



City of Mount Vernon 2020 Action Plan

Executive Summary

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

1. Introduction

The City of Mount Vernon receives an annual Community Development Block Grant (CDBG) from the U.S. Department of Housing and Urban Development (HUD) for community development and affordable housing needs. The City has received CDBG funds since 2004. Every five years, as a condition of receiving this federal financial assistance, the City is required by the U.S. Department of Housing and Urban Development (HUD) to prepare a "Consolidated Plan." The Consolidated plan consists of a Strategic Plan covering a five-year period, and an annual action plan during each of those five years. The 2018-2022 Consolidated Plan guides the annual action plans and can be amended, if needed, after appropriate public notice and citizen participation.

The Consolidated Plan's Strategic Plan brings needs and resources together in a coordinated strategy to meet housing, community development, and non-urgent needs. Developed at the commencement of each Consolidated Plan term, the Strategic Plan serves as a guide for developing the annual Action Plans.

The Strategic Plan is designed to achieve the following CDBG and National Objectives:

CDBG Objectives

- Provide decent housing
- Create suitable living environments
- Expand economic opportunities

National Objectives

- Benefit persons with low-income*
- Aid in the prevention or elimination of slums or blight
- Meet a need having a particular urgency

**For the purposes of the Strategic Plan Section, the term "low-income" will include those households with income at or below 80 percent of the area median income, adjusted by HUD for household size*

The basic elements of the Consolidated Plan include:

- Public and Stakeholder Input
- Needs Assessment
- Housing Market Analysis
- Strategic Plan, and
- First-Year Action Plan

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 Mount Vernon’s five-year plan goals include (A) increasing the supply of affordable rental housing, (B) maintaining existing affordable housing stock, (C) supporting public facilities for neighborhood revitalization, (D) increasing the supply of affordable owner-occupied housing through direct financial assistance for low-income homebuyers, and (E) supporting efforts to reduce poverty. In 2020, a Consolidated Plan amendment is adding an additional goal to the five-year plan, (F) assisting microenterprises with technical and financial assistance.

3. Evaluation of past performance

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

The 2018 and prior Consolidated Annual Performance Evaluation Reports (CAPER) identified the goals and accomplishments for the previous years against the outcomes expected in the Consolidated Plan. In reviewing activities accomplished with its federal funding the last fiscal year, the City of Mount Vernon advanced its goals of increasing the capacity of housing and human service organizations to serve people experiencing poverty or low-income and to provide effective support services. The funded projects were selected based on consultation with local agencies and in response to the area’s countywide Continuum of Care Plan. For example, funds were allocated to Community Action of Skagit County for public services provided to city residents.

In addition, during the prior Consolidated Plan and continuing in the current Conplan, the City chose to focus attention and resources on the revitalization of one of its highest concentration low-income neighborhoods – the downtown area (Census Tract 9525, especially block group 3). Funds were allocated to implementing a flood hazard mitigation project to protect the neighborhood from

catastrophic flooding from the adjacent Skagit River. The City uses a portion of its annual CDBG grant to repay HUD for a Section 108 loan that was used for construction.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

To prepare the Consolidated Plan and annual action plans, the City consults with appropriate public and private agencies and conducts two public hearing to obtain citizen input. This assures that the Consolidated Plan and annual action plans documents are comprehensive. A draft action plan for the program year beginning July 1, 2020, was made available for review and comment by the public. The draft action plan also included proposed amendments to prior annual action plans, the aforementioned amendment to the Conplan, and an update to the Citizen Participation Plan. A summary of citizen comments is in the General section of this document under Citizen Participation.

The City consulted with key stakeholder groups and organizations in the process of developing the Consolidated Plan. The City consulted with the following community groups during the preparation of the plan:

- Community Action of Skagit County
- Skagit County Public Health
- Housing Authority of Skagit County
- Mount Vernon Downtown Association
- Economic Development Alliance of Skagit County
- Home Trust of Skagit
- Friendship House
- Skagit Habitat for Humanity
- City of Mount Vernon elected officials and staff

PUBLIC HEARING PROCESS: The City Council Public Hearing on the Annual Action Plan was held on February 26, 2020, following a public notice that was published in English and Spanish. The purpose of the hearing was to obtain the views of citizens and other interested parties on the housing and nonhousing community development needs of the City before the 2019 Annual Action Plan was prepared. On May 13th, the City Council held a second Public Hearing and discussion of the draft plan prior to taking Council action to approve the plan.

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.

A document containing all public comments received is attached along with the Legal Notices about the two Public Hearings.

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

No comments were not accepted. All comments were considered during the development of the annual action plan.

7. Summary

The City of Mount Vernon's Strategic Plan outlines the housing and community development goals and strategies to meet priority needs with available resources. This Strategic Plan covers the period from July 1, 2018 through June 30, 2022.

PRIORITIES: The level of need in a community is always greater than the resources available to meet those needs. The City uses priorities and goals to form the basis for determining what types of housing and community development programs they will fund over the next five years. The City has identified the following general priorities (not in priority order) for the use of CDBG funding.

Priority 1. Homelessness: The Washington State Legislature required all Counties to develop a plan to reduce homelessness. The City adopts, by reference, Skagit County's Homeless Plan, including its goals and strategies.

Priority 2. Increase affordable housing supply: The cost of rental and homeowner housing is beyond the reach of many Mount Vernon households who are homeless or struggling with a severe housing cost burden, putting their future tenancy at risk. The City's CDBG program is part of a larger strategy as it relates to housing within the City of Mount Vernon.

Priority 3. Public facilities to support revitalization: The opportunities for Downtown Mount Vernon revitalization are many, and they promise to increase safety and create economic development opportunities that will increase employment and housing for LMI area residents. Some of the revitalization activities will require upgrades to, or construction of new infrastructure (e.g. pedestrian mobility improvements, utilities, flood hazard mitigation facilities, etc.).

Priority 4. Preservation: Preservation strategies are needed to maintain the stock of existing affordable housing resources.

Priority 5. Supportive efforts to reduce the impacts of poverty: Public services are needed to help individuals and families with low income and/or special needs obtain basic needs, food, housing, employment, health, and other important services.

Priority 6. Administration and planning: Implementation of this consolidated plan requires certain administrative and planning activities including the development of the plan, environmental review of projects, subrecipient monitoring, development of fair housing information, and other activities required by law.

Priority 7. Microenterprise assistance activities: Small business enterprises owned by people with low-to moderate-income are an essential component of Mount Vernon’s economic health, and CDBG can be used to provide technical and financial assistance to CDBG-eligible microenterprises, especially those impacted by the COVID-19 pandemic. Therefore, this priority is being added to the 2018-2022 Consolidated Plan.

GOALS: Based on the needs, housing market analysis and priorities, the Strategic Plan proposes the following goals over the next three years:

- Increase supply of affordable rental homes
- Support public facilities for revitalization
- Supportive efforts to reduce the impacts of poverty
- Maintain affordable housing stock
- Increase supply of affordable owner-occupied homes
- Assist microenterprises with technical and financial assistance
- Administration and planning

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

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	MOUNT VERNON	
CDBG Administrator	MOUNT VERNON	Project Development Manager
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative

The City of Mount Vernon CDBG program is managed by the City Project Development Manager who is located in the Mayor's Office.

