



2012 ANNUAL ACTION PLAN

Supplement to
2010 – 2014 Consolidated Plan

For further information contact:

City of Kennewick
Community & Corporate Services
P.O. Box 6108
210 West 6th Avenue
Kennewick, WA 99336
(509) 585-4432



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GENERAL

Introduction

The City of Kennewick is an entitlement community under Title 1 of the Housing and Community Development Act of 1974 and receives federal funds annually from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) Program. In addition, Kennewick is a member of the Tri-Cities Consortium with Pasco and Richland and as a consortium is eligible to receive federal HOME dollars from HUD on an annual basis. Richland serves as the lead entity for the consortium and acts as the administrative, monitoring and reporting agency for the Tri-Cities HOME Consortium to HUD.

The 2012 Annual Action Plan represents the third year of the 2010-2014 Consolidated Plan and summarizes the activities planned for the period January 1, 2012 to December 31, 2012 to meet community development and housing needs identified in the 5-year Consolidated Plan. The Annual Action Plan provides specific details of investments in projects, describes the geographic area in which the programs are available and the nature of the impact the City hopes to achieve through the programs.

The City of Kennewick CDBG Advisory Committee was formed to serve as an advisory committee to City Council in the development of the City's 5-year Consolidated Plan and the administration and utilization of the CDBG, HOME and other grant programs as related to Housing and Community Development.

Resources

The majority of activities proposed in the 2012 Annual Action Plan will be funded by CDBG and HOME allocations and by program income received from these two funding sources. The City of Kennewick also has the option as an entitlement community to apply for a Section 108 Loan guarantee in the amount not to exceed five times its current year annual CDBG allocation. Although the 2010 and 2011 Annual Action Plans addressed applying for a Section 108 loan, City Council decided to wait until they received the results of a consultant study of the area commonly referred to as the Bridge to Bridge River to Railroad district. In addition, Council is working with the Port of Kennewick to meld the City's plan and Port's plan into one economic development plan. Those results will dictate how the City plans to apply for a Section 108 in the 2012 Action Plan year. The Entitlement award for 2012 is estimated and as such, if the City receives less than expected project awards will be decreased equally. If the grant amount exceeds the estimated amount, the committee will specify how additional funding will be divided among the current year's planned activities or will be put into contingency or unallocated funds for future eligible uses.

Anticipated funds for activities in 2012 are as follows:

CDBG Entitlement	\$500,000*
CDBG Program Income	\$ 20,000
HOME (includes Program Income)	\$186,814**

* The City retains 20% of the CDBG award for administration

** The City retains 10% of HOME program income for administration

The City of Kennewick is supportive of efforts by other organizations to obtain funding for projects contributing to Housing and Community Development objectives that become available during the program year. In addition to verbal and written support, within staffing capacity, the City of Kennewick will also assist community organizations in strategizing, applying for, accessing, or developing new resources and partnerships to carryout needs as identified in the 2010-2014 Consolidated Plan.

Geographic Distribution

Kennewick's CDBG and HOME funds will be available to assist lower income residents of Kennewick. The boundary for Down Payment Assistance and GAP financing was expanded in 2010 to include the entire city limits. There were suitable homes in many neighborhoods that have been excluded in previous years as the City focused its CDBG/HOME resources on providing housing opportunities within the Neighborhood Strategic Revitalization Area, predominantly census tracts 112 & 113. By opening the opportunity up Citywide, buyers will now have the ability to choose to live closer to their job or find suitable housing in the same area as their children are currently enrolled in school.

The City also gives attention to the Housing Conditions Windshield Survey, which was completed in July 2009 for the 2010-2014 Consolidated Plan. The survey includes an area referred to as the Metaline / Filmore neighborhood located in census tract 109.01 as well as the Bridge to Bridge River to Railroad, and First / Washington neighborhoods located in tract 113. Also weighing in to the decision was information provided through citizen participation, survey results and focus group feedback; all of which played a part of the comprehensive process of developing the new 5-year Consolidated Plan.

Managing the Process

The City of Kennewick is responsible for administering the CDBG program funded through the Annual Action Plan process. The City of Richland serves as the lead entity for the Tri-Cities HOME Consortium and is responsible as the administrative, monitoring and reporting agency to HUD as related to HOME funds.

Various methods were used to aid in the development of the Consolidated Plan to determine current housing and community development needs. A series of regularly scheduled CDBG Advisory Board public meetings were held in the City Council Chambers throughout the year as well as Public Hearings. Development of the current year's Annual Action Plan is further outlined in the Citizen Participation section of the Consolidated Plan.

In order to maintain coordination between public and private housing, and health and social service agencies, the CDBG Coordinator will continue to attend meetings of the CDBG Advisory Committee and the Benton Franklin Housing Continuum of Care, a bi-countywide organization comprised of local non-profit, housing, public service, correctional and government agencies. Elected to a 2-year term as Vice-Chair of the BFCAC Board in 2008, the Coordinator is currently serving her second 2-year term. The Kennewick Housing Authority has been used as a source for finding qualified first time homebuyers. One of the major challenges to meeting needs of the underserved continues to be a lack of staff, supportive services and financial resources.

Citizen Participation

2010-2014 Consolidated Plan: The Cities of Kennewick, Richland and Pasco participated in a joint and individual city citizen participation process in the development of the plan in 2009. A joint public hearing and needs identification workshop was held in June 2009 in the Kennewick Council Chambers. Individual focus group meetings were held throughout the day with a general open microphone public hearing at the end of the focus group meetings. Public notices were published in local newspapers, the *Tri-City Herald* and *La Voz* (bilingual), and direct mailing of notices was provided to hundreds of organizations. Notices and fliers were available at various locations throughout the Tri-Cities, including at each City Hall, public library and Housing Authority office.

2012 Annual Action Plan: On May 26, 2011, a letter and application was mailed to 46 organizations and individuals listing the schedule for the 2012 proposal process and to advise that the 2012 CDBG applications were now being accepted. In addition, display ads were printed in the *Tri-City Herald* (Sunday, April, 24, 2011) and *tu Decides* (bilingual) (Friday, May 6, 2011) newspapers. Interested parties were able to download the current year's application packet from Kennewick's website at www.go2kennewick.com or hard copies were available at City Hall and were mailed upon request. To involve the public and gather input concerning pressing community needs, a public hearing was held on Tuesday, May 24, 2011. The deadline for receiving applications was midnight, June 30, 2011.

A total of 8 applications were received totaling \$493,150. Upon review, all of the funding applications received did meet HUD's National Objective requirements. The City of Kennewick anticipates receiving \$500,000 in 2012 CDBG funds and \$20,000 in program income from Down Payment Assistance and Rehabilitation Programs.

On August 18, 2011, the CDBG Advisory Board heard oral presentations from the eight applicants and deliberated on which activities to recommend to Kennewick City Council for funding. A letter was mailed to all CDBG applicants on August 23, 2011, advising them of the Board's recommendations for funding based on the priority needs in the community and the allocation policy.

The City of Kennewick advertised the second public hearing notice for October 4, 2011, in display ads in both the *Tri-City Herald* (Sunday, September 18, 2011) and *tu Decides* (Friday, September 9, 2011) newspapers and mailed the meeting date to the CDBG applicants. The hearing was scheduled to address the 2012 CDBG DRAFT Annual Action Plan and 2012 CDBG funding recommendations and the start of the 30-day public review and comment period. The Citizen Participation Plan was followed for this process. Public comments were received until November 4, 2011. City Council approved the 2012 Annual Action Plan on October 4, 2011, and staff will forward the plan and any public comments to HUD on November 7, 2011.

