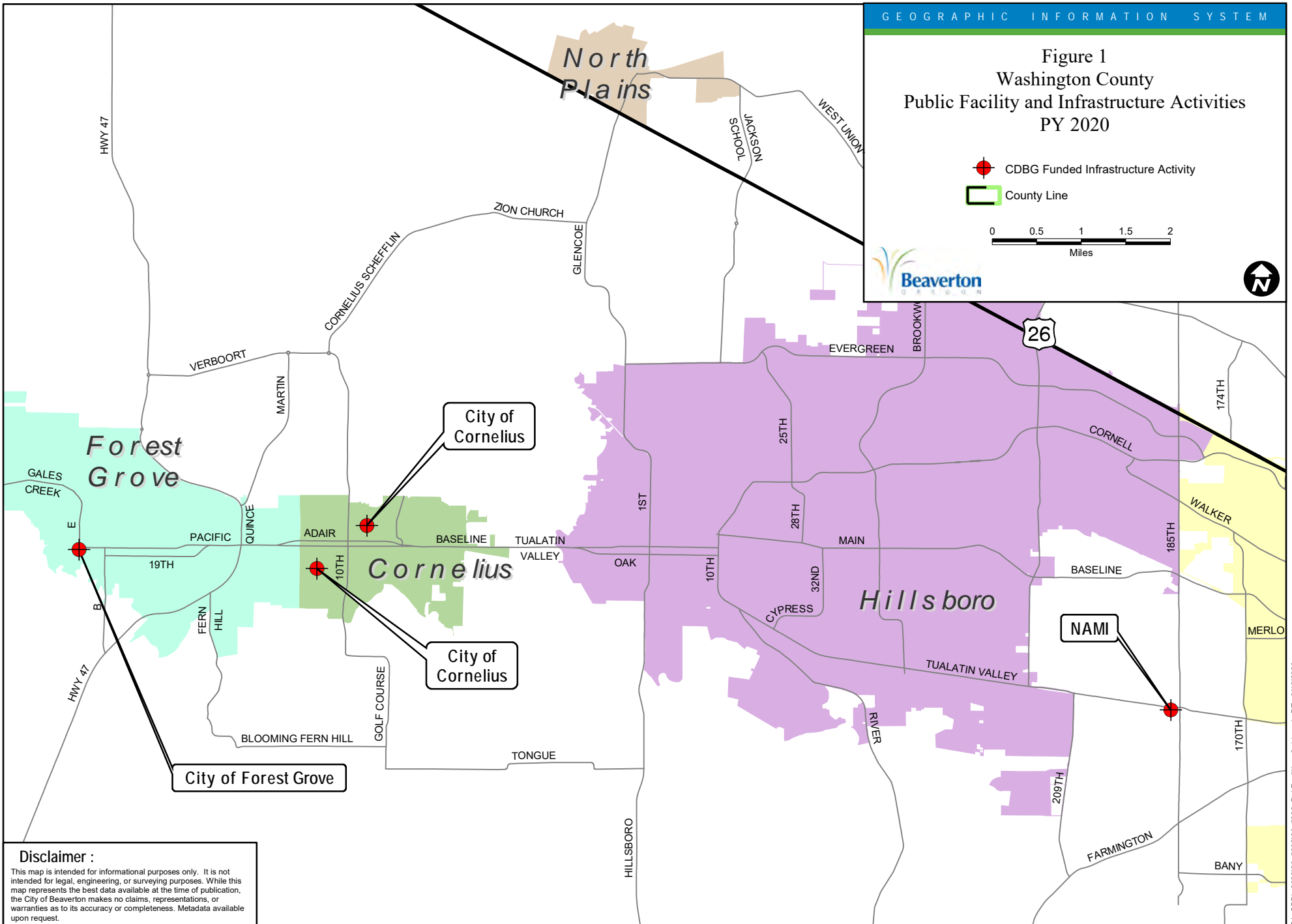
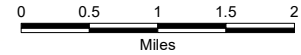
# Appendix A

## Washington County Maps

Figure 1  
Washington County  
Public Facility and Infrastructure Activities  
PY 2020

 CDBG Funded Infrastructure Activity

 County Line



**Disclaimer :**

This map is intended for informational purposes only. It is not intended for legal, engineering, or surveying purposes. While this map represents the best data available at the time of publication, the City of Beaverton makes no claims, representations, or warranties as to its accuracy or completeness. Metadata available upon request.

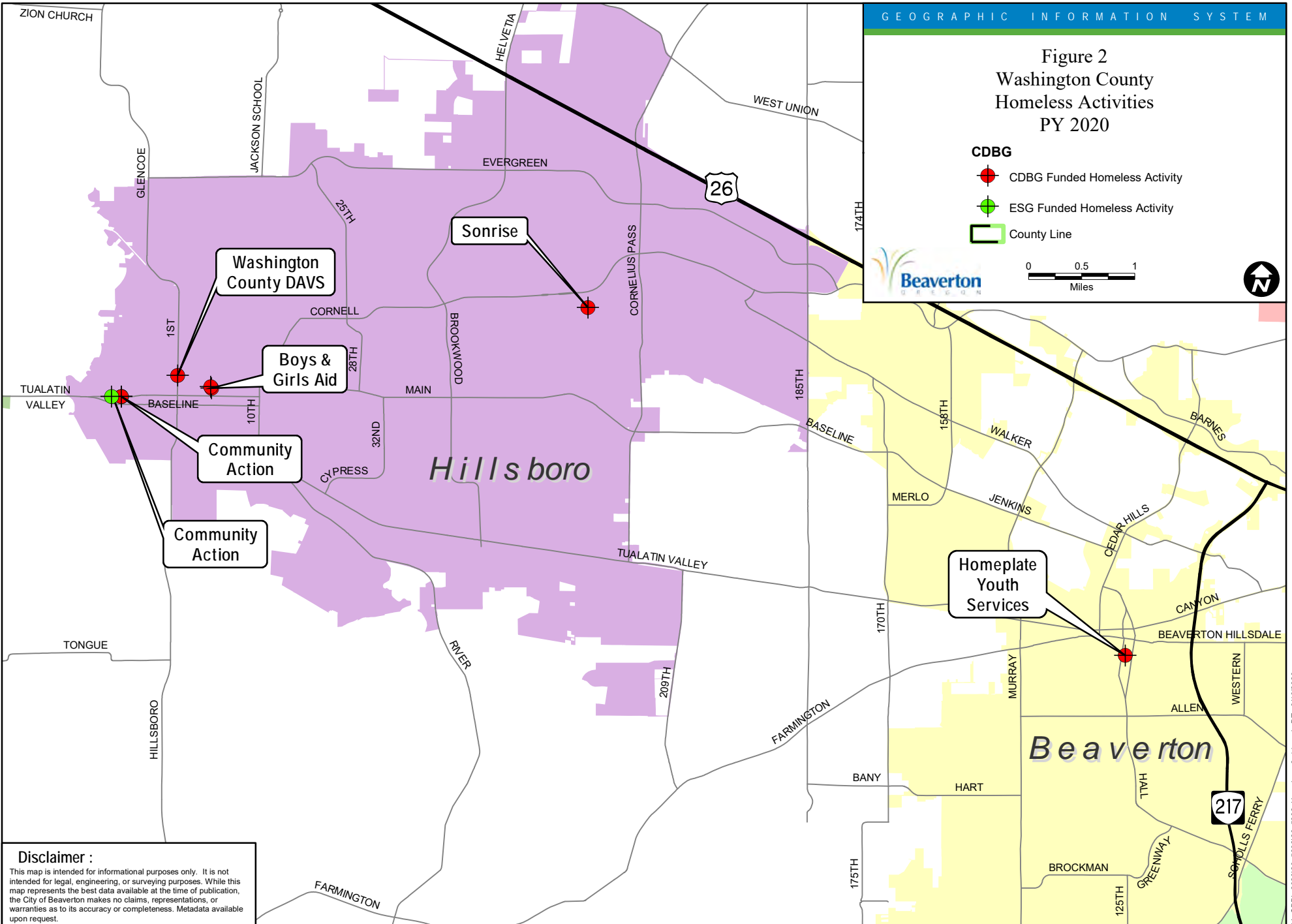
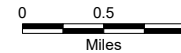
Figure 2  
Washington County  
Homeless Activities  
PY 2020

**CDBG**

● CDBG Funded Homeless Activity

● ESG Funded Homeless Activity

□ County Line



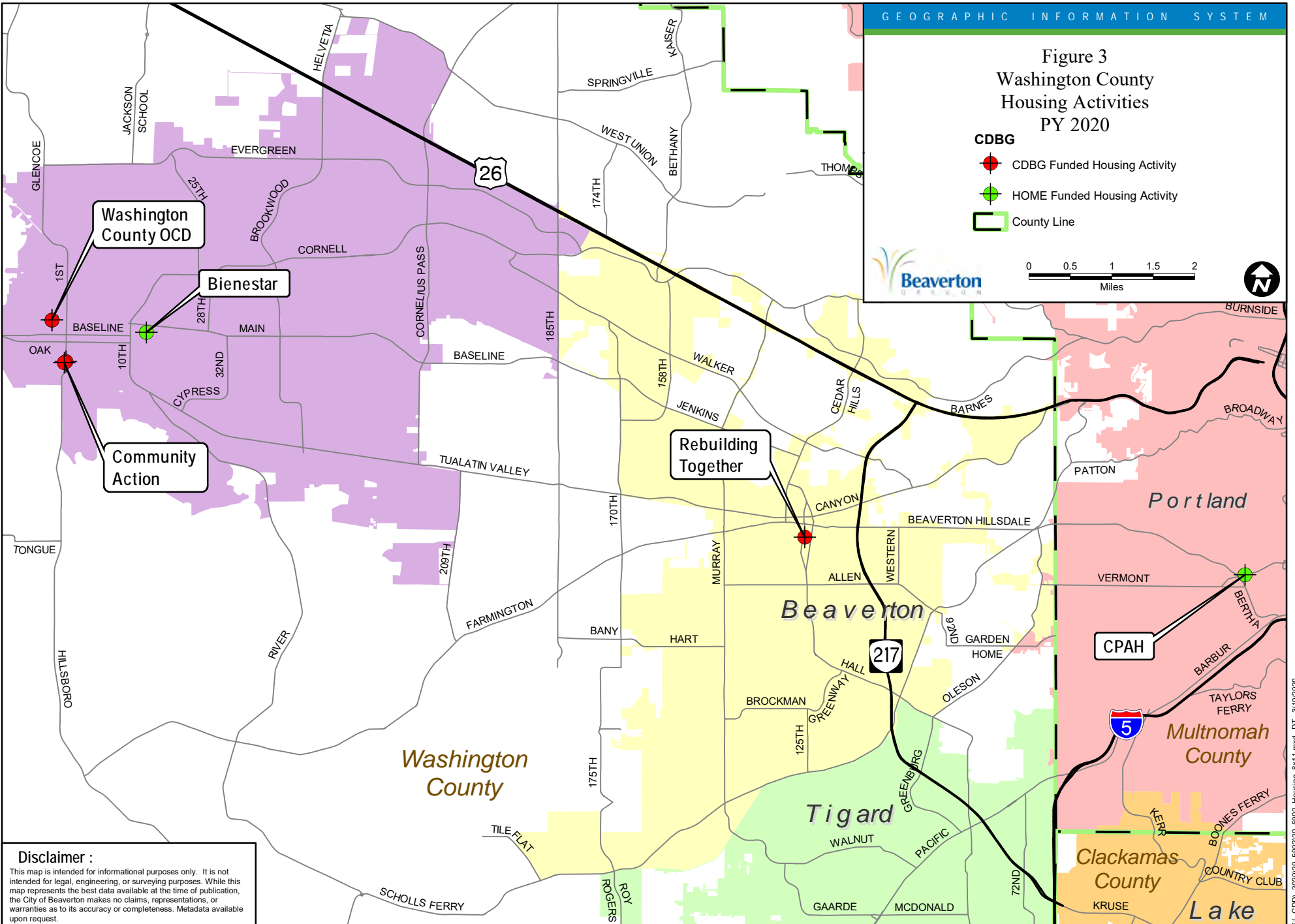
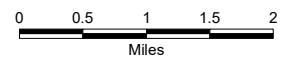
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Figure 3  
Washington County  
Housing Activities  
PY 2020

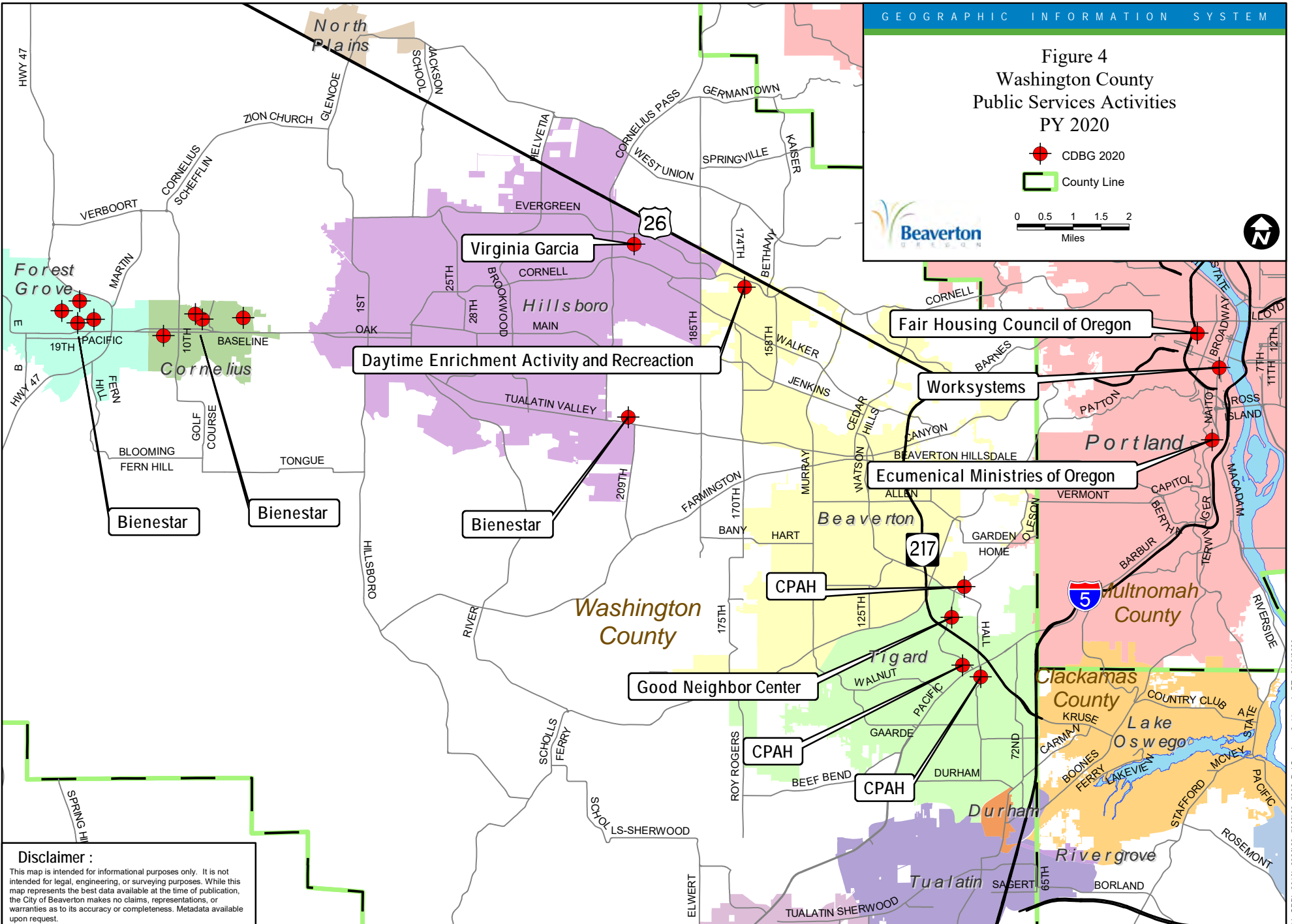
- CDBG**
- CDBG Funded Housing Activity
  - HOME Funded Housing Activity
  - County Line



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Figure 4  
Washington County  
Public Services Activities  
PY 2020