Consolidated Plan Public Contact Information

Peter Donovan
Project Development Manager
City of Mount Vernon
910 Cleveland Avenue
Mount Vernon, WA 98273
(360) 336-6211
peterd@mountvernonwa.gov

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

1. Introduction

As part of its Consolidated Plan development, the City undertook an outreach program to consult and coordinate efforts by nonprofit agencies, affordable housing providers, and government agencies. The outreach program has been summarized in the Executive Summary and Citizen Participation sections of the Consolidated Plan and the Annual Action Plan.

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)).

Public and low-income housing providers, as well as governmental planning, health, mental health and service agencies, have close working relationships in Mount Vernon and Skagit County. Skagit County Public Health is the lead agency for homeless housing and behavioral health activities in the community. The City consults regularly with the local Continuum of Care (Skagit County Coalition to End Homelessness). The City also consults regularly with the Housing Authority of Skagit County and other agencies and advocates involved in housing affordability.

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.

The City has incorporated into the Strategic Plan, the local Continuum of Care plan to end homelessness, which is the blueprint for prioritizing the use of CDBG funds toward the goals of ending homelessness in the City.

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

The City has coordinated with Skagit County Public Housing, the Skagit County Coalition to End Homelessness, and Community Action of Skagit County, the organizations most responsible for using ESG funds and for administering HMIS for service providers who operate in the City. The City has incorporated their goals, strategies, activities, and outcomes in its Consolidated Plan.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Community Action of Skagit County
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	One-on-one meetings with senior staff and multi-agency meetings. Participated in various committees in which they provided input to the groups. Anticipate continued coordination of public services activities and increased coordination of homeless activities.
2	Agency/Group/Organization	SKAGIT COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	One-on-one meetings with senior staff and multi-agency meetings. Anticipate increased coordination of homeless activities and other CDBG-eligible and HOME-eligible activities as part of the Skagit County Consortium processes.
3	Agency/Group/Organization	Skagit Habitat for Humanity
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Sweat equity and volunteer homebuilding
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	One-on-one meetings with senior staff and board members, and multi-agency meetings. Anticipate continued coordination of homeownership activities.
4	Agency/Group/Organization	Housing Authority of Skagit County
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	One-on-one meetings with senior staff. HA staff have met with local agencies to discuss possible opportunities to connect housing projects to HOME and CDBG funding, emphasized the need to increase affordable housing stock.
5	Agency/Group/Organization	Home Trust of Skagit
	Agency/Group/Organization Type	Housing

What section of the Plan was addressed by Consultation?	Market Analysis Economic Development Permanently affordable owner-occupied homes
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in meetings with senior staff and board members, and multi-agency meetings. Home Trust successfully used CDBG for homeownership assistance activities and would like to continue to do so. Note also the Home Trust of Skagit is a Community Housing Development Organization (CHDO).

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

There is no Community-Based Development Organization (CBDO) or Neighborhood Revitalization Strategy Agency (NRSA) currently.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Community Action of Skagit County	The Strategic Plan (in section SP-60) has adopted the major strategies of the 10-year Plan
Skagit County Consortium Consolidated Plan	Skagti County Public Health	Mount Vernon's Annual Action Plan is compatible with the Consortium's plans.
Skagit County Housing Affordability Strategy	Skagti County Public Health	Building a better, coordinated strategy for LMI-affordable homes and related issues
Redevelopment Tools for Downtown Mount Vernon	City of Mount Vernon	This report summarizes a technical assistance team's findings and suggests an array of strategies and tools that will help the City achieve its Downtown redevelopment goals.
WA Growth Management Act Comprehensive Plans	Skagit County and towns and cities in Skagit County	GMA requires plans that result in the: "availability of housing affordable to all economic segments..."

Table 3 - Other local / regional / federal planning efforts

AP-12 Participation - 91.401, 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

Citizen participation efforts included direct outreach to organizations and stakeholder groups, public notices, including notices published in Spanish to accommodate the high percentage of Mount Vernon residents who do not speak English very well or at all. The impact on goal setting was particularly strong for the planned efforts and priorities for homeless strategies, affordable housing, and Downtown Mount Vernon redevelopment efforts.

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	Newspaper Ad	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	No responses directly to the ad, which was a public notice for the public hearing	See comments of February 26th and May 13th public hearings	Not applicable	

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)
2	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>City of Mount Vernon Council Public Hearings were accessible and attended by members of the community</p>	<p>See attached comments from Public Hearings</p>	<p>No comments were not accepted</p>	
3	One-on-one discussions	<p>Public and private agencies</p>	<p>Most agencies quite interested in sharing their perspective on priorities</p>	<p>Wide variety of perspectives, general agreement about housing as a top priority along with public services and microenterprise assistance using CDBG</p>	<p>No comments were not accepted</p>	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The City anticipated annual CDBG grant funds of approximately \$400,000 per year during the five-year Consolidated Plan and will receive \$383,922 for the 2020-2021 program year. Approximately \$100,000 of each year's CDBG grant will be used to repay the Section 108 loan principal, plus additional payments for accrued interest. The balance of the 2020-2021 budget will be used for property acquisition for two housing programs, for public services, for microenterprise assistance, and for general administration and planning. The City will publish notices and solicit comments for substantial amendments that equal 10% or more of the annual CDBG grant amount.

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 Admin and Planning Economic Development Housing Public Improvements Public Services	383,922	0	0	383,922	800,000	Funds used for acquisition, admin/planning, housing, public facilities, public services

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

Federal funds the City receives through the Community Development Block Grant (CDBG) are used to leverage other federal, state, local and private resources to meet housing and community development needs. While matching funds are not currently required for the City's CDBG program, the City anticipates that most major projects will be funded primarily through non-CDBG resources. For example, new multi-family housing project will be funded primarily through the low-income housing tax credit

program and the WA State Housing Trust Fund, with a relatively small local investment of CDBG dollars. The City owns land that was used to complete the flood hazard control project in the Downtown neighborhood, and most of the \$30,000,000 floodwall project has come from non-CDBG sources.

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

Not applicable

Discussion

The draft Annual Action Plan circulated for public review was originally based on an estimated grant of \$400,000 and was updated to reflect the actual amount awarded, \$383,922, by reducing the amount for public services to keep within the 15 percent limit, by reducing the administrative budget, by maintaining the amount needed for Section 108 loan repayment, and by reducing the amount for property acquisition.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase supply of affordable rental housing	2018	2022	Affordable Housing	City of Mount Vernon	Homelessness Increase affordable housing supply	CDBG: \$53,834	Other: 1 Other
2	Support public facilities for revitalization	2018	2022	Non-Housing Community Development	DOWNTOWN MOUNT VERNON	Public facilities to support revitalization	CDBG: \$110,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 3000 Households Assisted
3	Supportive efforts to reduce poverty	2018	2022	Non-Homeless Special Needs	City of Mount Vernon	Assist special needs populations	CDBG: \$57,588	Public service activities for Low/Moderate Income Housing Benefit: 1200 Households Assisted
4	Increase supply affordable owner-occupied housing	2018	2022	Affordable Housing	City of Mount Vernon	Increase affordable housing supply	CDBG: \$100,000	Homeowner Housing Added: 2 Household Housing Unit
5	Administration and planning	2018	2022	Administration and Planning	City of Mount Vernon	Administration and planning	CDBG: \$50,000	Other: 0 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Microenterprise Assistance Activities	2019	2022	Non-Housing Community Development	DOWNTOWN MOUNT VERNON	Assist special needs populations	CDBG: \$12,500	Businesses assisted: 6 Businesses Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Increase supply of affordable rental housing
	Goal Description	Friendship House will acquire real property to expand its program serving people experiencing homelessness
2	Goal Name	Support public facilities for revitalization
	Goal Description	Repayment of HUD Section 108 loan used for floodwall construction project
3	Goal Name	Supportive efforts to reduce poverty
	Goal Description	Community Action of Skagit County will provide public services for people with low- to moderate-income
4	Goal Name	Increase supply affordable owner-occupied housing
	Goal Description	Skagit Habitat for Humanity will assist with the provision of homebuyer assistance to two households
5	Goal Name	Administration and planning
	Goal Description	
6	Goal Name	Microenterprise Assistance Activities
	Goal Description	Mount Vernon Downtown Association will assist the City to provide technical and financial assistance to CDBG-qualified microenterprises in downtown Mount Vernon

