

2013 Annual Plan

HOME & CDBG *Application for Funding*

**City of Longview
Longview-Kelso HOME
Consortium**

Longview-Kelso HOME Consortium
City of Longview CDBG Entitlement

2013 Annual Plan

**2013 Program Year
August 1, 2013 - July 31, 2014**

Julie Hourcle', Program Coordination Specialist

City of Longview
Community Development Department
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CDBG 2013 Annual Funding Final

HOME 2013 Annual Funding Final

30-Day Public Comment Notice

Certifications



SF 424

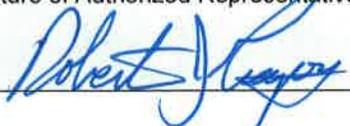
The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted 06-13-2013	Applicant Identifier	Type of Submission	
Date Received by state	State Identifier	<input checked="" type="checkbox"/> Application	<input type="checkbox"/> Pre-application
Date Received by HUD	Federal Identifier	<input checked="" type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
Jurisdiction City of Longview		UOG Code WA530840 Longview	
Street Address Line 1 1525 Broadway		Organizational DUNS 141152996	
Street Address Line 2 PO Box 128		Organizational Unit Consortium	
City Longview	Washington	Department Community Development	
ZIP 98632	Country U.S.A.	Division NA	
Employer Identification Number (EIN):		County Cowlitz	
91-6001367		Program Year Start Date (08/01)	
Applicant Type:		Specify Other Type if necessary:	
Local Government: Consortia			
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
CDBG Project Titles Archie Anderson Park Basketball Court Lighting; Highlands Community Center Project Phase 1; Renovating Community House; Help Warehouse; TBRA Services and Management; 2014-2018 Consolidated Plan.		Description of Areas Affected by CDBG Project(s) Highlands Neighborhood; Downtown; and Community wide.	
\$317,752 CDBG Grant Amount	\$ 0 Additional HUD Grant(s) Leveraged	Describe	
\$118,830 Additional Federal Funds Leveraged.	\$26,000 Additional State Funds Leveraged		
\$97,790 Locally Leveraged Funds	\$2,500 Grantee Funds Leveraged		
\$25,000 Anticipated Program Income	Other: Deobligated and existing funding on hand totaling \$20,561.34. Some additional 2013 unobligated funding will be carried over to 2014.		
Total Funds Leveraged for CDBG-based Project(s) \$245,120			
Continued on next page.			

Home Investment Partnerships Program		14.239 HOME	
HOME Project Titles City of Longview -4570 Windemere St. Home Ownership; Foundation for the Challenged Home Longview; TBRA for Domestic Violence Survivors. City of Kelso – Cowlitz Cottages; Foundation for the Challenged Home Kelso.		Description of Areas Affected by HOME Project(s) Longview - Highlands Neighborhood; West Longview Windemere Area; one location not determined; Citywide. Kelso North Kelso; one location not determined.	
\$264,775 HOME Grant Amount	\$0 Additional HUD Grant(s) Leveraged	Describe	
\$223,921 Additional Federal Funds Leveraged		\$916,341 Additional State Funds Leveraged	
\$695,024 Locally Leveraged Funds		\$122,075 Grantee Funds Leveraged	
\$30,000 Anticipated Program Income Varies widely from year to year.		Other (Describe) \$199,673 Deobligated and existing funding on hand. Remaining 2013 unobligated funding will be carried over to 2014.	
Total Funds Leveraged for HOME-based Project(s) \$1,957,361			
Housing Opportunities for People with AIDS		14.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
Emergency Shelter Grants Program		14.231 ESG	
ESG Project Titles		Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts 03	Project Districts 03	<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
First Name Julie	Middle Initial M	Last Name Hourcle'
Title Program Coord. Specialist	Phone 360.442.5081	Fax 360.442.5953
eMail julie.hourcle@mylongview.com	Grantee Website www.mylongview.com	Other Contact 360.442.5004
Signature of Authorized Representative 		Date Signed June 13, 2013



Annual Action Plan

The CPMP Annual Action Plan includes the SF 424 and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations.

Narrative Responses

ACTION PLAN

Annual Action Plan includes the [SF 424](#) and is due every year no less than 45 days prior to the start of the grantee’s program year start date. HUD does not accept plans between August 15 and November 15.

Executive Summary 91.220(b)

1. The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Outcome/Objective Codes

	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

CDBG 2013

Main Entitlement

OBJECTIVE SL-1.5

Improve community appearance, safety and vitality through active partnerships between local government, non-profits, community organizations and neighborhoods.

- Outcome: Provide targeted community development assistance to income-eligible neighborhoods that will focus resources for greatest visible impact in order to encourage reinvestment, with initial emphasis on the Highlands:
- Archie Anderson Park Improvements.

Archie Anderson Park Basketball Court Lighting – Replace two wooden light poles with four steel light poles and two energy-efficient lights on each pole.

City of Longview Parks and Recreation Dept. \$91,589.81

OBJECTIVE SL-1.4

Improve community appearance, safety and vitality through active partnerships between local government, non-profits, community organizations and neighborhoods.

- Outcome: Provide targeted community development assistance to income-eligible neighborhoods that will focus resources for greatest visible impact in order to encourage reinvestment, with initial emphasis on the Highlands:
- Highlands Community Center.

Highlands Community Center Project Phase 1– Rehabilitate a single-family home into a community center for the Highlands neighborhood located at 292 21st Ave. (corner of Alabama St.

Highlands Neighborhood Association \$98,948.99

OBJECTIVE DH-1.6

Provide operational and capital improvement support for emergency shelters.

- Outcome: Assist households to secure housing and services to end their homeless status.

Renovating Community House – Replace 37 windows at the Community House on Broadway homeless shelter and convert space on the first floor for handicapped residents. Additional funding will complete the project replacing 30 windows for a total of 67 windows.

Community House on Broadway \$16,000

Public Service

OBJECTIVE SL-1.23

Improve community appearance, safety and vitality through active partnerships between local government, non-profits, community organizations and neighborhoods.

- Outcome: Provide public services to complement community-wide efforts to serve those most in need of assistance.

Help Warehouse – Collect and distribute food to eight area food banks and provide emergency food boxes and home delivery to low-income City of Longview residents.

Lower Columbia Community Action Program \$41,458.80

OBJECTIVE DH-2.3

Assist domestic violence survivors and persons in recovery who have a cost burden.

- Outcome: Provide 10 TBRA vouchers created for domestic violence survivors and persons in recovery who have a cost burden.

Tenant Based Rental Assistance Services & Management – Provide housing services and management for victims of domestic violence for tenant based rental assistance funded under the HOME program. 10 families are planned to be served through the HOME allocation.

Longview Housing Authority \$6,204

Planning

OBJECTIVE DH-1.9

Conduct planning and administrative activities necessary to make housing widely available to all residents.

- Outcome: Prepare a new 5-year consolidated plan.

2014-2018 Consolidated Plan – This 5-year community-based plan will provide an update of U.S. Census data, identify neighborhood needs and strategies to serve low/moderate income persons, and list program priorities for the HOME Program and

Community Development Block Grant Program. A consultant will be hired to prepare the plan using HUD's new electronic submission requirement. The plan is required by the Department of Housing and Urban Development for continued City of Longview HOME and CDBG Entitlement funding.

City of Longview Community Development Dept. \$15,887.50 with additional CDBG Admin

HOME 2013

Longview

OBJECTIVE DH-1.5

Expand homeownership opportunities for persons of low and moderate income and to promote neighborhood stability.

- Outcome: Assist 1 low-to-moderate income household to achieve homeownership

CAP Homeownership – 4570 Windemere St. – Construct one new single-family home with 3-bedrooms, 1-1/2 baths with garage on an existing vacant lot for affordable home ownership. The family must be below 80% median income for Cowlitz County, meet credit requirements, and be able to obtain a bank mortgage.

Lower Columbia Community Action Program \$144,000

OBJECTIVE DH-3.4

Expand the supply of housing resources for renters earning up to 50% of median income and for special needs populations by preventing the loss of existing subsidized housing and purchasing affordable, private multi-family housing that becomes income restricted to low income tenants.

- Outcome: Preserve/acquire rental housing for persons with developmental disabilities.

Foundation for the Challenged Home – Purchase and rehabilitate a residential property for rental occupancy for persons with disabilities. The property will contain 4-bedrooms in either a single-family home or duplex. Case management is provided by Life Works funded by WA Division of Developmental Disabilities.

Life Works sponsored through Foundation for the Challenged \$45,000

OBJECTIVE DH-2.3

Assist domestic violence survivors and persons in recovery who have a cost burden.

- Outcome: Provide 10 TBRA vouchers created for domestic violence survivors and persons in recovery who have a cost burden.

Tenant Based Rental Assistance for Survivors of Domestic Violence

Provide transitional housing rental assistance for 10 participants for 12 months who are referred from the Emergency Support Shelter and receiving supportive services.

Longview Housing Authority \$62,040

Kelso

OBJECTIVE DH-1.5

Expand homeownership opportunities for persons of low and moderate income and to promote neighborhood stability.

- Outcome: Assist 8 low-to-moderate income households to achieve homeownership

Cowlitz Cottages— Construct 8 cottages for self-help homeownership (900-1200 sq. ft.) with parking located at 1124 N. Pacific Avenue, Kelso, formally the Terry Salvage Yard.

Lower Columbia Community Action Program \$50,443.32

OBJECTIVE DH-3.4

Expand the supply of housing resources for renters earning up to 50% of median income and for special needs populations by preventing the loss of existing subsidized housing and purchasing affordable, private multi-family housing that becomes income restricted to low income tenants.

- Outcome: Preserve/acquire rental housing for persons with developmental disabilities.

Foundation for the Challenged Home – Purchase and rehabilitate a residential property for rental occupancy for persons with disabilities. The property will contain 4-bedrooms in either a single-family home or duplex. Case management is provided by Life Works funded by WA Division of Developmental Disabilities.

Life Works sponsored through Foundation for the Challenged \$45,000

2013 CHDO

Community Housing Development Organization (CHDO)

Lower Columbia Community Action Program (CAP)

CHDO 15% Set-Aside

Develop, sponsor, or own low-income housing projects. **\$35,493 estimated**

The Cowlitz Cottages project was selected by CAP to use 2013 partial CHDO funding at \$23,526. CAP will develop this self-help housing homeownership project (2013-10). The remaining amount has not been determined for a project at this time but may be used for Cowlitz Cottages.

