



**City of Bellevue
Community Development Block Grant
2022 Consolidated Annual Performance
& Evaluation Report
(CAPER)**

CR-05 - Goals and Outcomes

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

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

The Consolidated Annual Performance and Evaluation Report (CAPER) informs the U.S. Department of Housing and Urban Development (HUD) and the community of the activities and accomplishments resulting from the investment of Community Development Block Grant (CDBG) and other resources for the period of January 1, 2022 to December 31, 2022. In 2022, HUD allocated \$807,721 in CDBG entitlement funds to the City of Bellevue. The City also allocated over \$11,000,000 in additional federal and local human services funds to use in conjunction with CDBG funds to provide a wide range of human services to Bellevue residents.

The City's 2022 entitlement funds and program income (resulting from major home repair loan paybacks) were used to accomplish the following activities under the Enhance Community & Economic Development Goal:

- Jewish Family Service Refugee & Immigrant Service Centers provided employment training, job placement, legal services, and ESL services for 226 refugee and immigrant clients.

2022 CDBG funds and program income were also used for the following activities under the Preserve & Improve Access to Affordable Housing Goal:

- King County Housing Authority provided life safety repairs for 20 households under the Major Home Repair program.
- Sound Generations provided minor home repairs to 16 households under the Minor Home Repair program.

The City also amended its 2019 Annual Action Plan to add \$897,623 in CDBG-CV3 funds to allocate to public service projects that prevent, prepare for, or respond to the coronavirus to take advantage of the public service cap waiver. The following CDBG-CV3 public service activities were carried out in 2022:

- Congregations for the Homeless Behavioral Health Program assisted 138 residents.
- Congregations for the Homeless Food Assistance served 157 residents.
- Hopelink Rental Assistance Program assisted 138 residents.

- YMCA of Greater Seattle Food Box Delivery Program assisted 330 residents.
- YMCA of Greater Seattle Rental Assistance Program assisted 49 residents.
- India Association of Western Washington Behavior Health Program assisted 18 residents.
- India Association of Western Washington Rental Assistance Program assisted 9 residents.

CDBG-CV-3 public service activities will continue in 2023 until the funds are spent down.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Enhance Community & Economic Development	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$321834 / General Fund: \$60169	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	875	851	97.26%	175	226	129.14%
Enhance Community & Economic Development	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$321834 / General Fund: \$60169	Businesses assisted	Businesses Assisted	125	73	58.40%	40	0	0.00%

Preserve & Improve Access to Affordable Housing	Affordable Housing Homeless	CDBG: \$544100 / General Fund: \$0	Rental units constructed	Household Housing Unit	10	0	0.00%			
Preserve & Improve Access to Affordable Housing	Affordable Housing Homeless	CDBG: \$544100 / General Fund: \$0	Homeowner Housing Rehabilitated	Household Housing Unit	300	112	37.33%	47	36	76.60%
Provide Shelter & Services for Homeless	Homeless		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	295	295.00%			
Provide Shelter & Services for Homeless	Homeless		Homeless Person Overnight Shelter	Persons Assisted	300	0	0.00%			

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

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

Jewish Family Service provided services throughout 2022 both virtually and in-person and were able to exceed their goal to Enhance Community and Economic Development for the program year. The microenterprise assistance activity for Seattle Business Education HUB was cancelled during 2022 after it was determined that they were not meeting the national objective to serve low- and moderate-income clientele (LMC).

Both the Major and Minor Home Repair programs were affected by continued restrictions in response to the coronavirus, and the inflated costs of construction materials as well as lack of contractor availability. However, 76.6% of the target was achieved for the goal to Preserve and

Improve Access to Affordable Housing.

The CDBG-CV3 projects have increased their delivery of services providing emergency subsistence payments to prevent, prepare for, or respond to the coronavirus throughout 2022 and the remaining balance of the funds, \$135,213.63, and services will continue until spent down in 2023. There is a continuance of need for public service projects that prevent, prepare for, or respond to the coronavirus. 295 people experiencing homelessness received behavioral health and food assistance services with CV-3 funding in 2022 from Congregations of the Homeless.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG
White	521
Black or African American	256
Asian	160
American Indian or American Native	12
Native Hawaiian or Other Pacific Islander	10
Total	959
Hispanic	128
Not Hispanic	831

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

Narrative

The table above shows that 47.3% of residents served were non-White.