Public Comments Section:

To be completed after 30-day public review period expires on November 4, 2011.

Reserve for Public Comments – There were no public comments.

Institutional Structure

The City of Kennewick will pursue various activities outlined in the Consolidated Plan to strengthen and coordinate actions with housing, non-profit and economic development agencies. Staff will continue to be an active member of the Benton Franklin Housing Continuum of Care to assist in the coordination of government agencies, non-profit organizations, housing developers, social service providers, and Continuum of Care providers to meet the needs of the homeless. The City of Kennewick will encourage and support joint applications for resources and programs among housing and public service entities.

Monitoring

The City of Kennewick is responsible for monitoring CDBG program subrecipients to ensure compliance with all federal, state and local rules, regulations and laws. Monitoring is accomplished by completing a risk analysis, through phone conversations, written correspondence and on-site monitoring visits as necessary. If an activity is determined to be “high-risk”, more on-site monitoring visits will be conducted. An activity considered to be “low-risk” may not be monitored annually, rather from evaluating quarterly reports and project documentation. Technical assistance is offered throughout the year, both to new subrecipients and existing subrecipients. At minimum, subrecipients are required to provide written quarterly reports to identify progress made in the program and how funds have been used. At the end of each year, a final recap report must be submitted to assist in analyzing strengths and weaknesses of the activity.

Housing projects funded by CDBG or HOME assistance are typically made as loans documented by recorded Deeds of Trust, promissory notes, and other contractual loan agreements. These documents establish the obligations for compliance with CDBG or HOME regulations. All housing projects are required to secure building permits and comply with zoning and building code requirements. Housing units are inspected and corrections are required to meet building codes as part of the permitting process. HOME funded projects receive an on-site housing quality inspection and specific language is in the contractual agreement and Deeds of Trust to assure the assisted unit complies with affordability requirements.

A performance measurement system to measure the impact federal dollars are making in the community and assist in measuring program and subrecipient performance is required to be completed for all projects. These actions identify potential areas of concern and assist in making necessary changes to ensure programs operate efficiently and effectively. The City does not monitor grants or loans awarded directly to other entities by HUD or other Federal or non-Federal agencies.

Performance Measurement System

Recipients of federal funding are required to assess the outcomes of the program in question, in order to better assess the effectiveness of the activity. A performance measurement System has been designed by HUD to establish and track measurable objectives and outcomes for the CDBG and HOME programs. There are three key elements to the Performance Measurement System – Objectives, Outcomes and Indicators. All approved applicants will be required to comply with the new Performance Measurement System, which is included in the 2010-2014 Tri-Cities Consolidated Plan.

Objectives:

- 1. Suitable Living Environment** – this objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environments.
- 2. Decent Housing** – this activity is designed to cover the wide range of providing housing opportunities. This objective focuses on housing programs where the purpose of the program is to meet individual family or community needs.
- 3. Create Economic Opportunity** – this objective applies to the types of activities related to economic development, commercial façade improvements through rehabilitation, job training, or job creation.

Outcomes:

- 1. Improve availability / accessibility** – this category applies to activities that make services, infrastructure, public facilities, housing, or shelters available or accessible to low/moderate income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low and moderate income people where they live.
- 2. Improve affordability** – this category applies to activities that provide affordability in a variety of ways in the lives of low and moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services provided such as transportation or day care.
- 3. Improve sustainability** - this category applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low and moderate income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

The following table will be used to identify specific Objectives and Outcomes that will be associated with individual activities:

	OUTCOMES			
		Outcome #1 Availability / Accessibility	Outcome #2 Affordability	Outcome #3 Sustainability
OBJECTIVES	Objective #1 Suitable Living Environment (SLE)	1.1 Enhance suitable living environment through new/improved accessibility/availability	1.2 Enhance suitable living environment through new/improved affordability	1.3 Enhance suitable living environment through new/improved sustainability
	Objective #2 Decent Housing (DH)	2.1 Create decent housing with new/improved availability/accessibility	2.2 Create decent housing with new/improved affordability	2.3 Create decent housing with new/improved sustainability
	Objective #3 Create Economic Opportunity (EO)	3.1 Provide economic opportunity through new/improved availability/accessibility	3.2 Provide economic opportunity through new/improved affordability	3.3 Provide economic opportunity through new/improved sustainability

Indicators:

There are 18 key indicators that HUD will use to assist in demonstrating the benefits that result from the expenditure of CDBG or HOME funds. A standardized reporting format in the IDIS system will be utilized, based on the type of activity that will be undertaken. This will result in national uniform reporting from all jurisdictions in order to better track the effectiveness of the CDBG and HOME Programs. Specific "Indicators" will be automatically assigned by HUD when an activity is identified and set up in the IDIS system, however each project may have several indicators that will be reported depending upon the scope and purpose of the project.

Specific Indicators are as follows:

1. Public facility or infrastructure activities
2. Public service activities
3. Geographically targeted revitalization effort
4. Number of commercial façade treatment/business building rehabs that are not target area based
5. Number of acres of brownfields remediated that are not target area based
6. Number of new rental units constructed that are affordable, 504 accessible, qualify as Energy Star, are occupied by special needs populations, etc.
7. Number of rehabilitated rental units that are affordable, 504 accessible, qualify as Energy Star, are occupied by special needs populations, etc.

8. Number of Homeownership units constructed, acquired, and/or acquired with rehabilitation, number that are affordable, how many years affordable, 504 accessible, qualify as Energy Star, are occupied by special needs populations, etc.
9. Number of owner occupied units rehabilitated or improved that are brought from substandard to standard condition, qualify as energy efficient, are now compliant with lead safe housing rules, are accessible for persons with disabilities, are occupied by special needs populations, etc.
10. Assistance of down payment/closing costs to homebuyers to purchase a home, number of first time homebuyers, number who receive housing counseling
11. Number of households with short-term rental assistance, number of special needs households, number of homeless households, etc.
12. Number of homeless persons given overnight shelter
13. Number of beds created in overnight shelter or other emergency housing
14. Number of households that received emergency financial assistance to prevent homelessness, or received emergency legal assistance to prevent homelessness
15. Jobs created for previously unemployed, number that now have access to employer sponsored health care, types of jobs created, training provided, etc.
16. Jobs retained
17. Number of new or existing businesses assisted and the DUNS number of the business. (HUD will now trace the number of new businesses that remain operational for 3 years after assistance.)
18. Number of assisted business(es) that provides goods or services to meet needs of the service area/neighborhood/community.

Lead-Based Paint

Desired Outcome: Improved community knowledge of the hazards of lead-based paint. The City of Kennewick has undertaken and will continue to promote the following actions to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income and moderate-income families:

- The City has distributed the pamphlet *Reducing Lead Hazards When Remodeling Your HOME* published by the Environmental Protection Agency (EPA), at the Planning and Building department in City Hall and to any clients participating in the City's Rehabilitation Program. The pamphlet and other important lead information links are available for downloading from the City's web page.
- The pamphlets *Protect Your Family From Lead In Your Home* and *Renovate Right* published by the EPA will be distributed to all potential housing clients and will be available at City Hall.
- The City of Kennewick website www.go2kennewick.com provides education on lead-based paint including information on Safe Work Practices, actions to take when rehabilitating or remodeling your home, and steps to take if you suspect you or your family have been exposed to lead hazards.

- Lead Based paint Safe Checklists will be utilized to evaluate applicability of the Lead Safe Housing Rule to City CDBG and HOME projects. The City will work with approved contractors to perform testing to identify lead hazards and will assure compliance after remediation work through risk assessments and clearance exams.

