

# 2023 Annual Action Plan

*for the City of Vancouver*



CITY OF  
**Vancouver**  
WASHINGTON

Housing • Jobs • Opportunity • Quality of Life

Representing Year 5 of the  
2019-2023 Consolidated Plan

The 2023 Action Plan is presented to you in a format that is prescribed by HUD. Data and narrative are entered into a federal database system called the Integrated Disbursement and Information System (IDIS) and the Action Plan report is then downloaded into a Word format. The Action Plan template in IDIS has a series of prescribed questions that align with the CDBG, HOME, and Consolidated Plan program regulations. The report you are reviewing is the result of that data entry process and is the prescribed and recommended format by HUD. If you have any questions about this format, please don't hesitate to contact Economic Prosperity and Housing. Thank you for your interest and time spent reviewing this report.

*Copies of this document may be accessed online at:*  
[www.cityofvancouver.us/CDBG](http://www.cityofvancouver.us/CDBG)

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| Approved by the City of Vancouver – City Council<br>on May 8, 2023. |
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## Executive Summary

### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

The 2023 City of Vancouver Action Plan covers the final year of the 2019-2023 Consolidated Plan for Housing and Community Development. The Five-Year Consolidated Plan determines community needs, resources, priorities, and proposed activities to be undertaken through funding provided by the Community Development Block Grant (CDBG), the HOME Investment Partnerships (HOME) Programs and other Housing and Urban Development (HUD) programs. The Consolidated Plan is updated annually through Action Plans. Action Plans provide information to the public regarding proposed funding allocation for programs and projects for the upcoming program year.

Program year 2023 marks Vancouver's 21st year as a CDBG entitlement jurisdiction and its 15th year receiving HOME funds. In addition, Vancouver has received other grants from HUD in recent years:

**CDBG-CV:** In response to the 2020 outbreak of COVID-19, the federal government passed the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). The CARES Act provided \$5 billion nationally in supplemental CDBG-CV funding for grants to prevent, prepare for and respond to coronavirus. The City of Vancouver received funds from two tranches of CDBG-CV funding, totaling \$1,896,536. This funding was allocated through an amendment to the 2019 Action Plan to speed up distribution of funds. To date, 100% of these funds have been committed to programs and 80% have been spent.

**HOME-ARP:** Additionally, Vancouver received \$2,496,110 in HOME-ARP funding through the American Rescue Plan. This funding must be used to support people who are homeless, or at risk of becoming homeless. The HOME-ARP plan has been submitted to HUD as an amendment to the 2021 Action Plan and proposes to award all HOME-ARP program funding to supportive service activities. This includes rental assistance, behavioral health services, case management, outreach, employment programs, legal assistance, and other services to assist people with moving into safe and stable housing or maintaining housing if they are at risk of losing it. With the 2023 funding cycle, Vancouver is proposing to award \$634,300 in HOME-ARP to four supportive service programs. Services include street outreach and medicine, rental assistance, and legal services to assist with housing barriers.

**Section 108 Loan:** In 2021, the City applied for a \$4.1 million Section 108 loan to assist with acquisition of the Fourth Plain Commons Community Center located at 2220 Norris Road. Fourth Plain Commons construction is nearly complete and includes a 9,750 square foot Community Center on the ground floor

along with 106 affordable apartments on the upper floors. The Community Center includes a commercial kitchen and business incubator, an open plaza for gatherings, and space for nonprofit organizations to provide services. The Center is scheduled to open in July 2023. Net income generated from the community center will be used to pay the Section 108 loan along with future CDBG entitlement funding as needed.

## **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items, or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis, or the strategic plan.

The City of Vancouver identified the following four goals through the Consolidated Planning process:

- Increase and preserve affordable housing opportunity for low-income households and people who are experiencing homelessness.
- Public Services to reduce poverty, increase stability, and prevent and address homelessness for individuals and families. Where possible, support existing community initiatives and target funding to align with City strategic planning efforts.
- Economic Development to increase economic opportunity by supporting small businesses.
- Public Facilities and Infrastructure- to create and preserve buildings and spaces that serve the public.

## **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The 2023 Action Plan is the final year of the 5-year Consolidated Plan. The table below outlines the progress made under each program goal.

Projected outcomes for 2022 activities are still ongoing. Outcome totals will be reported with the Consolidated Annual Performance Evaluation Report (CAPER) in September 2023.

| Goal                 | Tracked Outcomes                  | 5-Yr Plan Projected comes | 2019 Outcomes | 2020 Outcomes  | 2021 Outcomes  | 2022 Projected Outcomes |
|----------------------|-----------------------------------|---------------------------|---------------|----------------|----------------|-------------------------|
| Affordable Housing   | New rental units                  | 165 units                 | 0 units       | 0 units        | 107 units      | 6 units                 |
|                      | Rental rehab units                | 100 units                 | 0 units       | 25 units       | 0 units        | 0 units                 |
|                      | Homeowner rehab units             | 35 units                  | 9 units       | 13 units       | 5 units        | 10 units                |
|                      | New homeowner units               | 10 units                  | 0 units       | 0 units        | 0 units        | 0 units                 |
|                      | Homebuyer assistance              | 8 units                   | 0 units       | 0 units        | 1 unit         | 4 units                 |
|                      | Rental assistance                 | 250 HH                    | 45 HH         | 49 HH          | 48 HH          | 95 HH                   |
| Public Services      | Low/moderate income people served | 29,715 people             | 5,028 people  | 1,952 people   | 1,282 people   | 1,219 people            |
| Economic Development | Businesses assisted               | 150 businesses            | 50 businesses | 323 businesses | 107 businesses | 255 businesses          |
| Public Facilities    | Low/moderate income people served | 21,375 people             | 144 people    | 0 people       | 0 people       | 2,158 people            |

## Goals and Outcomes

### 4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Vancouver follows a detailed citizen participation plan. All citizens are encouraged to participate in the Action Plan development and review process including people with low to moderate income, underserved and non-English-speaking persons, people with disabilities or HIV/AIDS, homeless service agencies, and residents of public and assisted housing developments.

The 2023 application cycle began in October 2022 with an online publication of the “Notice of Funding Availability.” The notice outlined the available funding for the CDBG and HOME programs and invited interested parties to attend an informational workshop. The notice of available funding, funding application guide, 5-year Consolidated Plan, and Citizen Participation Plan were posted for reference on the City of Vancouver website. The City also issued a general press release that distributes to various media outlets and formats in the Vancouver-Portland area.

The Action Plan was advertised in The Columbian newspaper 30 days prior to the date of the public hearing, posted on the website, made available at City Hall and public libraries, and distributed via e-mail to service providers across many disciplines to encourage comments on the proposed allocation funding.

The notice included:

- Anticipated amount of assistance (including grant fund, prior year funds and program income)

- Range of activities that may be undertaken
- Estimated amount that will benefit low- and moderate-income persons
- Summary of the contents and purpose of the Action Plan
- List of locations where copies of the proposed plan may be reviewed

A public hearing notice and request for comment was published in the Columbian newspaper on April 7, 2023. The draft Action Plan and request for comment was also posted on the city's website and published through social media. Physical copies of the plan were placed in City Hall and Vancouver Public Library. The request for comments expired on May 8, 2023.

Prior to the City Council meeting, City Council received a memo that outlined the expected funding and proposed awards in the Action Plan. This memo included information about each project recommended for funding. A City Council public hearing was conducted May 8, 2023. The City Council Meeting and public hearing, along with minutes, can be viewed here at [City Council Meeting Agendas and Minutes | City of Vancouver, Washington, USA](#).

## **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Written comment was received from Thrive to Survive and is included in the appendices attached to this report.

Francisco Bueno, Executive Director for the Boys and Girls Club of Southwest Washington, presented comment during the public hearing. Mr. Bueno stated his thanks for the continued CDBG funding that is provided to assist with the Youth Violence Prevention Program at the Boys and Girls Club. "This support...is allowing us to serve more kids, not only in this prevention piece, but also in intervention."

Katie Ulrich, the Homeownership Program Director with Proud Ground, also provided comment during the public hearing. Ms. Ulrich stated "We've been fortunate to be able to serve the City of Vancouver over the years and... wanted to say thank you for the past support and for the consideration to continue to fund our program. It makes such a difference in a family's life!"

Clarification was additionally made by Samantha Whitley to XChange regarding the allocation of HOME – ARP funding of projects not included in this Action Plan but approved during a previous Board Action.

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

Posts were made to Facebook, Twitter and Instagram and comments received were political in nature and not related to the Action Plan.

## **7. Summary**

This 2023 Action Plan provides a detailed list and description of the activities which will be conducted with CDBG and HOME funding in the City of Vancouver for the 2023 program year, July 1, 2023, through June 30, 2024. All funding will be utilized to implement strategies and goals in the City's 2019-2023 Five-Year Consolidated Plan.

## PR-05 Lead & Responsible Agencies – 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| Agency Role        | Name      | Department/Agency               |
|--------------------|-----------|---------------------------------|
|                    |           |                                 |
| CDBG Administrator | VANCOUVER | Economic Prosperity and Housing |
| HOME Administrator | VANCOUVER | Economic Prosperity and Housing |

**Table 1 – Responsible Agencies**

### Narrative (optional)

The City of Vancouver is responsible for administration of CDBG and HOME programs in compliance with the HUD regulations and has responsibility for the final allocation of funds for program activities. The CDBG and HOME funds received from HUD are intended to benefit individuals, households, and businesses with low to moderate income.

### Consolidated Plan Public Contact Information

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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies (91.215(l))**

The City of Vancouver enhances coordination of public, private, and non-profit housing providers, human service agencies, and social service providers through the following actions:

- Appointing the commissioners for the Vancouver Housing Authority Board (PHA).
- Continuing to work with regional jurisdictions including Clark County and the Vancouver Housing Authority to prioritize housing needs, provide services, and maximize the use of federal, state, and local funds for affordable housing, community development, and related services.
- Continuing to participate in coordinated efforts for shelter and services assisting homeless individuals and families.
- Attendance by City Council members on the Council for the Homeless Board and local Clark County Community Action Advisory Board.
- The City and County created a Joint Executive Board on Homelessness to support the county's more involved leadership role in addressing homelessness. The city's role is to support the county in providing those services. The city can ensure the places frequented by residents experiencing homelessness are as safe and healthy as possible.
- Participation by City staff on the committees that provide direction for the Clark County Homeless Action Plan and other planning initiatives.
- Participation by City staff in local service provider coalition meetings and workgroups.
- Consultation with the Washington State Housing Commission.
- Participation on Washington State Department of Commerce Policy Advisory Team
- Hosting and facilitating homelessness workgroups.
- Creation of city-operated Safe Stay temporary shelter communities in partnership with local service providers.
- Administrator for Vancouver Affordable Housing Fund.
- Administrator for Multi-family Tax Exemption projects.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

City of Vancouver staff participates with the Council for the Homeless and area service providers to enhance the community's comprehensive Continuum of Care system to end homelessness. This partnership, known as the Coalition of Service Providers, includes the collaborative efforts of more than

40 community groups, faith communities, government agencies and homeless service providers. The coalition meets regularly to discuss community issues related to homelessness, best practices, and opportunities for collaboration. Staff attends bi-monthly coalition meetings and participates in subgroups dedicated to improving data management, youth access, homelessness prevention, and assessment coordination and updating the Clark County Homeless Action Plan. City staff members are also represented on the Coalition's decision-making body (the CoC Steering Committee).

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

City of Vancouver staff members serve on our local Continuum of Care's decision-making body (CoC Steering Committee). The CoC Steering Committee meets every month and has primary responsibility for ensuring that Homeless Management Information System (HMIS) is fully funded with appropriate policies and procedures. The CoC Steering Committee also works closely with Clark County (ESG recipient) to allocate funds and monitor outcomes. In addition, a Vancouver City Council member serves on the Clark County Community Action Advisory Board which makes allocation decisions for ESG, and other local funds dedicated to serve people who are homeless.

**2. Describe Agencies, groups, organizations, and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

|   |  |   |
|---|--|---|
| 1 | <b>Agency/Group/Organization</b>   | VANCOUVER HOUSING AUTHORITY   |
|   | <b>Agency/Group/Organization Type</b>  | PHA   |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Public Housing Needs  |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Due to COVID-19 meeting restrictions this year consultations were conducted through electronic communication.   |
| 2 | <b>Agency/Group/Organization</b>   | Clark County Coalition of Service Providers   |
|   | <b>Agency/Group/Organization Type</b>  | Housing<br>Services - Housing<br>Services-Elderly Persons<br>Services-Persons with Disabilities<br>Services-Victims of Domestic Violence<br>Services-homeless<br>Services-Health<br>Services-Employment<br>Service-Fair Housing<br>Other government - County<br>Regional organization |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Needs - Unaccompanied youth<br>Homelessness Strategy<br>Anti-poverty Strategy  |

|   |  |  |
|---|--|--|
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Organization of approximately 40 social service providers. Consultation occurred through virtual meetings during Covid-19 restrictions   |
| 3 | <b>Agency/Group/Organization</b>   | CLARK COUNTY DEPARTMENT OF COMMUNITY SERVICES  |
|   | <b>Agency/Group/Organization Type</b>  | Other government - County  |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Public Housing Needs<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Needs - Unaccompanied youth<br>Homelessness Strategy<br>Non-Homeless Special Needs<br>Anti-poverty Strategy |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Consultation through virtual meetings and email. Regular coordination on housing needs, outcomes, partner funding and joint projects.  |
| 4 | <b>Agency/Group/Organization</b>   | Clark County Community Action Advisory Board   |
|   | <b>Agency/Group/Organization Type</b>  | Other government - County<br>Other government - Local  |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Needs - Unaccompanied youth<br>Anti-poverty Strategy   |

|   |  |  |
|---|--|--|
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Meetings occur virtually. Consultation includes identification of needs and recommendations for funding programs by community-based organizations that address community needs and moving people towards self-sufficiency. |
| 5 | <b>Agency/Group/Organization</b>   | City of Vancouver-Economic Development   |
|   | <b>Agency/Group/Organization Type</b>  | Other government - Local   |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Market Analysis<br>Economic Development   |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Quarterly meetings conducted remotely. Consult on identification of evolving business needs and ideas and opportunities for collaboration with local economic development service providers.                               |

### Identify any Agency Types not consulted and provide rationale for not consulting

No agency types are specifically excluded from consultation.