CHDO 5% Operating Costs

To support the Consortium's Community Housing Development Organization (CHDO) Lower Columbia Community Action Program (Housing and Energy Division) will receive this funding for operating and capacity building costs including salaries and benefits, training, department pro-rated cost allocations (rent, phone, etc.), equipment, materials, supplies and tools. The amount will be 5% of the 2013 HOME allocation.

\$11,831 estimated

Approved by Consortium Partners (Longview and Kelso City Councils)

Past Performance

2012 CDBG

Main Entitlement Projects

Elderly Aging in Place Grant Program – Provide grants for housing modification for seniors to “age in place.” Modification may include wheelchair ramps, improving kitchen and bathroom accessibility and safety; and widening doorways for access based upon the individual’s need. Additional modifications may be considered.

Longview Housing Authority \$ 20,000 Partially Funded at \$4,607.95 with supplemental CDBG Program Income at \$10,000.

One wheelchair ramp completed and a wheelchair ramp for a second home is underway.

Rehabilitation of 1433 Commerce Avenue

Provide exterior building rehabilitation to the former Longview Theater to remove downtown blight and install a new HVAC system to make building useable for live theater productions. Building code compliance issues are also addressed.

Stageworks Northwest \$157,838 Fully Funded

Exterior painting is completed, and the HVAC electrical and HVAC system has been installed. Marquee, exterior tile, and roof work remain. New exterior doors will also be installed. The project is expected to be completed in Fall 2013.

Senior Center Kitchen Improvements – Provide necessary kitchen improvements and a kitchen remodel for the Longview Senior Center to meet current health and safety codes.

Longview Parks & Recreation Dept. \$116,484 Fully Funded

The kitchen is under construction and with expected completion in May 2013.

Public Service Projects

Help Warehouse – Provide food bank and commodity services to Longview residents through the main warehouse, satellite food banks, and home delivery to senior apartment complexes.

Lower Columbia Community Action Program \$45,969.60 Fully Funded

Approximately 400 households are served per month since August 2012.

Planning Projects

Highlands Community Center Plan – Prepare a plan for a new neighborhood community center to engage residents in a variety of programs. A consultant will lead the planning process and allow for neighborhood and community input regarding the center’s design, features and amenities. A construction budget will also be developed.

Highlands Neighborhood Association \$ 15,330 Funded at \$15,323.20

The final plan document is nearly complete and a presentation to the City Council will be made in June 13, 2013.

2011 CDBG

Main Entitlement Projects

Highlands Neighborhood Trail Phase 3, Segment 1 – Provide illumination, landscaping and pedestrian amenities to the 10-foot wide paved recreational trail funded through the 2009 CDBG Program. This section of trail is 5,250 lineal feet long and is located along the north side of Consolidated Diking Improvement District Ditch No.3, from Oregon Way to Beech Street.

City of Longview Public Works Department \$350,000 Fully Funded (Includes 2010 funding at \$123,652 & 2011 funding at \$226,348 which includes Program Income at \$8,204)

The trail has been completed and the dedication was made on November 3, 2012.

Public Service Projects

HELP Warehouse – Provide support to food bank services and distribution of USDA Surplus commodities to Longview residents.

Lower Columbia Community Action Program Funded at \$49,417.80.

1426 unduplicated families used the food bank over 7 months. This project operated from January through July 2012. The contract was shortened so that the 2012 project would begin on August 1st consistent with the program year. Remaining 2011 funding was deobligated to the 2013 Program Year and applied to 2011 CDBG Administration.

Planning Projects

Increased Employment Opportunities for People with Disabilities – Research vocational opportunities and attract businesses to employ persons with disabilities and community residents. A 5-year business plan will be developed.

Life Works \$12,000 Funded at \$12,000

The plan was completed in July 2012 and presented to the Longview City Council. A supplement to the plan was submitted in Fall 2012.

Veteran's Service Center Plan – Research and develop a plan for a regional veteran's service center for housing referrals, employment and social services in Longview.

Longview Housing Authority \$17,688 Funded at \$4,472.60

The Plan was completed in July 2012 and presented to Council.

2010 CDBG

Main Entitlement Projects

Highlands Neighborhood Trail, Segment 1, Phase 3

Construct a 10' wide 5,250 lineal foot paved recreational trail from Oregon Way to Beech St. along the Dike at the south edge (100-200 Blocks) of the neighborhood. This phase (funded under 2010 & 2011 pre-award CDBG) includes lighting, landscaping, and pedestrian amenities.

City of Longview Public Works Department \$352,001 plus city funding for a total of \$400,000.

Funding was secured for a portion of Segment 2 through a transportation enhancement grant which will extend the trail 1/3 mile farther from Beech St. to Douglas St. for a total trail length of 1.3 miles. The trail has been completed and the dedication was made on November 3, 2012.

Micro-Business Development and Support – Provide education, training, coaching and micro-loan opportunities to Longview residents who are considering starting or who have started a micro-enterprise.

Lower Columbia Community Action Program Funded at \$73,141

Project Underway- 22 persons served through education and training classes.

Progress Center Expansion – Construct a detached building for The Progress Center on land acquired with 2005 CDBG funding. The addition will contain three multi-purpose rooms to serve children for motor, sensory and speech therapy, and rest/changing rooms. The addition will be designed for future expansion of the building.

Progress Center Funded at \$100,000

Project Completed

Public Service Projects

Foreclosure Prevention Counseling – Provide counseling to mitigate and prevent foreclosures for Longview residents through working with their mortgage lenders to create long-term affordability.

Family Finance Resource Center \$30,000 Funded at \$5,000

This project was closed in February 2013 and remaining funding was deobligated. 69 persons were assisted.

HELP Warehouse – Provide support to food bank services and distribution of USDA Surplus commodities to Longview residents.

Lower Columbia Community Action Program \$54,495 Funded at \$45,000

Project Completed. 2181 households assisted.

Mentoring Low Income Children in Longview – Provide approximately 6 hours of one-on-one mentoring per month for 5 children for 12 months. Mentoring will be Community-based and/or School-based.

Big Brothers Big Sisters Columbia Northwest \$10,000 Funded at \$5,000

Project Completed

Vet Works – Provide funding for two part-time positions (Work Crew Foreman and Job Search & Employment Referral Coordinator) for Vet Works supporting temporary work for Veterans.

Longview Housing Authority \$18,000 Funded at \$4,356

Project Completed

Planning Projects

Analysis of Impediments to Fair Housing Choice – Create a plan to assess housing discrimination, identify impediments and recommendations for the Longview-Kelso HOME Consortium. This plan is required by the HOME Program. The current plan was adopted in 1999 followed by annual updates.

Fair Housing Center of Washington \$12,500 Fully Funded

Project Completed

2009 CDBG

Main Entitlement Projects

Highlands Neighborhood Trail – Construct a 10' wide 5,250 lineal foot paved recreational trail from Oregon Way to Beech St. adjacent to the Dike at the south edge (100-200 Blocks) of the neighborhood (Phase 1 & 2). (Phase 3 will include lighting and landscaping using 2010 and 2011 funding. See CDBG 2010)
City of Longview Public Works Department \$400,000 Funded up to \$400,000
The trail has been completed and the dedication was made on November 3, 2012.

Public Service Projects

HELP Warehouse – Support food bank services to Longview residents.
Lower Columbia Community Action Program \$54,495 Fully Funded
Project Completed

Planning Projects

Archie Anderson Park Master Plan – Develop a master plan for a park located within Highlands neighborhood. A landscape architectural firm will be hired to bring together concepts for park improvements suggested by various community partners.
City of Longview Parks & Recreation Dept. \$20,000. Fully Funded (includes \$1,835 Program Income)
Project Completed - The Master Plan was adopted by the City Council in February 2011.

2012 Longview HOME

Homeownership Promotion - Acquire property at 143 17th Ave., Longview, demolish existing structure and construct a new single-family home for a homebuyer at or below 80% of median income.
Longview Housing Authority \$60,000
This project will begin in Summer 2012.

2012 Kelso HOME

No projects were submitted in 2012.

2011 Longview HOME

Blighted Property Redevelopment – Demolish home at 207 20th Ave., and construct 2 single-family attached homes for new homeownership with down payment assistance.
Longview Housing Authority \$80,000 Funded at \$12,403.62 plus 2007/8 HOME funding from the SHARE program for full funding.
One home was sold and second home has on option to purchase.

Cowlitz County Habitat for Humanity 2011-2012

Acquire two or more properties for construction of new single family homes.
Cowlitz County Habitat for Humanity \$88,000 Funded at \$100,000
Habitat acquired 231 Carolina St in December 2012. A family has been selected and will begin construction after 262 17th Ave is under construction (2010 Habitat acquisition). One to two more properties will be acquired for this project.

965 33rd Ave Supportive Housing Phase 2 – Construct one 6-bedroom group home at 965 33rd Avenue for supportive housing for homeless individuals/couples. *This project will replace an 8-unit single-family self-help subdivision originally planned for the property purchased in 2006.*

Lower Columbia Community Action Program \$124,000 Funded at \$112,000

This project began in April 2013 with planned completion in Summer 2013.

235 Douglas Lease-to-Own

Lower Columbia Community Action Program, the Consortium's CHDO, is developing a lease-to-own single-family home for a new homebuyer.

Lower Columbia Community Action Program

The home was completed and sold to a family on a lease-to-own contract in September 2012.

2011 Kelso HOME

Cowlitz County Habitat for Humanity 2011-2012 Project Kelso

– Acquire one or more properties for construction of new single family homes.

Cowlitz County Habitat for Humanity \$45,000 Funded at \$62,854.31.

Habitat has property pending for acquisition.

2010 Longview HOME

Comrade Quarters – Rehabilitate the Stratford Apartments located at 1312 Hemlock St. This will include ADA accessibility and life/safety improvements for homeless veterans' housing.

Longview Housing Authority \$200,000 Funded at \$189,950

Project Underway and nearly complete.

Cowlitz County Habitat for Humanity 2010-2011 Project Longview

– Acquire two or more properties for construction of new single family homes.

