



CITY OF KENT

**COMMUNITY DEVELOPMENT BLOCK GRANT
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT**

2023

Fourth Year CAPER
ASSOCIATED WITH THE
2020 – 2024

Consolidated Plan for Housing and Community Development

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The purpose of this report, which is called the Consolidated Annual Performance and Evaluation Report (CAPER), is to inform the U.S. Department of Housing and Urban Development (HUD) and the community, of the activities and accomplishments derived from the investment of Community Development Block Grant (CDBG) and other resources for the 2023 program year, covers the period January 1, 2023, to December 31, 2023.

In 2023, HUD allocated \$1,093,232 in CDBG funds to the City. The City and its sub-recipients--organizations providing activities on behalf of the City--successfully executed the activities that were supported by CDBG funds.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Maintain Affordable Housing	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	425	192	45.18%	100	89	89.00%
Opportunity to Meet Basic Needs	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2773	1016	36.64%	144	202	140.28%

Opportunity to Meet Basic Needs	Non-Homeless Special Needs	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		98	164	167.35%
Planning and Administration Support	Planning & Administration	CDBG: \$	Other	Other	0	0				
Prevent Homelessness	Homeless	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	120	356	296.67%	76	151	198.68%
Prevent Homelessness	Homeless	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	100	89	89.00%	100	89	89.00%
Prevent Homelessness	Homeless	CDBG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	481	422	87.73%			
Prevent Homelessness	Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	240	768	320.00%	98	200	204.08%
Prevent Homelessness	Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	0	0				
Support Economic Viability	Economic Opportunities	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	250	314	125.60%	120	36	30.00%
Support Economic Viability	Economic Opportunities	CDBG: \$	Businesses assisted	Businesses Assisted	50	54	108.00%			

Support Economic Viability	Economic Opportunities	CDBG: \$	Other	Other	0	0		0	0	
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Table 1 - Accomplishments – Program Year & Strategic Plan to Date

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Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

As explained in the preceding tables, the City successfully addressed the goals and objectives of meeting basic needs, affordable housing to homeless and at-risk persons, increasing self-sufficiency, and planning and administration by providing the following services:

- Case management services to youth with intellectual disabilities and their families
- Rent and Utility assistance
- Home repair assistance
- Shelter and Supportive Services
- Transitional Housing
- Employment and Training
- Planning and administration activities
- Legal Assistance Programs
- Youth Leadership and Engagement

Expected and actual numbers were revised to include CDBG-CV funded programs. With the addition of the CDBG-CV funded programs, Goal accomplishments appear to be under for a few reasons:

Puget Sound Training Center were to provide residents of the city with employment and training services, but the agency faced challenges enrolling Kent Residents into their program, due to personnel changes, which made it difficult for them to meet their outcomes for the year. Subsequently the City partially reimbursed funds to this project for clients actually served. Open Doors for Multicultural families did not anticipate inflation and increases in market rent prices. Agency served less clients, because rental assistance grants were much larger. Agency had to meet demand in market rate rental prices. YWCA-Anita Vista faced challenges from the impacts of COVID-19. There was limited access in clients to obtain vital support services to transition out of program. Clients stayed much longer in program than anticipated, making it difficult for the agency to meet deliverables by enrolling more participants into the program.

CDBG-CV projects; Communities of Rooted Brilliance; Youth Leadership and Engagement and Eastside Legal Assistance Program completed deliverables for FY 2023.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG
White	153
Black or African American	139
Asian	44
American Indian or American Native	1
Native Hawaiian or Other Pacific Islander	26
Total	363
Hispanic	22
Not Hispanic	341

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Demographic breakdown is listed below:

- 42% of the population served was White
- 38% of the population served was Black or African American
- 12% of the population served was Asian
- 0% of the population served was American Indian or American Native
- 7% of the population served was Native Hawaiian or Other Pacific Islander
- 6% of the population served was ethnic Hispanic

*Note: The racial categories listed above do not include all the racial categories that are tracked by sub-recipients in compliance with the racial categories that HUD requires programs to track. For example, programs track Other/Multi-racial, Black/African American AND White, etc. If all the racial categories are added, the total racial and ethnic composition of persons served is 546. Total number of Hispanics reported as ethnically Hispanic within all racial categories served is 236.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,093,232	1,469,971.50

Table 3 - Resources Made Available

Narrative

The City invested the full allotment of its CDBG budget into public services, capital projects, and planning and administration in accordance with the strategies outlined in the Consolidated Plan for Housing and Community Development. In addition to the FY allocation, the City used its CDBG-CV funds for public services and Capital projects which assisted low-moderate income residents with minor home repairs.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City of Kent	100%	100%	Public Service & Capital

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City distributed allocation investments throughout Kent, and all geographic regions of the City. Investments were dispersed where low/moderate income individuals and families live. The City distributed the full allotment into public services, capital projects, planning and admin, and Capital/Minor Home Repair program.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

In addition to allocating \$1,093,232 in CDBG funds, the City leveraged \$2,272,344 in resources from General Funds to fund from the City's general fund and American Rescue Plan funds allocated to Human Services to fund additional human services programs.