Consultation also included outreach to housing developers, faith partners, by and for agencies, mental health providers, schools, and neighborhoods in Vancouver.

### Other local/regional/state/federal planning efforts considered when preparing the Plan

| <b>Name of Plan</b> | <b>Lead Organization</b> | <b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>   |
|---------------------|--------------------------|---|
| Continuum of Care   | Council for the Homeless | The majority of efforts to improve public health and address homelessness are organized through Clark County, so close collaboration between the City and the County are essential. |

| <b>Name of Plan</b>                            | <b>Lead Organization</b>        | <b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>   |
|--|---------------------------------|---|
| Public Health Strategic Plan                   | Clark County Public Health      | The majority of efforts to improve public health and address homelessness are organized through Clark County, so close collaboration between the City and the County are essential.   |
| Analysis of Impediments to Fair Housing Choice | City of Vancouver               | Fair housing is a complement to the other goals of affordability and inclusion listed in the Consolidated Plan.   |
| Homeless Action Plan                           | Council for the Homeless        | A plan created with input and feedback from members of the general community including key leaders and stakeholders, homeless service providers and individuals experiencing homelessness.  |
| Fourth Plain Forward                           | City of Vancouver               | Fourth Plain Forward plan is a multi-year City initiative to improve the portion of East Fourth Plain Boulevard known as Vancouver's international business district. The initiative is focused on strengthening and growing small businesses, creating opportunities for entrepreneurs, improving the corridor's safety and appearance, and promoting equitable and inclusive development. |
| Greater Portland Comprehensive Ec Dev Strategy | Greater Portland Inc. and Metro | Overlapping goals include expanding economic opportunities, supporting local small businesses, and building resilient infrastructure.   |

**Table 3 – Other local / regional / federal planning efforts**

### **Narrative (optional)**

A common thread in many of these plans is an increased awareness and focus on equitable outcomes. These plans recognize disparities in housing, health, and economic opportunity, and seek to improve outcomes for people of color. Diversity, equity, and inclusion is a key initiative for City Council and a pillar in the City's upcoming strategic plan for 2022-2027.

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

Vancouver follows a detailed citizen participation plan. All citizens are encouraged to participate in the Action Plan development and review process including people with low to moderate income, underserved and non-English-speaking persons, people with disabilities or HIV/AIDS, homeless service agencies, and residents of public and assisted housing developments.

The 2023 application cycle began in October 2022 with an online publication of the “Notice of Funding Availability.” The notice outlined the available funding for the CDBG and HOME programs and invited interested parties to attend an informational workshop. The notice of available funding, funding application guide, 5-year Consolidated Plan, and Citizen Participation Plan were also posted for reference on the City of Vancouver website. The City also issued a general press release that distributes to various media outlets and formats in the Vancouver-Portland area.

The Action Plan public notice was advertised in The Columbian newspaper 30 days prior to the date of the public hearing, posted on the website, and distributed via e-mail to service providers across many disciplines to encourage comments on the proposed allocation funding.

The notice included:

- Anticipated amount of assistance (including grant fund, prior year funds and program income)
- Range of activities that may be undertaken
- Estimated amount that will benefit low- and moderate-income persons
- Summary of the contents and purpose of the Action Plan
- List of locations where copies of the proposed plan may be reviewed

A public hearing notice and request for comment was published in the Columbian newspaper on April 7, 2023. The draft Action Plan and request for comment was also posted on the city’s website and published through social media. Physical copies of the plan were placed in City Hall and Vancouver Public Library. The request for comments expired on May 8, 2023.

Prior to the City Council meeting, City Council received a memo that outlined the expected funding and proposed awards in the Action Plan. This memo included information about each project recommended for funding. A City Council public hearing will be conducted May 8, 2023. The City Council Meeting held on May 8, 2023, may be viewed at [City Council Meeting Agendas and Minutes | City of Vancouver, Washington, USA](#).

### Citizen Participation Outreach

| Sort Order | Mode of Outreach  | Target of Outreach            | Summary of response/attendance   | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable)   |
|------------|-------------------|-------------------------------|--|------------------------------|--|---|
| 1          | Internet Outreach | Non- targeted broad community | Notice of Funding Availability- October 1, 2022; 42 agencies attended pre- application conference.             | NA                           | NA   | <a href="https://www.cityofvancouver.us/sites/default/files/fileattachments/economic_prosperity_and_housing/page/76131/2023_draft_aap_for_public_comment.pdf">https://www.cityofvancouver.us/sites/default/files/fileattachments/economic_prosperity_and_housing/page/76131/2023_draft_aap_for_public_comment.pdf</a> |
| 2          | Newspaper Ad      | Non-targeted Broad community  | Notice of Public Hearing and request for public comment Published April 7, 2023                                | NA                           | NA   | NA  |
| 3          | Internet Outreach | Non-targeted/broad community  | City of Vancouver Communications team advertised Action Plan on social media - Facebook, Twitter and Instagram | NA                           | NA   | www.facebook.com/VancouverUS<br>https://twitter.com/vancouverUS<br>www.instagram.com/VancouverUS/   |



| Sort Order | Mode of Outreach       | Target of Outreach  | Summary of response/attendance  | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable)   |
|------------|------------------------|---|---|------------------------------|--|---|
| 4          | Email                  | Non-targeted/broad community<br><br>Community partners  | Emailed to over 300 agency stakeholders and interested parties.                   | See AP-05 Section 4          | NA   | NA  |
| 5          | Hard copy distribution | Persons with disabilities<br><br>Non-targeted/broad community<br><br>Residents of Public and Assisted Housing | Distributed copies of 2022 Action Plan to City Hall and four Vancouver Libraries. | NA                           | NA   | NA  |
| 6          | Public Hearing         | Non-targeted/broad community  | Public hearing May 8, 2023.   | See AP-05 Section 4          | NA   | <a href="https://www.cvtv.org/program/vancouver-city-council">https://www.cvtv.org/program/vancouver-city-council</a> |

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The City of Vancouver is responsible for administration of the CDBG and HOME programs in compliance with HUD regulations and has responsibility for the final allocation of funds for program activities. HUD released the 2023 annual entitlements on February 27, 2023.

In addition to the 2023 CDBG and HOME entitlement funding, the City of Vancouver previously received \$1,896,536 of CDBG-CV funds through the CARES Act stimulus. To date, 100% of these funds have been committed to programs and 80% have been spent. If committed projects or activity delivery are not fully spent, these funds will be awarded to 2023 activities that prevent, prepare, or respond to the impacts of COVID-19. Although these applications were awarded as part of the 2023 process, they will be detailed and accounted for in an amendment to the 2019 Action Plan, with the other COVID-response activities, per HUD guidance.

The City of Vancouver has also been allocated \$2,496,110 in HOME funds through the American Rescue Plan (ARP). The plan for this funding has been submitted to HUD and Vancouver accepted supportive service program applications as part of the 2023 application process. Although HOME-ARP funding has been awarded as part of the 2023 process, the activities are detailed and accounted for through a substantial amendment to the 2021 Action Plan per HUD guidance. All HOME ARP funds are intended specifically to mitigate the impacts of COVID-19 on people who are homeless or at risk of becoming homeless. The City is working to assess community need and develop an allocation plan for these funds.

## Anticipated Resources

| Program | Source of Funds  | Uses of Funds  | Expected Amount Available Year 1 |                    |                          |           | Expected Amount Available Remainder of ConPlan \$ | Narrative Description  |
|---------|------------------|--|----------------------------------|--------------------|--------------------------|-----------|---|--|
|         |                  |  | Annual Allocation: \$            | Program Income: \$ | Prior Year Resources: \$ | Total: \$ |   |  |
| CDBG    | public - federal | Acquisition<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services | 1,392,021                        | 120,000            | 141,337                  | 1,653,358 | 0   | Prior year resources include activities that were not able to fully draw entitlement awards due to program income, which must be expended as it is received. Program income includes \$120,000 in estimated program income that will be received in the 2023 program year. |

| Program | Source of Funds  | Uses of Funds   | Expected Amount Available Year 1 |                    |                          |           | Expected Amount Available Remainder of ConPlan \$ | Narrative Description   |
|---------|------------------|---|----------------------------------|--------------------|--------------------------|-----------|---|---|
|         |                  |   | Annual Allocation: \$            | Program Income: \$ | Prior Year Resources: \$ | Total: \$ |   |   |
| HOME    | public - federal | Acquisition<br>Homebuyer assistance<br>Homeowner rehab<br>Multifamily rental new construction<br>Multifamily rental rehab<br>New construction for ownership<br>TBRA | 791,895                          | 0                  | 318,251                  | 1,110,146 | 0   | Prior year resources include activities that were not able to fully draw entitlement funds due to program income, which must be expended as it is received. Prior year resources include \$202,363 in from a cancelled 2022 project and activities that were not able to fully draw entitlement awards due to program income. Prior year resources also include the 2022 15% CHDO set aside that was not able to be awarded in 2022 due to no applicants. |

**Table 5 - Expected Resources – Priority Table**

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

In 2016, Vancouver passed Proposition 1, a local property tax measure designated for affordable housing construction and preservation, homelessness prevention, and rental assistance. The levy provides \$6 million per year and will end in 2023. In February 2023, voters approved renewal and an increase for the Affordable Housing Fund. The new levy will generate \$10 million per year for ten years, from 2024 to 2033. The City of Vancouver uses CDBG and HOME funding in combination with local affordable housing funding to meet community needs.

Vancouver has taken action to assist agencies in applying for funds and leveraging other resources to implement housing strategies and

programs. Vancouver works with representatives from the private lending community, financial experts, and private and nonprofit housing developers who can provide technical expertise in packaging development proposals. Vancouver has submitted letters of support and verification of consistency for project applications which support the goals and objectives found in the Housing and Community Development Plan. The CDBG and HOME applications strongly encourage leveraging funds by awarding additional points based on the amount of committed match.

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

The City of Vancouver owns 25 acres of developable land within a 205-acre subarea plan to be redeveloped with affordable housing, office and retail, and amenities. The bulk of the redevelopment is within the Tower Mall area which approximately 63 acres. The plan specifies creating an equitable development that is inclusive of community members from a variety of economic and racial/ethnic backgrounds. The 20 year “build out” plan for the subarea will include 2,300 new residential units, with approximately 1,000 units varying in affordability level from deeply affordable 0-30% AMI to 100%AMI to meet the GMA targets as closely as possible.

The City’s vision for the Heights redevelopment is to create a vibrant, connected, and walkable neighborhood center which will promote community in an inclusive and equitable manner through sustainability, connectivity, community health and wellness, arts and culture and economic development. There will be a mix of services and amenities including a civic plaza, neighborhood park, linear park, retail, dining, and personal services all within walking distance. We propose to increase housing density from 232 units to 2,300 units with a vast range of affordable units from deeply affordable to 80%AMI. We propose to increase jobs from 650 to over 1,000, while retaining as many local small businesses as possible. Sustainability goals which will align with the City’s Climate Action Framework include increasing the tree canopy coverage, reduce heat islands and reduce carbon emissions through pedestrian-oriented streetscape design. The City is making significant investment in the public infrastructure to support private development and is currently designing and engineering the streets and open spaces. The first street project will be constructed in late 2024 with subsequent streets improvements constructed throughout 2025. The City anticipates private development occurring in 2025. The project poses a once in a generation opportunity for the City to proactively influence equitable, inclusive, and sustainable development in an underserved area that is ready for revitalization.

Affordability targets will also be realized through the sale of City-owned parcels with development agreements, as well as through a new proposed multifamily tax exemption program designed to deliver density and affordability near transit, as well as other equitable development outcomes.

In late 2021, Vancouver opened its first Safe Stay Community (SSC) consisting of 20 two-person modular shelter units housing approximately 40 people experiencing homelessness. This temporary shelter site is located on city-owned land and managed by the city’s Homeless Response coordinator. In 2022, Vancouver opened a second Safe Stay site on city-owned property and a third Safe Stay will open in 2023, although the third site is downtown, located on private property that is leased to the city for this use.