 CDBG 2020  
 County Line  




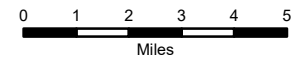
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# City of Beaverton CDBG Activities PY 2020

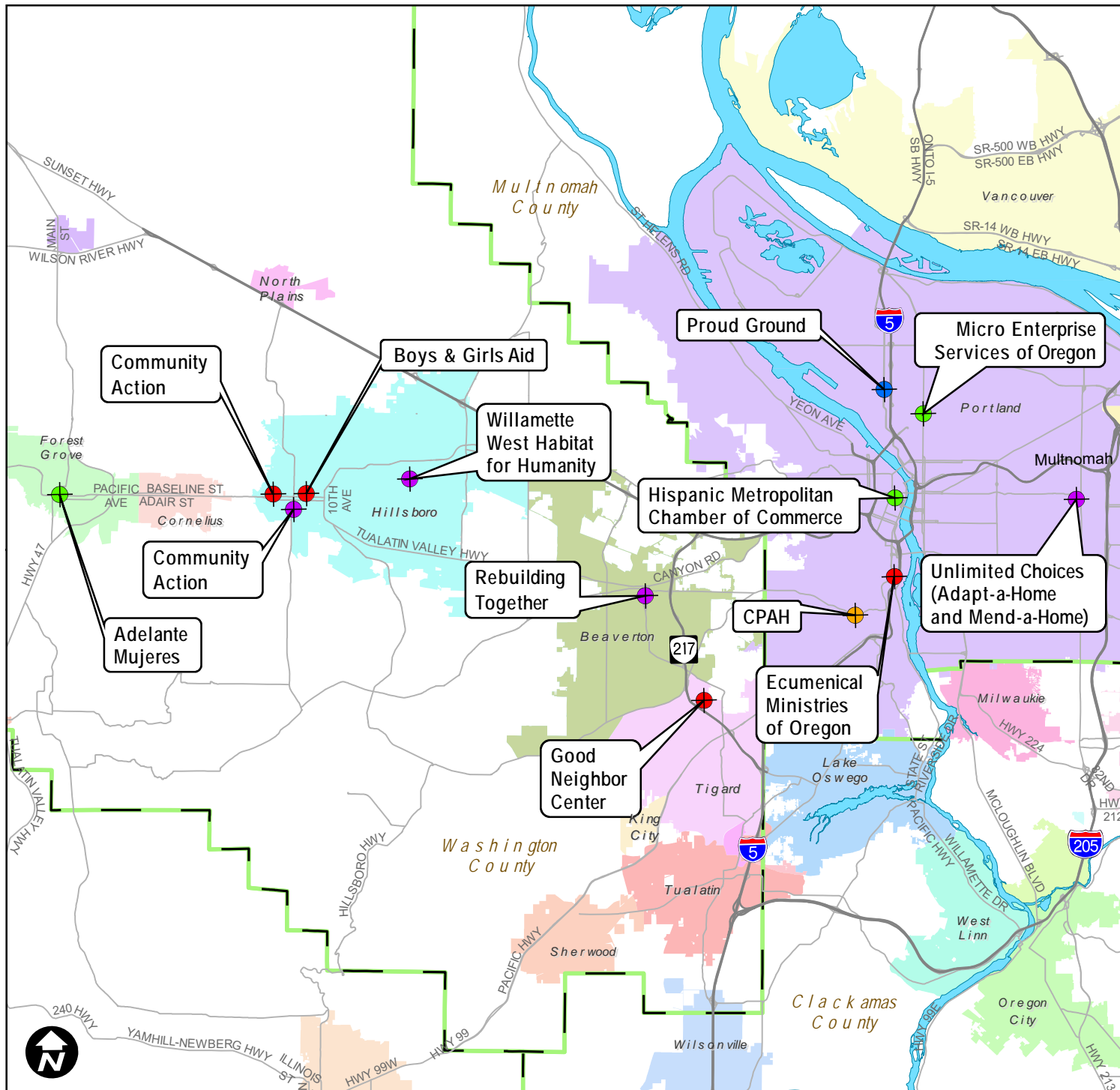
## Legend

-  Affordable Homeownership
-  Economic Development
-  Homeless Prevention
-  Housing Rehab-Adaption
-  Supportive Services

 County Boundaries



**Disclaimer :**  
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## Appendix B

### Fair Housing Actions, Anti-poverty Strategies, and ESG Performance Objectives and Standards

## Proposed Fair Housing Action Plan

<b>Fair Housing Awareness and Discrimination</b>
<ul style="list-style-type: none"> <li>• Lack of understanding of voucher holder protections in fair housing law</li> <li>• Lack of understanding of reasonable accommodation protections in fair housing law</li> <li>• Differential treatment in rental transactions</li> </ul>

<b>Action</b>	<b>Timeline (Years)</b>	<b>Primary Partners <i>Lead Partner(s) Italicized</i></b>	<b>Measurements</b>	<b>Notes</b>
1. Fund continued paired testing for discrimination in rental transactions and actions to remedy discriminatory activity.	FY 21/22 FY 23/24	<i>Washington County</i> Beaverton Hillsboro	30-50 tests per contract	Tests would be done every other year.
2. Implement outreach and education activities (fair housing and landlord/tenant law) targeted to consumers, service providers, and small and large landlords who do not typically participate in training opportunities currently offered. Prioritize these topics: a) Oregon source of income protections, b) reasonable accommodations for people with disabilities, including emotional support	Annually Year 1-5	<i>Washington County</i> <i>Beaverton</i> <i>Hillsboro</i> Multifamily NW	Minimum of 6 trainings per year.	Collaboration to reduce duplication. Consider emerging issues.

<p>animals, c) current requirements for case-by-case evaluation of prior criminal convictions (disparate impact, case law), d) other emerging topics identified through audit testing or other means.</p>				
<p>3. Encourage area organizations to adopt and implement an equity framework by awarding extra points to applicants for CDBG and HOME funds that have implemented equity policies resulting in positive outcomes. Provide examples of successful processes and implementation actions. (Clark County best practice).</p>	<p>Year 1-5</p>	<p><i>Washington County</i> <i>Beaverton</i> <i>Hillsboro</i></p>	<p>Written narrative in annual performance report on progress in this area.</p>	<p>Year 1: review best practices.  Year 1-2: Incentive mechanisms  Year 2-5: Broader equity framework for programs.</p>
<p>4. Integrate current work by FHCO, Unite Oregon, the Coalition of Communities of Color and other organizations into fair housing outreach and educational activities.</p>	<p>Year 2</p>	<p><i>Washington County</i></p>	<p>Progressive meetings with FHCO on existing work and possible partnership in Washington County.</p>	

5. Encourage the State of Oregon and BOLI to enforce Oregon source of income protections for renters. Encourage the State of Oregon to amend state law and BOLI to become a substantially equivalent state agency. This will allow BOLI to investigate and adjudicate federal fair housing law violations occurring in Oregon.	Year 0-1	<i>Washington County</i>	Letter(s) of support for the legislation.	Letter of support sent from Washington County to Legislative Leadership, February 4, 2020.
6. Periodically invite FHCO to present updates to the Regional Fair Housing Collaborative on emerging issues and practices regarding education and enforcement.	Year 1-5	Regional Collaboration	Quarterly meetings.	

<b>Access to Affordable Housing in Good Condition</b>
<ul style="list-style-type: none"> <li>• Shortage of deeply affordable rental housing</li> <li>• Shortage of large rental units appropriate for families</li> <li>• Differences in the ability to access homeownership</li> </ul>

<b>Action</b>	<b>Timeline (Years)</b>	<b>Primary Partners <i>Lead Partner(s)</i> <i>Italicized</i></b>	<b>Measurements</b>	<b>Notes</b>
1. Utilizing federal block grant funds, expand the supply of deeply	Year 1-5	<i>Washington County</i>	Number of completed units as reported in the	Beaverton and Hillsboro do not utilize CDBG

affordable rental units, larger units and units with accessibility features.			annual performance report.	funding for affordable rental development.
2. Analyze, quantify and publicize the need for accessible housing based on the share of area households with disabilities.	Year 3-5	To be determined	Development of more refined data and educational material.	This effort will involve more than one entity.
3. Increase resources for early interventions for tenants who are late paying rent to prevent eviction and help people remain in housing.	Year 1-5	All public and private funders.	Report on homeless prevention dollars that were committed/expended in Washington County.	
4. Identify promising practices around affirmative marketing in the digital age and then strengthen affirmative marketing requirements for subsidized housing projects.	Year 1-5	<i>Housing Authority of Washington County.</i>  Beaverton  Hillsboro	Written narrative in annual performance report on progress in this area.	
5. Explore the feasibility of a regionwide approach to forming a database of affordable rental and ownership housing with accessibility features, and which includes fair housing information.	Year 3-5	<i>Washington County</i>	Written narrative in annual performance report on progress in this area.  Development of database.	Will seek interest and assistance from the Regional Fair Housing Collaborative.  Regionwide database would necessitate a much longer planning timeline.



<p>6. Commit funding to support affordable homeownership programs. Support agencies and nonprofits that provide culturally competent services and can help address the gap in homeownership for communities of color.</p>	<p>Year 1-5</p>	<p><i>Washington County</i> <i>Beaverton</i> <i>Hillsboro</i> <i>Tigard</i></p>	<p>Number of units sold to households with incomes below 80% MFI.</p>	
<p>7. Inventory and review existing financial literacy, homebuyer education and matched savings programs, including the demographics of populations served and outcomes. Pursue additional opportunities to support culturally-specific or culturally-informed financial literacy programs and technical assistance</p>	<p>Year 2-5</p>	<p>To be determined</p>	<p>Written narrative in annual performance report on progress in this area.</p>	<p>Washington County will seek input from partner agencies on this action.</p>
<p>8. Encourage jurisdictions to define and commit to affirmatively furthering fair housing in relevant plans and codes. Encourage jurisdictions to review the analysis provided in the AI and pursue relevant amendments to codes and plans. In current and future code and plan changes, cities and the County, on their respective timelines, will evaluate their own proposed changes</p>	<p>Year 1-5</p>	<p><i>Washington County</i></p>	<p>Share the AI with Consortium cities and encourage them to review the analysis on codes/plans. Encourage them to utilize the Fair Housing Council of Oregon’s guidance when updating planning documents.</p>	

to ensure that they do not create barriers to housing access and choice.				
9. Working with a partner, research the diverse homebuying challenges of communities of color and people with disabilities. Research innovative financing options—e.g., promising practices research on culturally appropriate home financing and other types of culturally competent innovative financing.	Year 3-5	To be determined	Written narrative in annual performance report on progress in this area.	Washington County does not have the staff capacity to take on this effort but will work with partners to identify a research partner.
10. Washington County OCD will develop and maintain a webpage on its CDBG/HOME Program website providing information on Fair Housing and linking to informational and enforcement resources. Cities in the CDBG Consortium will be invited to link to this page (or use the information to create their own page).	Year 2	<i>Washington County</i> Beaverton	Completion of webpage.	
11. Housing Authority of Washington County will provide non-profits and local jurisdictions an opportunity to purchase public housing units at market value after they are offered to current residents but before they are made available for sale to the general	See note.	<i>Housing Authority of Washington County</i>	Number of public housing units sold to non-profits/partner cities to ensure ongoing affordability.	Timing is dependent on a future disposition process that is not currently planned.

public. This is only in the case that future public housing units are repositioned.				
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<b>Barriers to Housing Choice/Access and Community Amenities</b>
<ul style="list-style-type: none"> <li>• Differences in access to high performing schools</li> <li>• Public transportation is limited in areas with older residents, residents with disabilities, and low-income communities of color</li> </ul>

<b>Action</b>	<b>Timeline (Years)</b>	<b>Primary Partners <i>Lead Partner(s)</i> <i>Italicized</i></b>	<b>Measurements</b>	<b>Notes</b>
1. Monitor disparities in access to high performing schools in the region and placement of affordable housing. Explore partnerships with school districts to communicate the importance of housing stability among students and families, and discuss solutions to educational inequities (access to high performing schools as well as cultural sensitivities). Convey to school districts the need for life skills training at the high school level that includes budgeting, cost and	Year 1-2	<i>Washington County</i> Beaverton Hillsboro	Meetings with School District staff to introduce the AI.  Written narrative in annual performance report on progress in this area.	

availability of housing, employment soft skills, etc.				
2. Meet with transit providers to share findings from the AI. At these meetings, discuss how the jurisdictions can support researching innovative models and best practices in peer regions to address lack of access for residents with disabilities, communities of color, and low-income residents overall, including on-demand transit access.	Year 1-2	<i>Washington County</i> Beaverton Hillsboro	Meetings with transit provider staff to introduce the AI.  Written narrative in annual performance report on progress in this area.	
3. Pair revitalization activities with programs and policies that mitigate displacement of low-income residents and cultural enclaves.	Year 1-5	<i>Beaverton</i>	Written narrative in annual performance report on progress in this area.  Share best practices with other jurisdictions.	Washington County is willing to participate in planning/policy development under Beaverton's effort.
4. Share information from the AI with economic development organizations, especially those focusing on serving existing employers, providing employment training, or assisting emerging entrepreneurs, to help those organization explore ways to support	Year 2-5	<i>Washington County</i>	Written narrative in annual performance report on progress in this area.	

greater labor market engagement by people of color.				
5. Examine existing or ongoing studies that compare wages to availability of affordable housing and help inform geographic prioritization of housing. If such studies do not exist, identify a research partner to help collect the data.	Year 2-5	Washington County	Written narrative in annual performance report on progress in this area.	Washington County will take the lead on this effort in terms of finding a partner(s) to assist in this study. The capacity is not available in-house.
6. Housing Authority of Washington County will revise its current screening criteria and policies to reduce barriers to housing access for individuals who have been justice involved.	Year 1	<i>Housing Authority of Washington County</i>	Full implementation and staff training by end of 2020.	Staff training will include the secondary review panel in public housing.

**FY 2020**  
**Funding Amounts for ESG Eligible Activities**

Eligible Activities	Street Outreach	Emergency Shelter	Homeless Prevention	Rapid Re-Housing	HMIS	Admin
Regulatory Limits	Combined street outreach and emergency shelter expenditures cannot exceed the greater of 60% of the Recipient's fiscal year grant (\$99,608).		n/a	n/a	n/a	7.5% cap on amount available for Admin.
<b>FY 2020 ESG:</b> <b>\$192,189</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$177,775 - This amount includes rent assistance and financial assistance for program participants.</b>	<b>\$0</b>	<b>\$14,414</b>
Matching Funds (dollar for dollar match) <b>Please cite all possible sources</b>	Private donations Foundation support	Shelter Levy funding (local) Private donations Foundation support	State Funding: Emergency Housing Account Supportive Housing Assistance Program	State Funding: Emergency Housing Account Supportive Housing Assistance Program	Any combination of those listed.	Match for admin costs will need to be made up by eligible activities.
Performance Indicator (# and Types of People to be served)	Number: 0 Type: Individuals	Number: 0 Type: families, individuals and youth	Number: 0 Type: families and individuals	Number: Minimum of 60 individuals Type: families and individuals	n/a	n/a
Performance Objective (OCD uses HUD standards)	Objective: Suitable Living Environment Outcome: Avail/Access	Objective: Suitable Living Environment Outcome: Avail/Access	Objective: Decent Housing Outcome: Affordability	Objective: Decent Housing Outcome: Affordability		
Performance Standards	Entry and exit measures Destination at exit:  * Number of individuals who participate in Community Connect * Number of individuals entering emergency shelter, transitional housing or permanent housing	Reducing the time spent homeless:  * Average shelter stay. Average shelter stay for individuals exiting to permanent housing. Length of time families spent on the shelter wait list last year	Reduce the time spent homeless:  * Reduction in new incidences of homelessness and a reduced recidivism rate. The Community Connect assessment will gather information about whether the household has been homeless in the past. Track the rate of recidivism for past recipients of homeless prevention assistance. * Number of individuals exiting the program in permanent housing.	Reduce the time spent homeless:  * Average number of days from intake to housing * Percentage of households exiting to permanent housing * Percentage of households retaining housing six months after exit	n/a	n/a

# Appendix C

## Program Specific Requirements for HOME

Program Specific Requirements for HOME  
Append to the 2020 Action Plan on AD-25  
Washington County, Oregon

HOME Requirement: If the PJ intends to use HOME funds for homebuyer assistance or for rehabilitation of owner-occupied single family housing and does not use the HOME affordable homeownership limits for the area provided by HUD, did it determine 95 percent of the median area purchase price and set forth the information in accordance with 24 CFR 92.254(a)(2)(iii).