HOUSING

Specific Housing Objectives

HOME Program

2012 HOME program funds will be used for the city's Down Payment Assistance program. The HOME INFILL program has been suspended due to lack of staff and HOME funds. Funding approximation including program income: \$186,814

First Time Homebuyer DPA / GAP Financing Program: The City of Kennewick will use HOME funds and program income to continue the First Time Homebuyer Program to assist approximately 20 households. This program provides a 50/50 "match" up to a maximum of \$5,000 for down payment, prepay and closing costs. An additional \$9,000 is available as gap financing, which allows a reduced mortgage from a lender, making monthly payments on the home more affordable. There is no interest charged on the loans, but the buyer must contribute at least \$1,000 toward the purchase of the home. The property must comply with Housing Quality Standards including a visual paint inspection. Funds are repayable if the home is sold, refinanced, or the buyer moves out. Compliance with property maintenance standards established by the City of Kennewick may reduce the "match" amount by 20% annually, but the gap financing funds are not forgivable and must be repaid. Program income received from the repayment of loans will be used to assist other qualified homebuyers.

Location: Kennewick City Limits

Housing Rehabilitation / INFILL Program: Due to the limited availability of HOME funds and the lack of staff, this program will not be utilized in 2012.

Community Housing Development Organization: Each year the cities of Richland, Kennewick and Pasco rotate designation of HOME dollars to an eligible Community Housing Development Organization (CHDO). In 2012, CHDO funds of approximately \$79,500 or a minimum of 15% of the HOME grant will be distributed to the City of Kennewick to develop affordable housing through a CHDO. Specific project information will be determined after an RFP process.

CDBG Program

First Time Homebuyer DPA / GAP Financing Program: This program provides a 50/50 "match" up to a maximum of \$5,000 for down payment, prepay and closing costs. An additional \$9,000 is available as gap financing, which allows a reduced mortgage from a lender, making monthly payments on the home more affordable. This program will receive \$119,317 in additional funds in 2012 by reallocating funds from the CDBG Emergency Housing Rehabilitation program which has

been completed due to lack of staff to administer the project. Program to assist approximately 10 households. *Location: Kennewick City Limits*

Needs of Public Housing

The City of Kennewick will help address the needs of public housing and activities in 2012 by continuing to work closely with and supporting efforts of the Kennewick Housing Authority. The City and Authority will continue to coordinate housing activities throughout the City. In addition to staff working together, a member of the Housing Authority Board serves on the CDBG Advisory Committee as a liaison. The City of Kennewick and the Housing Authority will continue to solicit and encourage public housing residents to become more involved in planning management and to also participate in homeownership. Clients in the Self-Sufficiency program are encouraged to apply for the First Time Homebuyer Down Payment Assistance Program (DPA).

The Mayor has the appointing authority for the five members of the Housing Authority Board. The Board hires its own Executive Director and staff. The Authority manages approximately 190 public housing units for seniors and families and administers more than 1,100 rental vouchers. The Authority provides housing assistance within the City limits and outlying areas of Kennewick that are not served by other Authorities. The City of Kennewick reviews the Authority's Consolidated Plan and certifies to its conformance with the City's Consolidated Plan. The city reviews the Housing Authority's development plans for conformance with the City's Comprehensive Plan and Zoning Regulations. There is no other financial or operational support provided by the City of Kennewick to the Housing Authority.

Barriers to Affordable Housing

The City encourages infill development and increased housing densities in areas where adequate public facilities and services (police and fire protection, schools, water and sewer) are in place and can be easily provided. In addition, we encourage potential homebuyers to utilize the HUD funded programs that are in place for assistance.

First Time Homebuyer DPA / GAP Financing Program: Kennewick will continue to promote and offer first time homebuyer down payment assistance and GAP financing during 2012. This program uses funding from CDBG and HOME to promote and help to provide homeownership.

HOME INFILL Program: This program has been discontinued due to lack of staff and HOME funds.

Good Neighbor Next Door: Kennewick will continue to promote the HUD designated single-family revitalization zone throughout 2012. The City will continue to advertise this program by the distribution of informative flyers and posters to each of the fire stations, the police station and to the Educational Services District which serves the entire Kennewick public school system.

International Building Code (IBC): Kennewick uses the IBC and streamlines the permitting process through the "One-Stop Permitting Center" for all permits, including housing. The City offers pre-application review meetings that help developers of affordable housing (and other projects) to identify potential problems before application, making the permitting process faster and more efficient. All residential and commercial permitting required is handled at one counter with

representatives from planning, engineering and municipal services ready to assist customers through the efficient process.

HOME Program – American Dream Down Payment Initiative (ADDI)

The Tri-Cities HOME Consortium has not received ADDI funds since 2008.

HOMELESS

Specific Homeless Prevention Elements

Benton Franklin Continuum of Care (BFCAC)

The City of Kennewick will continue to be involved in the BFCAC (Home Base) planning efforts. The BFCAC developed a plan for the homeless with the express purpose of giving non-profit and government agency providers a “road map” of actions to follow to reduce homelessness in Benton and Franklin Counties. The plan is a concerted effort by numerous agencies, including the City of Kennewick, to develop a common understanding of the needs of the homeless and to agree upon a coordinated plan to improve services and housing for homeless. The goal of the plan is to move homeless individuals and families through a continuum of housing and supportive services leading them to permanent housing with the highest level of self-sufficiency they can achieve. Currently, the CDBG Coordinator is serving her second consecutive two year term as Vice-Chair of the committee.

The City of Kennewick will continue to encourage cooperation and sharing of information to identify existing resources that might be available to meet the needs of the homeless, or those at risk of becoming homeless. City staff will continue to participate in the point-in-time count of the homeless in Benton and Franklin counties scheduled for January 2012, however the Benton Franklin Human Services Department will be heading up the count in 2012.

Emergency Shelter Grants (ESG)

The City of Kennewick and the Tri-Cities HOME Consortium does not receive ESG funds.

COMMUNITY DEVELOPMENT

Economic Development

Revolving Funds: Kennewick will continue to provide technical assistance, monitoring and small business referrals to the Benton Franklin Council of Governments (BFCOG). The BFCOG made one loan in 2011 and continues to try to match small business owners with the loan funds.

Jobs must be created or retained.

Public & Private Building and Facilities Improvements

City of Kennewick – Section 108 Loan Application: In the 2010 Annual Action Plan it was identified that the City would move forward with a proposed application for up to \$2,000,000 in Section 108 funds to finalize the downtown revitalization project that was initially begun in 1999 and progressed through ten phases. As of November 2011, Council has still not made a decision on the exact project they wish to undertake with the Section 108 funds. As soon as a project has been finalized, a loan application will be completed and submitted. There are several options that Council is considering to fund with Section 108; the Bridge-to-Bridge River-to-Railroad area (which is currently undergoing a redevelopment study), or the completion of the downtown revitalization project being the top two. CDBG funds up to \$2,000,000.

Location: Downtown Kennewick

City of Kennewick – Miscellaneous Pedestrian Ramps: New developments are constructed to current ADA standards, many older sections of Kennewick do not meet those standards and this project will address them in the order of severity of non-compliance. CDBG funds \$250,000.

Location: Citywide

City of Kennewick – Audible Pedestrian Buttons: The United Blind of Tri-Cities provided the City with a prioritized list of locations for installation of audible pedestrian signals. Audible locators for the buttons are necessary to assist the blind pedestrian to find them, particularly on intersections where the poles have had to be moved back from the corner to accommodate other physical improvements. CDBG funds \$25,000.