**Discussion**

No additional discussion.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

| Sort Order | Goal Name                            | Start Year | End Year | Category  | Geographic Area | Needs Addressed                           | Funding                            | Goal Outcome Indicator  |
|------------|--------------------------------------|------------|----------|---|-----------------|---|------------------------------------|---|
| 1          | Affordable Housing                   | 2019       | 2023     | Affordable Housing<br>Public Housing<br>Homeless                                  |                 | Increase and preserve affordable housing  | CDBG: \$369,954<br>HOME: \$977,335 | Homeowner Housing Rehabilitated: 10 Household<br>Housing Unit<br>Direct Financial Assistance to Homebuyers: 15 Households Assisted<br>Tenant-based rental assistance / Rapid Rehousing: 46 Households Assisted<br>Housing acquisition: 13 |
| 2          | Public Services                      | 2019       | 2023     | Homeless<br>Non-Homeless<br>Special Needs<br>Non-Housing<br>Community Development |                 | Reduce poverty, increase stability        | CDBG: \$250,000                    | Public service activities other than Low/Moderate Income Housing Benefit: 4,830 Persons Assisted  |
| 3          | Economic Development                 | 2019       | 2023     | Non-Housing<br>Community Development  |                 | Increase economic opportunity             | CDBG: \$485,000                    | Businesses assisted:<br>203 Businesses Assisted   |
| 4          | Public Facilities and Infrastructure | 2019       | 2023     | Homeless<br>Non-Housing<br>Community Development                                  |                 | Create and preserve public infrastructure | CDBG: \$250,000                    | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1,500 Persons Assisted   |

Table 6 – Goals Summary

## Goal Descriptions

|   |                         |  |
|---|-------------------------|--|
| 1 | <b>Goal Name</b>        | Affordable Housing   |
|   | <b>Goal Description</b> | <p>Increase and preserve affordable housing opportunity for low-income households and people who are homeless.</p> <p>Needs addressed: Increase and preserve affordable housing.</p> <p>Typical uses: New rental units constructed, existing rental units rehabilitated, homeowner housing rehabilitation, homebuyer assistance, tenant based rental assistance.</p>   |
| 2 | <b>Goal Name</b>        | Public Services  |
|   | <b>Goal Description</b> | <p>Reduce poverty, increase stability, and prevent and address homelessness for individuals and families. Where possible, support existing community initiatives and target funding to align with City strategic planning efforts.</p> <p>Needs addressed: Increase and preserve affordable housing / Reduce poverty, increase stability</p> <p>Typical uses: Staffing costs for programs serving low-income residents. Emergency grants or loans.</p> |
| 3 | <b>Goal Name</b>        | Economic Development   |
|   | <b>Goal Description</b> | <p>Increase economic opportunities by supporting small businesses.</p> <p>Needs addressed: Increase economic opportunity</p> <p>Typical uses: Staff costs for business assistance programs. Emergency grants or loans for business assistance.</p>   |
| 4 | <b>Goal Name</b>        | Public Facilities and Infrastructure   |
|   | <b>Goal Description</b> | <p>Create and preserve buildings and spaces that serve the public.</p> <p>Needs addressed: Create and preserve public infrastructure.</p> <p>Typical uses: Construction, maintenance and rehab costs for buildings that provide services to low-income residents.</p>  |



## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

Vancouver organizes a volunteer committee comprised of community and City program staff members to prioritize annual application funding. The committee application scores guide the prioritization of projects. Prioritized applications are then presented to Vancouver City Council. This year housing application allocations will be reduced (backfilled by other funding sources) while public services, economic development, and rental assistance applications will be given greater priority to prevent, prepare for, and respond to effects of the coronavirus on the local community. The following section describes proposed projects for funding, subject City Council approval, and the resources available in the annual allocation. This Action Plan is consistent with the statutory goals outlined in the strategies and the priority needs listed in the 2019-2023 Consolidated Plan. A detailed list of activities that are included under each project type are included as an attachment to this Action Plan.

In addition to the projects funded with 2022 entitlement funding, the city applied for a Section 108 loan to undertake the Fourth Plain Commons (FPC) project, a mixed-use project located on Fourth Plain Boulevard at 2200 Norris Road. FPC includes affordable housing on the upper floors and a flexible community-serving space on the ground floor. The ground floor community spaces are envisioned as flexible areas where the Fourth Plain community can gather, hold events, and access services. The following elements are currently planned for the community space:

- A commercial kitchen incubator to launch and support emerging food-based businesses
- A shared office space to co-locate services to make it easier for residents and businesses to access resources
- A community event space that can be rented for festivals, birthdays, trainings, and other events
- A public plaza with infrastructure to support a Vancouver Farmer's Market satellite market

This project is a collaboration between the Vancouver Housing Authority (VHA) and the City of Vancouver. The Vancouver Housing Authority plans to own and operate the apartments located on the upper floors. The City of Vancouver will develop the ground floor space and partner with community-based organizations to operate it.

The Section 108 loan was approved for \$4,199,000 along with federal approval of grant number B-20-MC-53-0013. The City anticipates a Section 108 grant agreement by the end of June 2022 and construction of FPC is currently underway. The Section 108 funding will be drawn at construction completion, approximately June 2023, when the city will acquire the community center portion of the building from the Vancouver Housing Authority.

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

## **needs**

The primary obstacle to addressing underserved needs is available financial resources. Allocation priorities were chosen based on:

- Consistency with HUD objectives for CDBG/HOME programs.
- Alignment with the City of Vancouver Consolidated Plan goals.
- Project review committee weighted scoring analysis.

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

| Agency                       | Project Name                               | Recommended funding | Outcomes                                   | Funding Source | Project Description   |
|------------------------------|--|---------------------|--|----------------|---|
| Public Services              |  |                     |  |                |   |
| Boys and Girls Club of SW WA | Youth Violence Prevention and Intervention | \$50,000            | 150 youth                                  | CDBG           | Targeted outreach to youth to help them re-engage in a community where they learn, grow, connect, and make healthy and safe life choices.                         |
| Community Mediation Services | Eviction Mediation Program                 | \$50,000            | 600 people at risk of eviction             | CDBG           | Eviction Mediation Program encouraging landlords and tenants to engage in mediation and come to a sustainable agreement outside the court system.                 |
| Council for the Homeless     | Dynamic Diversion                          | \$50,000            | 90 at risk of homelessness                 | CDBG           | Diversion assistance for clients who are experiencing homelessness to move into stable and safe housing.  |
| Janus Youth                  | Oak Bridge Case Management                 | \$25,000            | 80 youth who are homeless                  | CDBG           | Safe shelter, food, clothing, showers, laundry, crisis intervention, resource connection, and life-skills training for youth ages 9-17 experiencing homelessness. |
| New Life Friend's Church     | Homeless to Home                           | \$25,000            | 20 people in transitional recovery housing | CDBG           | Addiction recovery and reentry program that educates and encourages residents in recovery while providing limited housing.  |
| Thrive 2 Survive             | Outreach Events                            | \$50,000            | 2,000 residents experiencing homelessness  | CDBG           | Community events hosted by agency to bring resources to, and meet the needs of, people experiencing or at risk of homelessness.                                   |
| <b>Totals</b>                |  | <b>\$250,000</b>    | <b>2,940 people</b>                        |                |   |
| Public Facilities            |  |                     |  |                |   |
| Family Solutions             | New Integrated Health Center               | \$250,000           | 1,500 people annually                      | CDBG           | Fund building improvements to update space for the provision of healthcare services to low/mod income individuals.  |
| Housing Preservation         |  |                     |  |                |   |
| City of Vancouver            | Homeowner Rehabilitation                   | \$192,338           | 10 households                              | CDBG           | Low-interest loans for homeowners with low-income to repair their single-family home.   |

| Agency                              | Project Name                        | Recommended funding* | Outcomes              | Funding Source | Project Description   |
|-------------------------------------|-------------------------------------|----------------------|-----------------------|----------------|---|
| <b>Business Assistance</b>          |                                     |                      |                       |                |   |
| Fourth Plain Forward                | Business Incubator                  | \$230,000            | 54 micro-enterprises  | CDBG           | Small business education and technical assistance providing startups and existing businesses with access to services and networking.  |
| Hispanic Metropolitan Chamber       | Latino Small Business Assistance    | \$104,000            | 45 micro-enterprises  | CDBG           | Outreach, one-on-one bilingual/bicultural technical assistance, and business education workshops to increase revenue and family income.   |
| Mercy Corps NW                      | Vancouver Small Business Assistance | \$50,500             | 56 micro-enterprises  | CDBG           | Small business education and technical assistance with activities dedicated to business growth, which creates pathways to financial opportunity.  |
| Micro Enterprise Services of Oregon | Vancouver Small Business Assistance | \$100,500            | 48 micro-enterprises  | CDBG           | Small business education and technical assistance with a focus on businesses in the fourth plain area, as well as expanded outreach, programs and services to new entrepreneurs and small businesses. |
| <b>Totals</b>                       |                                     | <b>\$485,000*</b>    | <b>203 businesses</b> |                |   |

*\*All agencies were funded at less than their full request, because of the limited amount of CDBG funding available.*

|   |                                    |                  |                      |           |   |
|---|------------------------------------|------------------|----------------------|-----------|---|
| <b>Housing Services (CDBG)/Rental Assistance (HOME)</b> |                                    |                  |                      |           |   |
| Janus Youth   | The Nest TBRA and Housing Services | \$202,500        | 30 households        | CDBG/HOME | Rental assistance with intensive case management focused on life skills and connection to mental health/substance use treatment.              |
| Lifeline Connections                                    | TBRA for Recovery                  | \$79,200         | 6 households         | CDBG/HOME | Case management and rent/utility assistance for households who are homeless and struggling with substance use and/or mental health disorders. |
| Second Step Housing                                     | Transitional Housing               | \$154,200        | 10 households        | CDBG/HOME | Transitional housing program that includes rental subsidies, coordinated support, and referral to community resources.                        |
| <b>Totals</b>   |                                    | <b>\$435,900</b> | <b>46 households</b> |           |   |

| Agency                         | Project Name                   | Recommended funding | Outcomes             | Funding Source | Project Description  |
|--------------------------------|--------------------------------|---------------------|----------------------|----------------|--|
| <b>Housing Projects</b>        |                                |                     |                      |                |  |
| Evergreen Habitat for Humanity | Scattered Site Home Trust      | \$294,000           | 14 households        | HOME           | Down payment assistance for homebuyers, subsidizing each mortgage to make mortgage more affordable.  |
| Proud Ground                   | Permanently Affordable Housing | \$100,000*          | 1 household          | HOME           | Creating homeownership affordability using a Community Land Trust model to administer assistance to first-time homebuyers.                     |
| Second Step Housing            | Affordable Housing Acquisition | \$300,000           | 13 households        | HOME           | Purchase existing market rate rental units to be preserved as affordable housing units for households with children experiencing homelessness. |
| <b>Totals</b>                  |                                | <b>\$694,000</b>    | <b>28 households</b> |                |  |

*\*One agency was funded at less than their full request, because of the limited amount of HOME funding available for Housing Projects.*

|  |                              |                  |                     |          |  |
|--|------------------------------|------------------|---------------------|----------|--|
| <b>HOME ARP Supportive Services</b>    |                              |                  |                     |          |  |
| Clark County Volunteer Lawyers Program | Housing Justice Project      | \$125,000        | 1,240 people        | HOME ARP | Provide supportive services and address the basic needs of people charged with “crimes of homelessness.”   |
| Council for the Homeless               | Coordinated Outreach         | \$185,000        | 50 people           | HOME ARP | Supporting households who are experiencing homelessness through community outreach.  |
| Xchange Recovery                       | Outreach & Rental Assistance | \$249,300        | 450 people          | HOME ARP | Supporting households who are experiencing homelessness through community outreach and providing rental assistance as a supportive service to housing. |
| Xchange Recovery                       | Medical Team Outreach        | \$75,000         | 150 people          | HOME ARP | Providing medical treatment to individuals experiencing homelessness through community outreach.   |
| <b>Totals</b>                          |                              | <b>\$634,300</b> | <b>1,890 people</b> |          |  |

## **AP-50 Geographic Distribution – 91.220(f)**

**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The City does not currently distribute assistance strictly by geographic area. In the past, the City has designated certain areas of focus through Neighborhood Revitalization Strategy Areas (NRSA). At present there are no designated NRSAs in Vancouver.

### **Geographic Distribution**

| <b>Target Area</b> | <b>Percentage of Funds</b> |
|--------------------|----------------------------|
|                    |                            |

**Table 7 - Geographic Distribution**

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

Not applicable.

### **Discussion**

No additional discussion.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The City of Vancouver partners with the Vancouver Housing Authority (VHA) and several non-profit and for-profit agencies to assist in projects designed to provide affordable rental and homeowner housing opportunities. As a result of the COVID-19 pandemic the City of Vancouver has shifted housing projects funding to rental assistance and special projects. Funding for housing projects will be provided through other sources. HOME funds will be used to support the production of two affordable housing projects.

| One Year Goals for the Number of Households to be Supported |    |
|---|----|
| Homeless  | 40 |
| Non-Homeless  | 37 |
| Special-Needs   | 6  |
| Total   | 83 |

**Table 8 - One Year Goals for Affordable Housing by Support Requirement**

| One Year Goals for the Number of Households Supported Through |    |
|---|----|
| Rental Assistance   | 46 |
| The Production of New Units                                   | 0  |
| Rehab of Existing Units                                       | 10 |
| Acquisition of Existing Units                                 | 27 |
| Total   | 83 |

**Table 9 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

The goals above include three projects for rental assistance and housing services: (1) Janus Youth's The Nest TBRA, (2) Lifeline Connections' TBRA for Recovery, and (3) Second Step Housing's Transitional Housing Program. The Nest TBRA program consists of long-term rental assistance with intensive case management focused on life skills and connection to mental health for 30 individuals. The TBRA for Recovery Program provides case management and rent/utility assistance for households who are experiencing homelessness and struggling with substance use and/or mental health disorders for 6 individuals. The Transitional Housing Program includes rental subsidies, coordinated support, and referral to community resources for 10 individuals. Lastly, approximately 10 households will be assisted through the City's Homeowner Rehabilitation program.

Additionally, the above goals include two housing projects: (1) Second Step Housing's Affordable Housing Acquisition and (2) Evergreen Habitat for Humanity's Scattered Site Home Trust. The Affordable Housing Acquisition consists of acquiring 13 units in to support households earning less than 60% area



median income (AMI) with a preference for households experiencing homelessness. The Scattered Site Home Trust consists of the acquisition of 14 units for permanently affordable homeownership for low-income households.