AP-35 Projects - 91.420, 91.220(d)

Introduction

- Affordable Rental Housing – 14.0%
- Microenterprise assistance – 3.3%
- Public services – 15%
- Public facilities – 28.7%
- Affordable homeownership assistance – 26.0%
- Administration – 13.0%

#	Project Name
1	Affordable Housing Development - Friendship House
2	Microenterprise assistance - Mount Vernon Downtown Association
3	Public Services - CASC Housing Resource Center
4	Downtown Flood Wall
5	Homeownership Assistance - Skagit Habitat for Humanity
6	Planning and Administration

Table 7 – Project Information

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

AP-38 Project Summary

Project Summary Information

1	Project Name	Affordable Housing Development - Friendship House
	Target Area	City of Mount Vernon
	Goals Supported	Increase supply of affordable rental housing
	Needs Addressed	Homelessness
	Funding	CDBG: \$53,834
	Description	Acquisition of real property to expand Friendship House programs
	Target Date	5/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	To be determined
	Planned Activities	Acquisition of real property
2	Project Name	Microenterprise assistance - Mount Vernon Downtown Association
	Target Area	DOWNTOWN MOUNT VERNON
	Goals Supported	Microenterprise Assistance Activities
	Needs Addressed	Assist special needs populations
	Funding	CDBG: \$12,500
	Description	Support the efforts of the Mount Vernon Downtown Association to assist microenterprise owners with stabilization and growth of commerce and income.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Up to six or more microenterprises located in downtown Mount Vernon will receive technical assistance and financial assistance
	Location Description	Downtown Mount Vernon

	Planned Activities	Mount Vernon Downtown Association will provide technical assistance and financial assistance for microenterprises located in downtown Mount Vernon, including financial assistance with the cost of co-locating in the MVDA microenterprise incubator storefront on Second Street, a prime location in the downtown retail core
3	Project Name	Public Services - CASC Housing Resource Center
	Target Area	City of Mount Vernon
	Goals Supported	Supportive efforts to reduce poverty
	Needs Addressed	Assist special needs populations
	Funding	CDBG: \$57,588
	Description	Support the staffing that provide services at Community Action of Skagit County's Housing Resource Center, which is a first stop for people experiencing homelessness and also provides assistance with basic needs to help stabilize the participant's situation.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Support the staffing that provide services at Community Action of Skagit County's Housing Resource Center, which is a first stop for people experiencing homelessness and also provides assistance with basic needs to help stabilize the participant's situation.
4	Project Name	Downtown Flood Wall
	Target Area	DOWNTOWN MOUNT VERNON
	Goals Supported	Support public facilities for revitalization
	Needs Addressed	Public facilities to support revitalization
	Funding	CDBG: \$110,000
	Description	Repayment of HUD Section 108 loan for flood wall construction costs
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	The City will continue its annual payments to repay a Section 108 loan used to build the floodwall that protects the downtown Mount Vernon neighborhood
5	Project Name	Homeownership Assistance - Skagit Habitat for Humanity
	Target Area	City of Mount Vernon
	Goals Supported	Increase supply affordable owner-occupied housing
	Needs Addressed	Increase affordable housing supply
	Funding	CDBG: \$100,000
	Description	Homebuyer assistance activities for two homebuyer households
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	CDBG funding will be used as homeownership assistance for two CDBG-eligible households who purchase homes from Skagit Habitat for Humanity by lowering the principal amount of the homebuyer's mortgages
6	Project Name	Planning and Administration
	Target Area	City of Mount Vernon
	Goals Supported	Administration and planning
	Needs Addressed	Administration and planning
	Funding	CDBG: \$50,000
	Description	
	Target Date	6/30/2021

Estimate the number and type of families that will benefit from the proposed activities	
Location Description	
Planned Activities	

AP-50 Geographic Distribution - 91.420, 91.220(f)

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

Approximately 28.7% of 2020 CDBG funds will be directed to public facility improvements in Downtown Mount Vernon and 3.3% will be used for microenterprise assistance downtown. The remaining funds, 68%, will not be directed to any target area.

Geographic Distribution

Target Area	Percentage of Funds
DOWNTOWN MOUNT VERNON	32
City of Mount Vernon	68
Census Tract 9523	
Census Tract 9522	

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The projects that have been targeted into neighborhoods that reflect the priority to encourage activities to locate where they are most effective and efficient.

Discussion

Downtown Mount Vernon is the only single neighborhood target area. Census Tract 9522 has a high proportion of LMI residents. There are a wide variety of other needs and priorities throughout the City.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The City of Mount Vernon has prioritized the use of CDBG for property acquisition to create affordable rental housing. In prior years, CDBG was earmarked for property acquisition for a permanent supportive housing project. In 2020, CDBG will be available for property acquisition for a potential project proposed by Friendship House.

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

Not applicable

Discussion

The property acquisition will occur during the 2020 Program Year. If all goes well, with the number of households to be supported likely to begin in 2020.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

Because the City of Mount Vernon's annual CDBG grant is relatively small, it is difficult to use CDBG for many other purposes than those already identified. However, the City does intend to invest other resources and effort toward the following actions below.

Actions planned to address obstacles to meeting underserved needs

The City will notify the public about Fair Housing laws. The City updated its Analysis of Impediments to Fair Housing Choice, and developed an action plan for fair housing activities based on that analysis.

Actions planned to foster and maintain affordable housing

The City will work in partnership with Skagit County and other agencies to attempt to secure the resources necessary to foster and maintain affordable housing.

Actions planned to reduce lead-based paint hazards

All housing rehabilitation efforts on homes that were built before 1978 will include lead-based paint hazard evaluations. All hazards will be addressed, either through abatement or interim controls to minimize the hazards.

Actions planned to reduce the number of poverty-level families

Poverty is a function of income, which is related to education, job training, and employment. Annually the City provides CDBG funds to public service agencies to assist households below the poverty level with services. Major economic development programs in support of business development and job creation are being undertaken, including efforts to revitalize the Downtown neighborhood. The City continues to have three major priorities for expanding the range of economic development opportunities available to low- and moderate-income residents:

- Develop new businesses and create new jobs in the target areas,
- Improve access to employment opportunities within the target areas, and
- Help residents acquire the skills required for success in today's job market.

Actions planned to develop institutional structure

The City is working in partnership with adjacent and regional jurisdictions to implement a regional HOME Consortium. A regional HOME Consortium has enhanced the resource base for developing more

affordable housing, and for addressing institutional barriers to creating more affordable housing.

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

The City will support the efforts of the Coalition to End Homelessness and participate more regularly in their multi-agency meetings. More active participation in the Coalition will improve the coordination of the City's Consolidated Plan goals and the Coalition's 10-Year Plan to End Homelessness.