Location: Citywide

Kennewick Housing Authority: Remove infrastructure barriers that restrict mobility and accessibility in three public housing projects located in East Kennewick. An independent Section 504 study that was undertaken by the Housing Authority identified several areas that were out of compliance with current ADA recommendations. CDBG funds \$40,150.

Location: East Kennewick

Public Services

City of Kennewick Recreation Services Youth Scholarships: CDBG will provide approximately 600 youths with scholarships for low-income Kennewick residents to participate in recreation programs. CDBG funds \$34,000.

Location: Citywide

ARC of Tri-Cities: CDBG funds will be used to provide day camp scholarships for the Partners & Pals summer day camp for developmentally disabled youth. The eight-week camp offers participants the chance to participate in summer activities, develop skills and friendships. The grant provides partial or full scholarships for approximately 20 disabled campers. CDBG funds \$20,000.

Location: Citywide

Senior Life Resources NW – Meals on Wheels: CDBG funds will go to the program to provide home delivered meals to elderly shut-ins that are physically unable to prepare meals or cannot afford

them. The lack of this service can be both financially burdening and cause the potential to lack the skills that allow them to remain living at home. CDBG funds \$18,000.

Location: Citywide

Antipoverty Strategy

The majority of the 2012 Annual Action Plan items proposed by the City of Kennewick are designed to assist the number of poverty level families within the City. This is accomplished through the implementation of the Annual Action Plan and the 5-year Strategic Plan. The City fights poverty by funding programs, as outlined in the plans, that are designed to provide empowerment to local citizens to make better lives for themselves and to provide services to those in the community that are unable to help themselves. As a result of carrying out the work outlined in the strategic plan, the City accomplishes local goals and objectives and also meets HUD's Strategic Goals of increasing availability of decent, safe and affordable housing, improving quality of life and economic vitality, promotes self-sufficiency and asset development of families and individuals and ensures Equal Opportunity for Housing.

The City will continue the Down Payment Assistance Program into 2012. In addition, the City will continue to support efforts in the community to create job opportunities that pay living wage rates and provide training opportunities to reduce poverty. Staff will continue to look for innovative ways in which to form partnerships with other entities to assure our local populations can reside in decent and safe housing.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-Homeless Special Needs

The City of Kennewick partners with and supports various housing efforts of local non-profit and public housing agencies with respect to supportive needs of non-homeless as opportunities arise. The BFCAC and Benton PUD weatherization programs also give special needs clients, such as the elderly, priority placement. In 2012 the City will continue to support HUD 811 and/or 202 efforts by SEC for developmentally disabled clients and senior citizens at their Edison Street facilities. SEC has finished the third phase build of their property on Edison Street and is considering planning a fourth build phase. The City also supports the BFCAC Bateman transitional housing program and participates in the Continuum of Care process locally and regionally. The City will continue to work with BFCAC and the Benton Franklin Department of Human Services to obtain and wisely spend 2160 and 2163 funds from the County. Many resources for the homeless and non-homeless are identified in *Home Base Connections*, a resource guidebook developed through BFCAC. Community resources and services can also be accessed by calling 2-1-1 *Get Connected* and through the internet at www.bfcac.org. Kennewick will continue to promote its HOME/CDBG first time down payment assistance program to all citizens.

Reduce the Incidence of Homelessness

The City of Kennewick continues to support the Benton Franklin Community Action Committee, lead agency responsible for implementation of the 10-Year Homeless Housing Plan to reduce homelessness by 50% within the next 10 years. Kennewick will continue to support efforts of non-profit and housing agencies to apply for McKinney-Vento, THOR, and other resources to assist homeless families and individuals with finding transitional and permanent housing.

Staff will continue to be involved in Continuum of Care planning efforts undertaken by Benton Franklin Home Base members to implement the “Benton and Franklin County 10-Year Plan to Reduce Homelessness by Fifty Percent”. Staff will continue to participate in a point-in-time count of the homeless in Benton and Franklin counties.

Housing Opportunities for People With Aids

The City of Kennewick and the Tri-Cities HOME Consortium does not receive HOPWA funds.

OTHER NARRATIVE

Fair Housing and Equal Opportunity

The Tri-Cities HOME Consortium used John Epler & Associates as a consultant to prepare an Analysis of Impediments to Fair Housing in 2011. Based on their review, there were three identified impediments. The Consortium plans to address them as follows:

- *“Many of the protected populations seeking rental or homeownership opportunities lack the skills and knowledge to obtain and remain in affordable housing. These populations are susceptible to discriminatory unfair rental and lending practices.”*

The City of Kennewick has placed a link on our website to the *Fair Housing: Equal Opportunity For All* and the *Are You a Victim of Housing Discrimination?* pamphlets. In addition, the pamphlets are available at City Hall in both Spanish and English languages. Fair housing pamphlets and flyers will be distributed at special events and workshops and the public libraries.

- *“There is a lack of awareness of the issues related to fair housing and the impediments to fair housing in the Tri-Cities.”*

Phase 2 of a campaign entitled *No Discrimination, Know Discrimination* will be implemented in 2012 to increase fair housing awareness to lenders, realtors, property managers and public officials. A Fair Housing workshop will be held in the Tri-Cities to increase knowledge of rules and responsibilities. This workshop will be offered through combined efforts of the Cities of Kennewick, Richland, Pasco and the HUD Spokane field office in 2012.

- *“Extremely low rental vacancy rates, lack of new lower priced rental units and a housing stock that is increasingly balanced toward single family housing impact the ability of many households to obtain affordable housing meeting their needs.”*

The Tri-Cities HOME Consortium supports policies that provide housing choices to fit the needs of the population. Recently, the City has permitted an apartment complex that is proposing to build approximately 500 units of new rental housing. There are also rental housing projects that are under construction in Richland and Pasco, which should increase the variety and availability of affordable rental housing throughout our MSA. Just recently the rental vacancy rate has dropped from 99% to 97% of capacity.

Projects funded by CDBG have Section 3 language included in each contract and contractors are encouraged to provide job training and employment opportunities to lower income residents should an opportunity arise during the course of project construction. Minority and Women Owned Business Enterprises are encouraged to participate and bid on federally funded projects through bid advertisements.