In addition to these HUD-related housing goals, the City of Vancouver's Affordable Housing Fund (AHF) supports the production, rehab, and acquisition of affordable housing units for residents earning under 50% AMI. Since 2016, the AHF has produced and preserved 1,061 affordable units within the city of Vancouver, provided rental assistance to 1,409 households, and supported 450 shelter beds. Through the City's annual CDBG, HOME, and AHF application process, an additional 8 applications for AHF funding were submitted, and 5 were selected for funding. The committee recommended AHF funding of \$3,500,000 for Housing Assistance and Services and \$730,000 for Temporary Shelter, totaling \$4,230,000 to serve 1,237 households earning less than 50% AMI.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

Vancouver partners with the Vancouver Housing Authority (VHA) to support projects designed to provide affordable rental and homeowner housing, including assistance to people with disabilities and individuals and families experiencing homelessness. The VHA also provides Housing Choice Vouchers for households in Vancouver.

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

Prior to 2019, the Vancouver Housing Authority (VHA) had converted all its public housing units under the Rental Assistance Demonstration (RAD) program and didn't operate public housing projects as defined by HUD. In 2019, VHA reintroduced 28 units of Public Housing with the Caples Terrace project which houses youth who are escaping homelessness and those who are aging out of foster care. Public Housing funds were used for the construction of Caples Terrace.

VHA partners with local nonprofits to develop new public housing units to better assist residents. Columbia Non-Profit Housing partnered with VHA to rehabilitate an existing complex, Englund Manor Senior Apartments, as a public housing project. This project preserved 29 units as housing for seniors experiencing low-income and was completed in 2022.

VHA also partners with other nonprofit developers to create new public housing to better assist residents. Housing Initiative, a subsidiary of Council for the Homeless, constructed two new 46-unit projects targeting individuals with behavioral health challenges and those escaping homelessness. Both The Elwood and The Meridian consist of 46 units and provide Permanent Supportive Housing units designated as public housing.

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

To encourage more engagement in the work of the VHA, residents are encouraged to participate on the VHA Resident Advisory Board (RAB). The RAB meets to discuss and provide input on VHA initiatives. The VHA also has a Resident Commissioner who serves on the VHA Board of Commissioners. The Resident Commissioner must be housed in public housing or receive a Section 8 Housing Choice Voucher. Homeownership is encouraged for households in Public Housing and Family Self-Sufficiency programs. Family Self-Sufficiency (FSS) participants create a plan to use training, education, and other community resources to become self-sufficient within five years. As part of the FSS program any increase in the tenant's share of rent due to increases in income are paid into an escrow account that becomes available to the participant upon successful completion of their plan. Many participants use the escrow

account for down payment on a home.

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

The VHA is not a troubled housing authority, it is rated as a high-performing agency by the U.S. Department of Housing and Urban Development.

**Discussion**

No additional discussion.

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

### **Introduction**

The City of Vancouver continues to fund activities through service providers focused on reducing and ending homelessness for all segments of the population. The City will also continue to collaborate with the Council for the Homeless and Continuum of Care providers to prevent and end homelessness.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

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

The City of Vancouver's HART team does daily outreach to people living outside. The City will also continue to partner with nonprofit partners conducting outreach as well as the Council for the Homeless' Housing Solutions Center, which is the coordinated entry system for Vancouver.

The City also partners with XChange Recovery to provide street outreach and needs assessment to people experiencing homelessness and addiction and/or behavioral health challenges through the Street Medicine program. Funding supports three Xchange Recovery Certified Peer Counselor to help 150 individuals identify goals, obtain a medical provider, addiction treatment, and/or mental health therapist, and find employment opportunities to support their financial needs while working towards their occupational goals.

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

The City of Vancouver will use other funding (Affordable Housing Fund) to support temporary shelters. The City also partnered with the county and the Vancouver Housing Authority to acquire a 63-room hotel that has been converted into a non-congregate shelter.

In 2021, the City's Homeless Assistance & Resource Team (HART) developed a comprehensive plan to utilize city-owned sites for people experiencing homelessness. The City hired a Homeless Response Coordinator to implement this plan and opened the first of three planned Safe Stay Communities (SSC). This site consists of 20 2-bed modular units and provides transitional housing to 40 people experiencing homelessness. In 2022, the City developed two additional SSCs, serving 40 individuals at each site. In 2023, the City plans to develop an additional two sites for a total of 5 Safe Stay Communities.

SSCs provide transitional housing for individuals, couples, and senior households. The sites are open to any member of the Vancouver community that is experiencing unsheltered homelessness, with a focus on those experiencing chronic homelessness. Potential residents of the SSC are referred by community outreach teams, complete an application, and go through a review process by the site operator prior to

moving into the community. Each community has 24/7 on-site staffing and residents are expected to engage in support services and other activities offered by both the site operator and community social service providers.

**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 of Vancouver funds several organizations that assist people who are currently experiencing homelessness and are transitioning to permanent housing and independent living. The programs funded at Janus Youth are designed to assist homeless youth and young people exiting the foster home system to develop life skills and achieve independent housing through case management and rental assistance. All rental assistance programs funded by the City prioritize transitioning individuals out of homelessness. One hundred percent of the households served are projected to be off the street, temporary shelters, fleeing domestic violence or transitioning from mental health institutions.

In 2023, renters in the city of Vancouver continue to face increased housing insecurity due to the financial and health impacts of COVID-19. In response, the City has utilized its HOME allocation to support three TBRA service programs to transition and stabilize households that are experiencing or at risk of homelessness.

In addition to TBRA, the City supports housing production for families experiencing homeless through the Second Step and Evergreen Habitat for Humanity Acquisition projects that will provide a total of 27 affordable units for households experiencing low-income and homelessness.

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

The City of Vancouver has entered into an agreement with the Homelessness Prevention Consortium, which brings together a number of local agencies that work to prevent homelessness through short-term rental assistance. This assistance specifically targets vulnerable people who might have a temporary crisis, such as losing a job, a sudden illness, or the breakdown from a relationship. Additionally, this assistance is open to anyone who qualifies. The provision of several months of rental assistance is a much more cost-effective way to prevent homelessness in contrast to providing services

to people who have an eviction on record and are currently experiencing homelessness. HOME-funded rental assistance will be used to help eligible households plug gaps in income that might occur as the result of serious illness, relationship breakdown, or other emergency circumstances. CDBG funds will be used to staff housing-focused case management programs for tenants in these rental assistance programs and people in addiction recovery.

Vancouver and Clark County established an Ending Community Homelessness committee. According to state law, counties are the lead agencies to address homelessness. Homelessness in Clark County has been a prominent issue in the community. City Council and city staff through the HART team are engaged operationally. The City's role is to support Clark County in providing Homeless Crisis Response services. The City endeavors to keep the places frequented by residents experiencing homelessness as safe and healthy as possible. Priority items for City Council discussion with this group include the issue of chronic homelessness and those that need immediate shelter.

## **Discussion**

Vancouver received \$2,496,110 in HOME-ARP funding through the American Rescue Plan. This funding must be used to support people who are homeless, or at risk of becoming homeless. The HOME-ARP plan has been submitted to HUD as an amendment to the 2021 Action Plan and proposes to award all HOME-ARP program funding to supportive service activities. This includes rental assistance, behavioral health services, case management, outreach, employment programs, legal assistance, and other services to assist people with moving into safe and stable housing or maintaining housing if they are at risk of losing it. With the 2023 funding cycle, Vancouver is proposing to award \$634,300 in HOME-ARP to four supportive service programs. Services include street outreach and medicine, rental assistance, and legal services to assist with housing barriers.

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

### **Introduction:**

From the Vancouver Housing Action Plan, “The City of Vancouver, like much of the rest of the U.S., is experiencing a housing crisis. Years of underbuilding combined with unprecedented population growth in Clark County have created a persistent deficit in housing units of all types and affordable units in particular. This supply deficit is driving up the cost of rental housing and home prices and directly contributing to the rise in homelessness in our community.

To meet new demand and close the deficit within 10 years, Vancouver must:

- Increase annual housing production to at least 2,500 new housing units.
- Including 750 new housing units per year affordable to households earning 80% or less of the area median income.

Achieving this increase in housing production will require implementation of a wide range of policies and programs to spur additional private and public development and accelerate the pace of change in the community. Many of these actions, such as land use reform or process improvements, lie within the administrative powers of the city and have the potential to stimulate the production of thousands of units of privately funded, market rate housing. Achieving the target production of new affordable units will require new programs and new sources of funding to maximize the investment available, including the addition of funding streams beyond “traditional” affordable funds.”

Additionally, many households are still recovering from the pandemic and struggling with rapidly rising costs as inflation increases. Increased costs, loss of income, or illness can quickly lead to housing insecurity. Approximately half of all renters in Vancouver are considered cost-burdened (spending 30% or more of their income on housing). The City recognizes the importance of housing in fostering a healthy and livable community. Vancouver is committed to promoting safe, affordable housing and reducing homelessness through funding, partnership, and policy efforts.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The Housing Action Plan calls for 14 strategies in four areas to increase the number of new housing units and impact housing affordability.

## **Land Use**

1. Update the City's Comprehensive Plan to establish citywide housing and density goals and strategies
2. Update code to remove artificial barriers to density and additional housing types
3. Update single family zoning to achieve naturally affordable housing through broad allowance for middle housing options, especially for first-time homeowners

## **Direct Investment**

1. Renew Affordable Housing Fund Levy
2. Seek high leverage investments to maximize units and households served
3. Pursue strategic land acquisition
4. Explore additional investments- System Development Charge (SDC) waivers, Multifamily Tax Exemption (MFTE) Fee-in-lieu, etc.
5. Explore development of homeownership programs

## **Incentives**

1. Reorient MFTE to prioritize density and expand eligibility to high density corridors and districts
2. Align infrastructure investments with high density corridors
3. Offer additional incentives for density – lower parking minimums, additional height, etc.

## **Process**

1. Evaluate development review processes to ensure consistency and efficiency, and reduce costs and time burden where appropriate
2. Establish clear guidance and timelines on new policies (e.g., green building requirements)
3. Explore process incentives like pre-approved Accessory Dwelling Unit (ADU) designs that meet code requirements

## **Discussion:**

No additional discussion.



## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The City of Vancouver has multiple strategies to meet the needs of the community. Although the CDBG and HOME fund contributions are small, they are a very important funding component.

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

Several projects proposed for funding under the 2023 Action Plan address the goal of meeting underserved needs. Janus Youth will provide rental assistance to homeless and at-risk youth aging out of foster care. Council for the Homeless will provide diversion assistance along with a separate program that will provide motel vouchers for households experiencing literal homelessness. Thrive 2 Survive will host community events, bringing resources to and meeting the needs of people experiencing or at risk of homelessness. New Life Friend's Church, an addiction recovery and reentry program, educates and encourages residents in recovery while providing limited housing. Community Mediation Services will provide eviction mediation services to households that are at risk of eviction. The Boys and Girls Club of Southwest Washington provides targeted outreach to youth who are at risk of experiencing community violence. Additionally, Lifeline Connections provides case management alongside TBRA for people who are struggling with substance abuse and/or mental health issues.

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

The City of Vancouver utilizes the Multi-Family Tax Exemption (MFTE) program authorized by state RCW 84.14, to encourage new private multi-family development and redevelopment within designated target areas to accommodate future population growth and encourage affordable housing. This program exempts project owners from the new construction tax value cost, for residential development.

This program is currently undergoing a significant update with 9 new proposed target areas and a revision to the tax incentives to better incentivize housing affordability and density. The City anticipates implementing updates to MFTE in the 2023 program year.

The City of Vancouver also uses the Affordable Housing Fund (AHF), a voter approved levy of \$42 million (\$6 million annually over 7 years) to fund projects that benefit very low-income households within the city who earn less than 50% of area median income. Through 2023, the City will make funding available

to community partners for projects and programs that:

- Build and preserve long-term affordable housing in Vancouver
- Provide temporary shelter to people experiencing homelessness
- Provide rental assistance and services to help households avoid eviction or access a rental unit

Voters recently approved a renewal and increase to the AHF levy. The existing levy expires at the end of 2023 and beginning in 2024, a new AHF levy will collect \$10 million per year over 10 years, for a total of \$100 million for affordable housing and homelessness assistance.

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

The City continues to require lead-based testing for houses during housing quality and safety inspections and for any rental assistance units and rehabilitation work on structures built before 1978.

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

The City of Vancouver continues to fund various assistance from rapid rehousing and homelessness prevention, substance use recovery, new and rehabilitated affordable housing units, and business assistance to help stabilize at risk populations and move them toward self-sufficiency.

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

City Council members and other city staff serve on various nonprofit agency boards including service providers, economic development companies and chambers of commerce.

City of Vancouver Council members are also participants of the Community Action Advisory Board which awards various community funding to nonprofit agencies for homelessness prevention and other basic services. The City also participates in the coordination of homeless services, job training and housing programs through the Continuum of Care and Community Action Advisory Board.

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

The City of Vancouver has a wide variety of programs and involve partnerships between public housing providers and private developers. The City continues to create and utilize new and innovative funding sources such as the local Affordable Housing Fund and Multifamily Tax Exemption programs that are available to private developers and nonprofit housing agencies allow the City to further supplement

CDBG and HOME funding.

**Discussion:**

No additional discussion.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

#### Introduction:

Generally, CDBG funding is dedicated solely to activities that benefit people with low to moderate income. During the COVID-19 pandemic recovery, some additional flexibility was allowed to help business owners over 80% AMI access technical assistance to modify business practices to recover from the economic slowdown.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

|  |          |
|--|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed  | 0        |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0        |
| 3. The amount of surplus funds from urban renewal settlements  | 0        |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan   | 0        |
| 5. The amount of income from float-funded activities   | 0        |
| <b>Total Program Income:</b>   | <b>0</b> |

#### Other CDBG Requirements

|   |        |
|---|--------|
| 1. The amount of urgent need activities   | 0      |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 90.00% |

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

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

The City of Vancouver does not use HOME funds other than those identified by 92.205.