Additional leveraging opportunities included the following:

The City allocated \$27,800, Criminal Justice funds to support 2 youth programs focused on reducing youth violence and cyber bullying. The Youth Violence program utilized the Family Peace Initiative Curriculum and engaged youth in a series of workshops. The cyber bullying curriculum was embedded in an out of school time program held at BirchCreek, a King County Housing Authority residential community for low income families.

\$25,000 grant from the Washington Office of Public Defense was used to increase resource navigation and case management services for clients utilizing public defense services through the Kent Municipal Court. The overall objective was to decrease barriers in accessing programs and services for clients.

The City receives additional funds through legislation (HB1590) approving 1/10th of 1 % of sales tax for the operation, delivery, or evaluation of mental and behavioral health treatment programs and services or housing-related services. The City allocated \$100,000 to support the CCS Community engagement Center.

ARPA funds are designed to enable the community to recover from the pandemic and investing in key priority areas will be critical to improve long-term resiliency. Based on community engagement during our Strategic Plan process, data, and regular check ins with organizations working directly with residents the areas for investments include organizational development, housing stability, employment supports and youth programs. The City entered into contracts totaling, \$ 1072900 to support 12 programs in Kent.

Partnering with Kent School District, the City of Kent allocated funds to support Career Connection for students. \$150,000 was allocated for this partnership.

The City does not allocate HOME funds; however, Kent staff participates on the Joint Recommendations Committee (JRC) on a rotating basis. The JRC is an inter-jurisdictional body that provides funding recommendations on a variety of capital funding sources for affordable housing, including HOME funds. JRC also provides advice on guidelines and procedures for King County, and its consortia city partners on a wide range of housing and community development issues.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	76	151
Number of Non-Homeless households to be provided affordable housing units	242	174
Number of Special-Needs households to be provided affordable housing units	142	85
Total	460	410

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	110	177
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	100	89
Number of households supported through Acquisition of Existing Units	0	0
Total	210	266

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Outcomes were more than one-year goals for two reasons:

- The Home Repair Program assisted low/mod income residents in maintaining their homes, and CDBG-CV programs were added from 2023; which consisted of rental and utility assistance. Therefore, increasing the reflected PY.

Challenge encountered in meeting goals:

- The Number of Special-Needs to be provided affordable housing was decreased due to challenges from the impacts of COVID-19. There was limited access in clients to obtain vital support services to transition clients from transitional housing to affordable housing. Clients served stayed much longer in program than anticipated, making it difficult for the agency to meet deliverables.

Discuss how these outcomes will impact future annual action plans.

Although the City is projecting that it will receive level funding in 2024; future funding predictions are extremely speculative given the strain on the federal budget associated with the pandemic. The pandemic has also led to under-employment, and income reduction. This will continue to impact the ability of Kent residents to pay rent and remain housed, which will increase the number of individuals and families experiencing homelessness. The City allocated a large percentage of its CDBG-CV funds to rental assistance.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	441	0
Low-income	73	0
Moderate-income	32	0
Total	546	0

Table 7 – Number of Households Served

Narrative Information

The City met the national objective of activities benefitting low/moderate-income persons; these totals include City of Kent-Home Repair program, CDBG and CDBG-CV projects; which consisted of Rental assistance, Transitional housing, Legal assistance, Training and Employment Services, and Shelter programs pursuant to CR-20.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

The City invested in outreach to the homeless through General Fund-supported projects, including street outreach by mental health professionals and a community engagement day center. In addition, Kent Police Homeless outreach team to unsheltered individuals by connecting them to Human Services staff and providing information on organizations that provide homeless assistance. The City provides information on its severe weather shelter through organizations that work with the homeless and in locations where homeless individuals assemble; e.g, the library, hot meal programs, etc.

Residents who contacted the Human Services Division received referrals to rental assistance, shelter, and other requests. The City also works with providers to coordinate basic service needs such as food, transportation, and healthcare. Information can be found on city website.