Cowlitz County Habitat for Humanity \$160,000 Funded at \$80,000

Property was acquired at 311 25th Ave. and 262 17th Avenue. 311 25th is now under construction with a selected family.

Tenant-Based Rental Assistance for participants in Drug Court/HOPE Court, the Emergency Support Shelter, and the Drug and Alcohol Prevention Center

Provide rental assistance on a first come basis to participants in recovery referred by partnering agencies.

Longview Housing Authority \$231,700 plus 5% \$11,585 in Consortium

Administration Funded at \$75,000 plus 5% Consortium Admin

Project completed with 9 families served and 8 transitioned to Section 8 vouchers.

975 33rd Ave Supportive Rental Transitional Housing – Construct one single-family home for transitional housing.

Lower Columbia Community Action Program \$244,351 Funded at \$70,816

Project Completed

2010 Kelso HOME

Cowlitz County Habitat for Humanity 2010-2011 Project Kelso

– Acquire one or more properties for construction of new single family homes.
Cowlitz County Habitat for Humanity \$40,000 Funded at \$50,000

Project completed at 1504 N. 2nd Ave., Kelso in October 2012 with new homeowner family.

Tenant Based Rental Assistance for Cowlitz County Drug and/or HOPE Court Participants

– Provide rental assistance to 2 families/individuals for 15 months.

Kelso Housing Authority \$11,760 Funded at \$13,760

Project completed in July 2012. Funding was combined with 2009 for a total of 5 families served with 4 transitioning to Section 8 vouchers.

Tenant Based Rental Assistance for Domestic Violence Survivors – Provide rental assistance to 2 families/individuals for 15 months. Kelso Housing Authority \$13,260 Funded at \$15,260

Project completed in September 2012. Funding was combined with 2009 for a total of 7 families served with 6 transitioning to Section 8 vouchers.

2009 Longview HOME

Campus Towers Bath Tub Conversion – Modify bathtub sides to allow walk-in entry for showers to improve elderly safety and hygiene. Campus Towers will provide remaining funding for all 91 tubs to be completed. Funded at \$74,154
Project Completed in April 2011. This project also installed ADA toilets.

Cowlitz County Habitat for Humanity Longview – Building HOPE 2009-2010

Acquisition permits, and infrastructure of 2 parcels of property to construct 2 to 3 homes for low income families. Demolition costs may be included.

Cowlitz County Habitat for Humanity \$120,000 Fully Funded

Two new homes completed with homebuyer families. September 2011 and July 2012 completion.

2009 Kelso HOME

Cowlitz County Habitat for Humanity Kelso – Building HOPE 2009-2010 –

Acquisition, infrastructure, utility and construction permit costs for a single-family or multi-family lot in Kelso. Demolition costs may be included. Cowlitz County Habitat for Humanity \$40,000 Fully Funded

Project completed in December 2010.

Tenant Based Rental Assistance for Cowlitz County Drug and/or HOPE Court Participants

– Provide rental assistance to 2 families/individuals for 15 months.

Kelso Housing Authority \$13,830 Funded at \$10,888*

Project completed in July 2012 with combined funding from 2010 project

(see above).

Tenant Based Rental Assistance for Domestic Violence Survivors – Provide rental assistance to 2 families/individuals for 15 months. Kelso Housing Authority \$13,830 Fully Funded

Project completed in September 2012 with combined funding from 2010 project (see above).

Citizen Participation 91.220(b)

2. Provide a summary of the citizen participation and consultation process (including efforts to broaden public participation in the development of the plan.

- Request for Proposal flyers were sent to agencies, community housing providers and interested citizens in a combined CDBG and HOME mailing list in December 2012.
- A Request for Proposal Display Ad for HOME and CDBG Projects was placed in the Longview Daily News in December 2011. Projects were due February 4, 2013 for CDBG and March 4, 2013 for HOME.
- City staff provided technical assistance to all project proposers by reviewing for eligibility, regulatory requirement, proposal consistency and documentation.
- A Quarter page Display Ad was published in the Daily News Inviting the Public to each Public Hearing. Legal Notices were published 10 days prior to each Public Hearing.
- Longview CDBG Public Hearing was held on March 28, 2013; Kelso HOME Public Hearing was held on April 16, 2013; Longview HOME Public Hearing was held April 25, 2013. Power points are presented on the CDBG and HOME Program at each Public Hearing. All public hearings/Council meetings are televised on KLTV, local cable access.
- CDBG project allocations were made at March 28th Public Hearing; Kelso HOME project allocations were made on April 16 Public Hearing; and Longview HOME project allocations were made at the April 25th Public Hearing.
- A Quarter page Display Ad and Legal Ad advertising this Annual Plan Comment Period (May 14-June 12) was published in the Daily News on May 10, 2013.
- The Display Ad was e-mailed or mailed to the HOME/CDBG Community List of interested persons, organizations, and partners.
- The Plan was posted on the City of Longview website under the HOME and CDBG web pages.
- The Plan was delivered to the following locations for public review during the comment period:
 - City of Longview Community Development Department, 1525 Broadway, Longview;
 - Longview Public Library Reference Desk, 1600 Louisiana St., Longview;
 - Longview Housing Authority, 820 11th Ave., Longview
 - City of Kelso, City Manager's Office, 203 S. Pacific, Suite 217, Kelso;
 - Kelso Public Library, Three Rivers Mall, Kelso;
 - Kelso Housing Authority, 1415 S. 10th Ave., Kelso;
 - Lower Columbia Community Action Program, 1526 Commerce Ave., Longview.

3. Provide a summary of citizen comments or views on the plan.

We received one comment noting that unless replacing the basketball light pole were a safety issue, they would rather see that Archie Anderson Park get some needed upgrades.

4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

Staff noted that the added light for the basketball court would create additional safety at the park and be energy efficient. Staff also provided the address and phone number of the Highlands Neighborhood Association (HNA) to let the HNA know what upgrades they would like in the Park. Additionally, staff provided a link to the adopted Highlands Neighborhood Plan.

Resources 91.220(c)(1) and (c)(2)

5. Identify the federal, state, and local resources (including program income) the jurisdiction expects to receive to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

An “Other Funding Matrix” for CDBG and HOME projects is included after the Tables 3c. Here is a summary of “Other Funding”.

CDBG: Grantee: \$ 2,500
 Grantee: \$ 12,150 (Admin)
 Private: \$ 97,790
 State: \$ 26,000
 Federal: \$ 118,830

HOME: Grantee: \$ 122,075 (City of Kelso)
 Grantee: \$ 21,000 (Consortium Admin – City of Longview)
 Private: \$ 695,024 (primarily a CAP loan)
 State: \$ 916,341
 Federal: \$ 223,921

Other Consortium Resources

McKinney-Vento: Chinook Apartments (Kelso Housing Authority) - \$87,935
 Longview Housing Authority – HOPWA (Housing for People with AIDS) - \$18,754
 Lower Columbia Community Action - \$30,219

State of Washington Document Recording Fee (Consolidated Homeless Grant)
 Emergency Support Shelter - \$67,500
 Lower Columbia CAP – rental assistance - \$65,000
 Cowlitz County – Admin - \$16,413

Cowlitz County Document Recording Fees

Ten Year Plan and HMIS (homeless planning and data collection, oversight/analysis) - \$140,000
 Lower Columbia CAP – rental assistance program - \$104,457
 Longview Housing Authority - \$78,535
 Lower Columbia CAP – Low Barrier Housing - \$124,639
 Emergency Support Shelter – Shelter Operations - \$6,500
 Community House on Broadway – Shelter Operations - \$70,000
 Lower Columbia CAP – Housing Retention Team - \$70,000

Lower Columbia CAP, ESS, Cowlitz Community Network – Life Skills Training - \$18,443

Love Overwhelming – Urban Rest Stop/Drop-in Center - \$127,740

Love Overwhelming – Low Barrier Shelter - \$92,000

Community House on Broadway – Housing Retention Team - \$67,000

City of Longview \$22,027 – Community House on Broadway
\$ 6,500 - Emergency Support Shelter (Domestic Violence)

SAMHSA (Substance Abuse and Mental Health Service Administration) / (Federal Funds) Projects in Assistance in Transition from Homelessness – PATH - \$62,000

HUD Section 8 \$6,517,574 Longview Housing Authority
\$1,544,836 Kelso Housing Authority

6. Explain how federal funds will leverage resources from private and non-federal public sources.

Federal funding provided through CDBG and HOME is used to draw in other private and foundation entities through individual project agency grant writing and public appeals. Local Entitlement funding is often the first funding received for a project. Although this sometimes puts a project on hold until all other funding is committed it offers the best opportunity to move the project forward. State Housing Trust Fund dollars (Foundation for the Challenged projects) and SHOP funding for Cowlitz Cottages project are two examples of funding this year. State and federal funding (Emergency Food Assistance Program) for the HELP Warehouse would be available without regard for local entitlement funding.

Recent Level 1 award determinations from the State Housing Trust fund did not have the Cowlitz Cottages project listed, therefore other funding must be found by CAP to maintain the overall affordability of this project (\$215,831). This is still listed in the "Other Funding Matrix" in the State column per the project design.

Annual Objectives 91.220(c)(3)

**If not using the CPMP Tool: Complete and submit Table 3A.*

**If using the CPMP Tool: Complete and submit the Summary of Specific Annual Objectives Worksheets or Summaries.xls*

Specific annual objectives are noted in Question 1, Executive Summary.

Goals and objectives to be carried out during the action plan period are indicated by placing a check in the following boxes.