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The 2020 Action Plan continues the programs and projects that the City has implemented in the past, including public (human) services, property acquisition for affordable rental housing, homeownership assistance activities, flood hazard mitigation in Downtown Mount Vernon, and one new activity, microenterprise assistance.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(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
Total Program Income:	0

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.	100.00%

Discussion

All of MV's CDBG activities and projects aim to benefit persons with low and moderate income, either as a direct benefit, or in the case of the downtown floodwall Section 108 repayment, as an area benefit for a area with a majority of residents who are persons with low and moderate income

Attachments

Citizen Participation Comments

NOTICE OF PUBLIC HEARING

City of Mount Vernon Consolidated Plan: 2020 Action Plan

The City of Mount Vernon is undertaking the planning process for submission of its Consolidated Plan 2020 Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD). The Consolidated Plan is the planning and application requirement for City's Community Development Block Grant (CDBG). The Consolidated Plan includes a five-year Strategic Plan and, each year, a one-year Action Plan that describes how the City's CDBG will be used to carry out the City's Strategic Plan to meet housing and community development needs.

The 2020 CDBG funding allocation is estimated to be \$400,000. The purpose of this notice is to announce the time and location of the first of two public hearings for this planning process.

The purpose of the hearing is to obtain the views of citizens and other interested parties on the housing and non-housing community development needs of the City before a draft Action Plan is prepared, following which, a second public hearing will be held.

The time and location of the first hearing is: the regular meeting of the City Council of the Mount Vernon on Wednesday, February 26, 2020, at 7:00 p.m. in the Police/Court Campus, 1805 Continental Place, Mount Vernon, WA. Topics for discussion: Description of planning process, anticipated funding, allowable activities, and solicitation of public comment on needs and priorities.

Written comments may also be submitted to the City of Mount Vernon Project Development Manager, 910 Cleveland Avenue, Mount Vernon, WA 98273, or by email to mvmayor@mountvernonwa.gov prior to the hearing. If special accommodations are needed to participate in the hearing, please contact the City Project Development Manager Peter Donovan at least three days prior to the hearing date at the email or address above.

PUBLISH: February 11, 2020

AVISO DE AUDIENCIA PÚBLICA

Plan Consolidado de la ciudad de Mount Vernon: Plan de Acción 2020

La ciudad de Mount Vernon está llevando a cabo el proceso de planificación para la presentación de su Plan Consolidado 2020, Plan de Acción anual, al Departamento de Vivienda y Desarrollo Urbanístico de los Estados Unidos (U.S. Department of Housing and Urban Development, HUD). El Plan Consolidado es el requisito de planificación e implementación de la Subvención en Bloque para el Desarrollo Comunitario de la Ciudad (City's Community Development Block Grant, CDBG). El Plan Consolidado incluye un Plan Estratégico de cinco años y, cada año, un Plan de Acción de un año que describa cómo se usará la CDBG de la ciudad para realizar el Plan Estratégico a fin de satisfacer las necesidades de vivienda y desarrollo comunitario.

Se calcula que la asignación de fondos de la CDBG 2020 será de \$400,000. El objetivo de este aviso es anunciar la fecha y la ubicación de la primera de dos audiencias públicas que se realizarán para este proceso de planificación.

El objetivo de la audiencia es obtener las opiniones de los ciudadanos y de otras partes interesadas en las necesidades de desarrollo de vivienda u otras necesidades en la ciudad antes de elaborar el borrador del Plan de Acción, después de lo cual se realizará la segunda audiencia pública.

La fecha y la ubicación de la primera audiencia es la siguiente: la reunión regular del Consejo de la Ciudad de Mount Vernon, el miércoles 26 de febrero de 2020, a las 7:00 p. m. en el campus de la Policía / el Tribunal, 1805 Continental Place, Mount Vernon, WA. Temas de debate: descripción del proceso de planificación, financiamiento anticipado, actividades permitidas y comentarios del público sobre las necesidades y las prioridades.

También se pueden entregar comentarios por escrito al gestor de Desarrollo de Proyectos de la ciudad de Mount Vernon en 910 Cleveland Avenue, Mount Vernon, WA 98273, o por correo electrónico escribiendo a mvmayor@mountvernonwa.gov antes de la audiencia. Si necesita adaptaciones especiales para participar en la audiencia, comuníquese con el gestor de Desarrollo de Proyectos de la Ciudad, Peter Donovan, al menos, tres días antes de la fecha de la audiencia a la dirección o al correo electrónico mencionados arriba.

PUBLICAR: 11 de febrero de 2020



February 26, 2020

The Honorable Jill Boudreau &
Mount Vernon City Council Members
City of Mount Vernon
320 Broadway
Mount Vernon, WA 98273

Dear Mayor Boudreau & Members of Mount Vernon City Council:

Please consider this letter an expression of our intent to apply for 2020-21 Community Development Block Grant (CDBG) funding, specifically your 15% human service set aside, as in the past.

Community Action appreciates the long partnership we have enjoyed with the City of Mount Vernon serving low income community members. The funds received from CDBG will support the services we provide through the Resource Center which includes the first point of entry for homeless persons in Skagit County (Housing Resource Center) and also provides referral and direct assistance for stability services.

During July 1, 2018 - June 30, 2019, 1,289 households were prescreened for services at the Housing Resource Center. Of those, 712 households (1,399 individuals) met Housing and Urban Development qualifiers for homelessness and were entered in the Housing Interest Pool.

Homeless defined by HUD includes literally homeless, at imminent risk of becoming homeless (less than 14 days), or fleeing domestic violence. Couch surfing, doubled up, staying with family or friends, or facing eviction (more than 14 days) are not considered homeless by HUD, and are not included in these figures. HUD defines all homeless individuals as presumed beneficiaries under CDBG and does not require certification of city residence.

The Housing Resource Center at Community Action is the official designated coordinated point of entry or first stop for persons experiencing homelessness. We work to coordinate the most appropriate service with all Skagit County homeless providers. And in addition Community Action works in partnership with The Salvation Army, Skagit Valley Herald Christmas Fund, local faith communities, other municipalities and The Mountain of Hope to provide basic needs that are not met through any other resource. We also partner with Skagit Transit to provide bus passes to those who have no other means of transportation and lack the ability to purchase tickets. During July 2018 - June 2019, 4,100 people were enrolled in services for assistance with basic needs (1,558 were residents of Mount Vernon).

We request your consideration of our application for funding from the 2020-21 CDBG allocation to assist us in continuing these efforts. Community Action works to leverage all funding sources to maximize services for Mount Vernon residents. We appreciate your ongoing support.

Sincerely,

William B. Henkel
Executive Director

Melissa Self
Division Director

330 Pacific Place • Mount Vernon, WA 98273 • 360.416.7585 • Fax 360.416.7589 • www.communityactionskagit.org



March 11, 2020

City of Mount Vernon
Project Development Manager
910 Cleveland Avenue
Mount Vernon, WA 98273

Re: CDBG Funds Request

Dear Peter Donovan,

Skagit Habitat for Humanity's organizational plan is to allow our funds to stretch further by receive help from the Community Development Block Grant (CDBG) funding which will be used to purchase land for down payment assistance. As you know the cost of building homes continues to increase and with the help from the CDBG funds this will off-set our cost.

We have a proven successful model of building permanent affordable homes, not only for the individuals and families who move into the homes, but the community as well. We serve individuals and families who earn 30 to 60% AMI. Typically a family who earns 60% or below the AMI could not afford to save money for a down payment let alone afford a mortgage and is usually a candidate for some type of public funding. Our past record has shown that our recipients have been able to move out of poverty and reduce state assistance one house at a time.