Finally, the City participated in collaborative efforts in providing cooling and air quality centers that supported residents and organizations during extremely hot weather in the summer.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City addressed emergency shelter and transitional housing needs of homeless persons by funding: YWCA: Anita Vista Transitional Housing Program (housing for domestic violence survivors and their families); Multi-Service Center-(Shelter and Supportive Housing); Catholic Community Services-Sacred Heart Shelter (Case management and support services to Kent residents enrolled in shelter), Open Doors for Multicultural families(transitional housing services), and Catholic Community Services-Katherine's and Rita's House (shelter and case management services to single women in recovery).

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The YWCA (CDBG-funded) provided case management services and helped homeless individuals find permanent housing. Catholic Community Services-Sacred Heart Shelter (Case management and support services to Kent residents enrolled in shelter). Open Doors for Multicultural families(transitional housing services). Catholic Community Services-Katherine's and Rita's House (shelter and case management services to single women in recovery).

Through its homeless continuum; which was funded by General Funds and CDBG, Multi-service Center (MSC) provided responsive services to target the needs of homeless individuals. Services provided along the continuum consisted of shelter with supportive services, hotel vouchers, rental assistance, case management, and referrals to permanent housing.

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 City funded rental assistance programs utilizing CDBG-CV funds to prevent homelessness for residents negatively impacted by COVID-19, and those services were provided by Indian American Community Services (IACS), Open Doors for Multicultural families (OD4MF), and Solid Ground.

Additionally, the majority of the women that received shelter through Catholic Community Services were women who were released from the King County Regional Justice Center.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The city continues to work collaboratively to address the needs of public housing by advocating for affordable housing, providing supportive services to prevent homelessness, and staffing committees and application review teams that direct funds to organizations managing affordable housing stock. King County Housing Authority staff presented to the South King Housing and Homeless Partnership Executive Board in November 2023 focused on their preservation and acquisition strategy. Preservation is critical in our area because it is difficult to build enough new housing to keep up with demand.

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

The King County Housing Authority (KCHA) increased resident involvement through several mechanisms; e.g., the Resident Advisory Council was created as a forum for residents to provide feedback to assist KCHA with the development of policies and procedures that impact Housing Authority residents, etc. The City was rarely able to have direct impact on resident involvement. Because the King County Housing Authority is focused on the entirety of King County, it is rare for City staff to have a direct impact on resident involvement. Staff continue to seek ways to increase partnership and collaboration with KCHA.

Actions taken to provide assistance to troubled PHAs

The KCHA is not considered a troubled PHA.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

The City has implemented a Rental Housing Inspection Program has been instrumental in finding and addressing hundreds of health/safety code violations. This preserves affordable housing and impacts the return on residential investment.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

City staff participate in a number of subregional and regional work groups analysing barriers to affordable housing.

Additionally, the City's Housing Options Plan was created to explore a comprehensive list of actions with a focus on near-term code changes that can be implemented to help increase housing options, particularly middle housing. Other strategies include increasing density around planned future transit, strengthening partnerships with community-based organizations, and calibrating the zoning code to remove unnecessary barriers.

City staff engaged with community partners to continue to build strong partnerships between human services and community development. Human Services Division staff will continue to work with Economic Development Division staff on outreach and engagement and provide recommendations on best practices to ensure culturally responsive service to under-served communities. This work includes engaging with nonprofits, faith-based organizations, grassroots community groups, other government partners, and individuals who are historically underrepresented to learn how to overcome barriers.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Although lead-based paint isn't something that is disturbed through our Home Repair program, which solely focuses on minor home repairs. Clients are informed of potential lead-based paint hazards when homes were constructed prior to 1978.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

CDBG funds for the Home Repair Program enabled homeowners to maintain their homes and preserve housing stock by assisting with critical repairs that they otherwise could not afford.

The City also:

- Allocated CDBG funds to Puget Sound Training Center to provide job training and employment assistance to under-served populations.
- Allocated CDBG funds to Partner in Employment to provide culturally responsive case management & job readiness skills to prepare under-served/new Americans for employment.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City of Kent is actively involved in many initiatives and ongoing commitments to improve the life of Kent residents. The City participates committees, boards, and works directly with agencies and organizations that provide services to enhance the level of quality of services in Kent and throughout South King County. The City continues to be actively engaged with refugee and immigrant communities by working closely with local non-profits and community members. The Human Services division is analyzing the future of the Kent Cultural Diversity Initiative Group meeting structure, and continues to utilize the distribution list and network to keep in touch with individuals and organizations working in our community.