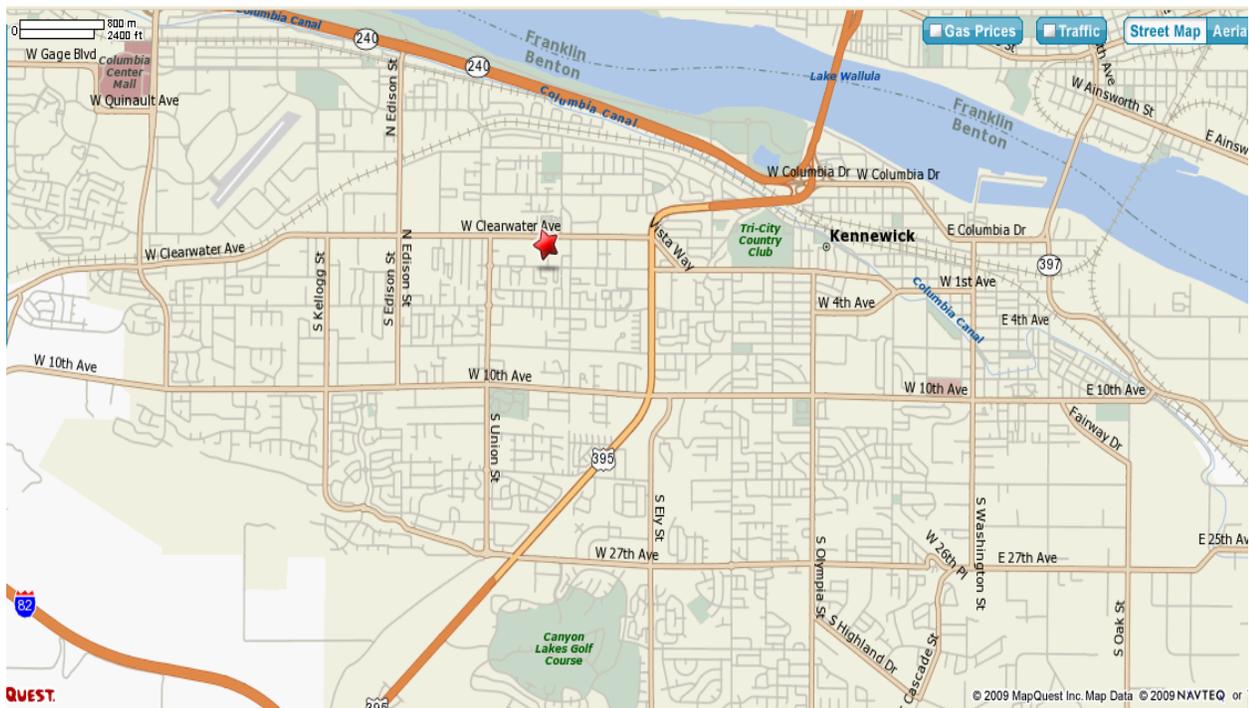
Neighborhood Revitalization Strategy Area (NRSA)

The City of Kennewick did not pursue the extension of the NRSA in the 2010-2014 Consolidated Plan, but may consider requesting a significant amendment to the Plan within the next five years to take into consideration the currently underway Bridge-to-Bridge River-to-Railroad redevelopment plan.

Single Family Revitalization Area / Good Neighbor Next Door Program

The City of Kennewick area determined by HUD to fit these standards will continue to be advertised on a regular basis to the law enforcement, fire fighters, EMT's and teachers who fit the qualifications to be homebuyers within the area.

Geographic Distribution Map



Multiple City Locations:

Down Payment Assistance
 Youth Recreation Scholarships
 Partners & Pals Recreation Scholarships
 Senior Life Resources
 (Meals on Wheels)
 Misc. Pedestrian Ramps
 Audible Pedestrian Buttons
 Kennewick Housing Authority Ramps

Table 3A – Summary of Specific Annual Objectives

The following table details the CPS/Annual Plan summary of proposed activities for 2012. The table outlines community priority needs, objectives and the performance indicator/measurements that will be used to evaluate the activities. The results of this annual investment table will be reported on in the City's 2012 CAPER (Evaluation Report) in March 2013.

OBJECTIVE / OUTCOME	BUDGET	PROJECT	PERFORMANCE OBJECTIVE	PERFORMANCE OUTCOME	TARGET DATE	NUMBER PROJECTED	NUMBER ACCOMPLISHED
PUBLIC FACILITY / INFRASTRUCTURE IMPROVEMENTS							
Objective 1 Outcome 1	\$300,000	City of Kennewick ADA Pedestrian Ramps	Disabled and elderly have improved mobility through infrastructure	Number of elderly / disabled persons with improved mobility	9/12	1 infrastructure project / multiple locations	
Objective 1 Outcome 1	\$ 25,000	City of Kennewick Audible Pedestrian Buttons	Disabled and elderly have improved mobility through infrastructure	Number of elderly / disabled persons with improved mobility	9/12	1 infrastructure project / multiple locations	
Objective 1 Outcome 1	\$40,150	Kennewick Housing Authority Ped Ramps	Disabled and elderly have improved mobility through infrastructure	Number of elderly / disabled persons with improved mobility	9/12	1 infrastructure project / multiple locations	
PUBLIC SERVICE PROJECTS							
Objective 1 Outcome 1	\$ 34,000	Youth Recreation Scholarships	Lower income have improved quality of life	Number of households or persons receiving assistance to stabilize their lives	11/12	600+	
Objective 1 Outcome 1	\$ 20,000	Partners & Pals Scholarships	Lower income have improved quality of life	Number of households or persons receiving assistance to stabilize their lives	11/12	20+	
Objective 1 Outcome 1	\$ 18,000	Senior Services – Meals on Wheels & Foot Care	Lower income have improved quality of life	Number of households or persons receiving assistance to stabilize their lives	11/12	800+	
OTHER							
Objective 2 Outcome 1		HOME Allocation (Richland Lead Agency) , DPA, Rehab, & Acq./rehab/infill (if amended)	*See City of Richland plan	*See City of Richland plan	12/12	*See City of Richland plan	*See City of Richland plan
	\$100,000	General Program Administration			12/12	N/A	N/A

Table 3B – Annual Affordable Housing Completion Goals

City of Kennewick 2012 Program Year	Expected Annual # of Units to be Completed	Actual Annual # of Units Completed	CDBG Funds	HOME Funds	NSP Funds
BENEFICIARY GOALS (Sec. 215 Only)					
Homeless households					
Non-homeless households	30				
Special needs households					
Total Sec. 215 Beneficiaries					
RENTAL GOALS (Sec. 215 Only)					
Acquisition of existing units					
Production of new units					
Rehabilitation of existing units					
Rental assistance					
Total Sec. 215 Affordable Rental					
HOMEOWNER GOALS (Sec. 215 Only)					
Acquisition of existing units					
Production of new units					
Rehabilitation of existing units					
Homebuyer assistance	30		10	20	
Total Sec. 215 Affordable Owner	30				
COMBINED RENTAL & OWNER GOALS (Sec. 215 Only)					
Acquisition of existing units					
Production of new units					
Rehabilitation of existing units					
Rental assistance					
Homebuyer assistance	30				
Combined Total Sec. 215 Goals					
OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)					
Annual rental housing goal					
Annual owner housing goal	30				
Total Overall Housing Goal	30				

APPENDIX

A

U.S. Department of Housing and Urban Development

OMB Approval No. 2506-0117 (Exp. 8/31/2008)

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

Jurisdiction's Name: City of Kennewick

Priority Need: Goals I through IX

Project Title: CDBG Planning and Administration

Description: CDBG funds are used to plan, administer and deliver housing and community development programs to ensure compliance with local, state and federal rules, regulations and laws and provide for the success of programs to benefit low and moderate income people.

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

Location / Target Area: Within City of Kennewick limits

Objective Number	Project ID 2012-01	Funding Sources:	
HUD Matrix Code 21A Administration	CDBG Citation 570.206	CDBG	\$100,000
Type of Recipient Government	CDBG National Objective 570.208(a)	ESG	_____
Start Date 01/01/2012	Completion Date 12/31/2012	HOME	_____
Performance Indicator	Annual Units	HOPWA	_____
Local ID	Units Upon Completion	Total Formula	_____
		Prior Year Funds	_____
		Assisted Housing	_____
		PHA	_____
		Other Funding	_____
		Total	\$100,000

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

U.S. Department of Housing and Urban Development

OMB Approval No. 2506-0117 (Exp. 8/31/2008)

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name: City of Kennewick

Priority Need: Goal II – Improve Community Infrastructure
Strategy 2 – Improve access for persons with disabilities & the elderly by improving sidewalks

Project Title: ADA Pedestrian Ramps

Description: Provide ADA compliant pedestrian ramps in intersections within older neighborhoods.