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

The 2023 Action Plan does not propose any new HOME projects that require resale or recapture guidelines.

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

The 2023 Action Plan does not propose any new HOME projects that require resale or recapture guidelines.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City of Vancouver does not anticipate using HOME funds in this manner.

No additional discussion.



# *Appendix A*

## *SF424's and Certifications*





**Application for Federal Assistance SF-424**

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

05/08/2023

4. Applicant Identifier:

5a. Federal Entity Identifier:

B-23-MC-53-0013

5b. Federal Award Identifier:

**State Use Only:**

6. Date Received by State:

7. State Application Identifier:

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

CITY OF VANCOUVER, WASHINGTON

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

916001288

\* c. UEI:

TM9CHABUP4B2

**d. Address:**

\* Street1:

415 W 6TH STREET

Street2:

\* City:

VANCOUVER

County/Parish:

\* State:

WA: Washington

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

98660-1995

**e. Organizational Unit:**

Department Name:

ECONOMIC PROSPERITY &amp; HOUSING

Division Name:

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:

Ms.

\* First Name:

SAMANTHA

Middle Name:

\* Last Name:

WHITLEY

Suffix:

Title:

PROGRAMS MANAGER

Organizational Affiliation:

\* Telephone Number:

360-487-7952

Fax Number:

\* Email:

Samantha.Whitley@cityofvancouver.us

**Application for Federal Assistance SF-424****\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

**11. Catalog of Federal Domestic Assistance Number:**

14.218

CFDA Title:

COMMUNITY DEVELOPMENT BLOCK GRANTS/ENTITLEMENT GRANTS

**\* 12. Funding Opportunity Number:**

PY2023 CDBG

\* Title:

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

COMMUNITY DEVELOPMENT BLOCK GRANT

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant \* b. Program/Project 

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

|                     |   |
|---------------------|---|
| * a. Federal        | <input type="text" value="1,392,021.00"/> |
| * b. Applicant      | <input type="text"/>                      |
| * c. State          | <input type="text"/>                      |
| * d. Local          | <input type="text"/>                      |
| * e. Other          | <input type="text" value="141,337.00"/>   |
| * f. Program Income | <input type="text" value="120,000.00"/>   |
| * g. TOTAL          | <input type="text" value="1,653,358.00"/> |

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number:  Fax Number: \* Email: 

\* Signature of Authorized Representative:

DocuSigned by:

*Eric Holmes*\* Date Signed:

## Applicant and Recipient Assurances and Certifications

U.S. Department of Housing  
and Urban Development

OMB Number: 2501-0017  
Expiration Date: 01/31/2026

### Instructions for the HUD-424-B Assurances and Certifications

As part of your application for HUD funding, you, as the official authorized to sign on behalf of your organization or as an individual, must provide the following assurances and certifications, which replace any requirement to submit an SF-424-B or SF-424-D. The Responsible Civil Rights Official has specified this form for use for purposes of general compliance with 24 CFR §§ 1.5, 3.115, 8.50, and 146.25, as applicable. The Responsible Civil Rights Official may require specific civil rights assurances to be furnished consistent with those authorities and will specify the form on which such assurances must be made. A failure to furnish or comply with the civil rights assurances contained in this form may result in the procedures to effect compliance at 24 CFR §§ 1.8, 3.115, 8.57, or 146.39.

By submitting this form, you are stating that all assertions made in this form are true, accurate, and correct.

As the duly representative of the applicant, I certify that the applicant:

\*Authorized Representative Name:

Prefix: Mr. \*First Name: ERIC  
Middle Name:  
\*Last Name: HOLMES  
Suffix:

\*Title: CITY MANAGER

\*Applicant Organization: CITY OF VANCOUVER, WASHINGTON

1. Has the legal authority to apply for Federal assistance, has the institutional, managerial and financial capability (including funds to pay the non-Federal share of program costs) to plan, manage and complete the program as described in the application and the governing body has duly authorized the submission of the application, including these assurances and certifications, and authorized me as the official representative of the application to act in connection with the application and to provide any additional information as may be required.

2. Will administer the grant in compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and implementing regulations (24 CFR part 1), which provide that no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity that receives Federal financial assistance OR if the applicant is a Federally recognized Indian tribe or its tribally designated housing entity, is subject to the Indian Civil Rights Act (25 U.S.C. 1301-1303).

3. Will administer the grant in compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and implementing regulations at 24 CFR part 8, the American Disabilities Act (42 U.S.C. §§ 12101 et seq.), and implementing regulations at 28 CFR part 35 or 36, as applicable, and the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) as amended, and implementing regulations at 24 CFR part 146 which together provide that no person in the United States shall, on the grounds of disability or age, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance; except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

4. Will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and the implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion sex (including gender identity and sexual orientation), disability, familial status, or national origin and will affirmatively further fair housing; except an applicant which is an Indian tribe or its instrumentality which

is excluded by statute from coverage does not make this certification; and further except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

5. Will comply with all applicable Federal nondiscrimination requirements, including those listed at 24 CFR §§ 5.105(a) and 5.106 as applicable.

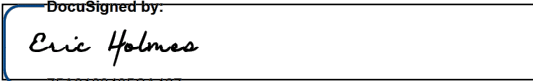
6. Will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601) and implementing regulations at 49 CFR part 24 and, as applicable, Section 104(d) of the Housing and Community Development Act of 1974 (42 U.S.C. 5304(d)) and implementing regulations at 24 CFR part 42, subpart A.

7. Will comply with the environmental requirements of the National Environmental Policy Act (42 U.S.C. 4321 et seq.) and related Federal authorities prior to the commitment or expenditure of funds for property.

8. That no Federal appropriated funds have been paid, or will be paid, by or on behalf of the applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of this Federal grant or its extension, renewal, amendment or modification. If funds other than Federal appropriated funds have or will be paid for influencing or attempting to influence the persons listed above, I shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying. I certify that I shall require all subawards at all tiers (including sub-grants and contracts) to similarly certify and disclose accordingly. Federally recognized Indian Tribes and tribally designated housing entities (TDHEs) established by Federally-recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage by the Byrd Amendment, but State-recognized Indian tribes and TDHs established under State law are not excluded from the statute's coverage.

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct.

**WARNING:** Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802).

\*Signature:   
75A9183485CA467...

\*Date: 5/9/2023

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

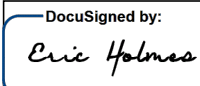
**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

|   |                                   |
|---|-----------------------------------|
| <b>SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</b><br><br>75A9183485CA467 | <b>TITLE</b><br>CITY MANAGER      |
| <b>APPLICANT ORGANIZATION</b><br>CITY OF VANCOUVER  | <b>DATE SUBMITTED</b><br>5/9/2023 |

SF-424D (Rev. 7-97) Back

**ASSURANCES - NON-CONSTRUCTION PROGRAMS**

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**


**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.



9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

|   |                                   |
|---|-----------------------------------|
| <b>SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</b><br>DocuSigned by:<br><br>75A9183485CA467... | <b>TITLE</b><br>CITY MANAGER      |
| <b>APPLICANT ORGANIZATION</b><br>CITY OF VANCOUVER  | <b>DATE SUBMITTED</b><br>5/9/2023 |

Standard Form 424B (Rev. 7-97) Back

**Application for Federal Assistance SF-424**

\* 1. Type of Submission:

- ☐ Preapplication
- ☒ Application
- ☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New
- ☐ Continuation
- ☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

05/08/2023

4. Applicant Identifier:

5a. Federal Entity Identifier:

M-23-MC-53-0208

5b. Federal Award Identifier:

**State Use Only:**

6. Date Received by State:

7. State Application Identifier:

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

CITY OF VANCOUVER, WASHINGTON

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

916001288

\* c. UEI:

TM9CHABUP4B2

**d. Address:**

\* Street1:

415 W 6TH STREET

Street2:

\* City:

VANCOUVER

County/Parish:

\* State:

WA: Washington

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

98660-1995

**e. Organizational Unit:**

Department Name:

ECONOMIC PROSPERITY &amp; HOUSING

Division Name:

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:

Ms.

\* First Name:

SAMANTHA

Middle Name:

\* Last Name:

WHITLEY

Suffix:

Title:

PROGRAMS MANAGER

Organizational Affiliation:

\* Telephone Number:

360-487-7952

Fax Number:

\* Email:

Samantha.Whitley@cityofvancouver.us

**Application for Federal Assistance SF-424****\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

**11. Catalog of Federal Domestic Assistance Number:**

14.239

CFDA Title:

HOME INVESTMENT PARTNERSHIPS PROGRAM

**\* 12. Funding Opportunity Number:**

PY2023 HOME

\* Title:

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

HOME INVESTMENT PARTNERSHIPS PROGRAM

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant \* b. Program/Project 

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

|                     |   |
|---------------------|---|
| * a. Federal        | <input type="text" value="791,895.00"/>   |
| * b. Applicant      | <input type="text"/>                      |
| * c. State          | <input type="text"/>                      |
| * d. Local          | <input type="text"/>                      |
| * e. Other          | <input type="text" value="318,251.00"/>   |
| * f. Program Income | <input type="text"/>                      |
| * g. TOTAL          | <input type="text" value="1,110,146.00"/> |

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number:  Fax Number: \* Email: 

\* Signature of Authorized Representative:

DocuSigned by:

*Eric Holmes*\* Date Signed:

## Applicant and Recipient Assurances and Certifications

U.S. Department of Housing  
and Urban Development

OMB Number: 2501-0017  
Expiration Date: 01/31/2026

### Instructions for the HUD-424-B Assurances and Certifications

As part of your application for HUD funding, you, as the official authorized to sign on behalf of your organization or as an individual, must provide the following assurances and certifications, which replace any requirement to submit an SF-424-B or SF-424-D. The Responsible Civil Rights Official has specified this form for use for purposes of general compliance with 24 CFR §§ 1.5, 3.115, 8.50, and 146.25, as applicable. The Responsible Civil Rights Official may require specific civil rights assurances to be furnished consistent with those authorities and will specify the form on which such assurances must be made. A failure to furnish or comply with the civil rights assurances contained in this form may result in the procedures to effect compliance at 24 CFR §§ 1.8, 3.115, 8.57, or 146.39.

By submitting this form, you are stating that all assertions made in this form are true, accurate, and correct.

As the duly representative of the applicant, I certify that the applicant:

\*Authorized Representative Name:

Prefix: Mr. \*First Name: ERIC  
Middle Name:  
\*Last Name: HOLMES  
Suffix:  
\*Title: CITY MANAGER

\*Applicant Organization: CITY OF VANCOUVER, WASHINGTON

1. Has the legal authority to apply for Federal assistance, has the institutional, managerial and financial capability (including funds to pay the non-Federal share of program costs) to plan, manage and complete the program as described in the application and the governing body has duly authorized the submission of the application, including these assurances and certifications, and authorized me as the official representative of the application to act in connection with the application and to provide any additional information as may be required.

2. Will administer the grant in compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and implementing regulations (24 CFR part 1), which provide that no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity that receives Federal financial assistance OR if the applicant is a Federally recognized Indian tribe or its tribally designated housing entity, is subject to the Indian Civil Rights Act (25 U.S.C. 1301-1303).

3. Will administer the grant in compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and implementing regulations at 24 CFR part 8, the American Disabilities Act (42 U.S.C. §§ 12101 et seq.), and implementing regulations at 28 CFR part 35 or 36, as applicable, and the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) as amended, and implementing regulations at 24 CFR part 146 which together provide that no person in the United States shall, on the grounds of disability or age, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance; except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

4. Will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and the implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion sex (including gender identity and sexual orientation), disability, familial status, or national origin and will affirmatively further fair housing; except an applicant which is an Indian tribe or its instrumentality which

is excluded by statute from coverage does not make this certification; and further except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

5. Will comply with all applicable Federal nondiscrimination requirements, including those listed at 24 CFR §§ 5.105(a) and 5.106 as applicable.

6. Will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601) and implementing regulations at 49 CFR part 24 and, as applicable, Section 104(d) of the Housing and Community Development Act of 1974 (42 U.S.C. 5304(d)) and implementing regulations at 24 CFR part 42, subpart A.

7. Will comply with the environmental requirements of the National Environmental Policy Act (42 U.S.C. 4321 et seq.) and related Federal authorities prior to the commitment or expenditure of funds for property.

8. That no Federal appropriated funds have been paid, or will be paid, by or on behalf of the applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of this Federal grant or its extension, renewal, amendment or modification. If funds other than Federal appropriated funds have or will be paid for influencing or attempting to influence the persons listed above, I shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying. I certify that I shall require all subawards at all tiers (including sub-grants and contracts) to similarly certify and disclose accordingly. Federally recognized Indian Tribes and tribally designated housing entities (TDHEs) established by Federally-recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage by the Byrd Amendment, but State-recognized Indian tribes and TDHs established under State law are not excluded from the statute's coverage.

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct.

**WARNING:** Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802).

\*Signature:

DocuSigned by:  
*Eric Holmes*  
75A9183485CA467...

\*Date:

5/9/2023

**ASSURANCES - NON-CONSTRUCTION PROGRAMS**

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

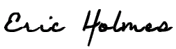
**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

|   |   |
|---|---|
| <b>SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</b><br><div style="border: 1px solid black; padding: 5px;"> DocuSigned by:<br/> <br/> 75A9183485CA467... </div> | <b>TITLE</b><br><div style="border: 1px solid black; padding: 5px;">CITY MANAGER</div>      |
| <b>APPLICANT ORGANIZATION</b><br><div style="border: 1px solid black; padding: 5px;">CITY OF VANCOUVER</div>  | <b>DATE SUBMITTED</b><br><div style="border: 1px solid black; padding: 5px;">5/9/2023</div> |

Standard Form 424B (Rev. 7-97) Back



## CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an 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.

(2) 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, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this 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. 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.

### Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any 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 commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement 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 statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### \* APPLICANT'S ORGANIZATION

CITY OF VANCOUVER, WASHINGTON

#### \* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Prefix:  \* First Name:  Middle Name:   
 \* Last Name:  Suffix:   
 \* Title:

#### \* SIGNATURE:

DocuSigned by:

*Eric Holmes*

75A9183485CA467...

\* DATE:



# *Appendix B*

*Legal Notice and Affidavit*



**NOTICE OF HEARING  
AND REQUEST FOR COMMENT ON THE  
2023 CDBG AND HOME ACTION PLAN  
AND SUBSTANTIAL AMENDMENTS TO  
THE 2022 ACTION PLAN**

**NOTICE IS HEREBY GIVEN** to interested parties regarding an upcoming public hearing and invitation to appear before City Council to offer testimony or submit written statements regarding the initial draft of the City of Vancouver 2023 CDBG and HOME Action Plan. Comment is also being requested on a substantial amendment to the 2022 Action Plan.

**Public Hearing Date:** Monday May 8, 2023, at 6:30 PM  
**Hearing Location:** 415 W 6<sup>th</sup> Street Vancouver, Washington (Also conducted remotely)  
**Hearing Actions:** On Monday, May 8, 2023, City Council shall consider the 2023 CDBG and HOME Action Plan funding allocation resolution.

The purpose of the public hearing is to adopt the 2023 Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) Action Plan and allow citizens the opportunity to comment on the allocation of funds for proposed activities.

Copies of the draft 2023 Action Plan are available in the City Hall lobby 8am – 5pm Monday through Friday. The draft action plan is also available for review online at [www.cityofvancouver.us/CDBG](http://www.cityofvancouver.us/CDBG). To request a copy of the plan, a different format, language or accommodation, please contact, Samantha Whitley at (360) 487-7952 | TTY: (360) 487-8602 | WA Relay: 711 or by email at [samantha.whitley@cityofvancouver.us](mailto:samantha.whitley@cityofvancouver.us).

Written comments about the draft plan and amendment are welcomed and encouraged and will be accepted through 5 p.m., Monday, May 8, 2023. Submitted comments will be noted and incorporated into the final plan document. Comments may be submitted in writing to Samantha Whitley, PO Box 1995, Vancouver, WA, 98668-1995, by email to [samantha.whitley@cityofvancouver.us](mailto:samantha.whitley@cityofvancouver.us), or by calling at (360) 487-7952 | TTY: (360) 487-8602 | WA Relay: 711. To provide comments at the public hearing please register to speak in advance with the Council administrative staff at (360) 487-8600 before noon on May 8, 2023.

All City Council workshops and meetings are broadcast (live closed captioning available) on [www.cvtv.org](http://www.cvtv.org), CVTV cable channels 23 / HD 323, and on the City's Facebook page, [www.facebook.com/VancouverUS](http://www.facebook.com/VancouverUS).

Funding for CDBG and HOME is made available through Title I of the Housing and Community Development Act of 1974, as amended. CDBG funding for the 2023 program year (July 1, 2023, through June 31, 2024) is estimated to be \$1,653,358 including entitlement, program income and unallocated prior year resources. CDBG funds are used for public services, economic development, housing, and public facilities that benefit people with low to moderate income. The HOME program entitlement is estimated to be \$1,110,146 including entitlement and prior year resources. HOME funds are used for activities that support affordable housing in Vancouver.

The City of Vancouver promotes fair housing and makes all programs available to low- and moderate-income families regardless of age, race, color, religion, sex, national origin, sexual preference, marital or familial status, or disability.

City Hall is served by several C-TRAN routes. Contact C-TRAN at 360-695-0123 for information on times, fares, and routes. Please be advised that there is limited free parking nearby. For more information on parking options, please visit [www.cityofvancouver.us/parking](http://www.cityofvancouver.us/parking).

**2022 Action Plan Substantial Amendment**

**Cancel – Tenant Based Rental Assistance \$141,441 HOME and \$11,094 CDBG  
Second Step Housing**

The entire HOME funding from this cancelled project was awarded to new projects in 2023. The CDBG award was reduced by \$11,094 and awarded to new projects in 2023.

### **2023 Action Plan**

#### **Public Services: \$250,000 CDBG (\$5,000 for project implementation)**

Six programs including staffing costs for youth programs, homelessness diversion and motel voucher programs, substance use prevention, youth shelter case management, and homeless outreach events.

Location: Citywide

#### **Economic Development: \$485,000 CDBG (\$15,000 for project implementation)**

Four technical assistance programs for current and new business owners to start or expand a small business in the City of Vancouver.

Location: Available citywide. To be determined as applications are approved.

#### **Rental Assistance and Housing Services: \$152,565 CDBG and \$283,335 HOME (\$15,000 for CDBG project implementation and \$15,000 for HOME project implementation)**

Three rental assistance programs for individuals and families earning up to 60% of area median income paired with CDBG-funded housing case management services for households receiving this rental assistance.

Location: Available citywide.

#### **Housing Projects: \$394,000 HOME and \$217,389 CDBG (\$15,000 for HOME project implementation)**

Three programs including first-time homebuyer assistance for 15 households and a city-managed housing rehabilitation program for 10 households providing loans to assist eligible homeowners with needed home repairs.

Location: Available citywide.

#### **Community Housing Development Organization (CHDO) Set-Aside: \$300,000 HOME (\$7,500 for HOME project implementation)**

One project with Second Step was funded with 2022 and 2023 HOME CHDO Set-Aside

#### **Public Facilities: \$250,000 CDBG**

One project with Family Solutions to remodel the hallway of the existing facility.

#### **Administration: \$278,404 CDBG and \$79,189 HOME**

Funding for staff to plan, coordinate, monitor and report on CDBG and HOME-funded activities.

#### **Unallocated Funding: \$16,122 HOME**

These funds will be awarded as needed. If funds are unspent in 2023, they will be allocated to future funding

### **2022 HOME ARP**

#### **Homeless Supportive Services: \$634,300 HOME – ARP**

To be used to best meet the needs of people experiencing or at risk of experiencing homelessness including supportive services. Funding must be spent during a 6-year period. In 2023, HOME-ARP funding in the amount of \$634,300 will be provided to four supportive service programs. Services include street outreach and medicine, rental assistance, and legal services to assist with housing barriers.

**Affidavit of Publication  
STATE OF WASHINGTON**

**County of Clark**

**SS:**

**COLUMBIAN**

CVAN-CITY VANCOUVER-L  
PO BOX 1995  
VANCOUVER WA 98668-1995

**REFERENCE:**

0000070251  
0000796110 2023 ACTION PLAN

I, the undersigned say,

That I am over the age of eighteen and not interested in the above entitled matter; that I am now, and at all times embraced in the publication herein mentioned, was, the principal clerk of the printer of The Columbian, a daily newspaper printed, published and circulated in the said county and adjudged a newspaper of general circulation by the Superior Court of the County of Clark, State of Washington, under Proceeding No. 802006715; that the advertisement, of which the annexed is a true printed copy, was published in the above-named newspaper on the following dates, To wit:

PUBLISHED ON 04/07/2023.  
TOTAL COST: 437.33  
FILED ON: 04/07/2023

I Certify (or declare) under penalty of perjury that the foregoing is true and correct.

Signature

**NOTICE OF HEARING  
AND REQUEST FOR COMMENT ON THE  
2023 CDBG AND HOME ACTION PLAN  
AND SUBSTANTIAL AMENDMENTS TO  
THE 2022 ACTION PLAN**

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Copies of the draft 2023 Action Plan are available in the City Hall lobby 8am - 5pm Monday through Friday. The draft action plan is also available for review online at [www.cityofvancouver.us/CDBG](http://www.cityofvancouver.us/CDBG). To request a copy of the plan, a different format, language or accommodation, please contact Samantha Whitley at (360) 487-7952 | TTY: (360) 487-8602 | WA Relay: 711 or by email at [samantha.whitley@cityofvancouver.us](mailto:samantha.whitley@cityofvancouver.us).

Written comments about the draft plan and amendment are welcomed and encouraged and will be accepted through 5 p.m., Monday, May 8, 2023. Submitted comments will be noted and incorporated into the final plan document. Comments may be submitted in writing to Samantha Whitley, PO Box 1995, Vancouver, WA 98668-1995, by email to [samantha.whitley@cityofvancouver.us](mailto:samantha.whitley@cityofvancouver.us), or by calling at (360) 487-7952 | TTY: (360) 487-8602 | WA Relay: 711. To provide comments at the public hearing please register to speak in advance with the Council administrative staff at (360) 487-8600 before noon on May 8, 2023.

All City Council workshops and meetings are broadcast (live closed captioning available) on [www.cvtv.org](http://www.cvtv.org), CTV cable channels 23 / HD 323, and on the City's Facebook page, [www.facebook.com/vancouverus](http://www.facebook.com/vancouverus).

Funding for CDBG and HOME is made available through Title I of the Housing and Community Development Act of 1974, as amended. CDBG funding for the 2023 program year (July 1, 2023, through June 30, 2024) is estimated to be \$1,653,358 including entitlement, program income and unallocated prior year resources. CDBG funds are used for public services, economic development, housing, and public facilities that benefit people with low to moderate income. The HOME program entitlement is estimated to be \$1,110,146 including entitlement and prior year resources. HOME funds are used for activities that support affordable housing in Vancouver.

The City of Vancouver promotes fair housing and makes all programs available to low- and moderate-income families regardless of age, race, color, religion, sex, national origin, sexual preference, marital or familial status, or disability.

City Hall is served by several C-TRAN routes. Contact C-TRAN at 360-695-0123 for information on times, fares, and routes. Please be advised that there is limited free parking nearby. For more information on parking options, please visit [www.cityofvancouver.us/parking](http://www.cityofvancouver.us/parking).

**2022 Action Plan Substantial Amendment Cancel - Tenant Based Rental Assistance \$141,441 HOME and \$11,094 CDBG Second Step Housing**

The entire HOME funding from this cancelled project was awarded to new projects in 2023. The CDBG award was reduced by \$11,094 and awarded to new projects in

**2023.**

**2023 Action Plan**

**Public Services: \$250,000 CDBG (\$5,000 for project implementation)**

Six programs including staffing costs for youth programs, homelessness diversion and motel voucher programs, substance use prevention, youth shelter case management, and homeless outreach events.

**Location:** Citywide

**Economic Development: \$485,000 CDBG (\$15,000 for project implementation)**

Four technical assistance programs for current and new business owners to start or expand a small business in the City of Vancouver.

**Location:** Available citywide. To be determined as applications are approved.

**Rental Assistance and Housing Services: \$152,565 CDBG and \$263,335 HOME**

**\$15,000 for CDBG project implementation and \$15,000 for HOME project implementation**

Three rental assistance programs for individuals and families earning up to 60% of area median income paired with CDBG-funded housing case management services for households receiving this rental assistance.

**Location:** Available citywide.

**Housing Projects: \$394,000 HOME and \$217,349 CDBG (\$15,000 for HOME project implementation)**

Three programs including first-time homebuyer assistance for 15 households and a city-managed housing rehabilitation program for 10 households providing loans to assist eligible homeowners with needed home repairs.

**Location:** Available citywide.

**Community Housing Development Organization (CHDO) Set-Aside: \$300,000 HOME (\$7,500 for HOME project implementation)**

One project with Second Step was funded with 2022 and 2023

**HOME CHDO Set-Aside Public Facilities: \$250,000 CDBG**

One project with Family Solutions to remodel the hallway of the existing facility.

**Administration: \$278,404 CDBG and \$79,188 HOME**

Funding for staff to plan, coordinate, monitor and report on CDBG and HOME-funded activities.

**Unallocated Funding: \$16,122 HOME**

These funds will be awarded as needed. If funds are unspent in 2023, they will be allocated to future funding.

**2022 HOME ARP Homeless Supportive Services: \$634,300 HOME - ARP**

To be used to best meet the needs of people experiencing or at risk of experiencing homelessness including supportive services. Funding must be spent during a 6-year period. In 2023, HOME-ARP funding in the amount of \$634,300 will be provided to four supportive service programs. Services include street outreach and medicine, rental assistance, and legal services to assist with housing barriers.

April 7 - 796110

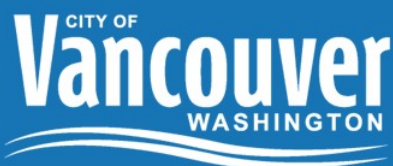




# *Appendix C*

*Public Comment and Public Hearing*





Anne McEnery-Ogle, Mayor  
Bart Hansen · Ty Stober · Erik Paulsen  
Sarah J. Fox · Diana H. Perez · Kim D. Harless

## City Council Meeting Agenda May 8, 2023

### WORKSHOPS

**Vancouver City Hall - 415 W 6th Street, Vancouver WA**

In accordance with the Open Public Meetings Act (OPMA), the Vancouver City Council meeting will be open to in-person attendance. Options for viewing and/or participating in the meeting remotely will also be accommodated (see details below). The City Council will be attending this meeting in person.

All City Council workshops and meetings are broadcast (live closed captioning available) on [www.cvtv.org](http://www.cvtv.org), CVTV cable channels 23 / HD 323, and on the City's Facebook page, [www.facebook.com/VancouverUS](https://www.facebook.com/VancouverUS).

**Public testimony** will be accepted regarding any matter on the agenda below. **Advance registration will be required (see details below).**

Unless otherwise announced by the Presiding Officer, each speaker may testify once for up to three minutes under each public testimony opportunity below and will be asked to provide their name and city of residence for the record.