We feel our organization would be a great candidate for CDBG funding and have not requested any from the city in recent years. Our mission and work align with the objectives of the CDBG funding and the City of Mount Vernon's 2018-2022 Consolidated Plans and 2018 Action Plan in relations to providing the community with affordable homeownership. Referenced below is a recap of the CDBG & National objectives as well as the City of Mount Vernon's strategic plan outline in relation to how Skagit Habitat for Humanity fits the objectives and strategic planning. Although most of the objectives and plan are similar we tried not to repeat information, but feel we align with all goals.

CDBG objective:

Provide decent housing

- o During our family selection process we find most families are currently living in blight and/or unsuitable homes with existing problems which is out of their control since they are renting.
- o Our homes are well built and provide safety, along with we see significant improvements in their health after moving in

Create suitable living environments

- o Our homes are built to the jurisdiction requirements, along with state and local building codes. They are built to last, providing safe, affordable homes for families.

o



NOTICE: Skagit Habitat for Humanity is pledged to the letter and spirit of the US Policy for the achievement of equal housing opportunity. The Federal Equal Credit Opportunity Act (ECOA) prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided the applicant has the capacity to enter into a binding contract); or because all or part of the applicant's income deriving from any public assistance program. We encourage and support this affirmative advertising and marketing program in which there are no barriers to obtaining housing. The federal agency that administers compliance with this law concerning this creditor is the Federal Trade Commission, Washington, DC 20580

- As part of our sweat equity we require families to take educational classes in relation to financial and legal aspects of homeownership to help them become successful homeowners. Other aspects of the sweat equity teach them to be a part of the community while working alongside others. The families take part in building their homes and the homeowners are educated in how to maintain and care of them in the future
- Taking our homeowners out of the transitional rental cycle and at times homelessness, results in building permanent long term housing stability
- Homeownership is proven to provide stability for adults, families, and their communities

Expand economic opportunities

- Due to the affordable mortgage our homeowners become financial stabilized, removing their need for social services and funding which is not only a benefit to the families, but a financial benefit to the community. They also are then able to have additional monies that they can spend in the community.
- Due to the homes we have built in Skagit County, to date our homeowners have paid \$772,895.04 in property taxes (up through 2019.)
- Statistically children of homeowner parents, due to the financial stability of homeownership, are more likely to graduate from college and go on to higher education
- Financial stability allows families to become a contributor to the community with extra funds that have become available due to the low mortgage payment and increased volunteerism which benefits everyone

National objective:

Benefit low-income persons

- We work with individuals and families to build homes that earn 30 to 60% of the Area Median Income which is below their requirements of 80%
- We have a proven model and record and look forward to answering any questions and working with the City of Mount Vernon to address the communities and the Nations issue of affordable housing

Aid in the prevention or elimination of slums or blight

- In many cases we have demolished existing blight homes on property and replace them with modern homes
- Revitalized neighborhoods similar to Summerlynd and Batey Street
- Our homes are esthetic and pleasing to neighborhoods and homeowners take pride in their homes that in turn can revitalize neighborhoods; one family can make a difference

Meet a need having a particular urgency

- We meet the urgent need of providing *affordable* homeownership, eliminating families from the rental cycle, and improve providing financial/ community stability



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City of Mount Vernon objectives:

Priority 1. Homelessness:

- o Many of our homeowners have experienced homelessness prior to becoming a Habitat homeowner but now have stabilized housing
- o Statistically, children of homeowner parents, due to the financial stability of homeownership, do not repeat homelessness as an adult by breaking the generational poverty cycle

Provide permanent affordable housing

- o Proven model of building 37 homes in Skagit County for low income families who earn between 30 & 60% AMI with no repos, even during economic downturns

Priority 2. Increase affordable housing supply

- o In May 2019 we completed seven homes in the Mount Vernon Summerlynd Development and in February 2020 we completed building our 36th & 37th home with volunteers from the community along the families who will be living in the homes.
- o We are currently working on our 38th and 39th homes
- o Provide permanent affordability through our model, with our mortgages currently being no more than \$950 per month which includes the property taxes, homeowners insurance and flood insurance if necessary.

Priority 4. Preservation: Preservation strategies are needed to maintain the stock of existing affordable housing resources.

- o Our homes remain in the affordable housing supply due to the loan terms
- o Since we don't build till we have purchased land, with more funding, we can build more permanent affordable homes to serve more families

Priority 5. Supportive efforts to reduce the impacts of poverty.

- o Financial stability of families due to affordable mortgages can assist in breaking the cycle
- o Skagit Habitat homeowners are financially stabilized removing the necessity of public funds like subsidized housing, food stamps, etc., saving monies for others in need
- o Health related issues are reduced or completely removed in many cases once they move into healthier environments, saving money
- o Teach the homeowners through the process of building the homes, the importance of building communities through working a long side volunteers and supporters of our program.



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Page 3 of 4

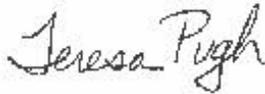
- o A lot of the homeowners learn the importance of giving back to the community, becoming volunteers in the future, teaching their next generation and empowering them to learn more with self-reliance

Priority 6. Administration and planning:

- o Our model is proven, we are in compliance with fair housing regulations as well as having a Qualified Loan Originator on staff to help in guiding the loan origination process
- o We can help in developing long term strategic planning with the city related to affordable housing.

Also as part of next year's process we would like to be considered to participate as an agency that can provide information during your consulting process. We feel we can provide knowledge in addressing affordable homeownership. Thank you.

Respectfully,



Teresa Pugh
Executive Director



TJ Larrick
Resource Coordinator



Page 4 of 4
NOTICE: Slaght Habitat for Humanity is pledged to the letter and spirit of the US Policy for the achievement of equal housing opportunity. The Federal Equal Credit Opportunity Act (ECOA) prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, familial status, age (provided the applicant has the capacity to enter into a binding contract); or because all or part of the applicant's income derives from any public assistance program. We encourage and support this affirmative advertising and marketing program in which there are no barriers to obtaining housing. The federal agency that administers compliance with the law concerning this creditor is the federal Trade Commission, Washington, DC 20580

Grechishkin, Kerri

From: Donovan, Peter
Sent: Tuesday, April 21, 2020 8:45 AM
To: pauls@schissler.com
Cc: Grechishkin, Kerri
Subject: FW: 4-20-20 letter to city with updated information.docx
Attachments: 4-20-20 letter to city with updated information.docx

Peter Donovan

From: Resource [mailto:resource@skagithabitat.com]
Sent: Monday, April 20, 2020 3:59 PM
To: Donovan, Peter <peterd@mountvernonwa.gov>
Cc: pauls@schissler.com
Subject: 4-20-20 letter to city with updated information.docx

Caution: External Message

Peter Donovan

I am attaching a letter of additional information about Skagit Habitat on the matter of obtaining CDBG funds to assist in budgeting for the potential of two homes in Mount Vernon. This would comply with the cities approved plan for affordable housing and Skagit Habitat for Humanity's specialty. We already have sent you a LOI and talked at the open meeting with city council.

Looking forward to collaborating and assisting Mount Vernon. If you have any question, don't hesitate in contacting either Teresa Pugh or myself.

T.J. Lamok, M.B.M.