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

Location / Target Area: Several older neighborhoods within city limits.

Objective Number SLE-1	Project ID 2012-02	Funding Sources: CDBG	\$250,000
HUD Matrix Code 03L Sidewalks	CDBG Citation 570.201(c)	ESG	_____
Type of Recipient Government	CDBG National Objective 570.208(a)(2)(A)	HOME	_____
Start Date 01/01/2012	Completion Date 12/31/2012	HOPWA	_____
Performance Indicator 11 – Public Improvements	Annual Units	Total Formula	_____
Local ID	Units Upon Completion	Prior Year Funds	_____
		Assisted Housing	_____
		PHA	_____
		Other Funding	_____
		Total	\$250,000

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

U.S. Department of Housing and Urban Development

OMB Approval No. 2506-0117 (Exp. 8/31/2008)

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name: City of Kennewick

Priority Need: Goal II – Improve Community Infrastructure
Strategy 2 – Improve access for persons with disabilities

Project Title: Audible Pedestrian Buttons

Description: Provide buttons that emit a sound to help the blind and sight impaired to cross busy intersections more safely. The sounds help the disabled person find the actual button to press to activate the Pedestrian crossing safety features.

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

Location / Target Area: Busy intersections identified by the United Blind of the Tri-Cities.

Objective Number SLE-1	Project ID 2012-03	Funding Sources: CDBG	\$25,000
HUD Matrix Code 05B	CDBG Citation 570.201(c)	ESG	_____
Type of Recipient Government	CDBG National Objective 570.208(a)(2)(A)	HOME	_____
Start Date 01/01/2012	Completion Date 12/31/2012	HOPWA	_____
Performance Indicator 11 – Public Improvements	Annual Units	Total Formula	_____
Local ID	Units Upon Completion	Prior Year Funds	_____
		Assisted Housing	_____
		PHA	_____
		Other Funding	_____
		Total	\$25,000

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

U.S. Department of Housing and Urban Development

OMB Approval No. 2506-0117
(Exp. 8/31/2008)

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name: City of Kennewick

Priority Need: Goal II – Improve Community Infrastructure
Strategy 2 – Improve access for persons with disabilities

Project Title: Kennewick Housing Authority Pedestrian Ramps & Handrails

Description: Provide ADA compliant pedestrian ramps in sidewalk systems located in Kennewick Housing Authority neighborhoods and apartment complexes. This project will include the installation of handrails where required.

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

Location / Target Area: Toyota Center

Objective Number SLE-1	Project ID 2012-04	Funding Sources:	
HUD Matrix Code 05B	CDBG Citation 570.201(c)	CDBG	\$40,150
Type of Recipient Government	CDBG National Objective 570.208(a)(2)(A)	ESG	_____
Start Date 01/01/2012	Completion Date 12/31/2012	HOME	_____
Performance Indicator 11 – Public Improvements	Annual Units	HOPWA	_____
Local ID	Units Upon Completion	Total Formula	_____
		Prior Year Funds	_____
		Assisted Housing	_____
		PHA	_____
		Other Funding	_____
		Total	\$40,150

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

U.S. Department of Housing and Urban Development

OMB Approval No. 2506-0117 (Exp. 8/31/2008)

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name: City of Kennewick

Priority Need: Goal 5 – Support Priority Public Services
Strategy 2 – Basic living needs of lower-income households

Project Title: City of Kennewick Youth Recreation Scholarships

Description: Provide scholarship assistance to low-income families and individuals to participate in recreation activities.

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

Location / Target Area: Youth residing within City of Kennewick limits

Objective Number SLE-1	Project ID 2012-05	Funding Sources: CDBG	\$34,000
HUD Matrix Code 05D	CDBG Citation 570.201(e)	ESG	_____
Type of Recipient Government	CDBG National Objective 570.208(a)(2)(i)(b)	HOME	_____
Start Date 01/01/2012	Completion Date 12/31/2012	HOPWA	_____
Performance Indicator 02-Youth	Annual Units 600 approximate	Total Formula	_____
Local ID	Units Upon Completion	Prior Year Funds	_____
		Assisted Housing	_____
		PHA	_____
		Other Funding	Sliding co-pay from participants
		Total	\$34,000

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

U.S. Department of Housing and Urban Development

OMB Approval No. 2506-0117
(Exp. 8/31/2008)

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name: City of Kennewick

Priority Need: Goal V – Support Priority Public Services
Strategy 1 - Focus on the basic living needs of priority populations

Project Title: ARC of Tri-Cities Partners & Pals Therapeutic Recreation Scholarships

Description: Provide scholarships for developmentally disabled clients to participate in summer camp. Funds are used to provide full or partial attendance scholarships to camp.

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

Location / Target Area: Residents within the City of Kennewick limits

Objective Number SLE-1	Project ID 2012-06	Funding Sources:	
HUD Matrix Code 05B	CDBG Citation 570.201(e)	CDBG	\$20,000
Type of Recipient Non-Profit	CDBG National Objective 570.208(a)(2)(i)(c)	ESG	
Start Date 01/01/2012	Completion Date 12/31/2012	HOME	
Performance Indicator 01-People	Annual Units 20	HOPWA	
Local ID	Units Upon Completion	Total Formula	
		Prior Year Funds	
		Assisted Housing	
		PHA	
		Other Funding	\$35,000
		Total	\$55,000

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

U.S. Department of Housing and Urban Development

OMB Approval No. 2506-0117
(Exp. 8/31/2008)

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name: City of Kennewick

Priority Need: Goal V – Support Priority Public Services
Strategy 2 - Support activities that provide elderly persons with supportive services, nutrition

Project Title: Senior Life Resources Meals on Wheels

Description: Provide nutritional meals for elderly persons through the Meals on Wheels and Senior Facility for Kennewick residents

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

Location / Target Area: Within the City of Kennewick limits

Objective Number SLE 1.1	Project ID 2012-07	Funding Sources: CDBG	\$ 18,000
HUD Matrix Code 05A	CDBG Citation 570.201(e)	ESG	_____
Type of Recipient Non-Profit	CDBG National Objective 570.208(a)(2)(i)(c)	HOME	_____
State Date 01/01/2012	Completion Date 12/31/2012	HOPWA	_____
Performance Indicator 01-People	Annual Units 800+	Total Formula	_____
Local ID	Units Upon Completion	Prior Year Funds	_____
		Assisted Housing	_____
		PHA	_____
		Other Funding	\$1,400,000
		Total	\$1,418,000

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

APPENDIX

B

City of Kennewick CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the Housing and Community Development Plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing ~ The jurisdiction will affirmatively further fair housing, has prepared an analysis of impediments to fair housing choice, will take appropriate actions to overcome the effects of any impediment identified in this analysis and maintain records pertaining to carrying out this certification;

Anti-displacement and Relocation Plan ~ It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42U.S.C. 4601) and implementing regulations as required under §49 CFR part 24 and Federal implementing regulations; and that it has in effect and is following a residential anti-displacement and relocation assistance plan in connection with any activity assisted with funding under the CDBG or HOME programs;

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

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about -
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction.

- Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
- Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
- (a) Taking appropriate, personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.
 8. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance

City of Kennewick, City Hall, 210 West 6th Avenue, Kennewick, Benton County, WA 99336

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering, into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
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, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph (n) 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 sub-recipients shall certify and disclose accordingly; The jurisdiction is in compliance with restrictions on lobbying required by 24 CFR part 87, together with disclosure forms, if required by that part.