<input checked="" type="checkbox"/>	Objective Category Decent Housing Which includes:	<input checked="" type="checkbox"/>	Objective Category: Suitable Living Environment Which includes:	<input type="checkbox"/>	Objective Category: Expanded Economic Opportunities Which includes:
<input type="checkbox"/>	assisting homeless persons obtain affordable housing	<input checked="" type="checkbox"/>	improving the safety and livability of neighborhoods	<input type="checkbox"/>	job creation and retention
<input checked="" type="checkbox"/>	assisting persons at risk of becoming homeless	<input type="checkbox"/>	eliminating blighting influences and the deterioration of property and facilities	<input type="checkbox"/>	establishment, stabilization and expansion of small business (including micro-businesses)
<input type="checkbox"/>	retaining the affordable housing stock	<input checked="" type="checkbox"/>	increasing the access to quality public and private facilities	<input type="checkbox"/>	the provision of public services concerned with employment
<input checked="" type="checkbox"/>	increasing the availability of affordable permanent housing in standard condition to low-income and moderate-income families, particularly to members of disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status, or disability	<input type="checkbox"/>	reducing the isolation of income groups within areas through spatial deconcentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods	<input type="checkbox"/>	the provision of jobs to low-income persons living in areas affected by those programs and activities under programs covered by the plan
<input checked="" type="checkbox"/>	increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence	<input type="checkbox"/>	restoring and preserving properties of special historic, architectural, or aesthetic value	<input type="checkbox"/>	availability of mortgage financing for low income persons at reasonable rates using non-discriminatory lending practices
<input checked="" type="checkbox"/>	providing affordable housing that is accessible to job opportunities	<input checked="" type="checkbox"/>	conserving energy resources and use of renewable energy sources	<input type="checkbox"/>	access to capital and credit for development activities that promote the long-term economic social viability of the community

7. Provide a summary of specific objectives that will be addressed during the program year.

A summary of specific objectives are noted in Question 1, Executive Summary.

Description of Activities 91.220(d) and (e)

**If not using the CPMP Tool: Complete and submit Table 3C*

** If using the CPMP Tool: Complete and submit the Projects Worksheets and the Summaries Table.*

Please see Project Tables 3C after the Narrative which provide project detail.

8. Provide a summary of the eligible programs or activities that will take place during the program year to address the priority needs and specific objectives identified in the strategic plan.

Describe the outcome measures for activities in accordance with Federal Register Notice dated March 7, 2006, i.e., general objective category (decent housing, suitable living environment, economic opportunity) and general outcome category (availability/accessibility, affordability, sustainability).

CDBG Projects	General Objective			General Outcome		
	Decent Housing	Suitable Living	Economic Opportunities	Availability Accessibility	Affordability	Sustainability
Archie Anderson Basketball Court Lighting		X		X		
Highlands Community Center Project Phase 1.		X		X		
Renovating Community House		X				X
HELP Warehouse			X			X
TBRA Services and Management	X				X	
2014-2018 Consolidated Plan	Planning Only					

HOME Projects	General Objective			General Outcome		
	Decent Housing	Suitable Living	Economic Opportunities	Availability Accessibility	Affordability	Sustainability
CAP Homeownership-4570 Windemere	X				X	
Foundation for the Challenged Home Longview	X				X	
TBRA Domestic Violence Survivors	X				X	
Cowlitz Cottages	X				X	
Foundation for the Challenged Home Kelso	X				X	

Geographic Distribution/Allocation Priorities 91.220(d) and (f)

9. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.

Longview

Highlands Neighborhood (Local Target Area – Low Income/Minority Concentration)

Archie Anderson Park Basketball Lighting	\$ 91,589.81
Highlands Community Center Phase 1	\$ 98,948.99

West Longview/ Windemere Area

CAP Homeownership 4570 Windemere St.	\$ 144,000
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Downtown

Renovating Community House	\$ 16,000
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Citywide

Tenant Based Rental Assistance Mgt	\$ 6,204
Tenant Based Rental Ass't Domestic Violence	\$ 62,040
Help Warehouse	\$ 41,458.80

Location Not Determined

Foundation for the Challenged Home	\$ 45,000
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Planning Only

2014-18 Consolidated Plan	\$ 25,000 (up to)
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Kelso

North Kelso (Local Kelso Target Area – Low Income Concentration)

Cowlitz Cottages	\$50,443.32 plus 2013 CHDO
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Location Not Determined

Foundation for the Challenged Home	\$ 45,000
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10. Describe the reasons for the allocation priorities, the rationale for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) during the next year, and identify any obstacles to addressing underserved needs.

A general Request for Proposals is issued in December. No specific projects, categories, or neighborhoods were identified within the Request for Proposals. Projects must be consistent with the 2009-2013 Consolidated Plan. Agencies and the City submit projects which meet their particular goals and objectives for the coming Program Year. Projects are selected and funded by the Longview and Kelso Council based City goals for each respective City. An emphasis was made this year to fully fund projects requests.

The Highlands Neighborhood is a priority for the Longview Council through the adopted *Highlands Neighborhood Revitalization Plan*. There were no other geographic priorities for projects which came before the Council of either City.

Annual Affordable Housing Goals 91.220(g)

**If not using the CPMP Tool: Complete and submit Table 3B Annual Housing Completion Goals.*

***If using the CPMP Tool:** Complete and submit the Table 3B Annual Housing Completion Goals.

Table 3B
ANNUAL AFFORDABLE HOUSING COMPLETION GOALS

Grantee Name: Program Year:	Expected Annual Number of Units To Be Completed	Actual Annual Number of Units Completed	Resources used during the period			
			CDBG	HOME	ESG	HOPWA
BENEFICIARY GOALS (Sec. 215 Only)						
Homeless households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Beneficiaries*			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RENTAL GOALS (Sec. 215 Only)						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Rental			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HOME OWNER GOALS (Sec. 215 Only)						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units			<input type="checkbox"/>	<input type="checkbox"/>		
Homebuyer Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Owner			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Homebuyer Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Combined Total Sec. 215 Goals*			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)						
Annual Rental Housing Goal			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Overall Housing Goal			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* The total amounts for "Combined Total Sec. 215 Goals" and "Total Sec. 215 Beneficiary Goals" should be the same number.

11. Describe the one-year goals for the number of homeless, non-homeless, and special-needs households to be provided affordable housing using funds made available to the jurisdiction and one-year goals for the number of households to be provided affordable housing through activities that provide rental assistance, production of new units, rehabilitation of existing units, or acquisition of existing units using funds made available to the jurisdiction. The term affordable housing shall be defined in 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership.

Beneficiaries:

Homeless: 10 – TBRA for Domestic Violence Survivors

Non-Homeless: 9 – Cowlitz Cottages (8) & 4570 Windemere (1)

Special Needs: 2 – Foundation for the Challenged Homes (LV & Kelso)

Rental Goals:

Acquisition of Existing Units: 2 Foundation for the Challenged (LV & Kelso)

Production of new units: 0

Rehabilitation of Existing Units: 0

Rental Assistance: 10 - TBRA for Domestic Violence Survivors

Homeownership Goals:

Acquisition of Existing Units: 0

Production of New Units: 9 – Cowlitz Cottages (8) & 4570 Windemere (1)

Rehabilitation of Existing Units: 0

Homebuyer Assistance: 0

Total: 21 units and 21 Beneficiaries

Public Housing 91.220(h)

12. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.

The Longview and Kelso Housing Authorities offer the Family-Self Sufficiency Program where clients can save money for a down-payment for housing/homeownership. The Longview Housing Authority also offers the Section 8 Homeownership Program.

The Kelso Housing Authority will remodel the 2 handicapped units at Cowlitz Villa with roll in baths, sealing all brick buildings, updating landscaping, and remodel Gragg Hall. At Kelso Homes they will be installing window coverings, and replacing heaters.

13. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

NA

Homeless and Special Needs 91.220(i)

14. Describe, briefly, the jurisdiction's plan for the investment and use of available resources and describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness.

Low Barrier Housing/Permanent Supportive housing for Chronic Homeless

Provides 6 chronic homeless who are high cost/frequent users of community emergency and crisis services with permanent supportive housing. The supportive housing provider ensures case coordination for program participants is made across the Continuum of Care, and case conferencing and coordinated intervention takes place in cases of hospitalization or re-arrest. Assistance with service and housing costs, as well as increased/expedited access of SSI/SSDI benefits by implementing a SOAR initiative is also provided. The intended outcomes are increased stability and self-sufficiency on the part of the program participants, a high housing retention rate, reduction in the use of shelters, and a reduction in the use of jail. (965 33rd Ave. Group Home will be completed and occupied by 6 individuals/couples through HOME and Supportive Housing grants.)

15. Describe specific action steps to address the needs of persons that are not homeless identified in accordance with 91.215(e).

HOME

The Foundation for the Challenged will purchase two homes or a duplexes for developmentally disabled adults for a group home with 24-hour supervision operated by Life Works and supported by funding through the WA State Division of Developmental Disabilities. (1 home in Longview and 1 home in Kelso.)

16. Homelessness Prevention—Describe planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.

The following programs are operated through Lower Columbia Community Action Program and other community partners:

Homeless Prevention and Rapid Rehousing (HPRR)

Prevention: Provides eligible people who are housed, but have received a notice of eviction with short-term limited and temporary financial assistance that helps keep them in their home or apartment. Assistance may be given to prevent utility shut-off, eviction, to pay for all or a portion of rental costs, utility deposits, moving costs, and credit checks. Rental assistance will be a graduated subsidy, usually covering a 3-6 month period.

Rehousing: Provides eligible people who are homeless, and have no appropriate housing options identified, and lack the support structures needed to obtain immediate housing with short-term limited and temporary financial assistance that helps them obtain a home or apartment. Assistance may be given to prevent utility shut-off, eviction, to pay for all or a portion of rental costs, utility deposits, moving costs, and credit checks. Rental assistance will be a graduated subsidy, usually covering a 3-6 month period.

Ending Family Homelessness (EFH)

Provides rapid rehousing rental assistance to unsheltered/homeless TANF (Temporary Aid to Needy Families -WA State Welfare) families. Assistance may be given to prevent utility shut-off, eviction, to pay for all or a portion of rental costs, utility deposits, moving costs. Coordination is done with shelters and the WA State Dept. of Social and Health Services (DSHS) to facilitate wrap-around services to the TANF household needed to achieve housing stability and self-sufficiency.

Emergency Solutions Grant (ESG)

Provides homelessness prevention assistance to households who would otherwise become homeless and to provide assistance to rapidly re-house persons who are experiencing homelessness. The funds under this program are intended to target individuals and families who would be homeless but for this assistance. The funds will provide for a variety of assistance, including: short-term or medium-term rental assistance, housing search and placement and housing stability case management.

Housing and Essential Needs (HEN)

Provides non-cash housing and other assistance (personal hygiene items and bus tokens) for some recipients of state-funded Medical Care Services (MCS) who have a temporary disability which prevents them from working for approximately a one year period. Assistance may be given to prevent utility shut-off, eviction, to pay for all or a portion of rental costs, utility deposits, moving costs, and credit checks. Rental assistance is provided during entire period of program eligibility, contingent upon availability of funds.