Washington County: Washington County intends to use HOME affordable homeownership limits for the area as provided by HUD.

HOME Requirement: Did the PJ describe eligible applicants (e.g., categories of eligible applicants), its process for soliciting and funding applications or proposals (e.g., competition, first-come first-serve) and where detailed information may be obtained (e.g., application packages are available at the office of the jurisdiction or on the jurisdiction's Web site).

Washington County: Washington County undertakes a competitive funding process for its HOME funds for development. Our Consolidated Plan describes the priorities, goals and objectives for funding and these and all other requirements are conveyed during application workshops. The application workshops are advertised via a Save-the-Date postcard mailed at the end of June/beginning of July. A public notice is published in the paper. A memo regarding the workshops is mailed out in August. The websites are updated to include notification of workshops. Notices are also sent through the HSSN and CHA networks. We now require attendance at the workshop in order to submit an application.

HOME Requirement: If the PJ planned to limit the beneficiaries or give preferences to a particular segment of the low-income population, was a description of that limitation or preference described in the action plan?

Washington County: Washington County does not limit beneficiaries or give preferences in the application process although higher priority populations are identified in the Consolidated Plan (examples include persons who are homeless, persons with disabilities, elderly, farmworkers, etc) We are funding a project called Clover Court this year that will target those who are chronically homeless.



## ANTI-POVERTY STRATEGIES 2020-2024 YEARS 1-5

<b>Strategy 1: Public Policy</b>			
Implement innovative public policy that affirmatively seeks new ways to promote the economic independence and well-being of low income residents.			
	<b>Action</b>	<b>Lead Contact</b>	<b>Progress Targets</b>
1.a	Increase awareness of poverty issues among community leaders	Community Action	On-going: Identify existing efforts and key partners. Conduct outreach to City and business leaders. Provide information about local issues of poverty and service utilization.  Continue working through Washington County Thrives to develop consistent and effective anti-poverty messages and engage new community partners.
1.b	Continue to staff ongoing Anti-Poverty Work Group to guide implementation of Anti-Poverty Strategy, monitor progress, address barriers and respond to changing conditions as they arise.  Work Group should collaborate with and support current anti-poverty initiatives including: Washington County Thrives, A Road Home: Plan to End Homelessness, Washington County Early Learning HUB, Here Together, Metro Bond & Tri-County groups.	Community Action	On-going: Regular meetings of the Anti-Poverty Work Group to guide implementation of Anti-Poverty Strategy, monitor progress, publicize results, address barriers and respond to changing conditions as they arise.  Year 1: Work to increase membership (Oregon Food Bank, WorkSystems, United Way Washington County Early Learning Plan staff and others)
1.c	Explore impact of policy changes on the lives of people with low-incomes	Pacific University Community Action	On-going: Identify research questions & engage academic institutions in conducting research and reporting findings Identified research questions: How did life change after minimum wage increase? Paid medical leave impact on low-wage workers? Housing wait list management – Implications for fair housing, community building & displacement
1.d	Locate affordable housing and services to promote resident access to the opportunities that help people succeed in life.	Washington County Office of Community Development	Years 1-5: Access to opportunity evaluated during HOME funding cycle.
1.e	Increase opportunities for communication, collaboration, and coordination between groups that fund organizations and agencies to undertake anti-poverty efforts.	Washington County Office of Community Development	Year 1: Identify existing efforts and key partners. Establish funders forum to identify areas of potential collaboration.
1.g	Continue to set aside the maximum available (15%) under the CDBG-funded Public Services category.	Washington County Office of Community Development	Years 1-5

1.i	Identify and follow new planning efforts where coordination with Consolidated Plan strategies may make sense.	Anti-Poverty Strategies Work Group	Year 1-5: Discuss whether representation from the Anti-Poverty Work Group makes sense to learn about new effort and whether there is a place at the table for one of our members, or at least request an opportunity to share what the consolidated plan is and try to encourage participation of the same strategies where applicable.
1.j	Establish one property that combines both affordable housing and subsidized early learning opportunities in a single site.	Washington County Office of Community Development Community Action	Year 1: Assess existing locations & opportunities in the development pipeline Begin conversations with jurisdictions & developers to introduce concept Research existing models/funding mechanisms including Section 108 Engage corporate partners Year 2: Issue White Paper & develop standard presentation Identify partners Year 3 & 4: Partner commitment, site identification/control, secure funding for project Year 5: Development

<b>Strategy 2: Service &amp; Support Systems</b>			
Provide comprehensive and integrated services that focus on prevention and are strongly consumer driven			
	<b>Action</b>	<b>Lead Contact</b>	<b>Progress Targets</b>
2.a	Increase provider & Consumer awareness of services available within community	Community Action	Years 1-5: Continue to host bi-monthly I&R breakfasts HSSN resource presentations include information about how to access services Continue to hold Project Homeless Connect Continue to promote 211info, Help Me Grow, and other emerging I&R resources Explore Thrive Local Support & promote Coordinated Entry Systems: <ul style="list-style-type: none"> <li>- Community Connect</li> <li>- Help Me Grow Washington County</li> <li>- Project Access Now (?)</li> <li>- Other emerging systems</li> </ul>
2.b	Strengthen Community Safety Net Services. Safety Net Services consist of emergency, short-term rent, energy and food assistance that enable residents to remain stable in their homes.	Community Action	Years 1-5: Identify existing efforts and key partners. Identify/Create new sources of funding to secure and sustain "Safety-Net" Services. Years 1-5: Improve access to safety net services by increasing collaboration and coordination among providers. Years 3-5: Align safety net access systems to improve ability to provide comprehensive supports and coordinated services
2.c	Increase community capacity to provide culturally responsive services.	Early Learning Washington County	Year 1: Provide training Year 2: Funders include question regarding equity efforts in funding applications, Promote self-assessments

			Year 3: Incorporate equity accountability measures into program reporting Year 4: Assess impact Year 5: Continue efforts, adjust as needed
2.d	Increase community capacity to provide coordinated services	Anti-Poverty Strategies Work Group	Year 1: Explore Existing Models Year 2: Make space available for coordinated service efforts, develop tools Year 3: Train and Promote, Identify potential funding and financial supports especially opportunities for flex funds to fill service gaps Year 4: Continue to promote, Assess local impact Year 5: Publish results, develop sustainability plan
2.e	Increase capacity for landlords, property management staff, & resident services staff to support housing retention for low-income households	Washington County Department of Housing	Year 1: Assess existing training & community efforts Year 2: Develop or select training to address identified gaps Years 3-5: Provide training annually
2.f	Increase access to culturally appropriate financial education.	Anti-Poverty Strategies Work Group	Year 1: Assess existing training & community efforts Year 2: Develop or select training to address identified gaps Years 3-5: Provide training annually

<b>Strategy 3: Civic Capital</b>			
Increase sense of community and belonging among low-income and minority residents as well as overall public investment in the social and political well-being of the entire community			
	<b>Action</b>	<b>Lead Contact</b>	<b>Progress Targets</b>
3.a	Continue to engage low-income and minority residents in the development of the Consolidated Plan and Fair Housing Plan.	Washington County Office of Community Development	Years 0: Work with agencies that serve underrepresented communities to develop a plan for continued and improved outreach to, and recruitment of, low-income and minority residents to participate in focus groups and interviews to gain insight about the community. Years 3-5: Prepare for plan migration by reengaging communities
3.b	Continue to seek opportunities to solicit feedback from the low-income community about the quality and effectiveness of services and identify unmet and emerging needs in the community.	Community Action & Washington County Office of Community Development	Years 1-5: Collect and disseminate information on a yearly basis through various outreach opportunities (including but not limited to Project Homeless Connect, Point-In-Time Count, and Community Needs Assessment Survey) to identify trends and inform planning processes where appropriate
3.c	Engage community members, particularly in underserved communities, in planning and community processes in a more meaningful way.	Anti-Poverty Strategies Work Group	Year 1: Conduct thorough analysis of current state - What's happening now? Who is doing what? Including Washington County Community Engagement, Unite Us, Coalition of Communities of Color, SW Corridor, Community Alliance of Tenants, and Unite Oregon Year 2: Develop strategies to increase meaningful participation in community processes Years 3-5: Implement strategies

<b>Strategy 4: Affordable Housing Plan</b>			
Increase and/or preserve affordable housing units for low-income residents as a means of achieving or regaining self-sufficiency by reducing housing cost burden			
	<b>Action</b>	<b>Lead Contact</b>	<b>Progress Targets</b>
4.a	Seek alignment with broad initiatives around housing, health care, education, and employment.	Anti-Poverty Work Group	Years 1-5: Anti-Poverty Work Group to continue to follow progress in these areas to ensure that whenever possible and logical, alignment of systems can support other efforts (example, Enterprise Community Partners, Meyer Memorial, State of Oregon Governor's Initiatives, OHCS funding rounds, etc).
4.b	Continue to fund housing rehabilitation efforts to ensure that people can remain in their affordable homes.	Washington County Office of Community Development	Production target data will be reported in the Affordable Housing plan of the Consolidated Plan
4.c	Continue to target HOME funds to units at or below 30% MFI	Washington County Office of Community Development	Production target data will be reported in the Affordable Housing plan of the Consolidated Plan
4.d	Continue to partner with Housing Authority on the allocation of project based vouchers (PBVs) to support households at or below 30% MFI in HOME-assisted projects.	Washington County Office of Community Development/ Housing Authority of Washington County	Production target data will be reported in the Affordable Housing plan of the Consolidated Plan
4.e	Continue to use Emergency Solutions Grant funding to support individuals and families who are either homeless or at-risk of becoming homeless to achieve and/or regain stability.	Washington County Office of Community Development	Years 1-5: Continue to work with the Continuum of Care (HSSN) on allocation of the funding

<b>Strategy 5: Economic Mobility</b>			
Increase availability of and access to income supports and economic opportunities for low-income households			
	<b>Action</b>	<b>Lead Contact</b>	<b>Progress Targets</b>
5.a	Increase access to career coaching services by expanding the Aligned Partner Network to include additional homeless service providers.	Worksystems HSSN	Years 1-5: 15 Agencies in APN and/or 15 Career Coaches in Continuum
5.b	Develop Economic Opportunity Program aligning short-term housing assistance for households at or below 30% area median income (AMI) to support housing stability while individuals are engaged in job skills training or employment program.	Worksystems HSSN	Years 1 & 2: Identify funding opportunities and project sponsors Years 3-5: Operate Economic Opportunity Program Established and operating, serving a full career coaching capacity (35-40 HH).
5.c	Create annual training on "child support" laws to provide social service case workers with information on how to assist single parents to access child support enforcement services.	Community Action	Years 1-5: Conduct annual training
5.d	Develop systematic process for referring homeless and at-risk households to mainstream resources utilizing the Community Connect, a coordinated entry system serving	Washington County Department of Housing Community Action	Year 1: Develop process Years 2-5: Implement and analyze impact. Target of 500 households each year provided assistance and direction connecting to and applying for mainstream resources.

	people at imminent risk of homelessness (within 14 days) or experiencing homelessness.		
5.e	Expand the ASSIST Program to increase access to SSI/SSDI application assistance for homeless and at-risk individuals, and provide annual SOAR training to community partners	ASSIST	Year 1: Increase FTE dedicated to providing assistance to Washington County clients. Years 2-5: Increase approved SSI/SSDI claims
5.f	Expand Supported Employment Program model for individuals with disabilities experiencing barriers to obtain and retain employment.	DAVS	Years 1-5: Staff 2 FTE "Employment Specialist/Job Coach" positions that will work with employers to hire formerly homeless persons, and to support formerly homeless in developing employment skills, and obtain and retain employment.

Appendix D  
Citizen Participation Plan

# COMMUNITY PARTICIPATION PLAN<sup>1</sup>

## WASHINGTON COUNTY CONSORTIUM Washington County/City of Beaverton/City of Hillsboro 2020-2024 CONSOLIDATED PLAN

### 1. Background

This Community Participation Plan (CPP) sets forth policies and procedures to provide for and encourage participation by community members of Washington County and the Cities of Beaverton and Hillsboro (the Washington County Consortium) in the development of the jurisdictions' Consolidated Plan and Analysis of Impediments. The CPP also applies to any substantial amendments to the Consolidated Plan and to the preparation of the annual performance report, which evaluates progress in meeting Consolidated Plan objectives.

The provisions of the CPP fulfill statutory and regulatory requirements for community participation specified in the US Department of Housing and Urban Development's (HUD) rules for the Consolidated Plan, the Analysis of Impediments, the Community Development Block Grant (CDBG) Program, the HOME Investment Partnerships (HOME) Program, and the Emergency Solutions Grant (ESG) Program.

### 2. Encouraging Community Participation

The Consolidated Plan states the Washington County Consortium's overall strategy for coordinating federal and other housing and community development resources is to provide decent housing, establish and maintain a suitable living environment, and expand economic opportunities, particularly for low and moderate-income persons.

Interested groups<sup>2</sup> and individuals are encouraged to provide input into all aspects of the Consortium's consolidated planning activities—from assessing

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<sup>1</sup> 24 CFR Part 91.105 requires that jurisdictions adopt a citizen participation plan that sets forth the jurisdiction's policies and procedures for citizen participation in the HUD-funded programs. As an effort to be more inclusive and use inclusive language, Washington County, the City of Beaverton and the City of Hillsboro refer to this document as the Community Participation Plan (CPP). The CPP adheres to all the federal requirements under Part 91. The CPP has been reviewed by Root Policy Research as part of its scope of work on the Consolidated Plan.

<sup>2</sup> Interested Groups include local and regional institutions, the Public Housing Authority, the Continuum of Care and other organizations (including businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith-based organizations) in the process of developing and implementing the Consolidated Plan.

needs and setting priorities through performance evaluation. The CPP offers numerous opportunities for community members to contribute information, ideas, and opinions about ways to improve our neighborhoods, promote housing affordability, and enhance the delivery of public services to all community members.

In developing its Consolidated Plan and the Analysis of Impediments, the Consortium will undertake community engagement efforts that are culturally responsive and encourage hard to reach populations, including:

- Low and moderate-income persons, particularly those living in areas where CDBG funds are proposed to be used,
- Community members of predominantly low- and moderate-income neighborhoods,
- Communities of Color
- Limited English Proficiency and/or Non-English-speaking persons,
- Persons with disabilities, and
- Community members of public and assisted housing developments.

Washington County, the City of Beaverton, and the City of Hillsboro are committed to keeping all interested groups and individuals informed of each phase of the consolidated planning process, and of activities being proposed or undertaken under HUD entitlement programs. Opportunities to comment on or participate in planning community development and affordable housing activities and projects will be publicized and disseminated throughout the Washington County Consortium. Each Entitlement jurisdiction will post comment periods in publications that serve those specific geographies. Any city mailing lists that might capture entities not covered by the County's master list and the Continuum of Care listserve may be used to encourage participation.

Innovative tactics to public involvement will be utilized for Consolidated Plan and Analysis of Impediments planning efforts: focus groups, communitywide surveys (in multiple formats), listening sessions, public meetings, public hearings, etc. To increase participation and ensure authentic engagement during these public involvement efforts, the following supportive services will be secured: interpretation, translation, child care provision, meal provision, participant compensation, etc.

To ensure broad outreach, the County, the City of Beaverton and the City of Hillsboro will make all housing and community development plans and reports available via computer technology, i.e., websites will contain summaries of programs and reports and links to specific documents. Likewise, public comments may be accepted via email during specific comment periods.



### **3. Policy Advisory Board, Beaverton City Council, and Hillsboro City Council**

The Washington County Policy Advisory Board (PAB) serves as the advisory board to the Washington County Board of Commissioners for the planning, implementation, evaluation and policy formulation for the County's CDBG, HOME and ESG programs. The City of Beaverton and the City of Hillsboro's respective City Councils are the final approving authority for each City's CDBG funding activities.

### **4. Public Hearings and Meetings**

The Consortium will conduct at least two public hearings a year to obtain community members' feedback and to respond to comments and questions. The hearings will take place at different stages of the consolidated planning and fair housing process and together address:

- Housing and community development needs,
- The proposed use of program funds, and
- Program performance during the past year.