Authority of Jurisdiction ~ It possesses legal authority under State and local law to make grant submissions and to execute community development and housing programs and the jurisdiction's governing body has duly adopted or passed as an official act a resolution, motion or similar action authorizing the person identified as the official representative of the grantee to submit the housing and community development

plan and amendments thereto and all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the grantee to act in connection with the submission of the housing and community development plan and to provide such additional information as may be required;

Consistency with Plan ~ The housing activities to be undertaken with CDBG and HOME funds are consistent with the strategic plan;

Section 3 ~ The jurisdiction will comply with Section 3 of the Housing and Urban Development Act of 1968 and implementing regulations at 24CFR Part 135; and

Applicable Laws ~ The jurisdiction will comply with the other provisions of the Acts covering programs covered by the HCD plan and with other applicable laws.

Signature / Authorized Official

Marie E. Mosley, City Manager

Date

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation Plan ~ Prior to submission of its housing and community development plan to HUD, the jurisdiction is following a detailed citizen participation plan that satisfies the requirement of 24CFR 91.105 and is in full compliance;

Community Development Plan ~ The jurisdiction's housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the statute authorizing the CDBG program, as described in 24 CFR 570.2\1\, and requirements of this part and 24 CFR part 570;

Following a Plan ~ The jurisdiction is following a current consolidated plan that has been approved by HUD;

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

1. The Action Plan for use of CDBG funds has been developed so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight; (the projected use of funds may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. The aggregate use of CDBG funds received under section 106 of the Housing and Community Development Act of 1974, as amended, and if applicable, under section 108 of the same Act, during program year(s) 2011, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that not less than 70 percent of such funds are used for activities that benefit such persons during such period; and
3. The jurisdiction will not attempt to recover any capital costs of public improvements assisted in whole or in part with funds provided under section 106 of the Housing and Community Development Act of 1974, as amended, or with amounts resulting from a guarantee under section 108 of the same Act by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless:
 - a. Funds received under section 106 of the Housing and Community Development Act of 1974, as amended, are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than under Title I of that Act; or
 - b. For purposes of assessing any amount against properties owned and occupied by persons of moderate income, the grantee certifies to the Secretary that it lacks sufficient funds received under section 106 of the Housing and Community Development Act of 1974, as amended, to comply with the requirements of subparagraph (1) above;

Lead-Based Paint ~ Its notification, inspection, testing and abatement procedures concerning lead-based paint will comply with §570.608;

Excessive Force ~ It has adopted and is enforcing:

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

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

Compliance with Laws ~ The jurisdiction will comply with applicable laws.

Signature / Authorized Official

Marie E. Mosley, City Manager

Date

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 3 1, 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.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. For grantees other than individuals, Alternate I applies. (This is the information to which entitlement grantees certify).
4. For grantees who are individuals, Alternate II applies. (Not applicable to CDBG Entitlement grantees.)
5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).

Place of performance shall include:

City of Kennewick, City Hall, 210 West 6th Avenue, Kennewick, Benton County, WA 99336

Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C.812) and as further defined by regulation (21 CFR 1308. 11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

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

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 3 1, 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.

Signature / Authorized Official

Marie E. Mosley, City Manager

Date

APPENDIX

C

Application for Federal Assistance SF-424

Version 02

*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application * If Revision, select appropriate letter(s) <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	*Other (Specify) _____
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3. Date Received:	4. Applicant Identifier:
-------------------	--------------------------

5a. Federal Entity Identifier: City of Kennewick / UOG 530720	*5b. Federal Award Identifier: B-12-MC-53-0001
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State Use Only:

6. Date Received by State:	7. State Application Identifier:
----------------------------	----------------------------------

8. APPLICANT INFORMATION:

*a. Legal Name: City of Kennewick, Washington

*b. Employer/Taxpayer Identification Number (EIN/TIN): 91-6001253	*c. Organizational DUNS: 040187544
--	---------------------------------------

d. Address:

*Street 1: 210 W. 6th Avenue, PO Box 6108
Street 2: _____
*City: Kennewick
County: Benton
*State: WA
Province: _____
*Country: USA
*Zip / Postal Code 99336

e. Organizational Unit:

Department Name: Support Services	Division Name: Community Development Services
--------------------------------------	--

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

Prefix: _____ *First Name: Carol
Middle Name: A.
*Last Name: Hughs Evans
Suffix: _____

Title: Community Development Coordinator

Organizational Affiliation:
Community Development Services

*Telephone Number: 509-585-4432 Fax Number: 509-585-4254

*Email: carol.evans@ci.kennewick.wa.us

Application for Federal Assistance SF-424

Version 02

***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:**

US Dept. of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-218 _____

CFDA Title:

Community Development Block Grant/Entitlement Grant _____

***12 Funding Opportunity Number:**

N/A _____

*Title:

13. Competition Identification Number:

N/A _____

Title:

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

Kennewick, Benton County, Washington State

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

City of Kennewick 2012 Community Development Block Grant Program

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

*a. Applicant: 4th

*b. Program/Project: 4th

17. Proposed Project:

*a. Start Date: 01/01/2012

*b. End Date: 12/31/12

18. Estimated Funding (\$):

*a. Federal	_____	\$500,000
*b. Applicant	_____	
*c. State	_____	
*d. Local	_____	
*e. Other	_____	
*f. Program Income	_____	\$20,000
*g. TOTAL	_____	\$520,000

***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.)**

- Yes
- No

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 218, 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: Ms. *First Name: Marie
 Middle Name: E.
 *Last Name: Mosley
 Suffix: _____

*Title: City Manager, City of Kennewick

*Telephone Number: 509-585-4238

Fax Number: 509-585-4445

* Email: marie.mosley@ci.kennewick.wa.us

*Signature of Authorized Representative:

*Date Signed:

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

N/A

INSTRUCTIONS FOR THE SF-424

Public reporting burden for this collection of information is estimated to average 60 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 (0348-0043), 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.

This is a standard form (including the continuation sheet) required for use as a cover sheet for submission of preapplications and applications and related information under discretionary programs. Some of the items are required and some are optional at the discretion of the applicant or the Federal agency (agency). Required items are identified with an asterisk on the form and are specified in the instructions below. In addition to the instructions provided below, applicants must consult agency instructions to determine specific requirements.