Housing Retention Team/Case Management

Provides case management and coaching services to households recently homeless or that have been assessed as "At-risk" of becoming homeless to help them achieve housing stability.

Document Recording Fees

The City of Longview will provide \$22,027 (from Cowlitz County Document Recording Fees) in Operating Funds to the area's homeless shelter, Community House on Broadway and \$6,500 (from Cowlitz County Document Recording Fees) in Operating Funds for the Emergency Support Shelter for Victims of Domestic Violence and Sexual Abuse. Both Shelters offer Self-Sufficiency support programs to clients. Community House provides transitional housing to clients who are successful in their program.

Barriers to Affordable Housing 91.220(j)

17. Describe the actions that will take place during the next year to remove barriers to affordable housing.

- The Longview and Kelso Housing Authorities will work to improve acceptability of Section 8 tenants among landlords;
- Encourage lenders to participate in local housing programs;
- Fund infrastructure and/or land acquisition with local entitlement dollars in order to reduce the cost of housing.
- Continue code enforcement in the Highlands neighborhood to maintain and improve affordable housing.
- Provide ADA modification grants to seniors to remain in their homes.

Other Actions 91.220(k)

18. Describe the actions that will take place during the next year to address obstacles to meeting underserved needs, foster and maintain affordable housing, evaluate and reduce the number of housing units containing lead-based paint hazards, reduce the number of poverty-level families develop institutional structure, enhance coordination between public and private agencies (see 91.215(a), (b), (i), (j), (k), and (l)).

- Support job growth in order to employ low-income residents;
- Provide housing services through social service agencies for persons with disabilities;
- Support agencies who are willing to provide ADA housing improvements to disabled tenants and owners through HOME and CDBG funding;
- Refer persons with low-skills to job training through Work Source, and Lower Columbia College for basic skills, and the Longview Public Library for literacy;
- Continue to support agencies to develop affordable housing projects for the 2013 program year;
- Encourage and support agencies and developers to rehabilitate older housing for long-term affordability;
- Maintain participation on the Housing First! Coalition and the Cowlitz-Wahkiakum Council of Governments Housing Advisory Committee.
- Life Skills Training - Collaboration between Lower Columbia CAP, Emergency Support Shelter (ESS), and Cowlitz Community Network to provide life skills training to persons who are Homeless or are At-Risk of Homelessness; and are recipients of homeless prevention and rapid rehousing assistance, or are currently housed in the homeless system (such as an emergency shelter or transitional housing), or have exited the homeless system within the past 90 days. The Life Skills curriculum presented in this collaboration is comprehensive and covers topics that address common barriers to Housing access and stability.

19. Describe the actions to coordinate its housing strategy with local and regional transportation planning strategies to ensure to the extent practicable that residents of affordable housing have access to public transportation.

- Housing projects in Longview and Kelso have public transportation available for residents through River Cities Transit. Paratransit is also available for disabled citizens within ¼ mile from the normal bus route.

PROGRAM SPECIFIC REQUIREMENTS

CDBG 91.220(I)(1)

1. Identify program income expected to be received during the program year, including:

Program income is unknown for the 2013 Program year but we are estimating that it will be under \$25,000. Program Income would be from returned housing loans originally funded by the State CDBG program prior to being an entitlement jurisdiction.

2. Program income received in the preceding program year that has not been included in a statement or plan.
NA
3. Proceeds from Section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in its strategic plan.
NA
4. Surplus funds from any urban renewal settlement for community development and housing activities.
NA
5. Any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.
NA
6. Income from float-funded activities.
NA
7. Urgent need activities, only if the jurisdiction certifies.
NA
8. Estimated amount of CDBG funds that will be used for activities that benefit persons of low- and moderate income.
\$241,345 Main Entitlement & Public Services

HOME 91.220(I)(1)

1. Describe other forms of investment. (See Section 92.205)
If grantee (PJ) plans to use HOME funds for homebuyers, did they state the guidelines of resale or recapture, as required in 92.254.

Lower Columbia Community Action will use Recapture provisions for their two homeownership projects.

2. If grantee (PJ) plans to use HOME funds to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds, state its refinancing guidelines required under 24 CFR 92.206(b).
NA

3. Resale Provisions -- For homeownership activities, describe its resale or recapture guidelines that ensure the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4).

RESALE / RECAPTURE GUIDELINES

The HOME Period of Affordability will be enforced through Resale or Recapture provisions as follows:

Subrecipients:

Each subrecipient may select either Recapture or Resale provisions for their project. All homebuyers in the project must be in the same category, i.e. the subrecipient cannot mix recapture and resale provisions within the same project.

Self-Help projects and Downpayment Assistance projects should use the Recapture provisions; and Habitat for Humanity projects should use the Resale provisions. A direct subsidy to the homeowner must be shown. If the HOME assistance is a grant the Resale approach must be used. Recapture provisions will be enforced through an upfront agreement with the homebuyer, a recorded Deed of Trust, and a Promissory Note.

Resale (rather than recapture) of HOME funds is the preferred method to be used for the HOME Consortium to maintain long-term affordability. This allows the affected housing unit to be purchased by another low or moderate income-eligible buyer rather than recapturing HOME funds and being sold to person who is above the HOME income guidelines. Resale provisions will be enforced through an upfront agreement with the homebuyer, a recorded Deed Restriction, Deed of Trust, and a Promissory Note.

Under Resale it is the subrecipients responsibility to try to find another low-income buyer if the initial homeowner does not continue to occupy the home during the Period of Affordability. This may be accomplished by working with real estate agents, maintaining a waiting list, and through affirmative marketing and advertisement.

For both Resale and Recapture, the new purchaser must be low or moderate income, meeting the HOME Program definition, and occupy the property as the family's principal residence during the entire period of affordability.

The subrecipient shall work with the homeowner to avoid foreclosure, if at all possible.

Recapture

- An upfront agreement between the original homebuyer and the City must be signed prior to purchase. This must state the amount of HOME subsidy and the Period of Affordability.
- The new purchaser must be low or moderate income, meeting the HOME Program definition, and occupy the property as the family's principal residence during the entire period of affordability.
- A Deed of Trust and Promissory Note must be executed and recorded by the Subrecipient on behalf of the Consortium. It must include the number of years for Period of Affordability, the amount of HOME subsidy it used for the Homebuyer, and the terms of occupancy required as their principal residence.
- The Recapture is triggered in the event that the house is sold or occupied by other than the new purchaser during the period of affordability. Non-compliance with the residency requirement will require the immediate payback of outstanding HOME funds not forgiven.
- Pre-payment of the HOME Investment loan does not terminate the Period of Affordability. The owner will be required to complete the Period of Affordability as their principal residence. The exception to this is the sale of the residence or foreclosure.

- The Recapture amount shall be forgiven on a pro-rated basis based on the period of affordability, times the number of each remaining (partial and full) years left in that period.
- The Consortium will collect the HOME Investment due when the house is sold or goes into foreclosure which shall be limited by the net proceeds available (if any). The net-proceeds of a sale are the sales price minus the non-home loan repayments and closing costs.

Resale

- An upfront agreement between the original homebuyer and the City must be signed prior to purchase. This must state the amount of HOME subsidy, the Period of Affordability, and state the Fair Return equity sharing provision. A capital improvement list shall be attached.
- The new homebuyer must be low or moderate income, meeting the HOME Program definition, and occupy the property as the family's principal residence during the entire period of affordability.
- A Deed Restriction running with the land, Deed of Trust, and Promissory Note must be executed and recorded by the Subrecipient on behalf of the Consortium. It must include the number of years for Period of Affordability, the amount of HOME subsidy it used for the Homebuyer, the terms of occupancy required as their principal residence, and the restriction of the property's sale to only HOME income-eligible buyers during the Period of Affordability.
- A capital improvement list shall be included with the up-front agreement. Prior to any capital improvements being made during the Period of Affordability, the owner shall submit plans and specifications for approval as a capital cost. Capital improvements made without approval will not be credited within the Fair Return calculation.
- The original homebuyer, now the home seller, must receive a "fair return" on their Investment. "Fair Return" is defined as the return of the homeowner's original investment plus any capital improvements, not to exceed the newly assessed value at the time of sale, plus 60% of the remaining professionally appraised increase in value at the time of sale, during the affordability period. The Consortium shall receive the remaining 40% of the newly assessed value upon the sale. Capital Improvements exclude maintenance.
- The Resale is triggered in the event that the house is sold or occupied by other than the new purchaser during the period of affordability. Non-compliance with the residency requirement will require the immediate payback of HOME funds invested into the property unless the house is sold. Upon a sale the Consortium will enforce the equity-sharing provision.
- Upon a Resale triggered during the Period of Affordability the subrecipient shall notify the Consortium lead agency whom shall 1) agree to the new sale price with consultation from the subrecipient and a written determination from a realtor or appraiser; 2) confirm the Fair Return calculation to the seller and equity-sharing amounts to the seller and Consortium; 3) the review the income eligibility of the subsequent buyer; and 4) determine whether the subsequent homebuyer will continue the Period of Affordability in effect.
- The housing must be sold at a price that is affordable to a range of low-income homebuyers. Affordability will be defined as PITI (Principal, Interest, Taxes, and Insurance) that is preferably below 30% of the household adjusted gross income or as determined by the lender at their discretion.
- Upon a Resale, if new HOME funds are provided to the subsequent buyer the Period of Affordability will be based upon HOME regulations. At that time the property may keep Resale provisions in effect or use Recapture provisions, as agreed upon by the subrecipient.
- Pre-payment of the HOME Investment loan does not terminate the Period of Affordability. The owner will be required to complete the Period of Affordability as their principal residence. The exception to this is the sale of the residence or foreclosure.
- The Consortium will collect the HOME Investment due when the house is sold or goes into foreclosure which shall be limited by the net proceeds available (if any). The net-proceeds of a sale are the sales price minus the non-home loan repayments and closing costs.
- New HOME funds invested for the subsequent low-income homebuyer will extend the period of affordability according to HOME guidelines.

4. HOME Tenant-Based Rental Assistance -- Describe the local market conditions that led to the use of HOME funds for tenant based rental assistance program.