The City of Kent is committed to eliminating racial inequities and improving outcomes for all racial groups to mirror the diversity of its community. We are continuously taking steps to face and dismantle institutional and structural barriers to ensure government policies and practices do not infringe upon the equal treatment and opportunity of all persons who live, work, and visit Kent. On March 7th, 2023, the city's Race & Equity Strategic Plan passed unanimously. After extensive outreach, community engagement and an inclusive co-design process, this plan is another step forward toward reaching equitable outcomes. The plan includes actionable steps the City will be taking to advance racial equity.

The Kent Human Services Commission and HSD staff continues to implement recommendations from the *Community-Based Vision for Equitable Grantmaking* developed in 2021. In addition, the City hired consultants to work with the Kent Human Services Commission and staff to prioritize and direct 2023-2024 human services investments using a racial equity lens. This work is ongoing and staff will continue to seek ways to incorporate and embed equitable strategies throughout the entire grantmaking process.

The pandemic amplified social and economic factors that contributed to poor health outcomes, and economic impacts compounded with longstanding racial disparities preventing African American residents from accessing traditional pathways to wealth and economic security. In late 2022, Human Services staff recommended a Steering Committee be formed comprised of African American-led organizations, and stakeholders to better support Kent residents. The Steering Committee has begun identifying priorities in services and programs, current funding gaps, future funding opportunities, and capacity building recommendations for African American-led organizations. The Steering Committee set an intention to primarily prioritize and focus on long-term planning efforts as the community continues with crisis response and recovery efforts, to achieve an equitable recovery.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City funded several organizations providing transitional housing, shelter and supportive services, and rental assistance: Multi Service Center (MSC), Catholic Community Services (CCS), Open Doors for Multi-cultural Families (OD4MF), Anita Vista (YWCA), Solid Ground, and Indian American Community Services (IACS). The City coordinates housing services through its investment, communication, and networking with these organizations. Additionally, the City sits on several committees that coordinate services to homeless individuals. Homeless coordination is led by the King County Regional Homelessness Authority.

South King Housing and Homelessness Partnership (SKHHP) is a joint board formed by an interlocal agreement between the Kent, 8 SKC jurisdictions, and King County. SKHHP's mission is to work together and share resources to increase available options for SKC residents to access affordable housing and preserve existing affordable housing stock. Kent has contributed funds to SKHHP from the General Fund budget since 2016, and more recently began pooling funds to contribute to a Housing Capital Fund for affordable housing projects in South King County. Two projects were funded in South King County in 2023. Other objectives include: sharing technical information and resources to promote sound housing policy, coordinating public resources to attract greater private and public investment, and providing unified voice for SKC.

SKHHP Advisory Board - As part of SKHHP's commitment to amplifying and ensuring community voices lead the work, an Advisory Board was created in 2021 which continues to inform and influence SKHHP Executive Board decisions by providing recommendations that advance the broader interests of the communities they represent. All Advisory Board members live or work in SKC and possess a personal and/or professional commitment to understanding and working to undo the impacts of institutionalized racism and disparities experienced by BIPOC communities. King County Housing Authority's Director of Policy & Intergovernmental Affairs serves on the Advisory Board, furthering connections between our South King County communities and our public housing provider. Advisory Board members also represent local nonprofit providers of housing, and the Housing Development Consortium.

The SKC Joint Planners, continued to meet, discussing Regional Affordable Housing Task Force Recommendations and served as a starting part for a joint effort in SKC to apply for Housing Action Plan funds from the State. Cities seeking to develop a housing action plan were made eligible to apply for planning grants through the Department of Commerce, for up to \$100,000. Ultimately the Kent Housing Options Plan (KHOP) was adopted by City Council in June 2022, and it serves as the housing action plan for the City of Kent in accordance with HB 1923. The Joint Planners group hosted a meeting with local developers in 2023 to learn about barriers, challenges, and opportunities related to developing affordable housing in South King County.

City staff attended statewide meetings established over the course of the pandemic to further partnerships between public and private housing and social service agencies including; the Countywide Subregional Human Services Collaboration meeting facilitated by King County. The objective of the meetings in 2022 focused on the County's Eviction Prevention and Rental Assistance Program (EPRAP). EPRAP helped residents behind in rent and utility payments due to COVID-19 hardships during 2022, and into early 2023. Eligible households throughout King County who had past due rent, because of unemployment, lost wages, or health crises as a result of COVID-19, were able to apply for assistance.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

Recommendations from the City's Analysis of Impediments to Fair Housing Choice included:

Recommendation I: The City is continuing its efforts in expanding current education and outreach

The City continued to work on this recommendation by: (1) Posting fair housing materials on its website; (2) Providing fair housing articles/information/notices in electronic communications to the Kent Cultural Diversity Initiative Group; and (3) Providing fair housing materials to apartment complexes through its police department.