Item	Entry:	Item	Entry:
1.	Type of Submission: (Required): Select one type of submission in accordance with agency instructions. <ul style="list-style-type: none"> • Preapplication • Application • Changed/Corrected Application – If requested by the agency, check if this submission is to change or correct a previously submitted application. Unless requested by the agency, applicants may not use this to submit changes after the closing date. 	10.	Name Of Federal Agency: (Required) Enter the name of the Federal agency from which assistance is being requested with this application.
2.	Type of Application: (Required) Select one type of application in accordance with agency instructions. <ul style="list-style-type: none"> • New – An application that is being submitted to an agency for the first time. • Continuation - An extension for an additional funding/budget period for a project with a projected completion date. This can include renewals. • Revision - Any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision, enter the appropriate letter(s). More than one may be selected. If "Other" is selected, please specify in text box provided. <ul style="list-style-type: none"> A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration E. Other (specify) 	11.	Catalog Of Federal Domestic Assistance Number/Title: Enter the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested, as found in the program announcement, if applicable.
		12.	Funding Opportunity Number/Title: (Required) Enter the Funding Opportunity Number and title of the opportunity under which assistance is requested, as found in the program announcement.
		13.	Competition Identification Number/Title: Enter the Competition Identification Number and title of the competition under which assistance is requested, if applicable.
3.	Date Received: Leave this field blank. This date will be assigned by the Federal agency.	14.	Areas Affected By Project: List the areas or entities using the categories (e.g., cities, counties, states, etc.) specified in agency instructions. Use the continuation sheet to enter additional areas, if needed.
		15.	Descriptive Title of Applicant's Project: (Required) Enter a brief descriptive title of the project. If appropriate, attach a map showing project location (e.g., construction or real property projects). For preapplications, attach a summary description of the project.
4.	Applicant Identifier: Enter the entity identifier assigned by the Federal agency, if any, or applicant's control number, if applicable.	16.	Congressional Districts Of: (Required) 16a. Enter the applicant's Congressional District, and 16b. Enter all District(s) affected by the program or project. Enter in the format: 2 characters State Abbreviation – 3 characters District Number, e.g., CA-005 for California 5 th district, CA-012 for California 12 th district, NC-103 for North Carolina's 103 rd district. <ul style="list-style-type: none"> • If all congressional districts in a state are affected, enter "all" for the district number, e.g., MD-all for all congressional districts in Maryland. • If nationwide, i.e. all districts within all states are affected, enter US-all. • If the program/project is outside the US, enter 00-000.
5a.	Federal Entity Identifier: Enter the number assigned to your organization by the Federal Agency, if any.		
5b.	Federal Award Identifier: For new applications leave blank. For a continuation or revision to an existing award, enter the previously assigned Federal award identifier number. If a changed/corrected application, enter the Federal Identifier in accordance with agency instructions.		
6.	Date Received by State: Leave this field blank. This date will be assigned by the State, if applicable.		
7.	State Application Identifier: Leave this field blank. This identifier will be assigned by the State, if applicable.		
8.	Applicant Information: Enter the following in accordance with agency instructions:	17.	Proposed Project Start and End Dates: (Required) Enter the proposed start date and end date of the project.
a.	Legal Name: (Required): Enter the legal name of applicant that will undertake the assistance activity. This is the name that the organization has registered with the Central Contractor Registry. Information on registering with CCR may be obtained by visiting the Grants.gov website.		
b.	Employer/Taxpayer Number (EIN/TIN): (Required): Enter the Employer or Taxpayer Identification Number (EIN or TIN) as assigned by the Internal Revenue Service. If your organization is not in the US, enter 44-4444444.		
c.	Organizational DUNS: (Required) Enter the organization's DUNS or DUNS+4 number received from Dun and Bradstreet. Information on obtaining a DUNS number may be obtained by visiting the Grants.gov website.		
d.	Address: Enter the complete address as follows: Street address (Line 1 required), City (Required), County, State (Required, if country is US), Province, Country (Required), Zip/Postal Code (Required, if country is US).		
e.	Organizational Unit: Enter the name of the primary organizational unit (and department or division, if applicable) that will undertake the	18.	Estimated Funding: (Required) Enter the amount requested or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines, as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses.
		19.	Is Application Subject to Review by State Under Executive Order 12372 Process? Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the

	<p>assistance activity, if applicable.</p> <p>f. Name and contact information of person to be contacted on matters involving this application: Enter the name (First and last name required), organizational affiliation (if affiliated with an organization other than the applicant organization), telephone number (Required), fax number, and email address (Required) of the person to contact on matters related to this application.</p>	<p>State intergovernmental review process. Select the appropriate box. If "a." is selected, enter the date the application was submitted to the State</p>		
20.		<p>Is the Applicant Delinquent on any Federal Debt? (Required) Select the appropriate box. This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes.</p> <p>If yes, include an explanation on the continuation sheet.</p>		
9.	<p>Type of Applicant: (Required) Select up to three applicant type(s) in accordance with agency instructions.</p> <table border="0" data-bbox="198 436 867 993"> <tr> <td data-bbox="198 436 532 993"> <p>A. State Government</p> <p>B. County Government</p> <p>C. City or Township Government</p> <p>D. Special District Government</p> <p>E. Regional Organization</p> <p>F. U.S. Territory or Possession</p> <p>G. Independent School District</p> <p>H. Public/State Controlled Institution of Higher Education</p> <p>I. Indian/Native American Tribal Government (Federally Recognized)</p> <p>J. Indian/Native American Tribal Government (Other than Federally Recognized)</p> <p>K. Indian/Native American Tribally Designated Organization</p> <p>L. Public/Indian Housing Authority</p> </td> <td data-bbox="532 436 867 993"> <p>M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)</p> <p>N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education)</p> <p>O. Private Institution of Higher Education</p> <p>P. Individual</p> <p>Q. For-Profit Organization (Other than Small Business)</p> <p>R. Small Business</p> <p>S. Hispanic-serving Institution</p> <p>T. Historically Black Colleges and Universities (HBCUs)</p> <p>U. Tribally Controlled Colleges and Universities (TCCUs)</p> <p>V. Alaska Native and Native Hawaiian Serving Institutions</p> <p>W. Non-domestic (non-US) Entity</p> <p>X. Other (specify)</p> </td> </tr> </table>	<p>A. State Government</p> <p>B. County Government</p> <p>C. City or Township Government</p> <p>D. Special District Government</p> <p>E. Regional Organization</p> <p>F. U.S. Territory or Possession</p> <p>G. Independent School District</p> <p>H. Public/State Controlled Institution of Higher Education</p> <p>I. Indian/Native American Tribal Government (Federally Recognized)</p> <p>J. Indian/Native American Tribal Government (Other than Federally Recognized)</p> <p>K. Indian/Native American Tribally Designated Organization</p> <p>L. Public/Indian Housing Authority</p>	<p>M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)</p> <p>N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education)</p> <p>O. Private Institution of Higher Education</p> <p>P. Individual</p> <p>Q. For-Profit Organization (Other than Small Business)</p> <p>R. Small Business</p> <p>S. Hispanic-serving Institution</p> <p>T. Historically Black Colleges and Universities (HBCUs)</p> <p>U. Tribally Controlled Colleges and Universities (TCCUs)</p> <p>V. Alaska Native and Native Hawaiian Serving Institutions</p> <p>W. Non-domestic (non-US) Entity</p> <p>X. Other (specify)</p>	<p>21. Authorized Representative: (Required) To be signed and dated by the authorized representative of the applicant organization. Enter the name (First and last name required) title (Required), telephone number (Required), fax number, and email address (Required) of the person authorized to sign for the applicant.</p> <p>A copy of the governing body's authorization for you to sign this application as the official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)</p>
<p>A. State Government</p> <p>B. County Government</p> <p>C. City or Township Government</p> <p>D. Special District Government</p> <p>E. Regional Organization</p> <p>F. U.S. Territory or Possession</p> <p>G. Independent School District</p> <p>H. Public/State Controlled Institution of Higher Education</p> <p>I. Indian/Native American Tribal Government (Federally Recognized)</p> <p>J. Indian/Native American Tribal Government (Other than Federally Recognized)</p> <p>K. Indian/Native American Tribally Designated Organization</p> <p>L. Public/Indian Housing Authority</p>	<p>M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)</p> <p>N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education)</p> <p>O. Private Institution of Higher Education</p> <p>P. Individual</p> <p>Q. For-Profit Organization (Other than Small Business)</p> <p>R. Small Business</p> <p>S. Hispanic-serving Institution</p> <p>T. Historically Black Colleges and Universities (HBCUs)</p> <p>U. Tribally Controlled Colleges and Universities (TCCUs)</p> <p>V. Alaska Native and Native Hawaiian Serving Institutions</p> <p>W. Non-domestic (non-US) Entity</p> <p>X. Other (specify)</p>			