The table does not capture the number of female-headed households served or the number of disabled persons served. The major and minor home repair program served a total of 22 female-headed households and a total of nine households with a disabled household member were served. Information for female head of household and disabled persons were collected for housing rehabilitation activities, but were not collected for public service and COVID CV-3 activities.

295 people experiencing homelessness were provided with behavioral health services and food assistance in 2023.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,162,781	853,074
General Fund	public - local	4,737,107	4,649,868

Table 3 - Resources Made Available

Narrative

The CDBG resources made available in Table 3 include the \$807,721 in entitlement funds and \$355,060 in program income.

Bellevue also made available the remaining CDBG-CV3 2021 unspent funds for rental assistance, food assistance, and behavioral health services activities totaling \$677,945 in response to the coronavirus. The majority of the remaining funds were allocated in 2022 as follows:

Rental Assistance: \$417,526

Food Assistance: \$151,799

Behavioral Health: \$108,620

An adjustment was made to line 07 of the PR26 for \$51,035.03 in program income that was received after the 2022 program year. The receipt number is 5396620-001 dated 02/24/2023.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City of Bellevue does not distribute CDBG funds based on geographic location, but rather throughout the City as a whole to benefit low- and moderate-income households.

Leveraging

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

The City leverages its CDBG dollars with other available dollars. In 2022, approximately 11 million was spent on a variety of housing and human services needs. The City's CDBG and general fund dollars make up only a small portion of a human services agency's budget. The balance is comprised of state, other local governments, foundations, and private donations. All of these funds leverage CDBG dollars.

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	196
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	47	36
Number of households supported through Acquisition of Existing Units	0	0
Total	47	232

Table 6 – Number of Households Supported

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

There is not a goal for rental assistance in the 2022 Annual Action Plan. The 196 actual number comes from CDBG-CV3 activities. The 2019 Annual Action Plan was amended to add the CDBG-CV3 projects; therefore, these activities do not correspond to a goal in the 2022 Annual Action Plan.

Discuss how these outcomes will impact future annual action plans.

The majority of rental assistance through CV-3 funds were spent in 2022, the remaining funds will be spent in 2023. Additional accomplishments for the rental assistance projects addressing the coronavirus will be added to the 2023 program year accomplishments in the 2023 CAPER.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	556	0
Low-income	103	0
Moderate-income	53	0
Total	712	0

Table 7 – Number of Households Served

Narrative Information

All of Bellevue’s CDBG projects serve persons and households that are at or below 80% AMI. The numbers in the table above do not include those presumed low- and moderate-income who are experiencing homelessness because income information is not collected by family size for clients who are presumed low- and moderate-income.

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

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

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

Bellevue employs a Homeless Outreach Administrator and Homeless Outreach Program Manager who works with local providers, community members and the police department to reach unsheltered people and assist them in receiving needed services. In addition, Bellevue contracts with a local nonprofit agency who also sends out outreach staff to make contact with unsheltered community members in order to provide them with referrals and services. Bellevue also funds day centers for adult men, women, families, and young adults through the general fund.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City funds emergency shelters for homeless single men, single homeless women, and homeless families through general fund dollars. The City funds transitional housing for single homeless women through The Sophia Way, which includes case management. The City also funds a year-round shelter for homeless single men through Congregations for the Homeless that also includes case management services, and for homeless families through Catholic Community Services. The City funds a shelter for homeless youth and young adults through Friends of Youth. CDBG-CV funds were also awarded to homeless shelters to assist with social distancing and other responses to the coronavirus.

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

The City funds the Major and Minor Home Repair programs that help to ensure that seniors and low-income residents can afford to stay in their homes and do not become homeless. The City also funds housing stability programs that provide rent assistance, move in assistance, and other services to avoid homelessness. Food banks and other emergency food programs allow families to spend less of their incomes on food, leaving more for rent. Bellevue funds shelter and housing for youth through Friends of Youth. Bellevue provided over \$600,000 to rental assistance programs using CDBG-CV funds to address the housing crisis caused by COVID-19.