At least one hearing will be held before each year's proposed Action Plan is published for comment so that the Consortium may obtain community members' feedback on needs and priorities in the areas of housing and community development. In addition, at least one public hearing will be held to solicit comments on draft plans.

Information about the time, location, and subject of each hearing will be provided to community members at least two weeks in advance through adopted public notice and outreach procedures.

Every effort will be made to ensure that public hearings are inclusive and culturally responsive. Hearings will be held at convenient times and locations, preferably in the evening, near public transit, and in places where people most affected by proposed activities can attend. The Consortium will utilize public hearing facilities that are accessible to persons with mobility challenges. The Consortium will provide appropriate materials, equipment, and interpreting services to facilitate the participation of limited-English proficient/non-English speaking persons and persons with visual and/or hearing impairments when notice is received, preferably seven days in advance of the public hearing date. Interpreters will be provided at public hearings where a significant number of limited English/non-English speaking community members are expected to participate.

If, in the event of a declared city, state or national emergency declaration; every attempt will be made to hold the public hearing either completely virtually or in person with a second method of interaction such as conference call, social media or web crossing option for virtual participants. In such an event, access

information will be posted to the Community Development website at:  
<https://www.co.washington.or.us/CommunityDevelopment/>

Depending on available resources and staffing, the Consortium may exceed these basic requirements.

All public hearings and public meetings associated with the Consolidated Planning process will conform to the Oregon Open Meetings Law.

## **5. Publication of the Proposed Consolidated Plan/Related Action Plans and the Analysis of Impediments**

The Consortium will publish its proposed Consolidated Plan/related Action Plans and the Analysis of Impediments in a manner that affords community members, public agencies, and other interested parties a reasonable opportunity to examine its contents and submit comments. The proposed or “public comment” draft of the Annual Action Plan will be a complete document that includes:

- The estimated amount of assistance the participating jurisdictions expect to receive (including grant funds and program income), and
- The range of activities that may be undertaken, including the estimated amount that will benefit persons of low and moderate income.

A summary of the proposed Consolidated Plan/Analysis of Impediments/Action Plan will be published in one or more newspapers of general circulation at the beginning of the required public comment period. The summary will describe the contents and purpose of the plan and include a list of the locations where copies of the proposed Plans may be obtained or examined. The following are among the locations where copies of the public comment draft will be made available for inspection:

- All public library members of the Washington County Cooperative Library Services;
- City of Hillsboro, Community Development Department, 150 E. Main Street 5<sup>th</sup> Floor, Hillsboro;
- City of Beaverton, Community Development Department, 12725 SW Millikan Way, Beaverton;
- City of Beaverton, Office of the Mayor, 12725 SW Millikan Way, Beaverton;
- Washington County Office of Community Development, 328 West Main, Suite 100, Hillsboro.

Community members and community groups may obtain a reasonable number of free copies of the proposed Consolidated Plan by contacting the Washington County Office of Community Development at (503) 846-8814.

## **6. Public Comments on the Proposed Consolidated Plan**

The Washington County Consortium will receive comments from community members on its proposed Consolidated Plan for a period not less than 30 days prior to submission of the plan to HUD.

Feedback or comments received in writing or orally at public hearings, will be considered in preparing the final Consolidated Plan. A summary of the feedback and comments, including a summary of any feedback and comments not accepted and the reasons therefore, shall be attached to the final Consolidated Plan.

## **7. Public Notice and Outreach**

An informed community is critical to effective and responsive housing and community development programs. Efforts to educate community members and empower their participation are an ongoing element of the consolidated planning process.

As the fundamental means of notifying interested community members about the Consolidated Plan and related activities, the Consortium will utilize display ad notices in newspapers of general circulation. Such notices will be published at least two weeks prior to public hearings or other events of record. All notices will be written in plain, simple language. Due to the high cost of publishing in the paper, the following process shall be used at a minimum:

### **Action Plan/Consolidated Plan/Analysis of Impediments**

- Public notices will be distributed in The Oregonian, Hillsboro Tribune and the Beaverton Valley Times as well as in one Spanish language newspaper.

### **Action Plan Substantial Amendments**

- Notices will be published in a newspaper that covers the affected project area.

### **Consolidated Annual Performance and Evaluation Report (CAPER)**

- Public notices will be distributed in The Oregonian, Hillsboro Tribune and the Beaverton Valley Times.

Public education and outreach will be facilitated through the maintenance of a mailing list (electronic and/or paper) of parties interested in the Consolidated Plan and/or funding availability for projects. The Consortium's mailing list includes social service organizations, local jurisdictions, neighborhood groups, previous participants and commentators, and others expected to have an interest in providing feedback on the plan. This list is updated continuously and available for inspection at the Washington County Office of Community Development. In addition, e-mail listserves, such as the Housing and Supportive Services (HSSN)

or Coalition of Housing Advocates (CHA) will be utilized to expand the outreach effort.

Washington County, the City of Beaverton and the City of Hillsboro conduct ongoing outreach efforts and provide other opportunities for community involvement that support the Consolidated Plan process and expand the continuing dialogue between community members and program administrators. Examples of standard program practices that enable community involvement include:

- Outreach to community participation organizations on all mass program mailings.
- Publish notices in newspapers as identified in this section above.
- Monthly meetings of the PAB, which are open to the public.
- Use of the County and the Cities' websites for informing the community of all public comment periods and public review drafts.

## **8. Technical Assistance**

Groups or individuals interested in obtaining technical assistance to develop project proposals or apply for funding assistance through HUD entitlement programs covered by the Consolidated Plan may contact the staff of Washington County's Office of Community Development, the City of Beaverton's Community Development Department and the City of Hillsboro's Community Development Department. Such assistance may be of particular use to neighborhood improvement organizations, nonprofit service providers, and for-profit and non-profit housing development groups that serve or represent persons of low-and moderate-income. Pre-application workshops offer basic program information and materials to potential project sponsors, and staff from all three offices provide in-depth guidance and assistance to applicants and program participants on an on-going basis.

In addition to the information available at regular funding workshops and public hearings, the Consortium will hold special workshops when it initiates its five-year Consolidated Plan process. In addition to other topics covered, these workshops will educate agencies, local governments, nonprofits, and members of target groups on the elements of the Consolidated Plan process, the relationship between the Consolidated Plan and funding decisions on CDBG, HOME and ESG applications.

## **9. Displacement**

Displacement of persons by activities or projects funded through HUD entitlement programs is discouraged by Washington County, the City of Beaverton and the City of Hillsboro. All written materials regarding funding programs, all workshops for potential applicants, and all application materials

include information on anti-displacement policies and caution applicants to discuss any activities that may entail displacement with the local jurisdiction staff in advance of submitting funding proposals. If displacement is unavoidable, full benefits and assistance will be provided according to appropriate provisions of Uniform Relocation Act regulations. Sponsors of projects that may involve displacement must submit a General Information Notice (GIN) to every person or business impacted at the point of application for federal assistance. In addition, the Sponsor of the project must submit a Relocation Plan to the respective entitlement grantee. Subsequent notices (type of notice and expected due date) to affected parties must be identified in the Plan.

## **10. Amendments to the Consolidated Plan and Action Plan**

Pursuant to HUD regulations, an amendment to the Consolidated Plan and Action Plan is required whenever the local jurisdiction intends to:

- Change allocation priorities or its method of distributing HUD entitlement funds;
- Utilize entitlement funds (including program income) to carry out an activity not previously described in the Action Plan; or
- Change the purpose, scope, location or type of beneficiaries of an activity.

Such changes, prior to their implementation, are reviewed under various federal or local requirements (particularly rules on procurement and/or policies on the allocation of public resources). The approved amendments that do not qualify as a substantial amendment will be noted in the applicable CAPER.

Substantial amendments to the Consolidated Plan and Action Plan are, in addition, subject to a formal community participation process. The Washington County Consortium has defined a substantial amendment to be any amendment that will:

- Change the approved allocation priorities in the Consolidated Plan or
- Change the use of CDBG funds from one eligible activity to another if the new eligible activity was not included in the Action Plan.

A proposed substantial amendment triggers special procedures for community participation. Notice and the opportunity to comment will be given to community members through public notices in local newspapers (at a minimum) and other appropriate means (when appropriate), such as direct mail or public meetings. A public comment period of not less than 30 days will be provided prior to implementing any substantial amendment to the Consolidated Plan. Washington County Office of Community Development staff will prepare a summary of all comments received and, in cases where any community members' feedback are not accepted, provide reasons for the decision. This documentation will be attached to the substantial amendment, which will be available to the public.

It may be necessary to expedite substantial amendments to the Consolidated Plan in the event of a declared disaster or emergency. There are three types of disasters/emergency events that may necessitate an expedited substantial amendment including (1) Man-Made-disasters, (2) Natural disasters, and (3) Terrorism. Man-made disasters can include chemical spills, mass rioting, power outages, dam failure, plant explosions, etc. Natural disasters can include earthquakes, tsunamis, hurricanes, tornadoes, wild fires, flooding and public health issues such as wide-spread disease such as the recent coronavirus disease 2019 (COVID-19). Terrorism events include bomb threats, biochemical attacks like the spread of anthrax, or cyber-attacks like hacking, phishing, and virus distribution, etc.

These expedited substantial amendments may include funding new activities and/or the reprogramming of funds including canceling activities to meet needs resulting from a declared disaster or emergency. Therefore, Washington County and/or participating cities may utilize CDBG, HOME, or ESG funds to meet these needs with a shortened public comment period instead of a 30-day public comment period, which is otherwise required for substantial amendments. For CDBG funding under FY 2020-2021, and the Coronavirus Aid, Relief, and Economic Security Act or CARES Act, Washington County and participating cities may provide a 5-day notice of a proposed off-cycle change as allowed under a HUD waiver. Special ESG funding under the CARES Act referred to as ESG-CV to address the COVID-19 pandemic do not apply to citizen participation requirements that would otherwise apply to ESG funds; however, the County will publish how the ESG-CV funding has or will be used on the Office of Community Development website at <https://www.co.washington.or.us/CommunityDevelopment>

## **11. Annual Performance Reports**

Performance reports on programs covered by the Consolidated Plan are to be prepared by Washington County, the City of Beaverton and the City of Hillsboro for annual submission to HUD 90 days after the start of each program year (July 1). Draft performance reports will be made available through the established network of program participants, service providers, local jurisdictions, and partner agencies. The draft performance report will be available for comment for no less than fifteen (15) days, and any public comments received will be reported in an addendum to the final performance report.

## **12. Access to Records**

To the extent allowed by law, interested community members and organizations shall be afforded reasonable and timely access to records covering the preparation of the Consolidated Plan, Analysis of Impediments and Action Plan, project evaluation and selection, HUD's comments on the plan, and annual performance reports. In addition, materials on entitlement programs covered by

the Consolidated Plan, including activities undertaken in the previous five years, will be made available to any member of the public who requests information from the Washington County Office of Community Development, the City of Beaverton Community Development Department or the City of Hillsboro's Community Development Department. A complete file of community comments will also be available for review by interested parties.

After receiving notice of HUD's approval of the Consolidated Plan, Analysis of Impediments, Action Plan and annual performance reports, Washington County Office of Community Development staff will post final versions on its website.

### **13. Community Member Complaints**

All materials relating to the Consolidated Plan, Analysis of Impediments and Action Plan, and to specific programs governed by the plan shall include the names and telephone numbers of appropriate persons designated as lead contacts. Inquiries, complaints, or grievances raised by members of the public will be addressed immediately, with every effort made to satisfactorily resolve issues prior to their becoming the subject of a formal complaint. Any written complaint or grievance will be investigated promptly and reviewed by the appropriate program manager or department head. A written response will be made to the complainant within no more than fifteen (15) working days, where practicable. Public review materials and performance reports will include data, as appropriate under confidentiality regulations, on any written complaints received and how each was resolved.

### **14. Amendments to the Community Participation Plan**

The Consortium will provide community members with a reasonable opportunity to comment on any substantial amendments to the Community Participation Plan.

### **15. Availability of the Community Participation Plan**

Copies of the Community Participation Plan may be obtained by contacting the Washington County Office of Community Development. Upon request, Washington County Office of Community Development will make the plan available in an alternative format accessible to persons with disabilities or translated for persons who are speakers of languages other than English.

Contact Information:

Washington County Office of Community Development  
328 West Main Street, MS #7  
Hillsboro, OR 97123-3967  
503-846-8814  
Email: [cdbg@co.washington.or.us](mailto:cdbg@co.washington.or.us)  
Website: <http://www.co.washington.or.us/CommunityDevelopment/>

City of Beaverton  
12725 SW Millikan Way  
PO Box 4755  
Beaverton, OR 97076  
CDBG Contact: 503-526-2433

City of Hillsboro  
Community Development Department  
150 E. Main Street, 5<sup>th</sup> Floor  
Hillsboro, OR 97123-4028  
503-681-6100  
Email: [cdbg@hillsboro-oregon.gov](mailto:cdbg@hillsboro-oregon.gov)

Wpshare/2020-2024 Consolidated Plan/Con Plan Templates/Volume II



## Appendix E

# Public Notice, Public Comments & Public Hearing Minutes

**NOTICE OF PUBLIC COMMENT PERIOD AND HEARINGS ON  
DRAFT 2020-2024 CONSOLIDATED PLAN  
AND 2020 ACTION PLAN**

**AND 2020-2024 ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE**

**Washington County, City of Beaverton and City of Hillsboro**

The Consolidated Plan is a strategic planning document resulting from 18 months of planning and public participation, which set local strategies and priorities for allocating the federal funding over the five-year timeframe. It acts as a combined plan and application to the U.S. Department of Housing and Urban Development (HUD) for federal funds available to counties and cities under the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) formula programs. Washington County, the City of Beaverton, and the City of Hillsboro each receive an annual CDBG entitlement grant. In addition, Washington County annually receives HOME and ESG program funds on behalf of the entire county.

Action Plans are annual components of the Consolidated Plan that specifically describe how Washington County and the Cities of Beaverton and Hillsboro will spend scarce federal resources over a one-year period for activities serving low- and moderate-income persons, the homeless, and persons with special needs.

The Analysis of Impediments to Fair Housing Choice, or AI, is a planning process for local governments, public housing agencies and partner entities to take meaningful actions to overcome historic patterns of segregation, promote fair housing choice, and foster inclusive communities that are free from discrimination. The AI uses quantitative and qualitative data to assess impediments to fair housing choice and establishes proposed actions to address those impediments over a five-year period. This AI study was conducted in 2019 and 2020 as a joint effort among Washington County (lead entity), the City of Beaverton, the City of Hillsboro, and incorporated and unincorporated areas within Washington County that receive Housing and Community Development funding from the County.

The documents are available for public review and comment from Wednesday, March 18 through Friday, April 17, 2020. Copies can be found during regular business hours at:

- All Washington County Cooperative Library branches;
- City of Hillsboro, Community Development Department, 150 E. Main St. 5<sup>th</sup> Floor, Hillsboro;
- City of Beaverton, Community Development Department 12725 SW Millikan Way, Beaverton;
- City of Beaverton, Office of the Mayor, 12725 SW Millikan Way, Beaverton;
- Washington County Office of Community Development located at 328 W Main Suite 100 in Hillsboro or by calling **503-846-8814**;
- In addition, you may download a version of the plan via the County's website:  
[https://www.co.washington.or.us/CommunityDevelopment/Planning/2020-2024\\_Planning\\_Efforts/community-involvement.cfm](https://www.co.washington.or.us/CommunityDevelopment/Planning/2020-2024_Planning_Efforts/community-involvement.cfm)

- Or go to [www.co.washington.or.us/CommunityDevelopment](http://www.co.washington.or.us/CommunityDevelopment) click on Planning, 2020-2024 Planning Efforts, Community Involvement on the sidebar. The plan will be linked at the top of the page under upcoming opportunities.