Recommendation II: Continue ongoing enforcement activities

In January 2017, the Kent City Council unanimously passed a Source of Income Discrimination Ordinance. This tenant protection ensures that people already facing high barriers to housing are not discriminated against solely based on use of a Section 8 voucher or other form of public assistance. This can have a significant impact on communities like Kent whose low-income residents disproportionately need to rely on housing subsidies to make ends meet, including households of color, seniors, veterans, people with disabilities, and single parent households with young children.

Since 2017, Kent has allocated funds in its budget for a Rental Inspection program. This program has benefitted residents in many ways, including helping protect tenants who fear speaking up about substandard housing conditions and ensuring that rental properties are adequately maintained.

The City does not have enforcement authority; the Washington State Human Rights Commission and the King County Office of Civil Rights investigates complaints.

Recommendation III: Target home ownership and lending marketing to African Americans and Hispanics households

When the City received stimulus funds through the Neighborhood Stabilization Program (NSP), the funds were used to purchase and rehabilitate three foreclosed homes, which were then sold to incomeeligible homebuyers. The homebuyers were families of African descent that had been on the

Habitat for Humanity waitlist for an extended period; the families received zero-interest loans. A fifteen-year covenant of affordability was signed by each homebuyer. Mortgage payments received from the homebuyers were entered a fund that will allow Habitat for Humanity to purchase, rehabilitate, and sell additional houses. (Habitat for Humanity provides an annual accounting to the City on the amount of these funds.) In 2022, one of the homeowners who purchased a home from Habitat moved to another property and re-sold the home to Habitat, which will in turn resell it to a low/moderate-income buyer.

The City will continue exploring opportunities to consider low-income homebuyers assistance programs, recognizing the importance of homeownership as a pathway to building assets for low- and moderate-income residents.

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CR-40 - Monitoring 91.220 and 91.230

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

The City monitored its CDBG projects throughout the year and provided a significant amount of technical assistance to ensure compliance. Because the City used a portion of its funds to respond to COVID-19, one (1) new project was funded to provide rental and utility assistance: Indian American Community Services (IACS). The City continued collaboration with agencies previously providing rental and utility assistance to ensure marginalized and vulnerable populations negatively impacted by the effects of COVID-19 were served. The City worked with Open Doors for Multicultural (OD4MF), and Solid Ground on a CDBG-CV grant partnership. Additionally, The City also met with several entitlement and CDBG-CV supported organizations to review scopes of work, provided TA on reporting, and reviewed compliance.

The City completes a Sub-recipient Risk Analysis to prioritize project reviews. The City conducted on-site reviews in 2023, desk monitoring, and virtual reviews were completed to ensure agencies were able to meet federal requirements.

The following standards and procedures were used to monitor CDBG-funded agencies:

- Programs funded by the City must maintain high standards. Organizations are informed via the CDBG Agreement that the failure to comply with contractual requirements and regulations could result in remedial actions and/or the termination of funding.
- Backup reports to support costs are required; and if adequate documentation is not submitted, payment is reduced or denied.
- Projects received quarterly monitoring. Programs that needed guidance in achieving performance measures or adhering to contractual requirements received technical assistance, were required to attend a meeting with City staff, and/or received an on-site monitoring visit;
- Monitoring concerns/finding were reviewed with agency staff and documented in writing. When applicable, timely corrective action was required.
- Agencies were required to provide supporting documentation or written communication verifying that deficiencies were corrected.

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

- A Public Notice was posted on two City website locations on Wednesday, February 14th, 2024: City of Kent website and Human Services Division website.
- A link to the website was provided to non-profits, and stakeholders in the Kent area. In addition, a link to the electronic notice was provided to the mailing distribution list of Kent Cultural Diversity Initiative Group (KC-DIG) and other organizations that have contacts with ethnic/racial minorities, non-English speaking persons, and people with disabilities.
- The Kent Community and Stakeholders were invited to provide comments on performance report via email or by contacting CDBG coordinator directly.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

There were no changes in the City's program objectives. The City does not anticipate major changes in programs; however, we may slightly diversify how capital funds are invested and consider investing in more public service prevention and projects that support economic viability.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-45 - CDBG 91.520(c)

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DRAFT