Resource Development Coordinator
Cell: 360 718 1162 Office 360 428 9402
Skagit Habitat for Humanity
1022 Riverside Drive, Mount Vernon, WA 98275



we build strength, stability, self-reliance and shelter

skagithabitat.com



April 20, 2020

City of Mount Vernon
Project Development Manager & City Council
910 Cleveland Avenue, Mount Vernon, WA 98273

Re: CDBG Funds

Dear Peter Donovan,

Earlier in the year we presented to the City Council our Skagit Habitat for Humanity's organizational plan for the Community Development Block Grant (CDBG) funding along with our LOI to assist the city of Mount Vernon with their plan for collaborating in permanent affordable housing. The CDBG funds will assist in off-setting the costs of building homes for families who are in the 30 to 60% Area Median Income (AMI). Our model of moving families out of poverty and reducing state assistance one house at a time has shown to be successful; presently 37 homes with no "repos," even during the last recession or during economic downturns. Most families that are earning below the 60% AMI can't afford the typical mortgage or save the money required for a down payment and our model assists them with self-reliance.

Using the CDBG funds for down payment assistance (DPA) aligns with the objectives of the CDBG funding and the City of Mount Vernon's 2018-2022 Consolidated Plans, the 2018 Action Plan in relations to providing the community with affordable homeownership. We don't want to repeat information that was already addressed in our previous discussions and letters but, would like to add additional information that would help with questions and recapping of the CDBG & National objectives, the City of Mount Vernon's strategic plan, and the Skagit Habitat for Humanity's objectives and strategic planning. ;

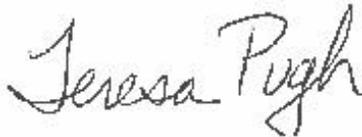
- o Our homes are built to the jurisdiction requirements, along with state and local building codes. The prices of the homes are based on formal appraisals to determine the value of the homes for the purpose of their mortgage. Many times, this revitalizes neighborhoods too.
- o The loans are direct loans to the homeowner with 0% interest rate. The terms are based on what the new homeowner can afford with the 30% AMI. Taking our homeowners out of the transitional rental cycle and at times homelessness, results in building permanent long-term housing stability.
- o We meet the urgent need of providing *affordable* homeownership, eliminating families from the rental cycle, and improve providing financial/ community stability

- o Financial stability allows families to become a contributor to the community with extra funds that have become available due to the low mortgage payment and increased volunteerism which benefits the community and everyone
- o In May 2019 we completed seven homes in the Mount Vernon Summerlynd Development and in February 2020 we completed building our 36th & 37th home with volunteers from the Skagit County community along the families who will be living in the homes. We are currently working on #38th and 39th
- o We provide permanent affordability through our model, with our mortgages currently being no more than \$950 per month which includes the property taxes, homeowner's insurance and flood insurance if necessary. We accomplish this number with the homeowner with a second loan that also has 0% interest and over time it is completely forgiven as they pay their mortgage. DPA from the city's CDBG funds will reduce their down payment/ mortgage and eventually the amount of the second loan.
- o Since we don't build till we have purchased land, and with more funding, a typical home takes 7-9 months to build from start to finish. Land purchasing sometimes slows this process down. Because of the Coronavirus, our estimated timeline from the building to closing a project in Mount Vernon area would be approximately Fall/Winter time 2021; if we received DPA money we would be able to close, with a few months' extension, around the June/July deadline. Applying DPA funds would give us more flexibility of our funds with the possibility of locating several lots within the Mount Vernon area.

As part of next year's process, we could participate as an agency that can provide information during your consulting process.

Thank you.

Respectfully,



Teresa Pugh
Executive Director



TJ Larrick
Resource Coordinator



March 17, 2020

The Honorable Jill Boudreau and
Mount Vernon City Council Members
320 Broadway
Mount Vernon, WA 98273

Dear Mayor Boudreau and Members of Mount Vernon City Council,

Please consider this letter an expression of our intent to apply for the 2020 Community Development Block Grant (CDBG) funding.

Friendship House appreciates the opportunity to apply for this funding and enter into a partnership with the city to provide affordable housing/transitional services. Our current program of transitional and permanent shared living has proven successful, particularly the clean and cozier housing for seniors and disabled.

Our Permanent housing serves people on fixed incomes by providing them with all of the necessities they may need, such as utilities and house supplies for one low rent of \$450 per month. This gives people on very low incomes the ability to purchase medication, personal items and entertainment to be able to live a happy life.

Our Transitional housing has a one-year limit and does not provide all of the necessities. They pay a program fee of \$350 and gives people that are able to get better paying jobs the ability to save for permanent housing.

All of these programs are managed by staff. We have seen a great deal of success including myself. I went from shelter to transitional and after some time when I was able to make enough money, I found permanent housing. The CDBG funding would help us purchase another house to duplicate either of these programs and provide stability for more people. With the 2 houses that we currently have we can only serve 10 people. We would very much like to grow these successful programs. Particularly the permanent model.

Tina Tate
Executive Director

PO Box 517 • Mount Vernon, WA 98273 • 360.336.6138 • www.skagitfriendshiphouse.org



March 24, 2020

Mayor Jill Boudreau and Mount Vernon City Council Members
320 Broadway
Mount Vernon, WA 98273

Dear Mayor Boudreau and Mount Vernon City Council Members:

Please consider this letter an expression of our intent to apply for the 2020-2021 Community Development Block Grant (CBDG) funding in the amount of \$12,500.00.

The Mount Vernon Downtown Association provides support and programming for a critical sector of our local economy: extremely small businesses, often referred to as microenterprises, which are located in the commercial core of our community, our historic downtown. These businesses support hundreds of households in our community by providing jobs, and also support critical community services and infrastructure by generating revenue through sales tax and B&O taxes, as well as property tax revenue in some cases.

Examples of economic development and business support work that we do include our business incubation program, The Pop-Up MV; entrepreneurship support through our partnership with Start-Up Skagit; marketing of the district as a whole through print outlets via collateral like Holiday Shopping Guides and Recreation Guides, and articles in publications like North Sound Life, Bellingham Alive!, Cascadia Weekly, and Skagit Valley Herald; online marketing and amplification via our multiple social media outlets on Facebook, Instagram and Twitter; our electronic newsletter and listserv which has over 2000 subscribers; our website, which includes a directory of shopping, dining and services; advocacy at the local, regional, state and federal level for the interests of our small businesses and property owners; and through providing training, resources and information for our businesses to enhance their business skills and sharpen their competitive edge.

In the current economic crisis, we see an even greater need for providing resources and support to our businesses, all of whom are suddenly facing challenges to their sustainability which seem greater than ever, and are of uncertain duration. It is our commitment to assist them through this uncertain time, and help them modify their business models as necessary for greater short- and long-term sustainability and resilience. An example of new programming under development is

free training and assistance with online shopping platforms, which can not only help them through this crisis, but also potentially yield additional revenue streams over the long term. Along with online shopping, helping them increase proficiency in digital marketing is also in the works, as we seek to bring free training and resources to them later this year. We are also continually working to connect them to resources that can help them navigate the challenging work of applying for financial assistance, at local, state and federal levels.

We are grateful to the City of Mount Vernon for its past and continued support of our work, and its robust partnership with many of our efforts and events, and hope that you will consider augmenting that support through accepting our application for consideration for CDBG funds.