Two public hearings will be held on the draft plans:

Wednesday, April 1, 2020, 10:00 a.m.  
Beaverton City Hall  
12725 SW Millikan Way  
Beaverton

Thursday, April 9, 2020, 7:00 p.m.  
Washington County Public Services Building  
Multi-purpose Room  
155 N First Avenue  
Hillsboro

Both meeting rooms are accessible to persons with mobility impairments. Please notify the Office of Community Development at least 7 days before a hearing if special accommodations (equipment or interpreting service) are needed. If you have a disability or are hearing impaired and need assistance, please plan in advance by calling 503 846-8814 or TTY relay dial 711 or 1-800-735-1232

You may comment on the draft 2020 - 2024 Consolidated Plan, the 2020 Action Plan, and/or the AI at either of the public hearings, or by writing to:

**Jennie H. Proctor, Program Manager**  
**Washington County Office of Community Development 328 W. Main Street, MS7**  
**Hillsboro, OR 97123**  
**Phone:503-846-8814**  
**Fax: 503-846-2882**

**Or**

**E-mail: [cdbg@co.washington.or.us](mailto:cdbg@co.washington.or.us)**

# **PUBLIC HEARING MINUTES**

**APRIL 1, 2020 | 10 a.m.**

**Staff members present:**

Jennie Proctor, Washington County

Ann Hawkins, Washington County

Mari Valencia-Aguilar, Washington County

Lauren Thomas, Washington County

Javier Mena, City of Beaverton

Emily Van Vleet, City of Beaverton

Omar Martinez, City of Hillsboro

**Community members present:**

Sheila Greenlaw-Fink, Community Housing Fund

Karen Perl Fox, City of Tualatin

Muwafaq Alkattan, Unite Oregon

Yvette Potter, Washington County Disability Aging & Veteran Services

Bashar Kasim, Luke-Dorf

Jeff Burnham, Luke-Dorf

Schuyler Warren, City of Tigard

Jamie Trinkle, Oregon Law Center

Karmen Chavez-Sam, APANO

Ivan Guirado, Interpreter

The Public Hearing was opened at 10 am. Ann Hawkins began the Public Hearing by discussing the purpose of the plans. The plans are required of jurisdictions that receive funding from HUD. The Consolidated Plan is a five-year strategic plan designed to help jurisdictions assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. The Analysis of Impediments to Fair Housing Choice (AI) addresses the jurisdictions' obligations under AFFH based on their receipt of federal funding. The AI includes taking appropriate actions to overcome the effects of any impediments identified through that analysis and keeping records of these actions.

It was an 18-month planning effort that kicked off in December 2018. Key components of the Consolidated Plan process include community engagement, needs assessment, market analysis, and a strategic plan. Key components of the Analysis of Impediments include community engagement, pairs testing, research, public and private sector review, and an action plan.

## **ANALYSIS OF IMPEDIMENTS**

Mari Valencia-Aguilar discussed the Analysis of Impediments. Washington County has a federal obligation to Affirmatively Further Fair Housing (AFFH) as a condition of receiving Federal Housing and Community Development (HCD) funds and the obligation to comply with the Federal Fair Housing Act Amended (FHAA). The Analysis of Impediments addresses the jurisdictions' obligations under AFFH based on their receipt of CDBG and HOME funds.

AFFH means taking meaningful actions that, taken together:

- Address significant disparities in housing needs and in access to opportunity,
- Replacing segregated living patterns with truly integrated and balanced living patterns,
- Transforming racially and ethnically concentrated areas of poverty into areas of opportunity, and
- Fostering and maintaining compliance with civil rights and fair housing laws.

The duty to affirmatively further fair housing extends to all of a program participant's activities and programs relating to housing and urban development.

We used multiple source and methods to collect data. Both qualitative and quantitative data informed the Analysis of Impediments to Fair Housing Choice. Methods used include ACS, AHS, lending data collected by banks, Census, audit testing, surveys, focus groups, and extensive consultations with partner agencies.

Just under 2,000 people participated in the different community engagement efforts. About 1900 people participated in the Community Engagement Survey.

The following people participated in the work group:

**Katherine Galian**, Dir, Family & Community Resources, *Community Action Org*

**Marcia Hille**, Executive Director, *Sequoia Mental Health Services*

**Marci Nelson**, Program Manager, *Washington County Community Corrections*

**Vernon Baker**, Executive Director, *Just Compassion*

**Kim Armstrong**, Sr. Planner – Housing, *Washington County Land Use and Transportation*

**Ellen Johnson**, Staff Attorney, *Oregon Law Center*

**Annette Evans**, Homeless Program Manager, *Washington County Dept. of Housing Services*

**Melisa Dailey**, Housing Program Coordinator, *Washington County Dept. of Housing Services*

**Gordon Teifel**, *Families for Independent Living / DEAR*

**Sheila Greenlaw-Fink**, Executive Director, *Community Housing Fund*

**Maria Caballero-Rubio**, Executive Director, *Centro Cultural*

**Louise Dix**, AFFH Specialist, *Fair Housing Council of Oregon*

**Olga Acuña**, Director of Federal Programs, *Hillsboro School District*

**Deborah Imse**, Executive Director, *Multifamily NW*

### **Topline Findings:**

**History of exclusion:** Oregon history dates back to an “exclusion” law of the 1800s aimed to keep African Americans out of the territory even before it became a state in 1859. The effects of these actions persist and are evident in Washington County segregation, disproportionate homeownership rates, and access to the benefits of living in a community of opportunity like Washington County.

**Segregation and integration:** Communities have become increasingly segregated over time with the Hispanic community facing the highest levels of segregation followed by Asians and Pacific Islanders.

**Housing cost burden:** Thirty-five (35) percent of households in Washington County experience one or more housing problems and twenty (20) percent experience severe housing problems. These rates are higher for Hispanic households (58% and 36%), Black/African American households (45% and 16%), large families (52%) and non-family households (45%) who represent people living with unrelated persons, often because they cannot find affordable housing.

**Access to affordable rental housing:** The resident survey conducted for this AI found differences in rent increases and displacement experienced by residents of color and residents with disabilities. Two-thirds of renters participating in the 2019 survey experienced a rent increase in 2018, and the median monthly increase was \$60. Three out of four Latino/a/x renters reported a rent increase and the median monthly increase was \$100. African American respondents, Latino/a/x respondents, households that include a member with a disability, and large families all experience higher rates of displacement than the average survey respondent.

**Homeownership rates:** There are significant differences in homeownership rates according to collected Census data among different racial and ethnic groups in Washington County. White residents and Asian residents have the highest rates of

homeownership (63%) while Native Hawaiian/Pacific Islander and Hispanic residents have the lowest (34% and 37%). Black/African American residents also have relatively low rates of homeownership (48%), as do Native Americans (41%). Ownership rates vary significantly among jurisdictions: Beaverton and Aloha have relatively high rates of Black/African American ownership (60% and 59%); several urban and rural cities within the county have very high rates of Hispanic ownership.

**Differences in access to opportunity:** The most significant differences in access to the community amenities that support economic opportunity according to Census data are found in educational opportunities for low income children, especially children of Hispanic descent; differences in access to employment opportunities, with Hispanic and Native American residents having lower labor market engagement; and challenges in accessing public transportation for residents who are elderly and have disabilities.

### **Topline Impediments:**

- **Differential treatment in rental transactions:** Several areas of research in the AI found differential treatment in rental transactions for certain protected classes, which led to inequitable housing choice.
  - Based on calls received by the Fair Housing Council of Oregon (FHCO) and complaint data received by the State of Oregon, persons with disabilities face discrimination in rental transactions. These are mostly related to failure to consider reasonable accommodation and differential treatment by landlords.
  - Based on the resident survey and FHCO testing, despite source of income being a protected class in Oregon, voucher holders are still refused rental housing or treated differently in rental transactions.
  - Race and national origin are other common reasons for complaints about disparate treatment: in the resident survey, Latino/a/x, African American, and Native American respondents are twice as likely to say they experienced housing discrimination than the average respondent.
- **Shortage of affordable rental housing:** The Housing Market Analysis conducted for the Consolidated Plan, found a large shortage of deeply affordable rentals to serve the County's extremely low-income households. Because residents of color are more likely to need subsidized rental housing, due to historical denials of economic opportunity and access to ownership, and face higher rates of cost burden, this shortage disproportionately affect these residents.

Supply is also lacking for large families, including large families of color. Coalition of Communities of Color (CCC) focus group participants with large families shared the difficulties they experience trying to buy or rent housing that is suitable for their family's size as well as housing units that are large and culturally appropriate for multigenerational living.

- Disparities in the ability to access homeownership: Home loan denial rates among households of different races and ethnicities persist across income categories and loan types (mortgage loans, home improvement loans, and especially in mortgage refinances). Denial rates are the highest for Native American, African American, Hispanic, Native Hawaiian and Pacific Islander households, and these disparities exist across income levels.

The most common reasons that loan applications are denied are poor credit and high debt-to-income ratios. Yet the differences in mortgage denial rates do not fully explain the major disparities among homeownership rates among racial and ethnic groups in Washington County (63% for White and Asian households; 34% for Native-Hawaiian/Pacific Islander households, 37% for Hispanic households, 48% for Black/African American households). Further research would be needed to identify and understand contributing historical, institutional and cultural factors.

In focus groups, the Latino/a/x community highlighted difficulties associated with being undocumented or not having access to required documents leading to being denied housing to rent and impeding their ability to build credit.

- Access differs for high performing schools in some parts of the County: The school proficiency index, which measures performance of 4<sup>th</sup> grade students on state-administered math and science tests, shows that African American, Native American, and Hispanic residents are less likely to attend high performing schools compared to their White and Asian peers. The gaps are largest for children of Hispanic descent. Gaps exist for children living in poverty, regardless of their race or ethnicity.
- Public transportation access is limited in areas with older residents, residents with disabilities, and low-income communities of color: The areas in the County with the highest concentration of older adults are placed that AllTransit™ identifies as having minimal transit markets, i.e. places that cannot efficiently support fixed route bus service. This suggests that alternative methods are needed to help older adults and residents with disabilities who no longer safely drive reach appointments, as well as low income households who cannot afford cars, equitably participate in community life.

In focus groups with seniors and residents with disabilities, lack of access to transportation was identified as a significant challenge for most seniors. But service in most communities is commuter-focused and does not connect seniors from where they live to where they need to go. Where there is service, how to plan a trip is not intuitive for seniors.

In focus groups with CCC participants, a consistent theme of unsafe access to public transportation emerged due to a lack of crosswalks, lighting, and limited or



nonexistent sidewalks. Public transportation is particularly important in these communities as immigrant communities face significant barriers to car ownership and working families need other commuting options during the day.

### **Action Items to Address Impediments:**

1. Fair Housing Awareness & Information: We will continue to work on fair housing education with FHCO and work with BOLI to obtain enforcement ability at the state level.
2. Access to Affordable Housing in Good Condition: Housing supply and improving information about it, lack of deeply affordable rental housing, differences in ability of access to homeownership, shortage of large rental units appropriate for families. Results in alignment of the rental housing funding priorities of CDBG & HOME with Metro Bond program. Our priorities align with Metro bond priorities.
3. Access to Housing Choice & Community Amenities: Linkages between housing and everything near it – access to opportunities that help people thrive – schools, public transportation and economic development/wage earning opportunities. There are things that we cannot control but we can share information with partners and together see where there are possible linkages.

## **2020-2024 CONSOLIDATED PLAN**

Omar Martinez and Emily Van Vleet discussed the Consolidated Plan.

### **Block grants and estimated annual amounts for duration of the ConPlan:**

- County Community Development Block Grant (CDBG) - \$11 million
- Consortium HOME Investment Partnerships (HOME) = \$8 million
- County Emergency Solutions Grant (ESG) = \$905,000

**County CDBG dollars** are available on a competitive basis in “non-entitlement” cities (excluding Beaverton and Hillsboro because they receive CDBG directly)

**HOME dollars** are distributed throughout the county including Beaverton and Hillsboro which are members of the Consortium.

**Equity Lens and Guiding Principles:** Priorities were viewed through an equity lens, recognizing that the plan should address historic imbalances, consider systemic causes, and advance a more equitable and fairer housing system.

### **Guiding principles in determining funding priorities:**

- The relative urgency of the need
- Ability to leverage resources
- Relative size of the need
- Relative likelihood that the marketplace will address the need
- Existing capacity of Washington County housing providers

- Availability of new resources to support the development of affordable housing

### **Housing Priorities:**

- Increase the inventory of deeply affordable rental housing in good condition.
- Increase the inventory of accessible and visitable housing with appropriate services to serve persons with disabilities and elderly, including those exiting or at risk of homelessness.
- Improve the quality of affordable owner-occupied housing in good condition and with accessible features.
- Improve access to ownership for low to moderate-income households through homebuyer assistance programs/products and by helping increase the affordable ownership inventory.

### **Neighborhood & Community Development Priorities**

- Expanded transit to better serve persons with disabilities, elderly, and those without a car.
- Provide employment support for low-income, marginalized community members such as persons who are justice involved and homeless or at-risk of becoming homeless, including at-risk youth.
- Expand inventory of facilities serving people experiencing homelessness, including shelters, transitional housing, and areas with storage/shower/bathing options.
- Provide economic empowerment opportunities to low and extremely low-income households via tools such as incubators, microenterprise assistance, and wrap around workforce training.
- Support household stabilization and displacement mitigation strategies for households at-risk of displacement.
- Invest in public infrastructure and facilities that stabilize communities and support a variety of community needs and cultures.

### **Public Service Priorities**

- Provide a vast array of supportive services through public services activities that are prioritized for supporting A Road Home or align with CDBG Non-Housing objectives created to meet the needs of our low-income community.
- Support workforce training for low-income households, households living in regulated housing and those identified through homeless mitigation activities.
- Support educational and outreach activities focused on landlord/tenant and fair housing activities.

### **Special Needs & Population Priorities**

- Elderly and frail elderly
- Persons with physical, cognitive, and developmental disabilities

- Persons with mental illness and substance abuse challenges; this includes those are also justice involved
- Adults and/or youth at-risk and experiencing homelessness, including youth leaving the foster system
- Large families
- Agricultural workers and families
- Extremely low and very low-income households

### **Special Situations or Unforeseen Events**

- Not every situation or activity can be taken into advance consideration.
- Pandemics and natural disasters all provide unique challenges.
  - COVID19 Stimulus Funding
- In an effort to address all the needs of the community changes may be made to the plans.

### **Goals and Priorities**

#### Priority Needs and goals:

- Homelessness
  - Homeless activities that implement A Road Home
  - Homeless activities general
- Neighborhood and Community Development
  - Public infrastructure improvement
  - Public facility development
  - Household stabilization
- Economic Development
  - Microenterprise
  - Façade improvement
  - Workforce training
- Public Services
  - Supportive services
  - Educational services
  - Employment services
- Housing
  - New construction of rental housing
  - Preservation of rental housing
  - Increased inventory of single-family housing
  - Preservation of single-family housing
- Special Needs and Populations
  - Supportive services
  - Educational services
  - Housing stabilization

# 2020 ACTION PLANS

## City of Beaverton Action Plan

### Fiscal Year 2018-2019 Outcomes

- 11 non-profits funded
- 416 people received homeless prevention assistance
- 514 people received supportive services
- 47 housing rehabilitation projects
- 4 households received homebuyer assistance
- 63 people assisted through economic development initiatives (micro-enterprise)
- 713 extremely low-income households served

### 2020-2024 Public Services Priority Goals

- Shelters and housing for adults and youth experiencing homelessness
- Case management and permanent housing referrals
- Emergency rent/utility assistance
- Resident services in affordable housing developments
- Advocates for neglected and abused children

### Public Services Funding Recommendations

#### *Subrecipients:*

- Boys & Girls Aid - \$25,000
- Community Action: Rent Assistance - \$40,000
- Community Partners for Affordable Housing - \$17,500
- Ecumenical Ministries: Second Home Program - \$20,000
- Good Neighbor Center - \$17,500

### Economic Development Priority Goals

#### Microenterprise Technical Assistance:

*Proposed Funding FY 20/21: \$156,252*

*Persons Assisted Goal (5 year): 180*

- Pre-business support – rough business plan concepts
- Formalize, prove and test business concepts
- Post-business support
- Business registration
- Loan submission
- IDA qualifications and set-up
- Hands on business development classes

*Opportunity to fund Workforce Development, but no specific funds allocated at this time.*

### PY20 Economic Development Funding Recommendations

#### *Subrecipients:*

- Adelante Mujeres - \$37,452
- Hispanic Metropolitan Chamber - \$36,575
- Micro Enterprise Services of Oregon - \$82,225

### Housing Priority Goals

*Proposed Funding FY 20/21: \$575,000*

*Persons Assisted Goal (5 year): 199*

- Adaptation for accessibility
- Small and critical repair
- Emergency home repair
- Code violation repair
- Roof replacement and repair
- Home acquisition/ownership

### Housing Funding Recommendations

#### *Subrecipients:*

- Community Action rehabilitation: \$100,000
- Proud Ground: \$330,000
- Rebuilding Together Washington County: \$20,000
- Unlimited Choices Adapt a Home: \$50,000
- Unlimited Choices Mend a Home: \$31,000
- Willamette West Habitat for Humanity: \$44,000

### **City of Hillsboro Action Plan**

Hillsboro has been a member of the Washington County Consortium for CDBG since 1979. Since 2000, Hillsboro has been a joint entitlement with Washington County. In 2015, the City Council decided to leave the consortium and become a standalone entitlement beginning in 2018. Hillsboro is starting its' third year as a standalone entitlement.