If the tenant based rental assistance program is targeted to or provides a preference for a special needs group, that group must be identified in the Consolidated Plan as having an unmet need and show the preference is needed to narrow the gap in benefits and services received by this population.

Domestic Violence Survivors will be served by a TBRA program this program year.

5. If a participating jurisdiction intends to use forms of investment other than those described in 24 CFR 92.205(b), describe these forms of investment.

NA

6. Describe the policy and procedures it will follow to affirmatively market housing containing five or more HOME-assisted units.

Each agency with 5 or more units is required have completed an Affirmative Marketing Plan to implement and document their marketing efforts. The Longview-Kelso Consortium encourages each recipient to Affirmatively Market all projects including Homeowner and Rental projects of any size. A list of Minority, Senior, and Disable groups is attached to each HOME contract for Affirmative Marketing.

7. Describe actions taken to establish and oversee a minority outreach program within its jurisdiction to ensure inclusion, to the maximum extent possible, of minority and women, and entities owned by minorities and women, including without limitation, real estate firms, construction firms, appraisal firms, management firms, financial institutions, investment banking firms, underwriters, accountants, and providers of legal services, in all contracts, entered into by the participating jurisdiction with such persons or entities, public and private, in order to facilitate the activities of the participating jurisdiction to provide affordable housing under the HOME program or any other Federal housing law applicable to such jurisdiction.

Minority Outreach includes marketing to Contractors and Professional Services by submitting bids/professional services to the Washington Office of Women and Minority Business website for posting. The Lower Columbia Contractors Association will be contacted to have eligible minority and women-owned firms register with the State of Washington.

8. If a jurisdiction intends to use HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds, state its financing guidelines required under 24 CFR 92.206(b).

NA

HOPWA 91.220(I)(3)

1. One year goals for the number of households to be provided housing through the use of HOPWA activities for: short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family, tenant-based rental assistance, units provided in housing facilities that are being developed, leased, or operated.

NA

OTHER NARRATIVES AND ATTACHMENTS

Include any action plan information that was not covered by a narrative in any other section. If optional tables are not used, provide comparable information that is required by consolidated plan regulations.

See the following information following this Action Plan:

- 12 Project Tables 3C – (Local ID noted within bottom left of box)
 - CDBG
 - 2013- 1 Archie Anderson Park Basketball Court Lighting
 - 2013- 2 Highlands Community Center Project Phase 1
 - 2013- 3 Renovating Community House
 - 2013- 4 HELP Warehouse
 - 2013- 5 TBRA Services and Management
 - 2013- 6 2014-2018 Consolidated Plan

 - HOME
 - 2013- 7 CAP Homeownership – 4570 Windemere
 - 2013- 8 Foundation for the Challenged Home - Longview
 - 2013- 9 TBRA for Domestic Violence Survivors
 - 2013- 10 Cowlitz Cottages
 - 2013- 11 Foundation for the Challenged Home - Kelso
 - 2013- 12 CHDO 5% Operating Costs
 - 2013- 13 CHDO Funding
 - 2013- 14 HOME Administration
 - 2013- 15 CDBG Administration

- Other Funding Matrix
- CDBG 2013 Annual Funding Final
- HOME 2013 Annual Funding Final

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Longview

Priority Need
Parks and/or Recreation Facilities

Project Title
Archie Anderson Park Basketball Court Lighting

Description
Replace two wooden light poles with four steel light poles and two energy-efficient lights on each pole for basketball court lighting for evening play.
City of Longview Parks and Recreation Dept. \$85,000 plus \$6,589.81 as contingency for a total of \$91,589.81

Low/Mod Area Benefit

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area

Highlands Neighborhood - Archie Anderson Park at Alabama St. & 21st Ave., Longview

Objective Number SL-1.5	Project ID 6-Main Entitlement	Funding Sources: CDBG 91,589.81 ESG HOME HOPWA Total Formula 91,589.81 Prior Year Funds Assisted Housing PHA Other Funding 17,500 Total 109,089.81
HUD Matrix Code 03F	CDBG Citation 570.201(c)	
Type of Recipient Public	CDBG National Objective Low-Mod Area Benefit	
Start Date (mm/dd/yyyy) 10-01-2013	Completion Date (mm/dd/yyyy) 08-30-2014	
Performance Indicator New lighting installed	Annual Units NA	
Local ID 2013-1	Units Upon Completion NA	

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Longview

Priority Need
Neighborhood Facility

Project Title
Highlands Community Center Project Phase 1

Description
Rehabilitate a single-family home into a community center for the Highlands neighborhood located at 292 21st Ave. (corner of Alabama St.)
Highlands Neighborhood Association \$98,948.99

Low/Mod Area Benefit

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area
Highlands Neighborhood – 292 21st Ave. Longview

Objective Number SL-1.4	Project ID 6- Main Entitlement
HUD Matrix Code 03E	CDBG Citation 570.201(c)
Type of Recipient Non-Profit	CDBG National Objective Low and Moderate Area
Start Date (mm/dd/yyyy) 10/01/2013	Completion Date (mm/dd/yyyy) 07/31/2014
Performance Indicator Rehab Tasks Completed	Annual Units NA
Local ID 2013-2	Units Upon Completion NA

Funding Sources:

CDBG	98,948.99
ESG	
HOME	
HOPWA	
Total Formula	98,948.99
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	51,466
Total	150,414.99

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Longview

Priority Need
Homeless Facilities

Project Title
Renovating Community House

Description
Replace 37 windows at the Community House on Broadway homeless shelter and convert space on the first floor for handicapped residents. Additional funding will complete the project replacing 30 windows for a total of 67 windows.

Community House on Broadway \$16,000

90 Persons below 30% Median Income

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area
1105 Broadway, Longview – Community House on Broadway

Objective Number DH-1.6	Project ID 6- Main Entitlement
HUD Matrix Code 03C	CDBG Citation 570.201(c)
Type of Recipient Non-Profit	CDBG National Objective L/M Limited Clientele
Start Date (mm/dd/yyyy) 08/01/2013	Completion Date (mm/dd/yyyy) 09/30/2013
Performance Indicator Installation Completed	Annual Units NA
Local ID 2013-3	Units Upon Completion NA

Funding Sources:

CDBG	16,000
ESG	
HOME	
HOPWA	
Total Formula	16,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	16,324
Total	32,324

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Longview

Priority Need

Other Public Services – Food Banks

Project Title

Help Warehouse

Description

Collect and distribute food to eight area food banks and provide emergency food boxes and home delivery to low-income City of Longview residents.

Lower Columbia Community Action Program \$41,458.80

801 Households at 30% or Below Median Income

267 Households at 50% or Below Median Income

45 Households at 80% or Below Median Income

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area

1526 Commerce Ave., Longview – Lower Columbia Community Action Program

Objective Number SL-1.23	Project ID 7-Public Services
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient Non-Profit	CDBG National Objective L/M Limited Clientele
Start Date (mm/dd/yyyy) 08/01/2013	Completion Date (mm/dd/yyyy) 07/31/2014
Performance Indicator 400 families monthly	Annual Units NA
Local ID 2013-4	Units Upon Completion NA

Funding Sources:

CDBG	41,458.80
ESG	
HOME	
HOPWA	
Total Formula	41,458.80
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	174,830
Total	216,288.80

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Longview

Priority Need

Other Public Services – Housing Services in support of the HOME Program

Project Title

Tenant Based Rental Assistance Services & Management

Description

Provide housing services and management for victims of domestic violence for tenant based rental assistance funded under the HOME program. 10 families are planned to be served through the HOME allocation.

Longview Housing Authority \$6,204

10 Families Assisted at or below 30% Median Income

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area

820 11th Ave., Longview – Longview Housing Authority

Objective Number DH-2.3	Project ID 7- Public Services
HUD Matrix Code 14J	CDBG Citation 570.201(k)
Type of Recipient Housing Authority	CDBG National Objective L/M Limited Clientele
Start Date (mm/dd/yyyy) 08/01/2013	Completion Date (mm/dd/yyyy) 07/31/2014
Performance Indicator 10 Families Served	Annual Units NA
Local ID 2013-5	Units Upon Completion NA

Funding Sources:

CDBG	6,204
ESG	
HOME	
HOPWA	
Total Formula	6,204
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	6,204

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Longview

Priority Need
Housing Homeownership – Small Related Household

Project Title
CAP Homeownership – 4570 Windemere St

Description

Construct one new single-family home with 3-bedrooms, 1-1/2 baths with garage on an existing vacant lot for affordable home ownership. The family must be below 80% median income for Cowlitz County, meet credit requirements, and be able to obtain a bank mortgage.

Lower Columbia Community Action Program \$144,000

1 Family at or below 80% Median Income

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area

4570 Windemere St., Longview

Objective Number DH-1.5	Project ID 3- Longview
HUD Matrix Code 12	CDBG Citation 570.201(m)
Type of Recipient Non-Profit	CDBG National Objective L/M Housing
Start Date (mm/dd/yyyy) 04/01/2014	Completion Date (mm/dd/yyyy) 03/01/2015
Performance Indicator House Built and Sold	Annual Units 1
Local ID 2013-7	Units Upon Completion 1

Funding Sources:

CDBG
ESG
HOME	139,006.88
HOPWA
Total Formula	139,006.88
Prior Year Funds	4,993.12
Assisted Housing
PHA
Other Funding
Total	144,000

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Longview

Priority Need
Non-Homeless Special Needs – Developmentally Disabled

Project Title
Foundation for the Challenged Home

Description
Purchase and rehabilitate a residential property for rental occupancy for persons with disabilities. The property will contain 4-bedrooms in either a single-family home or duplex. Case management is provided by Life Works funded by WA Division of Developmental Disabilities.