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

The City funds housing for homeless persons that includes case management to help residents move on to permanent housing and avoid a return to homelessness through agencies such as Hopelink, The Sophia Way, and Congregations for the Homeless. Affordable rental housing, including units set aside for people exiting homelessness, are provided by organizations such as Imagine Housing, Hopelink and Congregations for the Homeless. They also provide case management services that are designed to support low-income families and individuals in overcoming barriers to housing stability, accessing local resources, increasing self-sufficiency and improving their quality of life.

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

Actions taken to address the needs of public housing

King County, as HOME consortium lead, is responsible for reporting on Public Housing in their Consolidated Plan and Annual Action Plans. Section AP-60 is not in Bellevue's Annual Action Plan template.

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

King County, as HOME consortium lead, is responsible for reporting on Public Housing in their Consolidated Plan and Annual Action Plans. Section AP-60 is not in Bellevue's Annual Action Plan template. The King County Housing Authority runs all public housing projects in Bellevue.

Actions taken to provide assistance to troubled PHAs

The King County Housing Authority manages all public housing in Bellevue and much of King County and is not considered a troubled PHA.

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

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

In 2017, the City Council adopted the Affordable Housing Strategy, which includes Action C-1 to “increase development potential on suitable land owned by public agencies, faith-based and non-profit housing entities for affordable housing.” In addition, in 2019, the State Legislature established RCW 35A.63.300 which requires cities to provide a density bonus consistent with local needs for any affordable housing development located on property owned by a religious organization.

The City Council initiated work on Affordable Housing Strategy Action C-1 on July 20, 2020. City staff initiated a Comprehensive Plan Amendment to add policy language in the Housing Element that will guide implementation of C-1. This amendment was adopted on December 14, 2020. The first step in implementing C-1 is to develop a Land Use Code Amendment establishing a new density bonus for affordable housing development. This bonus will be available for new, permanent affordable housing developments located on land meeting any of these criteria:

- Owned by a **religious organization** and located in a single family, multifamily or mixed-use residential land use district
- Owned by a **nonprofit organization** and located in a multifamily or mixed-use residential land use district
- Owned by a **public entity** and located in a multifamily or mixed-use residential land use district (not available to the Bellevue Parks Department, Community Development Department, or any public utility)

The bonus will not be available in Downtown, BelRed or Eastgate TOD land use districts, as the code has already established density bonuses for affordable housing in these districts. City staff will continue to work on implementing Strategy Action C-1 in 2023.

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

The City conducts a biennial human services needs update to assess the needs of the community. This assessment was undertaken in 2021, with the resulting 2021-2022 Human Services Needs Update published in early 2022. Emphasis was placed on determining underserved needs and discovering gaps in services. Specific populations that were addressed are older adults, people with disabilities, refugees & immigrants, school-aged children and youth and veterans. The Human Services Commission uses the needs update to help determine future human services funding and focus areas. Bellevue’s Diversity Advantage Plan has sixty recommendations in six initiative focus areas: cultural competence, economic development, civic engagement, public safety, education, and human services. Staff have worked on

implementing some of these recommendations to assist public and nonprofit service providers in providing culturally competent human services that are easily accessible to all, reaching a variety of underserved populations.

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

The City performs the required lead paint testing and lead hazard remediation as part of its Major Home Repair program. Lead based paint testing is completed on all homes built prior to 1978 by NVL Labs, a EPA certified Lead (Pb) Firm. If lead based paint is discovered lead hazard remediation is provided according to regulations.

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

The City devoted 100% of its CDBG funds to housing and human services programs that benefited low- and moderate-income individuals. This includes poverty-level families. The City also devoted over \$11,000,000 dollars from other sources to human service needs. The majority of these funds went to addressing and preventing homelessness, housing stability, emergency assistance, job training & placement, education, preserving affordable housing, and other similar efforts to bring families out of poverty and to prevent families from falling into poverty.

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

The City participates in A Regional Coalition for Housing (ARCH) to provide affordable housing on the Eastside. The City also continues to work with our public partners, including other cities in North, East, and South King County, the King County Housing Authority, and the King County Regional Homelessness Authority to build networks and structures to address service gaps and priority needs. City staff participates in and supports a variety of community-based coalitions such as the Alliance of Eastside Agencies, the Eastside Homelessness Advisory Committee, the Eastside Human Services Forum, and the Bellevue Network on Aging. This regional cooperation is part of the institutional structure to address community needs.