Testimony will be accepted in the following manner:

- **Written comments submitted in advance**

Comments may be sent to [council@cityofvancouver.us](mailto:council@cityofvancouver.us) until 12:00 p.m. May 8. Comments will be compiled and sent to the City Council and entered into the record.

- **In-person or remote testimony during the meeting**

Register in-person at City Hall. In-person registration is open until 6:30 p.m. on May 8. Instructions will be provided on-site.

Register to testify online. Online registration is open until 12:00 p.m. on May 8.

Visit the following website for more information and to register:

<https://www.cityofvancouver.us/citycouncil/webform/register-provide-council-meeting-testimony>, or call the City Manager's Office at (360) 487-8600.

Further instructions for accessing the virtual meeting (for remote testimony) will be provided upon registration.

### WORKSHOPS

Vancouver City Hall - Council Chambers - 415 W 6th Street, Vancouver WA

**4:00-4:30pm**    [Urban Forestry Management Plan](#)

*Charles Ray, Urban Forestry Coordinator, 360-487-8328*

**4:30-5:30pm**    [Strategic Plan](#)

*Aaron Lande, Program and Policy Development Manager, 360-487-8612*

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## **COUNCIL DINNER / EXECUTIVE SESSION RE: DISCUSSION OF PENDING LITIGATION (30 MIN)**

### **REGULAR COUNCIL MEETING**

6:30 PM

Vancouver City Hall - 415 W 6th Street, Vancouver WA

#### **Pledge of Allegiance**

#### **Call to Order and Roll Call**

**Proclamations: Asian American, Native Hawaiian, and Pacific Islander Heritage Month (Chinese and Japanese); Taiwanese American Heritage Week; Public Service Recognition Week**

#### **Community Communications**

This is the place on the agenda where the public is invited to speak to Council regarding any matter on the Agenda not already scheduled for Public Hearing. (Separate instructions are provided for offering testimony on Public Hearing when applicable.) This includes the option to testify about Workshops. Members of the public addressing Council are requested to give their name and city of residence for the audio record. Speakers are to limit their testimony to a total of three minutes for all items combined.

#### **Consent Agenda (Items 1-4)**

The following items will be passed by a single motion to approve all listed actions and resolutions. There will be no discussion on these items unless requested by Council. If discussion is requested, the item will be moved from the Consent Agenda and considered separately - after the motion has been made and passed to approve the remaining items.

1.    [Interlocal Agreement for Justice Assistance Grant \(JAG\) 2021 Award](#)

Staff Report: 077-23

Request:                    Authorize the City Manager or designee to execute an interlocal agreement with Clark County for disbursement of Justice Assistance Grant (JAG) funds from the United States Department of Justice and take any and all action necessary to enforce the terms thereof.

*Jeff Mori, Police Chief, 360-487-7472*

2.    [Interlocal Agreement for Justice Assistance Grant \(JAG\) 2022 Award](#)

Staff Report: 078-23

Request:                    Authorize the City Manager or designee to execute an interlocal agreement with Clark County for disbursement of Justice Assistance Grant (JAG) funds from the United States Department of Justice and take any and all action necessary to enforce the terms thereof.

*Jeff Mori, Police Chief, 360-487-7472*

3.    [Increase spending limit on Contract C-100689](#)

Staff Report: 079-23

Request:                    Authorize the City Manager, or their designee, to approve additional funds needed for this purchase under C-100689 with Cascade Fire Equipment for the life of the contract up to the current authorized budget.

4. [Approval of Claim Vouchers](#)

Request: Approve claim vouchers for May 8, 2023.

**Public Hearings (Item 5-6)**

The following item(s) are scheduled for public hearing. Members of the public addressing Council are requested to give their name and city of residence for the audio record. Unless otherwise announced by the Presiding Officer, speakers are to limit their testimony to three minutes for each public hearing.

5. [2023 CDBG and HOME Action Plan](#)

Staff Report: 080-23

**A RESOLUTION** relating to the adoption of the City's Community Development Block Grant (CDBG) and HOME Investment Partnerships Annual Action Plan for the 2023 program year; authorizing the City Manager to execute agreements on behalf of the City of Vancouver consistent with the CDBG and HOME Investment Partnerships Annual Action Plan; providing for severability and an effective date.

Request: Approve a resolution adopting the proposed 2023 CDBG, HOME, and HOME-ARP funding awards.

*Samantha Whitley, Housing Programs Manager, 360-487-7952*

6. [Spring Supplemental Budget](#)

Staff Report: 076-23

**AN ORDINANCE** relating to the 2023-24 Biennial Budget and making various appropriations in various funds; declaring an emergency.

Request: On Monday, May 8, 2023, subject to second reading and public hearing, approve the ordinance.

*Natasha Ramras, Chief Financial Officer, 360-487-8484*

**Communications**

- A. From the Council**
- B. From the Mayor**
- C. From the City Manager**

**Adjournment**

City Hall is served by C-TRAN. Route information and schedules are available online at [www.c-tran.com](http://www.c-tran.com). You also may reach C-TRAN at (360) 695-0123 for more information on times, fares, and routes.

Anyone needing language interpretation services or accommodations with a disability at a Vancouver City Council meeting may contact the City Manager's staff at (360) 487-8600 (Voice/TTY 487-8602). Assistive listening devices and live Closed Captioning are available for the deaf, hard of hearing and general public use. Please notify a staff person if you wish to use one of the devices. Every attempt at reasonable accommodation will be made. To request this agenda in another format, please also contact the phone numbers listed above.

**From:** [Dollar, Sarah](#)  
**Subject:** Vancouver City Council Meeting Summary – May 8, 2023  
**Date:** Monday, May 8, 2023 8:55:33 PM  
**Attachments:** [image001.png](#)

## **Vancouver City Council Meeting Summary – May 8, 2023**

All Present

|           |          |  |                      |                            |
|-----------|----------|--|----------------------|----------------------------|
| 4:00-4:30 | WS017-23 | Urban Forestry Management Plan                                     |                      |                            |
| 4:30-5:30 | WS018-23 | Strategic Plan   |                      |                            |
| 5:10-5:50 | ES010-23 | Executive Session Re: Discussion of Pending Litigation             | n/a                  |                            |
| 1         | 077-23   | Interlocal Agreement for Justice Assistance Grant (JAG) 2021 Award | approved unanimously |                            |
| 2         | 078-23   | Interlocal Agreement for Justice Assistance Grant (JAG) 2022 Award | approved unanimously |                            |
| 3         | 079-23   | Increase Spending Limit on Contract C-100689                       | approved unanimously |                            |
| 4         | n/a      | Approval of Claim Vouchers   | approved unanimously |                            |
| 5         | 080-23   | 2023 CDBG and HOME Action Plan                                     | approved unanimously | <b>Adopted Res. M-4221</b> |
| 6         | 076-23   | Spring Supplemental Budget   | approved unanimously | <b>Adopted Ord. M-4410</b> |

**Sarah Dollar** | Assistant to the City Council  
 CITY OF VANCOUVER, WASHINGTON  
 City Manager's Office  
 415 W 6<sup>th</sup> St. | Vancouver, WA 98660  
*Pronouns: She/Her/Hers*  
 P: 360-487-8641 | TTY: 360-487-8602  
[www.cityofvancouver.us](http://www.cityofvancouver.us)



## Hawkins, Ann

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**From:** Slater, Tasha  
**Sent:** Thursday, May 11, 2023 1:08 PM  
**To:** Hawkins, Ann  
**Subject:** FW: Thrive2Survive comment

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**From:** Rori Dicker <rori@t2sdrive.com>  
**Sent:** Sunday, May 7, 2023 1:19 PM  
**To:** Whitley, Samantha <Samantha.Whitley@cityofvancouver.us>  
**Cc:** Charles Hanset <charles@t2sdrive.com>; Slater, Tasha <Tasha.Slater@cityofvancouver.us>  
**Subject:** Thrive2Survive comment

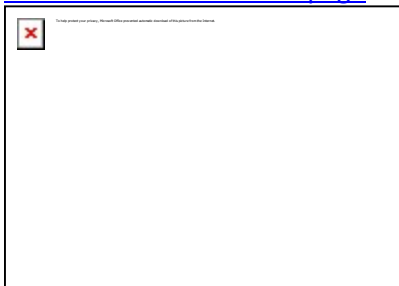
**CAUTION:** This email originated from outside of the City of Vancouver. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Samantha,

We would like to submit the following comment for the public hearing coming up. Thank you!

"Thrive2Survive sends our sincere gratitude to everyone on the team involved with the CDBG funding. We understand that the process of evaluating and awarding folks is highly competitive, and we deeply appreciate the effort and time that has gone into reviewing our application. We are committed to using the funds in the most effective and efficient manner possible and keeping you updated on the progress of our project. "

Rori Dicker (she, her)  
Deputy Director  
[rori@t2sdrive.com](mailto:rori@t2sdrive.com)  
360-957-0981 (cell)  
Fellow of VCLI 2022  
Accomplished Under 40 Class of 2022  
Please follow us on Facebook  
[Thrive2Survive Facebook page](#)







# *Appendix D*

## *Community Participation Plan*



## **CDBG AND HOME CITIZEN PARTICIPATION PLAN**

### **1. Overview**

The City of Vancouver receives federal Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) grant funds annually from the U.S. Department of Housing & Urban Development (HUD). Each grant has different regulations, program requirements, and target populations. The two grants are awarded based on a formula that takes into account the population, the demographics of persons living in poverty, the level of overcrowded housing, and the age of housing.

The 5 Year Consolidated Plan for Housing and Community Development (Consolidated Plan) is intended to establish a unified vision of housing and community development strategies for the two federal grants received by the City. The plan is also designed to assist the community in providing decent housing, suitable living environments, and expanding economic opportunities for low-income or disabled persons.

### **2. Final Policy/Implementation Authority**

The Citizen Participation Plan recognizes that the Vancouver City Council, as the elected governing body for the City of Vancouver, has the ultimate responsibility and authority for the adoption and implementation of the Consolidated Plan and CDBG and HOME activities. The City of Vancouver conducts a minimum of two public hearings per year. The Consolidated Plan / Action plan hearing is conducted the spring and the Consolidated Annual Performance Evaluation Report (CAPER) is conducted in the fall. City Council will be apprised of any plan amendments made during the year at the appropriate hearing.

### **3. Citizen Participation**

The City shall follow a detailed citizen participation plan that addresses the following issues:

- access to information
- access to meetings
- access to records
- amendments to plans
- complaints
- emergency / disaster policies
- minimizing displacement
- notice of hearings
- participation opportunities
- public comment opportunities
- public hearings
- publishing plans
- technical assistance

- a) **Encouragement of Citizen Participation in CDBG/HOME Planning & Activities:** All citizens, including low- and moderate-income persons, persons living in low- and moderate-income neighborhoods, minority populations, non-English speaking persons, persons with disabilities, homeless persons/agencies and residents of public and assisted housing developments are encouraged to participate in the development and review of the:

- Citizen Participation Plan and amendments
- Consolidated Plan
- Assessment of Fair Housing
- Annual Action Plan
- Consolidated Annual Performance and Evaluation Report (CAPER)
- Substantial Amendments to the Assessment of Fair Housing, Action Plan and Consolidated Plan

All meetings are open to the public with efforts made to be scheduled at times and locations convenient to potential and actual beneficiaries with accommodations for persons with disabilities and assistance available for non-English speaking persons. Those wishing to be regularly informed of meetings/activities can be added to the program mailing and e-mail notification lists.

- b) **Public Review and Comment on the Adoption of or Amendments to the Citizen Participation Plan:**

Amendments to the Citizen Participation plan shall be processed similar to a substantial amendment as noted in Section 12. Prior to submitting an amended Citizen Participation Plan to HUD, the City will publish a 15-day notice in *The Columbian* newspaper and online at [www.cityofvancouver.us/CDBG](http://www.cityofvancouver.us/CDBG) advising citizens of an opportunity to comment on any proposed amendment.

- **Public Notice Requirement & Comment Period:** A notice of a proposed amendment to the Citizen Participation Plan is advertised in *The Columbian* newspaper allowing the public a 15-day comment period and listing the amendment.
- **Public Review:** During the 15-day public comment period, copies of the proposed plans will be available for review at the Vancouver City Hall (415 W 6th Street), online at [www.cityofvancouver.us/CDBG](http://www.cityofvancouver.us/CDBG), web links available through City social media formats, and where possible at public library branches within Vancouver. A reasonable number of free copies of the plans are available upon request to citizens and groups. Reasonable accommodations will be made for non-English speaking persons and for people with disabilities. For details contact the Programs Manager, CDBG/HOME Program, City of Vancouver, PO Box 1995, Vancouver, WA 98668-1995, voice (360) 487-7952 | TTY: (360) 487-8602 | WA Relay: 711.

- **Public Comments:** The public may comment on proposed amendments during the 15-day public comment period. A summary of all comments will be considered and attached to the plan. Written comments must be directed to the Programs Manager, CDBG/HOME Program, City of Vancouver, PO Box 1995, Vancouver, WA 98668-1995.

#### 4. **Public Meeting Notice and the Corresponding Public Comment Period Requirements**

Notices of public meetings, public hearings, substantial amendments, notifications of 15 or 30-day comment periods, and the notification of the City of Vancouver's proposed and actual use of CDBG/HOME funds will be published in *The Columbian* and posted online at [www.cityofvancouver.us/CDBG](http://www.cityofvancouver.us/CDBG).