Life Works sponsored through Foundation for the Challenged \$45,000

4 persons at 30% or below median income.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area

City Limits of Longview – Address to be selected

Objective Number DH-3.4	Project ID 3-Longview	Funding Sources: CDBG ESG HOME HOPWA Total Formula Prior Year Funds 45,000 Assisted Housing PHA Other Funding 353,225 Total 398,255
HUD Matrix Code 14G	CDBG Citation 570.202	
Type of Recipient Non-Profit	CDBG National Objective L/M Housing	
Start Date (mm/dd/yyyy) 01/15/2014	Completion Date (mm/dd/yyyy) 8/31/2014	
Performance Indicator Home Rehab & Rented	Annual Units 1	
Local ID 2013-8	Units Upon Completion 1	

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Longview

Priority Need
Non-Homeless Special Needs – Victims of Domestic Violence

Project Title
Tenant Based Rental Assistance for Survivors of Domestic Violence

Description
Provide transitional housing rental assistance for 10 participants for 12 months who are referred from the Emergency Support Shelter and receiving supportive services. Other funding is for supportive services.
Longview Housing Authority \$62,040

10 Families at 30% or Below Median Income

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area
820 11th Ave., Longview – Longview Housing Authority

Objective Number DH-2.3	Project ID 3-Longview	Funding Sources: CDBG ESG HOME HOPWA Total Formula Prior Year Funds 62,040 Assisted Housing PHA Other Funding 29,404 Total 91,444
HUD Matrix Code 05S	CDBG Citation 570.204	
Type of Recipient Housing Authority	CDBG National Objective L/M Limited Clientele	
Start Date (mm/dd/yyyy) 08/01/2013	Completion Date (mm/dd/yyyy) 7/31/2015	
Performance Indicator 10 families served	Annual Units 10	
Local ID 2013-9	Units Upon Completion 10 TBRA Vouchers	

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Longview

Priority Need
Housing Homeownership – Small Related Household

Project Title
Cowlitz Cottages

Description
Construct 8 cottages for self-help homeownership (900-1200 sq. ft.) with parking located at 1124 N. Pacific Avenue, Kelso, formally the Terry Salvage Yard.
Lower Columbia Community Action Program \$50,443.32 2013 CHDO will be used for this project in addition to this funding. See CHDO Table 3C

8 Families at or below 80% Median Income

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area
1124 N. Pacific Ave., Kelso

Objective Number DH-1.5	Project ID 4-Kelso
HUD Matrix Code 12	CDBG Citation 570.201(m)
Type of Recipient Non-Profit	CDBG National Objective L/M Housing
Start Date (mm/dd/yyyy) 06/01/2014	Completion Date (mm/dd/yyyy) 06/01/2015
Performance Indicator Constructed and Sold	Annual Units 8
Local ID 2013-10	Units Upon Completion 8

Funding Sources:

CDBG
ESG
HOME	46,335.63
HOPWA
Total Formula	46,335.63
Prior Year Funds	4,107.69
Assisted Housing
PHA
Other Funding	1,221,447
Total	1,271,890.32

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Kelso

Priority Need
Non-Homeless Special Needs – Developmentally Disabled

Project Title
Foundation for the Challenged Home

Description
Purchase and rehabilitate a residential property for rental occupancy for persons with disabilities. The property will contain 4-bedrooms in either a single-family home or duplex. Case management is provided by Life Works funded by WA Division of Developmental Disabilities.

Life Works sponsored through Foundation for the Challenged \$45,000

4 persons at 30% or below median income.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area

City Limits of Kelso – Address to be selected

Objective Number DH-3.4	Project ID 4-Kelso
HUD Matrix Code 14G	CDBG Citation 570.202
Type of Recipient Non-Profit	CDBG National Objective L/M Housing
Start Date (mm/dd/yyyy) 01/15/2014	Completion Date (mm/dd/yyyy) 8/31/2014
Performance Indicator Home Rehab & Rented	Annual Units 1
Local ID 2013-11	Units Upon Completion 1

Funding Sources:

CDBG
ESG
HOME
HOPWA
Total Formula
Prior Year Funds	45,000
Assisted Housing
PHA
Other Funding	353,225
Total	398,255

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Longview & City of Kelso

Priority Need
CHDO Support

Project Title
CHDO 5% Operating Costs

Description

To support the Consortium's Community Housing Development Organization (CHDO) Lower Columbia Community Action Program (Housing and Energy Division) operating and capacity building costs including salaries and benefits, training, department pro-rated cost allocations (rent, phone, etc.), equipment, materials, supplies and tools. The amount will be 5% of the 2013 HOME allocation.

Lower Columbia Community Action Program \$13,238.75

Approved by Consortium Partners (Longview and Kelso City Councils)

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area

1526 Commerce Ave, Longview – Lower Columbia Community Action Program

Objective Number NA	Project ID 1-Longview	Funding Sources: CDBG ESG HOME 13,238.75 HOPWA Total Formula 13,238.75 Prior Year Funds Assisted Housing PHA Other Funding Total 13,238.75
HUD Matrix Code 21I	CDBG Citation NA	
Type of Recipient Non-Profit	CDBG National Objective NA	
Start Date (mm/dd/yyyy) 08/01/2013	Completion Date (mm/dd/yyyy) 07/31/2014	
Performance Indicator Expenses Submitted	Annual Units NA	
Local ID 2013-12	Units Upon Completion NA	

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Longview

**Priority Need
CHDO Funding**

**Project Title
Cowlitz Cottages**

Description

The Consortium designates 15% of its HOME grant to Lower Columbia Community Action Program, its sole CHDO. \$39,716.25

Lower Columbia Community Action Program, acting as the developer, will use its 2013 CHDO allocation of for the Cowlitz Cottages project in the City of Kelso as described in Table 3C Local ID 2013-10. The CHDO amount is in addition to the 2013 entitlement funding which together will be designated as a CHDO project through its contract.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area

1124 N. Pacific Ave., Kelso

Objective Number DH-1.5	Project ID 4-Kelso
HUD Matrix Code 12	CDBG Citation 570.201(m)
Type of Recipient Non-Profit	CDBG National Objective L/M Housing
Start Date (mm/dd/yyyy) 06/01/2014	Completion Date (mm/dd/yyyy) 06/01/2015
Performance Indicator Constructed and Sold	Annual Units 8
Local ID 2013-13	Units Upon Completion 8

Funding Sources:

CDBG
ESG
HOME	39,716.25
HOPWA
Total Formula	39,716.25
Prior Year Funds
Assisted Housing
PHA
Other Funding
Total	39,716.25

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name Longview-Kelso Consortium

**Priority Need
Program Administration**

**Project Title
HOME Administration**

Description
Provide staff salaries, related costs (citizen participation, public display advertisements, legal ads, fair housing, environmental reviews, report preparation) and for preparing budgets and schedules, coordination, project management, project monitoring and evaluation, and overall administration and management of the HOME program for the Longview-Kelso Consortium.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area
Longview City Hall, 1525 Broadway, Longview WA

Objective Number NA	Project ID 2 - Admin
HUD Matrix Code 21A	CDBG Citation 570.206
Type of Recipient Local Gov't	CDBG National Objective NA
Start Date (mm/dd/yyyy) 08-01-2013	Completion Date (mm/dd/yyyy) 07-31-2014
Performance Indicator 2013 CAPER Submitted	Annual Units NA
Local ID 2013-14	Units Upon Completion NA

Funding Sources:

CDBG
ESG
HOME	26,477.50
HOPWA
Total Formula	26,477.50
Prior Year Funds
Assisted Housing
PHA
Other Funding	21,000
Total	47,477.50

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Longview

**Priority Need
Program Administration**

**Project Title
CDBG Administration**

Description
Provide staff salaries, related costs (citizen participation, public display advertisements, legal ads, fair housing, environmental reviews, report preparation) and for preparing budgets and schedules, coordination, project management, project monitoring and evaluation, and overall administration and management of the CDBG program for the City of Longview.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area
Longview City Hall, 1525 Broadway, Longview WA

Objective Number NA	Project ID 2 - Admin
HUD Matrix Code 21A	CDBG Citation 570.206
Type of Recipient Local Gov't	CDBG National Objective NA
Start Date (mm/dd/yyyy) 08-01-2013	Completion Date (mm/dd/yyyy) 07-31-2014
Performance Indicator 2013 CAPER Submitted	Annual Units NA
Local ID 2013-15	Units Upon Completion NA

Funding Sources:

CDBG	38,550.40
ESG	
HOME	
HOPWA	
Total Formula	38,550.40
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	12,150.00
Total	50,700.40

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

CDBG "Other Funding" Breakdown by Project

<i>Project Number</i>	<i>Project Name</i>	<i>Grantee</i>	<i>Private</i>	<i>State</i>	<i>Federal</i>	<i>Total Project</i>
2013-1	Archie Anderson Park Basketball Court Lighting	2,500				\$2,500
2013-2	Highlands Community Center Project Phase 1		51,466			\$51,466
2013-3	Renovating Community House		16,324			\$16,324
2013-4	Help Warehouse		30,000	26,000.00	118,830	\$174,830
2013-5	TBRA Services and Management					\$0
2013-6	2014-2018 Consolidated Plan					\$0
						\$0
						\$0
						\$0
Total All Sources		\$2,500	\$97,790	\$26,000	\$118,830	\$245,120
			\$245,120			

HOME "Other Funding" Breakdown by Project

<i>Project Number</i>	<i>Project Name</i>	<i>Grantee</i>	<i>Private</i>	<i>State</i>	<i>Federal</i>	<i>Total Project</i>
2013-7	4570 Windemere St. Home Ownership					\$0
2013-8	Foundation for the Challenged Home - Longview		3,000	350,255		\$353,255
2013-9	TBRA for Domestic Violence Survivors		29,404			\$29,404
2013-10	Cowlitz Cottages	122,075	659,620	215,831	223,921	\$1,221,447
2013-11	Foundation for the Challenged Home - Kelso		3,000	350,255		\$353,255
						\$0
Total All Sources		\$122,075	\$695,024	\$916,341	\$223,921	\$1,957,361
			\$1,957,361			

**City of Longview CDBG Entitlement Funding
2013**

CDBG Federal Allocation		\$317,752.00
CDBG Administration - 15%		47,662.80
CDBG Admin/Planning Activities		15,887.60
Base Amount - up to 5%	\$15,887.60	
Public Service Set-Aside - up to 15%		47,662.80
Entitlement Available		\$227,100.14
Base Entitlement	\$206,538.80	
Unobligated (includes deobligations)	20,561.34	
Deobligated		
# 84 Foreclosure Avoidance Counsel.	\$6,551.19	
#116 Highlands Trail 2009-2011	\$1.49	
#137 Help Warehouse 2011	\$2,523.55	
#138 Veterans' Service Center Plan	\$0.60	