With thanks for your consideration,

Ellen C. Gamson

Ellen C. Gamson
Executive Director
Mount Vernon Downtown Association
O: (360) 336-3601 C: (360) 333-9881
325 Pine, Suite A, Mount Vernon, WA 98273

Mount Vernon Downtown Association

Memorandum

To: Mayor Jill Boudreau and Mount Vernon City Council Members

From: Ellen Garrison

CC: Peter Donovan

This memorandum is to further elaborate and refine the scope of the MVDA's application for CBDG funds to support programming and services in the current economic environment. We have requested consideration for an award of \$12,500.00 in funding for the 2020-2021 cycle.

Of those funds, \$6,000.00 would be used to provide direct assistance to income-eligible entrepreneurs through The Pop-Up MV program. \$2,400.00 would reimburse the rent of the storefront used by eligible enterprises for 12 months, and \$1,200.00 would reimburse the cost of fiber service to the business in the storefront for 12 months. The remaining \$2,400.00 would enable MVDA staff to provide technical assistance to income eligible entrepreneurs.

The remaining \$6,500.00 in funds would be deployed as direct emergency relief grants to income-eligible businesses to ensure their economic survival of the COVID 19 crisis. The MVDA would administer the grant relief funds in strict compliance with any HUD restrictions as to appropriate use; to provide eligible business owners with the ability to meet legitimate business expenses such as rent, payroll, inventory or supply chain expenses, and other allowable business expenses pursuant to HUD guidelines.

The MVDA would like to note here that it is anticipated that the needs of income-eligible business owners in the downtown district during this funding cycle will far surpass the requested amount of \$6,500.00, and the MVDA requests consideration for augmenting the requested amount should CBDG funding become available without detriment to other community agencies seeking funding.

325 PINE STREET, SUITE A, MOUNT VERNON, WA 98273
T 360.336-3881 | WWW.MOUNTVERNONDOWNTOWN.ORG

NOTICE OF PUBLIC COMMENT PERIOD AND PUBLIC HEARING
City of Mount Vernon Consolidated Plan: 2020/2021 Action Plan

NOTICE IS HEREBY GIVEN that the City of Mount Vernon will hold a public comment period and a second public hearing for the CDBG Annual Action Plan for Program Year 2020/2021.

The Consolidated Plan is the planning and application requirements for the City's Community Development Block Grant (CDBG), a program administered by the U.S. Department of Housing and Urban Development (HUD). The Consolidated Plan includes a one-year Action Plan that describes how CDBG funds will be used to carry out the City's Strategic Plan to meet housing and community development needs.

The draft Action Plan for the 2020/2021 program year is available for review. The 2020/2021 CDBG funding allocation is \$383,922.

The Action Plan for the 2020/2021 program year may amend the Action Plan for the 2018/2019 program year for the Goal: Increase supply of affordable owner-occupied housing to adjust the Goal Outcome Indicator from four households assisted to two households assisted.

The Action Plan for the 2020/2021 program year will amend the Action Plan for the 2019/2020 program year to adjust the Goal Outcome Indicators to include \$225,849 in CDBG COVID-19 disaster relief for additional public services activities and microenterprise assistance activities.

The Action Plan for the 2020/2021 program year will amend the Action Plan for the 2015/2016 program year to redirect unused funds to property acquisition related to new rental housing development in 2020.

To implement these actions, the City will need to amend and update the 2018-2022 Consolidated Plan to add public services and microenterprise assistance as activities that may use CDBG COVID-19 funding. The Citizen Participation Plan will be amended to address circumstances when a disaster or other emergency requires additional CDBG activities and use of additional CDBG funding to address an emergency.

5-Day Public Comment Period

HUD is now allowing a 5-day minimum public comment period in light of the public emergency caused by the COVID-19 outbreak.

The 5-day public comment period for the draft Action Plan and Amendments is May 7, 2020 through May 13, 2020 (5 business days). The draft Action Plan and Amendments will be available for review and comment during this time on the City's website www.mountvernonwa.gov or by calling (360) 336-6211.

The public and any interested persons are invited to review and comment in writing on the draft Action Plan and Amendments. Written comments must be received no later than 5:00 p.m. on May 13, 2020, and may be submitted to the City of Mount Vernon Project

Development Manager, 910 Cleveland Avenue, Mount Vernon, WA 98273, or by email to mvmayor@mountvernonwa.gov

Public Hearing

The City Council will hold a virtual public hearing on **Wednesday, May 13, 2020, at 7:00 p.m. To virtually attend the meeting:**

1. **Call the conference line:** 1-888-9240; Access Code: 3366211 (please 'mute' your phone, if possible, to minimize distractions)
2. **Watch the meeting live on TV10:** Comcast/Xfinity Channel 10
3. **Watch the meeting live, online:**
<https://www.youtube.com/channel/UCU0bhcQUmd4S93YkletdRA>

The purpose of the hearing is to consider any comments provided prior to submitting the Plan to HUD.

All public comments submitted to mvmayor@mountvernonwa.gov will be read into the record during the May 13th public hearing.

The City considers the view of all citizens, public agencies, and other interested groups in preparing the final Action Plan. A summary of the comments or views received in writing or orally at the public hearings will be listed as an appendix in the final Action Plan.

The City of Mount Vernon encourages people with disabilities and language barriers to participate in public meetings. For assistance with special needs, please contact the Project Development Manager at 360-336-6211 in advance of the meeting.

PUBLISH: May 7, 2020

AVISO DEL PERIODO DE COMENTARIOS Y AUDIENCIA PÚBLICOS

Plan consolidado de la ciudad de Mount Vernon: Plan de acción 2020/2021

POR MEDIO DEL PRESENTE, SE NOTIFICA que la ciudad de Mount Vernon llevará a cabo un período de comentarios públicos y celebrará una segunda audiencia pública para el Plan de acción anual de la CDBG correspondiente al año del programa 2020/2021.

El Plan consolidado contiene los requisitos para la planeación y solicitud de la Subvención en bloque para el desarrollo comunitario (CDBG, por sus siglas en Inglés) de la ciudad, un programa administrado por el Departamento de Vivienda y Desarrollo Urbano (HUD, por sus siglas en Inglés) de Estados Unidos. Asimismo, incluye un Plan de acción de un año que describe cómo se utilizarán los recursos de la CDBG para llevar a cabo el Plan estratégico de la ciudad a fin de satisfacer las necesidades de vivienda y desarrollo comunitario.

El borrador del Plan de acción correspondiente al año del programa 2020/2021 está disponible para revisión. El monto de los recursos asignados para la CDBG 2020/2021 es de USD 383,922.

El Plan de acción correspondiente al año del programa 2020/2021 podría enmendar el Plan de acción del año del programa 2018/2019 para la meta: aumentar la disponibilidad de viviendas asequibles ocupadas por los propietarios para ajustar el indicador del resultado de la meta de 4 a 2 viviendas apoyadas.

El Plan de acción correspondiente al año del programa 2020/2021 enmendará el Plan de acción correspondiente al año del programa 2019/2020 a fin de ajustar el indicador del resultado de la meta e incluir un monto de USD 225,849 en fondos de la CDBG para el COVID-19, como ayuda para actividades adicionales de servicios públicos y de apoyo a microempresas.

El Plan de acción correspondiente al año del programa 2020/2021 enmendará el Plan de acción correspondiente al año del programa 2015/2016 para reasignar recursos no utilizados a la adquisición de inmuebles relacionada con el nuevo desarrollo de viviendas para renta en 2020.