Third Year Project and Funding Priorities:

<b>Funding Allocation Formula – Basic/HUD Prescribed</b>			
<b>Entitlement</b>			<b>\$747,031</b>
Administration	.6%	\$5,000	
Public Services	0%	\$0	
Public Facilities/Improvement Projects	99.4%	\$742,031	
<b>Total</b>			<b>\$747,031</b>

- Prioritize Public Facility/Improvement Projects
- Administrative cost funded through City's general funds
- Public Service activities funded through general funds by increasing Community Services Grants Program from \$100,000 to \$200,000.

CDBG Highlights:

City of Hillsboro will have \$747,031 in CDBG funds:

- (2) Housing Acquisition & Rehabilitation Programs
- (1) Public Facility Project
- (1) City of Hillsboro Administrative Activities (Fair Housing)

City of Hillsboro CDBG Projects:

- Proud Ground – Home Acquisition: \$415,000
- Office of Community Development – Housing Rehabilitation: \$201,031
- Boys & Girls Aid – Safe Place Youth Shelter: \$126,000
- City of Hillsboro – Fair Housing: \$5,000

## Washington County Action Plan

Grant Program	Annual Award Amount
Community Development Block Grant (CDBG)	\$2,228,635
Consortium HOME Investment Partnerships (HOME)	\$1,719,171
Emergency Solutions Grant (ESG)	\$192,189

- County CDBG dollars are available on a competitive basis in “non-entitlement” cities (excluding Beaverton and Hillsboro because they receive CDBG directly).
- HOME dollars are distributed throughout the county including Beaverton and Hillsboro, which are members of the consortium.
- COVID 19 Stimulus dollars will be distributed based on funding source.

### CDBG Homelessness Activities:

Subrecipient	Activity	Funding
Community Action Organization	Emergency Rent Assistance	3 Year Grant at \$30,000/year
Boys & Girls Aid	Safe Place Youth Shelter	3 Year Grant at \$30,000/year
Boys & Girls Aid	Transitional Living Services	3 Year Grant at \$30,000/year
Washington County DAVS	Housing Stability Fund	3 Year Grant at \$30,000/year
HomePlate Youth Services	Connection for Homeless Youth	3 Year Grant at \$30,000/year
Ecumenical Ministries of Oregon (EMO)	Second Home	1 Year Grant: \$30,000

CDBG Neighborhood & Community Development Activities:

Public Facility		
Subrecipient	Activity	Funding
National Alliance on Mental Illness of Washington County (NAMI)	Facility Upgrade	1 Year Grant: \$452,554 + \$10,000 Davis Bacon

Infrastructure		
Subrecipient	Activity	Funding
City of Cornelius	4th Ave & 20 <sup>th</sup> Ave Sidewalk Improvement	1 Year Grant: \$225,000 + \$10,000 Davis Bacon
City of Forest Grove	D Street Improvements	1 Year Grant: \$217,554 + \$10,000 Davis Bacon

CDBG Public Services Activities:

Subrecipient	Activity	Funding
Virginia Garcia Memorial Foundation	Migrant Summer Camp Program	1 Year Grant: \$30,000
Good Neighbor Center	Child Care/Pre-School Program	1 Year Grant: \$30,000
Fair Housing Council of Oregon (FHCO)	Fair Housing Education & Outreach	1 Year Grant: \$6,902
CPAH	Resident Services	1 Year Grant: \$22,433
Bienestar	Resident Services	1 Year Grant: \$22,433
WorkSystems	Snap 50/50 Employment Initiative	1 Year Grant: \$50,000



CDBG Housing Activities:

Subrecipient	Activity	Funding
OCD	Home Access & Repair and Elderly (HARDE)	1 Year Grant: \$150,000
OCD	Housing Rehab Program	1 Year Grant: \$115,720
Community Action Organization	Self-Help Weatherization	1 Year Grant: \$25,000
Community Action Organization	Comprehensive Weatherization	1 Year Grant: \$20,000
Rebuilding Together	Safe & Healthy Housing	1 Year Grant: \$10,000

CDBG Special Needs Population Activities:

Subrecipient	Activity	Funding
Daytime Enrichment Activity and Recreation (DEAR)	Transportation Services for the Profoundly Disabled	1 Year Grant: \$30,000

HOME Housing Activities:

- 2020 Application Cycle
  - Unobligated 2020 funds will roll forward to support Metro Bond construction
- Building Resources within the Community
  - CHDO – Community Housing Development Organization

Subrecipient	Activity	Funding
CPAH	Community Housing Development Organization (CHDO)	\$42,979
Bienestar	Community Housing Development Organization (CHDO)	\$42,979

ESG Homelessness Activities:

Subrecipient	Activity	Funding
Community Action Organization	Rapid Rehousing	\$192,189 (OCD retains 7.5% for administration)

**Final Adoption of Plans & Submission to HUD:**

Public Comment Period: March 18 – April 17

Public Hearings:

- April 1 (10 a.m.)
- April 9 (7 p.m.)

Approval of Plans: May 5, 2020

- Washington County Board of County Commissioners
- Beaverton City Council
- Hillsboro City Council

Submission to HUD: May 15, 2020

- This deadline is subject to change with the advent of the federal stimulus funding.

## **PUBLIC TESTIMONY**

**Question from Ivan Guirado, Interpreter:** What funding is available for families who are unemployed or who are experiencing reduction in hours due to COVID19? What provisions are there to help working families in distress? How will you be releasing information to the public and how will you be reaching minority communities?

**Ann Hawkins:** COVID19 Stimulus Funding is in the process of being released from the federal government. It is our intention to reach out to community partners as the funds become available.

**Emily Van Vleet:** The city of Beaverton passed a moratorium on evictions so people cannot be evicted from their homes for the next 5.5 months. Beaverton has identified rent and utility assistance as top priorities, but they are also looking at other needs during this emergency.

- ACTION -

**POLICY ADVISORY BOARD (PAB)** for the Washington County Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program, **April 9th, 2020 7:00 pm.**

## **PUBLIC HEARING MINUTES**

### **2020-2024 CONSOLIDATED PLAN, FY 2020 ACTION PLAN, AND THE ANALYSIS OF IMPEDIMENTS**

**And**

### **POLICY ADVISORY BOARD MEETING MINUTES**

The following persons were present:

**PAB REPRESENTATIVES:**

Banks	*Stephanie Jones
Cornelius	*Luis Hernandez
Forest Grove	*Val Valfre
Gaston	*David Meeker
Hillsboro	*Kyle Allen
King City	*Micah Paulsen
North Plains	*Teri Lenahan
Sherwood	*Kim Young
Tigard	*Liz Newton
Tualatin	*Bridget Brooks
Wash Co.	*Pam Treece

\*Denotes Primaries

**OCD STAFF:**

Jennie Proctor, Program Manager  
Ann Hawkins, Housing & Community Development Specialist  
Mari Valencia Aguilar, Housing & Community Development Specialist  
Natalie Williams, Housing & Community Development Specialist  
Lauren Thomas, Administrative Assistant

**GUESTS:**

Emily Van Vleet, City of Beaverton  
Teresa Payne, City of Beaverton  
Omar Martinez, City of Hillsboro  
Manijeh Mehrnoosh, Unite Oregon  
Cristina Palacios, Unite Oregon  
Nuhamin Eiden, Unite Oregon  
Steve Chang, Unite Oregon  
Piyawee Ruenjinda, Unite Oregon  
Seemab Hussaini, Unite Oregon  
Sheila Greenlaw-Fink, Community Housing Fund  
Mike Megahan, In Your Home  
Maria Caballero Rubio, Centro Cultural

Emily Van Vleet informed all meeting participants that this public meeting will be recorded and request verbal and/or written consent. We received consent from all participants. All PAB members, staff, and members of the public introduced themselves for the record.

Teri Lenahan, Chair of the Policy Advisory Board, opened the public hearing at approximately 7:18 pm.

Ann Hawkins began the Public Hearing by discussing the purpose of the plans. Today's meeting is the second of two hearings for the 2020-2024 Consolidated Plan, 2020 Action Plan, and the Analysis of Impediments. The plans are required of jurisdictions that receive funding from HUD. The Consolidated Plan is a five-year strategic plan designed to help jurisdictions assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. The Analysis of Impediments to Fair Housing Choice (AI) addresses the jurisdictions' obligations under AFFH based on their receipt of federal funding. The AI includes taking appropriate actions to overcome the effects of any impediments identified through that analysis and keeping records of these actions.

It was an 18-month planning effort that kicked off in December 2018. Key components of the Consolidated Plan process include community engagement, needs assessment, market analysis, and a strategic plan. Key components of the Analysis of Impediments include community engagement, pairs testing, research, public and private sector review, and an action plan.

## **ANALYSIS OF IMPEDIMENTS**

Mari Valencia-Aguilar discussed the Analysis of Impediments. Washington County has a federal obligation to Affirmatively Further Fair Housing (AFFH) as a condition of receiving Federal Housing and Community Development (HCD) funds and the obligation to comply with the Federal Fair Housing Act Amended (FHAA). The Analysis of Impediments addresses the jurisdictions' obligations under AFFH based on their receipt of CDBG and HOME funds.

AFFH means taking meaningful actions that, taken together:

- Address significant disparities in housing needs and in access to opportunity,
- Replacing segregated living patterns with truly integrated and balanced living patterns,
- Transforming racially and ethnically concentrated areas of poverty into areas of opportunity, and
- Fostering and maintaining compliance with civil rights and fair housing laws.

The duty to affirmatively further fair housing extends to all of a program participant's activities and programs relating to housing and urban development. We used multiple source and methods to collect data. Both qualitative and quantitative data informed the Analysis of Impediments to Fair Housing Choice. Sources and methods used include ACS, AHS, lending data collected by banks, Census, audit testing, surveys, focus groups, and extensive consultations with partner agencies.

Just under 2,000 people participated in the different community engagement efforts. About 1900 people participated in the Community Engagement Survey.

The following people participated in the work group:

**Katherine Galian**, Dir, Family & Community Resources, *Community Action Org*

**Marcia Hille**, Executive Director, *Sequoia Mental Health Services*

**Marci Nelson**, Program Manager, *Washington County Community Corrections*

**Vernon Baker**, Executive Director, *Just Compassion*

**Kim Armstrong**, Sr. Planner – Housing, *Washington County Land Use and Transportation*

**Ellen Johnson**, Staff Attorney, *Oregon Law Center*

**Annette Evans**, Homeless Program Manager, *Washington County Dept. of Housing Services*

**Melisa Dailey**, Housing Program Coordinator, *Washington County Dept. of Housing Services*

**Gordon Teifel**, *Families for Independent Living / DEAR*

**Sheila Greenlaw-Fink**, Executive Director, *Community Housing Fund*

**Maria Caballero-Rubio**, Executive Director, *Centro Cultural*

**Louise Dix**, AFFH Specialist, *Fair Housing Council of Oregon*

**Olga Acuña**, Director of Federal Programs, *Hillsboro School District*

**Deborah Imse**, Executive Director, *Multifamily NW*

### **Topline Findings:**

**History of exclusion:** Oregon history dates back to an “exclusion” law of the 1800s aimed to keep African Americans out of the territory even before it became a state in 1859. The effects of these actions persist and are evident in Washington County segregation, disproportionate homeownership rates, and access to the benefits of living in a community of opportunity like Washington County.

**Segregation and integration:** Communities have become increasingly segregated over time with the Hispanic community facing the highest levels of segregation followed by Asians and Pacific Islanders.

**Housing cost burden:** Thirty-five (35) percent of households in Washington County experience one or more housing problems and twenty (20) percent experience severe housing problems. These rates are higher for Hispanic households (58% and 36%), Black/African American households (45% and 16%), large families (52%) and non-family households (45%) who represent people living with unrelated persons, often because they cannot find affordable housing.

**Access to affordable rental housing:** The resident survey conducted for this AI found differences in rent increases and displacement experienced by

residents of color and residents with disabilities. Two-thirds of renters participating in the 2019 survey experienced a rent increase in 2018, and the median monthly increase was \$60. Three out of four Latino/a/x renters reported a rent increase and the median monthly increase was \$100. African American respondents, Latino/a/x respondents, households that include a member with a disability, and large families all experience higher rates of displacement than the average survey respondent.

**Homeownership rates:** There are significant differences in homeownership rates according to collected Census data among different racial and ethnic groups in Washington County. White residents and Asian residents have the highest rates of homeownership (63%) while Native Hawaiian/Pacific Islander and Hispanic residents have the lowest (34% and 37%). Black/African American residents also have relatively low rates of homeownership (48%), as do Native Americans (41%). Ownership rates vary significantly among jurisdictions: Beaverton and Aloha have relatively high rates of Black/African American ownership (60% and 59%); several urban and rural cities within the county have very high rates of Hispanic ownership.

**Differences in access to opportunity:** The most significant differences in access to the community amenities that support economic opportunity according to Census data are found in educational opportunities for low income children, especially children of Hispanic descent; differences in access to employment opportunities, with Hispanic and Native American residents having lower labor market engagement; and challenges in accessing public transportation for residents who are elderly and have disabilities.

### **Topline Impediments:**

- **Differential treatment in rental transactions:** Several areas of research in the AI found differential treatment in rental transactions for certain protected classes, which led to inequitable housing choice.
  - Based on calls received by the Fair Housing Council of Oregon (FHCO) and complaint data received by the State of Oregon, persons with disabilities face discrimination in rental transactions. These are mostly related to failure to consider reasonable accommodation and differential treatment by landlords.
  - Based on the resident survey and FHCO testing, despite source of income being a protected class in Oregon, voucher holders are still refused rental housing or treated differently in rental transactions.
  - Race and national origin are other common reasons for complaints about disparate treatment: in the resident survey, Latino/a/x, African American, and Native American respondents are twice as likely to say they experienced housing discrimination than the average respondent.

- Shortage of affordable rental housing: The Housing Market Analysis conducted for the Consolidated Plan, found a large shortage of deeply

affordable rentals to serve the County's extremely low-income households. Because residents of color are more likely to need subsidized rental housing, due to historical denials of economic opportunity and access to ownership, and face higher rates of cost burden, this shortage disproportionately affects these residents.

Supply is also lacking for large families, including large families of color. Coalition of Communities of Color (CCC) focus group participants with large families shared the difficulties they experience trying to buy or rent housing that is suitable for their family's size as well as housing units that are large and culturally appropriate for multigenerational living.

- Disparities in the ability to access homeownership: Home loan denial rates among households of different races and ethnicities persist across income categories and loan types (mortgage loans, home improvement loans, and especially in mortgage refinances). Denial rates are the highest for Native American, African American, Hispanic, Native Hawaiian and Pacific Islander households, and these disparities exist across income levels.

The most common reasons that loan applications are denied are poor credit and high debt-to-income ratios. Yet the differences in mortgage denial rates do not fully explain the major disparities among homeownership rates among racial and ethnic groups in Washington County (63% for White and Asian households; 34% for Native-Hawaiian/Pacific Islander households, 37% for Hispanic households, 48% for Black/African American households). Further research would be needed to identify and understand contributing historical, institutional and cultural factors.

In focus groups, the Latino/a/x community highlighted difficulties associated with being undocumented or not having access to required documents leading to being denied housing to rent and impeding their ability to build credit.

- Access differs for high performing schools in some parts of the County: The school proficiency index, which measures performance of 4<sup>th</sup> grade students on state-administered math and science tests, shows that African American, Native American, and Hispanic residents are less likely to attend high performing schools compared to their White and Asian

peers. The gaps are largest for children of Hispanic descent. Gaps exist for children living in poverty, regardless of their race or ethnicity.