**2013 Community Development Block Grant (CDBG)
Project Allocation Matrix
(Public Hearing March 28, 2013)**

	Available:	Requested Funding	Approved Funding	Unobligated
Main Entitlement Projects	\$ 227,100.14			
AA Park Baseketball Lighting		90,000.00	91,589.81	
Highlands Comm Ctr Phase 1		99,000.00	98,948.99	
Renovating Community House		16,000.00	16,000.00	

<i>Funding Available for Main Entitlement</i>		<i>22,100.14</i>		
Total	\$	\$ 227,100.14	\$ 206,538.80	\$ 20,561.34

	Available:	Requested Funding	Approved Funding	Unobligated
Public Service Projects	\$ 47,662.80			
Help Warehouse		\$ 41,387.00	\$ 41,458.80	
Self-Help Plus Legal Aid		\$ 5,600.00		
TBRA Services and Mgt for Dom Viol		\$ 6,204.00	\$ 6,204.00	

<i>Funding Available</i>		<i>(5,528.20)</i>		
Total	\$	\$ 47,662.80	\$ 47,662.80	\$ -

	Available:	Requested Funding	Approved Funding*	Available for Admin
Planning Projects	\$ 15,887.60			
2014-2018 Consolidated Plan		\$ 13,799.00	\$ 15,887.60	

<i>Funding Available for Admin/Plan</i>		<i>2,088.60</i>		
Total	\$	\$ 15,887.60	\$ 15,887.60	\$ -

**Longview-Kelso Consortium HOME Entitlement Funding
2013**

2013

HOME Federal Allocation		\$	264,775.00
Consortium Administration			26,477.50
Consortium Admin 10%	26,477.50		
CHDO Set-Aside 15%			39,716.25
CHDO Operating Funds 5%			13,238.75
Longview Program Allocation			289,574.03
Base Allocation 75%	\$	139,006.88	
Rollover from 2012		111,873.30	
Deobligated:			
#102 LV Drug Ct		4,711.00	
#106 SHARE		28,815.85	
#123 LV TBRA		5,167.00	
Kelso Program Allocation			95,443.32
Base Allocation 25%	\$	46,335.63	
Rollover from 2012		49,087.69	
Deobligated			
#118 KL Drug Court		20.00	

Longview Projects 2013

(Public Hearing - April 25, 2013)

	Available:	Requested	Approved	Unobligated
	\$ 289,574.03			\$ -
CAP Homeownership - 4570 Windermere		\$ 144,000.00	144,000.00	
Foundation for the Challenged Home		45,000.00	45,000.00	
Domestic Violence TBRA		62,040.00	62,040.00	
Total		\$ 251,040.00	\$ 251,040.00	\$ 38,534.03

Kelso Projects 2013

(Public Hearing - April 16, 2013)

CAP Self-Help Kelso Cottages
Foundation for the Challenged Home

	Available:	Requested	Approved	Unobligated
	\$ 95,443.32			\$ -
CAP Self-Help Kelso Cottages		48,473.00	\$ 50,443.32	\$ -
Foundation for the Challenged Home		45,000.00	45,000.00	
Total		\$ 93,473.00	\$ 95,443.32	\$ (0.01)

**Longview–Kelso HOME Consortium &
Longview Community Development Block Grant Program**

**Invites You to Review our
Draft 2013 Annual Action Plan**

**Public Review and Comment Period
May 14 - June 12, 2013**

What is the HOME/CDBG Annual Plan?

This document is required in order to plan housing, community facilities, public facilities, economic development projects, and public services and priorities for Program Year 2013 (August 1, 2013 –July 31, 2014.) It is estimated that \$275,981 will be available for Longview Community Development Block Grant and \$236,620 will be available to the Longview–Kelso Consortium for HOME Program. The City of Longview is the lead agency and awaiting the 2013 HUD allocation determination. Both programs are funded by the Federal Department of Housing and Urban Development (HUD).

2013 CDBG Annual Plan Projects – Selected by the Longview City Council

Main Entitlement

- **Archie Anderson Park Basketball Court Lighting** – Replace two wooden light poles with four steel light poles and two energy-efficient lights on each pole for evening play. City of Longview Parks and Recreation Dept. **\$85,000**
- **Highlands Community Center Project Phase 1**– Rehabilitate a single-family home into a community center for the Highlands neighborhood located at 292 21st Ave. (corner of Alabama St.) Highlands Neighborhood Association **\$98,948**
- **Renovating Community House** – Replace 37 windows at the Community House on Broadway homeless shelter and convert space on the first floor for handicapped residents. Other funding for 30 windows will complete the project. Community House on Broadway **\$16,000**

Public Service

- **Help Warehouse** – Collect and distribute food to eight area food banks and provide emergency food boxes and home delivery to low-income City of Longview residents. Lower Columbia Community Action Program **\$35,193**
- **Tenant Based Rental Assistance Services & Management** – Provide housing services and management for victims of domestic violence for tenant based rental assistance funded under the HOME program. 10 families are planned to be served through the HOME allocation. Longview Housing Authority **\$6,204**

Planning

- **2014-2018 Consolidated Plan** – This 5-year community-based plan will provide an update of U.S. Census data, identify neighborhood needs and strategies to serve low/moderate income persons, and list program priorities for the HOME Program and Community Development Block Grant Program. A consultant will be hired to prepare the plan using HUD's new electronic submission requirement. The plan is required by the Department of Housing and Urban Development for continued City of Longview HOME and CDBG Entitlement funding. City of Longview **\$13,799 with additional CDBG Admin**

2013 HOME Annual Plan Projects – Selected by the Longview or Kelso City Council

Longview

- **CAP Homeownership – 4570 Windemere St.** – Construct one new single-family home with 3-bedrooms, 1-1/2 baths with garage on an existing vacant lot for affordable home ownership. The family must be below 80% median income for Cowlitz County, meet credit requirements, and be able to obtain a bank mortgage. Lower Columbia Community Action Program **\$144,000**
- **Foundation for the Challenged Home** – Purchase and rehabilitate a residential property for rental occupancy for persons with disabilities. The property will contain 4-bedrooms in either a single-family home or duplex. Case management is provided by Life Works funded by WA

Division of Developmental Disabilities. Life Works sponsored through Foundation for the Challenged **\$45,000**

- **Tenant Based Rental Assistance for Survivors of Domestic Violence** - Provide transitional housing rental assistance for 10 participants for 12 months who are referred from the Emergency Support Shelter and receiving supportive services. Longview Housing Authority **\$62,040**

Kelso

- **Cowlitz Cottages**— Construct 8 cottages for self-help homeownership (900-1200 sq. ft.) with parking located at 1124 N. Pacific Avenue, Kelso, formally the Terry Salvage Yard. Lower Columbia Community Action Program **\$48,473**
- **Foundation for the Challenged Home** – Purchase and rehabilitate a residential property for rental occupancy for persons with disabilities. The property will contain 4-bedrooms in either a single-family home or duplex. Case management is provided by Life Works funded by WA Division of Developmental Disabilities. Life Works sponsored through Foundation for the Challenged **\$45,000**

Community Housing Development Organization (CHDO)

Lower Columbia Community Action Program (CAP) (Amounts are estimated)

\$35,493 15% Set-Aside of HOME Grant to develop, sponsor, or own low-income housing projects. The Cowlitz Cottages project was selected by CAP to use 2013 partial CHDO funding.

\$11,831 5% Set-Aside of HOME Grant for Housing and Energy Dept. Operating Costs.

Who benefits from the Plan?

The CDBG and HOME programs must principally benefit low and moderate income individuals under 80% of the Cowlitz County Median Income based upon family size as published by HUD annually, and the CDBG Program may also prevent or eliminate slums or blight, benefit low-income neighborhoods, and be used for economic development.

Where is the plan?

The 2013 HOME and CDBG Annual Plan is available for review at the following locations beginning May 14th:

- City of Longview Community Development Department, 1525 Broadway, Longview;
- Longview Public Library Reference Desk, 1600 Louisiana St., Longview;
- Longview Housing Authority, 820 11th Ave., Longview
- City of Kelso, City Manager's Office, 203 S. Pacific, Suite 217, Kelso;
- Kelso Public Library, Three Rivers Mall, Kelso;
- Kelso Housing Authority, 1415 S. 10th Ave., Kelso;
- Lower Columbia Community Action Program, 1526 Commerce Ave., Longview.
- **On the web:** <http://www.mylongview.com/communitydev/cdbg.html>

All comments must be received by June 12, 2013.

Complete Project Designs are available for review on HOME or CDBG website through <http://www.mylongview.com/communitydev/index.html> and at the Longview Community Development Department. Please direct all comments to Julie Hourcle', Community Development, Longview City Hall, PO Box 128/1525 Broadway, Longview, Washington, 98632-7080. E-mail: julie.hourcle@mylongview.com. For information call Longview Community Development at 442.5081.



CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

- This certification does not apply.
 This certification is applicable.

NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted --
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

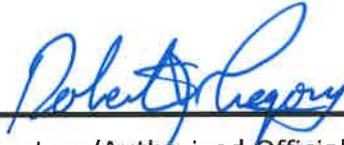
Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



June 13, 2013

Signature/Authorized Official

Date

Robert J. Gregory

Name

City Manager

Title

1525 Broadway/PO Box 128

Address

Longview, WA 98632

City/State/Zip

360.442.5004

Telephone Number

- This certification does not apply.
 This certification is applicable.

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2013, 2014, 2015, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Jurisdiction

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.



Signature/Authorized Official

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 This certification is applicable.

**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.
 This certification is applicable.

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;



Signature/Authorized Official

June 13, 2013

Date

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- This certification does not apply.
 This certification is applicable.

HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.**
 This certification is applicable.

ESG Certifications

I, _____, Chief Executive Officer of Jurisdiction, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

<input type="checkbox"/> This certification does not apply. <input checked="" type="checkbox"/> This certification is applicable.
--

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
Longview City Hall	1525 Broadway	Longview	Cowlitz	WA	98632
Parks & Recreation Dept.	2920 Douglas St.	Longview	Cowlitz	WA	98632
Longview Senior Center	1111 Commerce Ave.	Longview	Cowlitz	WA	98632
Archie Anderson Park	274 22 nd Ave.	Longview	Cowlitz	WA	98632

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal

Jurisdiction

criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan



Signature/Authorized Official

June 13, 2013

Date

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