To further encourage the attendance and participation of persons of low- and moderate-income, notices will also be sent to:

- the Vancouver Housing Authority
- the Coalition of Service Providers (COC)
- public and private agencies that provide housing, health, and social services
- public and private agencies that represent minorities and non-English speaking persons residing in the City of Vancouver
- other organizations including businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith-based organizations
- Interested parties on the City of Vancouver CDBG/HOME mailing list
- Social media sources including the City Facebook page and Twitter account

#### 5. **Access to Records**

The City of Vancouver shall provide citizens, public agencies, and other interested parties with reasonable and timely access to information and records relating to the Consolidated Plan and the City's allocation of funding through the CDBG/HOME Programs.

Copies of the adopted plans and performance reports, as well as information regarding use of funds and other program information will be maintained by the City's CDBG/HOME program staff.

Copies of the proposed plans will be available for review at the Vancouver City Hall (415 W 6th Street), online at [www.cityofvancouver.us/CDBG](http://www.cityofvancouver.us/CDBG), web links available through City social media formats, and where possible at public library branches within Vancouver. A reasonable number of free copies of the plans are available upon request to citizens and groups. Reasonable accommodations will be made for non-English speaking persons and for people with disabilities. For details contact the Programs Manager, CDBG/HOME Program, City of Vancouver, PO Box 1995, Vancouver, WA 98668-1995, voice (360) 487-7952 | TTY: (360) 487-8602 | WA Relay: 711.

6. **5 Year Consolidated Plan for Housing and Community Development, Assessment of Fair Housing and the Annual Action Plan:**

- a) **Consolidated Plan:** Every five years the City of Vancouver develops a Consolidated Plan. The function of this plan is to provide an analysis of community needs and establish objectives and strategies to guide the allocation of federal housing and community development funding over that five year period. The plan is developed through a community planning process with the involvement of community stakeholders and agencies. The plan proposes strategies to implement HUD objectives, while focusing on the priorities of the City.
- b) **Annual Action Plan:** Provides annual updates to the specific level of funding available and the proposed uses of the funds. A public application review process prioritizes funding projects. The Annual Action Plan is subsequently approved by City Council and submitted to HUD for approval each year.
- c) **Assessment of Fair Housing:** The Assessment of Fair Housing is an analysis of fair housing issues and contributing factors in a program participant's jurisdiction related to fair housing practices. The AFH is a tool to help programs take meaningful actions to overcome systemic segregation, promote fair housing choice, and foster inclusive communities that are free from discrimination. Based on the results of local research data programs must generate goals to guide program participants during the subsequent planning cycle.
- d) **Public Hearing & Comment Period:** The City of Vancouver provides a public review process that affords citizens, public agencies, and other interested parties an opportunity to examine the proposed Assessment of Fair Housing, Action Plan, and Consolidated Plan and to submit comments regarding the proposed Action/Consolidated Plan.
  - **Public Notice Requirement & Comment Period:** A Public Hearing for the adoption of or amendment to the Assessment of Fair Housing, Action Plan, Consolidated Plan shall be published in *The Columbian* newspaper and online at [www.cityofvancouver.us/CDBG](http://www.cityofvancouver.us/CDBG) at least 30 days before the date of the hearing. The notice shall include:
    - i. Anticipated amount of assistance (including grants funds and program income)
    - ii. Range of activities that may be undertaken
    - iii. Estimated amount that will benefit low- and moderate income persons
    - iv. Summary of the contents and purpose of the Action/Consolidated Plan
    - v. List of the locations where copies of the entire proposed plan may be examined.

- **Public Review:** During the 30-day public comment period, copies of the proposed plans will be available for review at the Vancouver City Hall (415 W 6th Street), online at [www.cityofvancouver.us/CDBG](http://www.cityofvancouver.us/CDBG), web links available through City social media formats, and where possible at public library branches within Vancouver. A reasonable number of free copies of the plans are available upon request to citizens and groups. Reasonable accommodations will be made for non-English speaking persons and for people with disabilities. For details contact the Programs Manager, CDBG/HOME Program, City of Vancouver, PO Box 1995, Vancouver, WA 98668-1995, voice (360) 487-7952 | TTY: (360) 487-8602 | WA Relay: 711.
- **Public Comments:** The public may comment on the proposed plans in writing during the 30-day public comment period or at the public hearing. A summary of all comments will be considered and attached to the final plan. Written comments must be directed to the Programs Manager, CDBG/HOME Program, City of Vancouver, P.O. Box 1995, Vancouver, WA 98668-1995.
- **Public Hearing Location:** Hearings shall be held in Council Chambers, Second Floor, Vancouver City Hall, 415 W 6th Street, in Vancouver, WA unless otherwise specified.

## 7. Consolidated Annual Performance Evaluation Review (CAPER)

This report analyzes progress towards the goals established in the Consolidated Plan and implemented through the Annual Action Plan. The report also provides information on the performance of funded projects in relationship to HUD and local program objectives. A public hearing is typically scheduled in September to present program accomplishments to City Council and receive public comment.

- **Public Notice Requirement & Comment Period:** A Public Hearing for the adoption of the CAPER will be published in *The Columbian* newspaper and online at [www.cityofvancouver.us/CDBG](http://www.cityofvancouver.us/CDBG) at least 15 days before the date of the hearing. The public hearing notice shall include a list of the locations where copies of the report may be viewed.
- **Public Review:** During the 15-day public comment period, copies of the proposed plans will be available for review at the Vancouver City Hall (415 W 6th Street), online at [www.cityofvancouver.us/CDBG](http://www.cityofvancouver.us/CDBG), web links available through City social media formats, and where possible at public library branches within Vancouver. A reasonable number of free copies of the plans are available upon request to citizens and groups. Reasonable accommodations will be made for non-English speaking persons and for people with disabilities. For details contact the Programs Manager, CDBG/HOME Program, City of Vancouver, PO Box 1995, Vancouver, WA 98668-1995, voice (360) 487-7952 | TTY: (360) 487-8602 | WA Relay: 711.

- **Public Comments:** The public may comment on the draft CAPER in writing during the 15-day public comment period or at the public hearing. A summary of all comments will be considered and attached to the final plan. Written comments must be directed to the Programs Manager, CDBG/HOME Program, City of Vancouver, PO Box 1995, Vancouver, WA 98668-1995.
- **Public Hearing Location:** Hearings shall be held in Council Chambers, Second Floor, Vancouver City Hall, 415 W 6th Street, in Vancouver, WA. unless otherwise specified.

#### 8. **Non-English Speaking and Handicapped Residents Accommodation**

All public meetings, workshops, and hearings are held in facilities that are accessible to people with disabilities. Upon reasonable request, the City will provide translators at public hearings and meetings. Furthermore, meeting notices will be sent to organizations representing non-English speaking residents of the city.

To request another format, language or accommodation, please contact the Programs Manager, CDBG/HOME Program, City of Vancouver, PO Box 1995, Vancouver, WA 98668-1995, voice (360) 487-7952 | TTY: (360) 487-8602 | WA Relay: 711 at least two days prior to the meeting or hearing.

#### 9. **Technical Assistance**

The City will provide technical assistance to groups representing low- and moderate-income persons that request such assistance to develop an application for CDBG/HOME funding through the City. Such technical assistance may include an explanation of:

- Program rules and regulations
- Requirements for implementing and managing projects
- Project eligibility and national objectives requirements

#### 10. **Procedures for Complaints or Grievances**

Complaints, inquiries, and grievances shall be submitted in writing to the Programs Manager, CDBG/HOME Program, City of Vancouver, PO Box 1995, Vancouver, WA 98668-1995. A written response shall be provided to the complaining or aggrieved party within 15 working days of the date of receipt of the written complaint or grievance.



## 11. Program Year Schedule

|  |  |
|--|--|
| July   | Start of program year  |
| September  | Public meeting to review goals, objectives and needs in the Consolidated Plan (15-day comment period prior to meeting)                               |
| September<br>3 <sup>rd</sup> or 4 <sup>th</sup> week | Public Hearing regarding the Consolidated Annual Performance Evaluation Review and annual amendments (15-day Public Comment period prior to hearing) |
| October  | Notice of Funding Availability published and applications made available for next funding round of CDBG and HOME funds                               |
| December   | CDBG and HOME Applications due   |
| January  | Public meeting to present projects proposed for funding  |
| March  | Projects prioritized for funding and presented to City Council   |
| May<br>1 <sup>st</sup> or 2 <sup>nd</sup> week       | Public Hearing on Assessment of Fair Housing, Action Plan, and Consolidated Plan (30-day Public Comment period prior to hearing)                     |

## 12. Criteria & Procedures for Substantial Amendments to Assessment of Fair Housing, Action Plan, and Consolidated Plan

Substantial Amendments require a 30 day public comment period. Prior to submitting Substantial Amendments to HUD, the City will publish a 30-day notice in *The Columbian* newspaper and online at [www.cityofvancouver.us/CDBG](http://www.cityofvancouver.us/CDBG) advising citizens of an opportunity to comment on such a proposed amendment.

- **Public Notice Requirement & Comment Period:** A notice of a proposed Substantial Amendment to the Assessment of Fair Housing, Action Plan, and Consolidated Plan is advertised in *The Columbian* newspaper and online at [www.cityofvancouver.us/CDBG](http://www.cityofvancouver.us/CDBG) allowing the public a 30-day comment period and listing the amendment.
- **Public Review:** During the 30-day public comment period, copies of the proposed plans will be available for review at the Vancouver City Hall (415 W 6th Street), online at [www.cityofvancouver.us/CDBG](http://www.cityofvancouver.us/CDBG), web links available through City social media formats, and where possible at public library branches within Vancouver. A reasonable number of free copies of the plans are available upon request to citizens and groups. Reasonable accommodations will be made for non-English speaking persons and for people with disabilities. For details contact the Programs Manager, CDBG/HOME Program, City of Vancouver, PO Box 1995, Vancouver, WA 98668-1995, voice (360) 487-7952 | TTY: (360) 487-8602 | WA Relay: 711.

- **Public Comments:** The public may comment on proposed amendments during the 30-day public comment period. A summary of all comments will be considered and attached to the plan. Written comments must be directed to the Programs Manager, CDBG/HOME Program, City of Vancouver, PO Box 1995, Vancouver, WA 98668-1995.

A Substantial Amendment is defined as:

- Changes to any of the goals, policies, or procedures identified in the Consolidated Plan
- Changes to the CDBG or HOME budget for a project by an amount in excess of twenty-five percent (25%) or \$15,000, whichever is greater
- Changes in the purpose, scope, beneficiaries, or location of the project
- A change in allocation priorities or method of distribution of funds
- A change in the source of funding, from one source to any other source (including program income) covered by the Action/Consolidated Plan
- Cancellation of an existing project or adding a new project

Changes that are not considered substantial amendments include:

- Data updates such as census information, income limits, fair market rents, HOME high and low market rents, HOME subsidy limits, and similar types of data shall not be considered a substantial amendment;
- Minor change in project location - A minor change in location on a specific property is not considered a substantial change as long as the purpose, scope, and intended beneficiaries remain essentially the same
- Project Budget Line Item change - The transfer of some (but not all) funds within a project from one approved budget line item to another approved budget line item (e.g., construction rather than engineering) does not constitute a substantial change.
- Emergency/Disaster Response- To ensure emergency and disaster recovery grants are awarded in a timely manner a formal adoption of an amendment to the Consolidated Plan, Action Plan, Citizen Participation Plan, or Section 108 Guaranteed Loan Application may not constitute a substantial amendment under Section 12 above.

### 13. Waiver Process

Upon determination of good cause, the U. S. Department of Housing and Urban Development has the authority to waive certain regulatory provisions of the CDBG and HOME programs subject to statutory limitations.

Following HUD issuance of waiver notices or approval of waiver requests, the City reserves the right to amend the Citizen Participation Plan as follows:

1. A reduction in the public comment period for Consolidated Plan/Action Plan substantial amendments from 30 calendar days to the HUD prescribed period, and
2. Flexibility in determining what constitutes reasonable notice and opportunity to comment.
3. Any other additional flexibility deemed necessary by HUD.

#### 14. **Minimizing Displacement**

The City will take the following steps to minimize the displacement of people, businesses, nonprofits, and/or farms:

- a) Discourage projects involving displacement/relocation through a grant application scoring system that reduces the total score of projects that anticipate displacement/relocation;
- b) Encourage project sponsors to plan or stage projects to minimize and/or prevent the adverse impacts of displacement;
- c) Provide for the establishment of temporary relocation facilities in order to provide housing to households whose displacement will be temporary;
- d) Provide advisory services, which will include such measures, facilities, and services as may be necessary to determine relocation needs, or other assistance for which displaced persons may be eligible;
- e) Coordinate code enforcement with rehabilitation and housing assistance programs; and
- f) Stage the rehabilitation of apartment units to allow tenants to remain in the building /complex during and after rehabilitation by working with empty units or buildings first.

Any residential tenant who will be permanently and involuntarily displaced shall be entitled to the following services and benefits:

- a) **Timely Information.** The tenant will be contacted and provided with timely information that fully explains the reason for the displacement and the relocation assistance available;
- b) **Advisory Services.** The tenant will be provided appropriate advisory services necessary to minimize hardships in adjusting to the relocation;
- c) **Advance Notice.** Unless there is an urgent need for the property (e.g., substantial danger to a person's health or safety) or the tenant is evicted for cause, the tenant shall be given at least 90 days' advance notice of the earliest possible date which they must vacate the property.
- d) **Replacement Housing Assistance.** Replacement housing assistance is available to both renters and owners in the form of rental assistance or purchase assistance. The replacement assistance is based on a number of factors as provided in the Uniform Relocation Act and its regulations at 24 CFR Part 24; and,
- e) **Moving Expenses.** The tenant will be reimbursed for reasonable, documented costs of his/her moving and related expenses or the tenant may elect to receive a fixed payment for moving and related expenses.

## City of Vancouver

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[www.cityofvancouver.us/CDBG](http://www.cityofvancouver.us/CDBG)

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