- Public transportation access is limited in areas with older residents, residents with disabilities, and low-income communities of color: The areas in the County with the highest concentration of older adults are placed that AllTransit™ identifies as having minimal transit markets, i.e. places that cannot efficiently support fixed route bus service. This suggests that alternative methods are needed to help older adults and residents with disabilities who no longer safely drive reach appointments, as well as low income households who cannot afford cars, equitably participate in community life.

In focus groups with seniors and residents with disabilities, lack of access to transportation was identified as a significant challenge for most seniors. But service in most communities is commuter-focused and does not connect seniors from where they live to where they need to go. Where there is service, how to plan a trip is not intuitive for seniors. In focus groups with CCC participants, a consistent theme of unsafe access to public transportation emerged due to a lack of crosswalks, lighting, and limited or nonexistent sidewalks. Public transportation is particularly important in these communities as immigrant communities face significant barriers to car ownership and working families need other commuting options during the day.

#### **Action Items to Address Impediments:**

1. Fair Housing Awareness & Information: We will continue to work on fair housing education with FHCO and work with BOLI to obtain enforcement ability at the state level.
2. Access to Affordable Housing in Good Condition: Housing supply and improving information about it, lack of deeply affordable rental housing, differences in ability of access to homeownership, shortage of large rental units appropriate for families. Results in alignment of the rental housing funding priorities of CDBG & HOME with Metro Bond program. Our priorities align with Metro bond priorities.
3. Access to Housing Choice & Community Amenities: Linkages between housing and everything near it – access to opportunities that help people thrive – schools, public transportation and economic development/wage earning opportunities. There are things that we cannot control but we can share information with partners and together see where there are possible linkages.



## 2020-2024 CONSOLIDATED PLAN

Omar Martinez and Emily Van Vleet discussed the Consolidated Plan.

### **Block grants and estimated annual amounts for duration of the ConPlan:**

- County Community Development Block Grant (CDBG) - \$11 million
- Consortium HOME Investment Partnerships (HOME) = \$8 million
- County Emergency Solutions Grant (ESG) = \$905,000

**County CDBG dollars** are available on a competitive basis in “non-entitlement” cities (excluding Beaverton and Hillsboro because they receive CDBG directly)

**HOME dollars** are distributed throughout the county including Beaverton and Hillsboro which are members of the Consortium.

**Equity Lens and Guiding Principles:** Priorities were viewed through an equity lens, recognizing that the plan should address historic imbalances, consider systemic causes, and advance a more equitable and fairer housing system.

### Guiding principles in determining funding priorities:

- The relative urgency of the need
- Ability to leverage resources
- Relative size of the need
- Relative likelihood that the marketplace will address the need
- Existing capacity of Washington County housing providers
- Availability of new resources to support the development of affordable housing

### **Housing Priorities:**

- Increase the inventory of deeply affordable rental housing in good condition.
- Increase the inventory of accessible and visitable housing with appropriate services to serve persons with disabilities and elderly, including those exiting or at risk of homelessness.
- Improve the quality of affordable owner-occupied housing in good condition and with accessible features.
- Improve access to ownership for low to moderate-income households through homebuyer assistance programs/products and by helping increase the affordable ownership inventory.

### **Neighborhood & Community Development Priorities**

- Expanded transit to better serve persons with disabilities, elderly, and those without a car.
- Provide employment support for low-income, marginalized community members such as persons who are justice involved and homeless or at-risk of becoming homeless, including at-risk youth.
- Expand inventory of facilities serving people experiencing homelessness, including shelters, transitional housing, and areas with storage/shower/bathing options.
- Provide economic empowerment opportunities to low and extremely low-income households via tools such as incubators, microenterprise assistance, and wrap around workforce training.
- Support household stabilization and displacement mitigation strategies for households at-risk of displacement.
- Invest in public infrastructure and facilities that stabilize communities and support a variety of community needs and cultures.

### **Public Service Priorities**

- Provide a vast array of supportive services through public services activities that are prioritized for supporting A Road Home or align with CDBG Non-Housing objectives created to meet the needs of our low-income community.
- Support workforce training for low-income households, households living in regulated housing and those identified through homeless mitigation activities.
- Support educational and outreach activities focused on landlord/tenant and fair housing activities.

### **Special Needs & Population Priorities**

- Elderly and frail elderly
- Persons with physical, cognitive, and developmental disabilities
- Persons with mental illness and substance abuse challenges; this includes those who are also justice involved
- Adults and/or youth at-risk and experiencing homelessness, including youth leaving the foster system
- Large families
- Agricultural workers and families
- Extremely low and very low-income households

### **Special Situations or Unforeseen Events**

- Not every situation or activity can be taken into advance consideration.
- Pandemics and natural disasters all provide unique challenges.
  - COVID19 Stimulus Funding

- In an effort to address all the needs of the community changes may be made to the plans.

## **Goals and Priorities**

### Priority Needs and goals:

- Homelessness
  - Homeless activities that implement A Road Home
  - Homeless activities general
  
- Neighborhood and Community Development
  - Public infrastructure improvement
  - Public facility development
  - Household stabilization
- Economic Development
  - Microenterprise
  - Façade improvement
  - Workforce training
- Public Services
  - Supportive services
  - Educational services
  - Employment services
- Housing
  - New construction of rental housing
  - Preservation of rental housing
  - Increased inventory of single-family housing
  - Preservation of single-family housing
- Special Needs and Populations
  - Supportive services
  - Educational services
  - Housing stabilization

## **2020 ACTION PLANS**

### **City of Beaverton Action Plan**

#### Fiscal Year 2018-2019 Outcomes

- 11 non-profits funded
- 416 people received homeless prevention assistance
- 514 people received supportive services
- 47 housing rehabilitation projects
- 4 households received homebuyer assistance
- 63 people assisted through economic development initiatives (micro-enterprise)
- 713 extremely low-income households served

#### 2020-2024 Public Services Priority Goals

- Shelters and housing for adults and youth experiencing homelessness
- Case management and permanent housing referrals
- Emergency rent/utility assistance
- Resident services in affordable housing developments
- Advocates for neglected and abused children

### Public Services Funding Recommendations

#### *Subrecipients:*

- Boys & Girls Aid - \$25,000
- Community Action: Rent Assistance - \$40,000
- Community Partners for Affordable Housing - \$17,500
- Ecumenical Ministries: Second Home Program - \$20,000
- Good Neighbor Center - \$17,500

### Economic Development Priority Goals

#### Microenterprise Technical Assistance:

*Proposed Funding FY 20/21: \$156,252*

*Persons Assisted Goal (5 year): 180*

- Pre-business support – rough business plan concepts
- Formalize, prove and test business concepts
- Post-business support
- Business registration
- Loan submission
- IDA qualifications and set-up
- Hands on business development classes

*Opportunity to fund Workforce Development, but no specific funds allocated at this time.*

### PY20 Economic Development Funding Recommendations

#### *Subrecipients:*

- Adelante Mujeres - \$37,452
- Hispanic Metropolitan Chamber - \$36,575
- Micro Enterprise Services of Oregon - \$82,225

### Housing Priority Goals

*Proposed Funding FY 20/21: \$575,000*

*Persons Assisted Goal (5 year): 199*

- Adaptation for accessibility
- Small and critical repair
- Emergency home repair
- Code violation repair

- Roof replacement and repair
- Home acquisition/ownership

**Housing Funding Recommendations**

***Subrecipients:***

- Community Action rehabilitation: \$100,000
- Proud Ground: \$330,000
- Rebuilding Together Washington County: \$20,000
- Unlimited Choices Adapt a Home: \$50,000
  
- Unlimited Choices Mend a Home: \$31,000
- Willamette West Habitat for Humanity: \$44,000

**City of Hillsboro Action Plan**

Hillsboro has been a member of the Washington County Consortium for CDBG since 1979. Since 2000, Hillsboro has been a joint entitlement with Washington County. In 2015, the City Council decided to leave the consortium and become a standalone entitlement beginning in 2018. Hillsboro is starting its' third year as a standalone entitlement.

**Third Year Project and Funding Priorities:**

<b>Funding Allocation Formula – Basic/HUD Prescribed</b>			
<b>Entitlement</b>			<b>\$747,031</b>
Administration	.6%	\$5,000	
Public Services	0%	\$0	
Public Facilities/Improvement Projects	99.4%	\$742,031	
<b>Total</b>			<b>\$747,031</b>

- Prioritize Public Facility/Improvement Projects
- Administrative cost funded through City's general funds
- Public Service activities funded through general funds by increasing Community Services Grants Program from \$100,000 to \$200,000.

**CDBG Highlights:**

City of Hillsboro will have \$747,031 in CDBG funds:

- (2) Housing Acquisition & Rehabilitation Programs
- (1) Public Facility Project
- (1) City of Hillsboro Administrative Activities (Fair Housing)

**City of Hillsboro CDBG Projects:**

- Proud Ground – Home Acquisition: \$415,000

- Office of Community Development – Housing Rehabilitation: \$201,031
- Boys & Girls Aid – Safe Place Youth Shelter: \$126,000
- City of Hillsboro – Fair Housing: \$5,000

Grant Program	Annual Award Amount	<b>Washington County Action Plan</b>
Community Development Block Grant (CDBG)	\$2,228,635	
Consortium HOME Investment Partnerships (HOME)	\$1,719,171	
Emergency Solutions Grant (ESG)	\$192,189	

- County CDBG dollars are available on a competitive basis in “non-entitlement” cities (excluding Beaverton and Hillsboro because they receive CDBG directly).
- HOME dollars are distributed throughout the county including Beaverton and Hillsboro, which are members of the consortium.
- COVID 19 Stimulus dollars will be distributed based on funding source.

CDBG Homelessness Activities:

Subrecipient	Activity	Funding
Community Action Organization	Emergency Rent Assistance	3 Year Grant at \$30,000/year
Boys & Girls Aid	Safe Place Youth Shelter	3 Year Grant at \$30,000/year
Boys & Girls Aid	Transitional Living Services	3 Year Grant at \$30,000/year

Washington County DAVS	Housing Stability Fund	3 Year Grant at \$30,000/year
HomePlate Youth Services	Connection for Homeless Youth	3 Year Grant at \$30,000/year
Ecumenical Ministries of Oregon (EMO)	Second Home	1 Year Grant: \$30,000

CDBG Neighborhood & Community Development Activities:

Public Facility		
Subrecipient	Activity	Funding
National Alliance on Mental Illness of Washington County (NAMI)	Facility Upgrade	1 Year Grant: \$452,554 + \$10,000 Davis Bacon

Infrastructure		
Subrecipient	Activity	Funding
City of Cornelius	4th Ave & 20 <sup>th</sup> Ave Sidewalk Improvement	1 Year Grant: \$225,000 + \$10,000 Davis Bacon
City of Forest Grove	D Street Improvements	1 Year Grant: \$217,554 + \$10,000 Davis Bacon

CDBG Public Services Activities:

Subrecipient	Activity	Funding
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Virginia Garcia Memorial Foundation	Migrant Summer Camp Program	1 Year Grant: \$30,000
Good Neighbor Center	Child Care/Pre-School Program	1 Year Grant: \$30,000
Fair Housing Council of Oregon (FHCO)	Fair Housing Education & Outreach	1 Year Grant: \$6,902
CPAH	Resident Services	1 Year Grant: \$22,433
Bienestar	Resident Services	1 Year Grant: \$22,433
WorkSystems	Snap 50/50 Employment Initiative	1 Year Grant: \$50,000

CDBG Housing Activities:

Subrecipient	Activity	Funding
OCD	Home Access & Repair and Elderly (HARDE)	1 Year Grant: \$150,000
OCD	Housing Rehab Program	1 Year Grant: \$115,720
Community Action Organization	Self-Help Weatherization	1 Year Grant: \$25,000
Community Action Organization	Comprehensive Weatherization	1 Year Grant: \$20,000
Rebuilding Together	Safe & Healthy Housing	1 Year Grant: \$10,000

CDBG Special Needs Population Activities:

Subrecipient	Activity	Funding
Daytime Enrichment Activity and Recreation (DEAR)	Transportation Services for the Profoundly Disabled	1 Year Grant: \$30,000

HOME Housing Activities:

- 2020 Application Cycle



- Unobligated 2020 funds will roll forward to support Metro Bond construction
- Building Resources within the Community
  - CHDO – Community Housing Development Organization

Subrecipient	Activity	Funding
CPAH	Community Housing Development Organization (CHDO)	\$42,979
Bienestar	Community Housing Development Organization (CHDO)	\$42,979

ESG Homelessness Activities:

Subrecipient	Activity	Funding
Community Action Organization	Rapid Rehousing	\$192,189 (OCD retains 7.5% for administration)

**Final Adoption of Plans & Submission to HUD:**

Public Comment Period: March 18 – April 17

Public Hearings:

- April 1 (10 a.m.)
- April 9 (7 p.m.)

Approval of Plans: May 5, 2020

- Washington County Board of County Commissioners
- Beaverton City Council
- Hillsboro City Council

Submission to HUD: May 15, 2020

- This deadline is subject to change with the advent of the federal stimulus funding.

Kyle Allen asked staff about COVID CDBG funding. He asked if there is any way to speed up the delivery of those funds so that recipients can get them in the next few months as opposed to a year.

Emily stated that stimulus funding will be added as an amendment to our program year 2019/2020. Jennie Proctor stated that jurisdictions are actively

working on undertaking consultations with community service providers and trying to establish an allocation plan.

## **PUBLIC TESTIMONY**

Manijeh Mehrnoosh asked whether Unite Oregon will receive CDBG funding. Emily stated that Unite Oregon is not receiving CDBG funding but that the City of Beaverton is working with them separately with the use of other funds.

Seemab Hussainin stated that they work with immigrant and refugee communities where English is not the primary language. He will work with members to get any comments submitted to the CDBG email address provided and asked what the deadline is. Emily stated that we have done extensive work with communities of color through the coalition of communities of color and that the executive summaries have been translated into several different languages, which are available upon request. Ann also reminded everyone that the comment period doesn't end until April 17<sup>th</sup> and any additional comments can be submitted to [cdbq@co.washington.or.us](mailto:cdbq@co.washington.or.us).

Nuhamin Eiden asked about the southwest corridor and what this plan has in store for mitigating displacement in the corridor. She asked what this plan has in store for gentrification and displacement. Jennie said that this was mentioned in the Analysis of Impediments. Where funding might become available is through the HOME program where we use those federal dollars to fund nonprofits, and sometimes for-profits, to build affordable housing. Mari stated that the comment about the southwest corridor in the Analysis of Impediments is about how to mitigate gentrification in general with the Metro project. Metro has implemented a strategy and plan to mitigate the possible displacement associated with the project. Emily discussed displacement mitigation plan that is specific to certain areas of Beaverton.

Liz Newton stated that they are working closely with Metro and there is a link on the City of Tigard's website about the southwest corridor where you can learn about what is being done to make sure the project is equitable. She encourages everyone to review this page and welcomes any questions or comments.

Sheila Greenlaw-Fink, a member of the workgroup for the Consolidated Plan and the Analysis of Impediments, stated that it's important to ensure all voices are heard. She said that the hope is that the workgroups can be more representative. During the COVID19 pandemic, some groups are affected more than others and it exemplifies why it is so important to ensure we are hearing directly from these community members.

Teresa Payne asked how we plan to keep organizations in the plan accountable and asked what accountability measures are in place to ensure processes are equal. She said she hears comments that the application process for CDBG

doesn't seem fair and that it is not easy to get access to these dollars. Ann stated that we have an application cycle and once the contract is completed, organizations are monitored and given assistance to ensure they are meeting goals aligned in the consolidated plan. We have met or exceeded all of the goals laid out in the prior consolidated plan. Teresa asked what the process is if an organization is not meeting the goals and metrics. Ann stated that we follow up and make sure they are meeting their goals on a quarterly basis, if not more often. Emily stated that prior to contracting, we ensure organizations are fully informed of the expectations and are given all of the tools they need to be successful. Jennie stated that we provide technical assistance along the way because we want to ensure that the organizations succeed.

Mari stated that as part of the planning process, we recognized the need to address historic imbalances. Each jurisdiction will be doing this together as well as at their own level. We are looking at our application process to ensure that we have equity related questions included.