Para implementar estas medidas, la ciudad tendrá que enmendar y actualizar el Plan consolidado 2018-2022 para agregar apoyo para servicios públicos y microempresas como actividades que pudieran requerir los recursos de la CDBG para el COVID-19. El Plan de participación ciudadana se enmendará para abordar las circunstancias cuando se requieran actividades adicionales de la CDBG ante un desastre u otra urgencia, así como recursos adicionales de la CDBG para atender una emergencia.

Periodo de 5 días para comentarios públicos

Dada la emergencia pública provocada por el COVID-19, el HUD ahora permite un periodo de comentarios públicos de un mínimo de 5 días.

El periodo para comentarios públicos de 5 días para el borrador del Plan de acción y sus enmiendas comenzará el 7 de mayo de 2020 y concluirá el 13 de mayo de 2020 (5 días hábiles). Para revisar y comentar el borrador del Plan de acción y sus enmiendas durante este tiempo,

consulte la página web de la ciudad www.mountvernonwa.gov o bien, llame al teléfono (360) 336-6211.

Se invita al público y a las personas interesadas a revisar y a hacer comentarios por escrito acerca del borrador del Plan de acción y sus enmiendas. Los comentarios deberán recibirse a más tardar a las 5:00 p. m. del 13 de mayo de 2020 y podrán enviarse al gerente de desarrollo de proyectos de la ciudad de Mount Vernon a la dirección 910 Cleveland Avenue, Mount Vernon, WA 98273, o por correo electrónico a mvmayor@mountvernonwa.gov.

Audiencia pública

El consejo de la ciudad celebrará una audiencia pública virtual el miércoles 13 de mayo de 2020 a las 7:00 p. m. Si desea participar:

1. **Llame a la línea de la conferencia: 1-888-9240; código de acceso: 3366211** (de ser posible, ponga su teléfono en silencio para reducir al mínimo las distracciones).
2. **Vea la audiencia en vivo en TV10:** Comcast/Xfinity Canal 10.
3. **Vea la audiencia en vivo en línea:**
https://www.youtube.com/channel/UCUob_hcQUmd4S93YkRtdrA.

El objetivo de la audiencia es considerar los comentarios proporcionados antes de enviar el Plan al HUD.

Se leerán todos los comentarios públicos enviados a mvmayor@mountvernonwa.gov para que consten en el acta durante la audiencia pública del 13 de mayo.

En la elaboración del Plan de acción definitivo, la ciudad tomará en cuenta la opinión de todos los ciudadanos, dependencias públicas y otros grupos interesados. Este Plan incluirá un anexo con un resumen de los comentarios o puntos de vista que se reciban de forma verbal o escrita.

La ciudad de Mount Vernon exhorta a las personas con discapacidades y que tengan dificultades con el idioma a participar en la audiencia pública. Si requiere apoyo para necesidades especiales, comuníquese con el gerente del desarrollo del proyecto al teléfono 360-336-6211 antes de la audiencia.

FECHA DE PUBLICACIÓN: 7 de mayo de 2020

There were no public comments related to the 2020 Annual Action Plan at the May 13, 2020 City Council meeting or during the 5-day public comment period.

Grantee SF-424's and Certification(s)

OMB Number: 4040-0004
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424			
* 1. Type of Submission:		* 2. Type of Application:	
<input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		<input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	
		* If Revision, select appropriate title(s): _____	
		* Other (Specify): _____	
* 3. Date Received:		4. Applicant Identifier:	
_____		_____	
5a. Federal Entity Identifier:		5b. Federal Award Identifier:	
_____		_____	
State Use Only:			
8. Date Received by State: _____		7. State Application Identifier: _____	
B. APPLICANT INFORMATION:			
* a. Legal Name: <input type="text" value="City of Mount Vernon"/>			
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="91-5001250"/>		* c. Organizational DUNS: <input type="text" value="0315927240000"/>	
d. Address:			
* Street1:	<input type="text" value="910 Cleveland Avenue"/>		
* Street2:	_____		
* City:	<input type="text" value="Mount Vernon"/>		
* County/Parish:	_____		
* State:	<input type="text" value="WA: Washington"/>		
* Province:	_____		
* Country:	<input type="text" value="USA: UNITED STATES"/>		
* Zip / Postal Code:	<input type="text" value="98219-4212"/>		
e. Organizational Unit:			
Department Name: <input type="text" value="Raymond G. Pope"/>		Division Name: _____	
f. Name and contact information of person to be contacted on matters involving this application:			
Prefix:	<input type="text"/>	* First Name:	<input type="text" value="Peter"/>
Middle Name:	<input type="text"/>		
* Last Name:	<input type="text" value="Donovan"/>		
Suffix:	<input type="text"/>		
Title:	<input type="text" value="Project Development Manager"/>		
Organizational Affiliation: _____			
* Telephone Number:	<input type="text" value="360-336-5211"/>	Fax Number:	<input type="text" value="360-336-0623"/>
* Email:	<input type="text" value="peter.donovan@mountvernonva.gov"/>		

Application for Federal Assistance SF-424	
* 9. Type of Applicant 1: Select Applicant Type: <input type="text" value="City or Township Government"/>	
Type of Applicant 2: Select Applicant Type: <input type="text"/>	
Type of Applicant 3: Select Applicant Type: <input type="text"/>	
* Other (specify): <input type="text"/>	
* 10. Name of Federal Agency: <input type="text" value="HUD"/>	
11. Catalog of Federal Domestic Assistance Number: <input type="text" value="14-210"/>	
CFDA Title: <input type="text" value="Community Development Block Grant Program"/>	
* 12. Funding Opportunity Number: <input type="text"/>	
* Title: <input type="text"/>	
13. Competition Identification Number: <input type="text"/>	
Title: <input type="text"/>	
14. Areas Affected by Project (Cities, Counties, States, etc.): <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachments"/>	
* 15. Descriptive Title of Applicant's Project: <input type="text" value="Community Development Block Grant 2020 Action Plan"/>	
Attach supporting documents as specified in agency instructions. <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>	

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: <input type="text" value="Ind"/>	* b. Program/Project: <input type="text" value="Ind"/>
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
17. Proposed Project:	
* a. Start Date: <input type="text" value="07/01/2020"/>	* b. End Date: <input type="text" value="05/30/2021"/>
18. Estimated Funding (\$):	
* a. Federal	<input type="text" value="383,922.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="383,922.00"/>
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/>	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes", provide explanation and attach	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="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 218, Section 1001)	
<input checked="" type="checkbox"/> ** 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:	
Print:	* First Name: <input type="text" value="Jill"/>
Middle Name:	<input type="text"/>
* Last Name:	<input type="text" value="Boudreau"/>
Suffix:	<input type="text"/>
* Title:	<input type="text" value="Mayor"/>
* Telephone Number: <input type="text" value="360-336-5211"/>	Fax Number: <input type="text"/>
* Email:	<input type="text" value="jrboudreau@boudreau.com"/>
* Signature of Authorized Representative:	<input type="text" value="Jill Boudreau"/>
	* Date Signed: <input type="text" value="05/14/2020"/>

CERTIFICATIONS

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

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.



Signature of Authorized Official

5/14/20

Date

Mayor

Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

Community Development Plan -- Its consolidated 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 CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2020 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

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; and
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 non-violent 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 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

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



Signature of Authorized Official

5/14/20
Date

Mayor _____
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

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

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

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 persons' 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. §§4601 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.

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Standard Form 424D (Rev. 7-97)
Prescribed by OMB Circular A-102

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.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Mayor
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Mount Vernon	05/10/2020

SP-4240 (Rev. 7-87) Back