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

The City partners with the King County Housing Authority on its Major Home Repair program. However, the County itself has jurisdiction over public housing and would be responsible for any coordination with social service agencies.

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

Bellevue partnered with King County and the other HOME Consortium cities in 2019 to draft a new Analysis of Impediments to Fair Housing Choice (AI). The AI was approved by the Human Services Commission. Testing was provided by the group including 65 tests for differential treatment based on protected class status and 15 test for policy violations of fair housing laws. This was used to evaluate the barriers to fair housing choice, affordability, accessibility, and availability. The City plans to provide a Public Education Campaign in 2023 to provide training and resources to tenants and landlords to improve and enhance fair housing within Bellevue.

Fair Housing and Equal Opportunity (FHEO)

The City engaged in fair housing activities and outreach by providing instructions on how to access the City's Housing Repair program in the top 8 languages spoken in the City. City staff became proficient in hosting interpreters at the Human Services Commission meetings. After attending several meetings, a Spanish-speaking resident provided public comment in Spanish at a public hearing.

In 2022 the City created an all-city Title VI Core Team. The Human Services Manager participates both in the all-city core team and the Parks & Community Services department core team.

City staff utilize a language line to communicate with community members and residents to decrease language barriers for those persons with limited English proficiency (LEI).

Broadband access is available to Bellevue residents at Bellevue public libraries, community centers, and City Hall. Access to reduced rates from multiple broadband providers is available to low- and moderate-income residents throughout Bellevue. The City is currently working to adopt a plan to provide free 5G internet service in the Crossroads and Eastgate areas, both areas that are identified to have the largest concentration of low- and moderate-income households.

The City is currently working with King County and other HOME Consortium cities to draft its plan to affirmatively further fair housing.

CR-40 - Monitoring 91.220 and 91.230

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

Agencies will be monitored by the City to assure compliance with all terms and conditions in the contract, and all applicable local, state, and federal laws, regulations, and policies.

- The City (Grantee) requires the Agency (Subrecipient) to appoint a contact person who is responsible for overall administration of CDBG funds and will coordinate with the CDBG administrator to request reimbursements and provide program reports and invoices.
- The names of the contact persons are identified in the scope of work. Reports are due each quarter at a minimum.

DESKTOP MONITORING:

- Electronic and paper files for each subrecipient are maintained in the Administrator's CDBG file system.
- Invoice and reporting forms are provided by the City to the Agency and are kept in the CDBG files upon submittal.
- Agencies complete the invoice with expenditures, supporting documentation, reports, including demographic information that is submitted quarterly.
- Each quarter the agency submits its reimbursement request that includes an invoice, back-up documentation, and required reporting documents. The CDBG Administrator and a Senior Administrative Assistant review the invoice packet to ensure
 - all costs are eligible and in accordance with the budget incorporated in the Scope of Work
 - all expenditures are reviewed to confirm that all costs are reasonable and necessary
 - and that the agency is meeting their contractual goals
- If the reimbursement request is erroneous, the City would issue a statement of correction to the agency.
- City staff are always available to and will offer to provide technical assistance to support the success of the Agency.
- When both the CDBG Administrator and Senior Administrative Assistant have reviewed the packet, the Senior Administrative Assistant submits it to Accounts Payable (AP). Once AP has completed its review, they upload the document into the City's accounting system (JDE). The Human Services Manager completes the final review before approving the invoice for payment.

ONSITE MONITORING:

- Agencies will be monitored in-person within one year of the sub-recipient contract.
- If any deficiencies are discovered, the agency will have 30 days to correct with a follow-up visit as needed.

Citizen Participation Plan 91.105(d); 91.115(d)

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

The City follows its Citizen Participation Plan to ensure that citizens are aware of performance reports. A public notice is published in the paper of record (*The Seattle Times*) giving the public the opportunity to comment on the CAPER report. The CAPER is also published on the City's web site and electronic copies are available from the Human Services Division upon request.

A public notice was published in the Seattle Times on March 8, 2023. Public comment will be received between March 8th and March 23, 2023. No comments were received.

CR-45 - CDBG 91.520(c)

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

There were no changes in the City's program objectives in 2022.

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

No

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

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities		0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.					
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Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

The City had no projects that triggered Section 3 requirements.