Teresa asked about the new department that was established for DEI at the County level. Jennie stated that the County is working to establish the DEI group. Once established, there will be a major effort to have County

departments work with that group and become more aligned across the organization. Pam Treece stated that the County is still working on hiring and are currently working around the travel restrictions in order to get hiring completed.

With there being no further public comment Chair Teri Lenahan closed the Public Hearing at approximately 8:49 pm.



**April 16, 2020**

**TO:** Jennie Proctor, Office of Community Development Manager

**FROM:** Kim Armstrong, Senior Planner

**SUBJECT: COMMENTS ON DRAFT 2020-2024 CONSOLIDATED PLAN, ACTION PLAN, AND ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE**

Thank you for the opportunity to comment on the draft *2020-2024 Consolidated Plan, 2020 Action Plan, and Analysis of Impediments to Fair Housing Choice*. As always, Land Use & Transportation (LUT) is happy to collaborate in efforts to better serve all community members in Washington County. The *Consolidated Plan* and the *Analysis of Impediments to Fair Housing Choice* are important parts of the County's ongoing efforts to address inequities and pursue actions to help all our community members thrive.

Please review and consider the comments below, which are generally broken out by plan. Thank you again for all your work on this important planning effort.

***Draft 2020-2024 Consolidated Plan Comments:***

- **Americans with Disabilities Act (ADA)/Accessibility/Visitability Standards:**  
The *Consolidated Plan, Action Plan, and Analysis of Impediments to Fair Housing Choice* all generally cite a lack of ADA standards in development codes as a barrier to affordable housing and/or housing for special needs populations. Lack of ADA standards and accessibility features is mentioned in several sections, and it is certainly true that inconsistent standards and a lack of accessibility features is a significant challenge for many individuals. However, the recommendation to 'incorporate ADA standards' into development code is likely to be infeasible as written, and may not be an effective or appropriate strategy to encourage more accessible housing in Washington County. We understand that the primary purpose of *the Consolidated Plan* is to prioritize and direct Federal funding, and that recommendations in this plan are not intended to be directly applied to any partner jurisdiction's development code. Our comments are intended to highlight the complexity of this issue, and that any effort to amend development codes to include ADA standards would require significant coordination with Current Planning and Building staff, as well as state regulatory agencies.

LUT Building staff notes that state law includes guidance on ADA requirements for public accommodations (including government buildings), commercial facilities, and "covered multifamily dwellings" (including 4 or more dwelling units) but that detached

single family dwelling units are not required to comply with ADA standards. The United States Access Board (USAB) has approved the use of the Uniform Federal Accessibility Standards (UFAS) for some detached single family dwellings. These standards are used by the U.S. Department of Housing and Urban Development for detached residential development, and are currently the standards used in CDC standards related to accessible ADUs.

The lack of clarity about what standards are applicable and appropriate is almost certainly part of the reason many jurisdictions do not include these standards in their development codes. In addition, while Washington County supports and encourages accessible development, we do not (and cannot) require all residential development to meet ADA or UFAS standards. Finally, it should be noted that any local codes or regulations that conflict with building code will be removed by the State Building Codes Division.

Similarly, the lack information and/or a database of housing units that are “accessible”, “visitable”, and “with accessibility features” is also mentioned in several sections of all three documents. Again, while this is a reasonable concern, there are not necessarily consistent standards for what kinds of features make a housing unit “accessible” or “visitable”, nor what kinds of improvements may constitute “accessibility features”.

While presumably there are standards for people with specific abilities (wheelchair accessibility, for example), it would be necessary to clearly define these terms in order to meaningfully determine the accessibility level of any particular housing unit. It may not be realistically possible to gather that information about housing units provided by the private market, particularly for detached single-family development. It will almost certainly be much more feasible to encourage regulated affordable housing providers to provide information about the accessibility level of their housing units, if uniform standards for those accessibility levels could be established.

***Draft 2020 Action Plan comments:***

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

Page 35-36 includes the following statement:

*Washington County's Long-Range Planning will address a number of affordable housing Tier 1 work tasks which are described in later sections.*

However, there does not appear to be a discussion of Long Range Planning (LRP) work tasks in a later section of the *Action Plan*. Staff would be happy to provide information if needed.

***Draft Analysis of Impediments to Fair Housing Choice* comments:**

- **Section III. Zoning and Land Use Analysis**  
**Key Findings**

**Indicators 9 and 15 - Public hearings/Special review for housing for persons with Disabilities**

LUT staff will correct the CDC reference error (referencing 430-53.31 rather than 430-53.3). Thank you for catching this! Staff will also work to use consistent language and process requirements for a range of housing types, including housing for persons with disabilities, as part of the CDC amendments required to implement HB 2001 (by June 30, 2022).

**Indicator 11 - Variety of housing types and densities and Indicator 17 - Alternative housing types**

Although Washington County currently does technically allow a variety of housing types in most residential districts, we recognize that the CDC will benefit from future updates to allow a greater variety of housing types and densities to meet the current and future needs of community residents. Staff hopes to address a number of the issues mentioned in the Analysis of Impediments report as part of the CDC amendments required to implement HB 2001 (by June 30, 2022).

**Indicator 13 and 14 – Senior Housing**

Staff will explore CDC amendments to Retirement Housing Community (CDC 430-53.5) to address FHAA guidance. Staff will also work to use consistent language and process requirements for a range of housing types as part of the CDC amendments required to implement HB 2001 (by June 30, 2022).

**Affordable/Mid-Market Housing in Washington County, Beaverton, and Hillsboro**

Staff will also explore CDC amendments to address the gaps in allowed densities (Section III, p 30) and consider process requirements for attached and detached housing as part of the CDC amendments required to implement HB 2001. We hope to work collaboratively with staff from the Office of Community Development (OCD), Department of Housing Services (DHS), and other County departments, to support continuing efforts to increase the supply and variety of housing affordable for households at all income levels in the County.

**Other comments:**

LUT would like to continue to work with OCD and DHS (as well as other relevant County departments) to coordinate data standards and provide access to relevant data sources. We look forward to these efforts and hope to include some of this work in LUT's housing affordability work, including HB 2001 implementation.



April 16, 2020

Jennie H. Proctor, Program Manager  
Office of Community Development  
328 W. Main Street, MS7  
Hillsboro, OR 97123

Re: THPRD Comments on the draft: Washington County – Beaverton – Hillsboro 2020-2024 Five-Year Consolidated Plan (Consolidated Plan), 2020 Action Plan for Washington County and the Cities of Beaverton and Hillsboro (2020 Action Plan), and Washington County – Beaverton – Hillsboro Analysis of Impediments to Fair Housing Choice (AIFHC)

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Dear Ms. Proctor,

The Tualatin Hills Park and Recreation District (THPRD) believes expanding access to stable, quality affordable housing is integral to the ability of regional residents to provide for their families, lead fulfilling lives, and actively participate in their communities. Accordingly, we offer the following comments to the above-referenced draft plans:

#### Draft Consolidated Plan

THPRD applauds Washington County, the City of Beaverton, and the City of Hillsboro for the Consolidated Plan's proposed use of Federal grant funds and Metro Housing Bond funds to expand deeply-affordable and affordable housing production in the public, private, and non-profit sectors. This effort expands opportunity for those seeking to buy or rent within the region. As these efforts move forward, THPRD is interested in exploring collaboration opportunities on projects within its district.

#### Draft 2020 Action Plan

THPRD commends Washington County, the City of Beaverton, and the City of Hillsboro for the 2020 Action Plan's proposed use of City General Funds and Metro Housing Bond funds to expand deeply-affordable and affordable housing production. To more holistically pursue affordable housing production, THPRD encourages the County to allocate unobligated HOME Investment Partnerships Program funds to deserving affordable housing projects in need of financing. Committing these funds will expand opportunities for those seeking access to housing throughout the region and THPRD is interested in exploring collaboration opportunities toward this goal within its district.

#### Draft Analysis of Impediments to Fair Housing Choice

THPRD supports Washington County, the City of Beaverton, and the City of Hillsboro for the AIFHC's proposed actions to expand affordable housing production using Federal block grants. THPRD hopes to

Administration Office • 15707 SW Walker Road, Beaverton, OR 97006 • 503/645-6433 •

explore collaboration opportunities on those projects within district's jurisdiction. Additionally, THPRD supports Washington County efforts to encourage local governments across the region to define and commit to furthering fair housing within their codes and plans.

### THPRD Commitment

Recognizing that it will take assistance at every level, THPRD is both looking for opportunities to partner with affordable housing developers in providing much needed public space for recreation, as well as analyzing how our system development charges impact affordable housing development. For example, THPRD is working with one affordable housing developer (Community Partners for Affordable Housing – Cedar Grove) to partner on a public plaza that will provide system development charge (SDC) credits for the development, as well as a public amenity, for which THPRD will have the on-going maintenance responsibility. Recognizing this type of partnership will not work in every affordable housing development, we are currently updating our SDC methodology. One of the outcomes of that update is to include a policy on SDC waivers for affordable housing. The direction of the THPRD board on waivers to date is:

- Primary focus of waivers should be 100% waiver for affordable housing units at 30% of the median family income (MFI);
- Consider 50% waiver of SDCs for housing at the 60% MFI;
- Adopt a cap for SDC waivers; and
- Adopt a sunset provision for SDC waiver policy

In addition to incorporating affordable housing waivers into the new methodology, the board will be considering which projects to include in the SDC capital improvement plan. Over the next few months, THPRD will be fine-tuning this direction to strike a balance between being a partner to affordable and deeply-affordable housing development while also ensuring continued access to high-quality parks, trails, and recreational facilities for district residents.

The combined efforts set forth in the above-referenced plans, as well as additional efforts of local jurisdictions, will lead to more livable communities accessible to all.

Thank you,



Jeannine Rustad  
Planning Manager, Tualatin Hills Park and Recreation District

Cc: Doug Menke, THPRD General Manager  
Keith Hobson, THPRD Director of Business and Facilities





Date: March 20, 2020

To: Interested Partner

From: Jennie H. Proctor, Program Manager  
Office of Community Development

**Subject: DRAFT 2020 – 2024 Consolidated Plan  
DRAFT 2020 Action Plan  
2020-2024 ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE  
SCHEDULED PUBLIC HEARINGS**

The draft 2020-2024 Consolidated Plan, the draft 2020 Action Plan, addressing program year July 1, 2020 through June 30, 2021, and the Analysis of Impediments to Fair Housing Choice is available for review and public comment from March 18 through April 17. The documents are available on our website for your review and are located under 2020-2024 Planning Efforts.

Given recent events and concerns the two stated public hearings will not be held in person, rather they will be held virtually in real time. This forum will allow for comments, questions and responses. Access information will be available on our website, <https://www.co.washington.or.us/CommunityDevelopment/index.cfm>, prior to the date of the public hearing.

If you should have any questions about these documents, please don't hesitate to contact our office at 503-846-8814.

Thank you.

**Office of Community Development**

328 West Main Street, Suite 100, MS 7, Hillsboro, OR 97123-3967  
phone: 503-846-8814 • fax: 503-846-2882



April 22, 2020

Kim Armstrong, Senior Planner  
Washington County Department of Land Use and Transportation  
155 N First Avenue, Suite 350, MS 14  
Hillsboro, OR 97124

RE: Comment, 2020-2024 Consolidated Plan, Analysis of Impediments and 2020 Action Plan

Dear Kim:

Thank you for your letter of April 16<sup>th</sup> commenting on the draft documents, which will be transmitted to HUD by May 15<sup>th</sup>. I appreciate your comments regarding the actions undertaken by this office to complete these comprehensive plans. As you stated, these are important parts of the County's ongoing efforts to address inequities and pursue actions to help all our community members thrive.

As you were a part of the Work Group, you will remember that there were several discussions regarding the inconsistent standards and the challenges associated with the lack of accessibility features. The Consolidated Plan Draft does mention this concern in several sections specifically related to accessibility and visitability standards. Your letter points out how complex this issue is, and the lack of clarity contributes to the confusion. We appreciate your comments and would be very interested in working with LUT, and other relevant agencies, to explore ways to promote ADA standards and other accessible development within Washington County. We have acknowledged your comment in the section "Barriers to Affordable Housing", Item 9 in the Consolidated Plan.

The information regarding the Long-Range Planning affordable housing Tier 1 work was previously omitted from the Action Plan. Thank you for providing additional information regarding this valuable activity. This information has been updated and is now incorporated in the final version.

The Analysis of Impediments to Fair Housing is the assessment of Washington County's local ordinances, law's statutes and policies as well as conditions that affect the location, availability and accessibility of housing. This analysis provides an in-depth review of challenges faced by both the County and community members. The information disseminated reflects the progress that has been made and the tasks that lay ahead. Land Use and Transportation has a huge task at hand implementing the changes associated with HB 2001. We are pleased that some of the information contained in the Analysis of Impediments to Fair Housing Choice will be incorporated into your process and amendments. We appreciate the actions that your office has taken, as well as those that you continue to explore and develop.

April 22, 2020

Page 2

I do believe that by continuing to work together, and with other relevant County departments, will enable both of our agencies to support continuing efforts to increase the supply and variety of housing affordable for all members of the Washington County community.

Thank you for submitting your letter. By doing so, you help bring focus to these issues and ensure that they remain high on the radar for discussions about housing and community development needs. Your letter will be included in the Consolidated Plan, Analysis of Impediments as well as the Action Plan and submitted to HUD by or before May 15<sup>th</sup>. We look forward to working with you moving forward.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennie H. Proctor". The signature is fluid and cursive, with a large initial "J" and a long horizontal stroke at the end.

Jennie H. Proctor, Program Manager  
Office of Community Development

cc: File



April 22, 2020

Jeannine Rustad, Planning Manager  
Tualatin Hills Park and Recreation District  
15707 SW Walker Road  
Beaverton, OR 97006

RE: Comment, 2020-2024 Consolidated Plan, Analysis of Impediments and 2020 Action Plan

Dear Jeannine:

Thank you for your letter of April 16<sup>th</sup> commenting on the draft documents, which will be transmitted to HUD by May 15<sup>th</sup>. I appreciate your comments regarding the actions undertaken by this office to complete these comprehensive plans. As you stated, access to stable, quality and affordable housing is integral to the needs of our community.

As the access to additional funding options becomes available throughout the region, the leveraging of resources becomes increasingly valuable and necessary to expand the deeply-affordable and affordable housing production. By partnering with developers utilizing other federal and local sources of financing, such as Low Income Housing Tax Credits and Metro Housing Bonds, the impact becomes even more profound. We look forward to collaboration with THPRD in the development and growth of these opportunities.

As funding sources become available, developers frequently find themselves battling the timelines and deadlines associated with the application cycle. Having such a large amount of unobligated HOME funds is a rarity and we understand the concern and need associated with distribution of these funds. Our office is working closely with area Community Housing Development Organizations (CHDO's), such as Community Partners for Affordable Housing and Bienestar, to assist them with developing capacity to increase the development of units. With recent releases of Metro Housing Bond NOFA's from Washington County, the City of Beaverton and the City of Hillsboro, we anticipate being able to fully commit HOME funds during the 2021 application cycle.

The opportunities that THPRD has taken to partner with CPAH at the Cedar Grove site, as well as updates to your SDC methodology and SDC waivers, has made a huge impact on the available resources that developers can utilize. The use of these resources allows them to impact the lives of untold numbers of children, families and community members. We appreciate the actions that your office has taken, as well as those that you continue to explore and develop.

**Office of Community Development**

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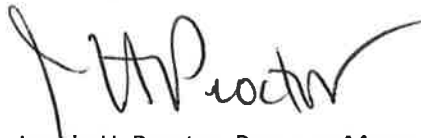
April 22, 2020

Page 2

I do believe that working together will enable both of our agencies to provide environments for our community members to lead fulfilling lives in which they can actively participate in their communities. As you state, our combined efforts will lead to more livable communities accessible to all.

Thank you for submitting your letter. By doing so, you help bring focus to these issues and ensure that they remain high on the radar for discussions about housing and community development needs. Your letter will be included in the Consolidated Plan, Analysis of Impediments as well as the Action Plan and submitted to HUD by or before May 15<sup>th</sup>. We look forward to working with you moving forward.

Sincerely,

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Jennie H. Proctor, Program Manager  
Office of Community Development

cc: Doug Menke, THPRD General Manager  
Keith Hobson, THPRD Director of Business and Facilities  
File



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