



Kitsap Regional Coordinating Council

(2060) Affordable Housing for All Grant Program *Guiding Principles*

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Overview

Substitute House Bill 2060 became law in Washington State on June 13, 2002. The law created a document recording fee on certain documents to be utilized for low -- income housing. Administration of the fund is shared between local governments and the State. The local portion of 2060 funds is to be administered pursuant to an interlocal agreement between Kitsap County and the Cities within the County.

The Kitsap Regional Coordinating Council appointed an ad hoc committee to produce guidelines for the use of the Kitsap County SHB 2060 funds. This committee was made up of representatives from Cities and the County and worked closely with the Kitsap Continuum of Care Coalition.

As constructed by the committee, this plan provides:

- Flexible funding to address all eligible activities within the law;
- Funding stability and predictability for jurisdictions and programs, with opportunities for both urban and rural communities;
- Operation and maintenance funding for our community's emergency shelter system and affordable housing;
- The opportunity to direct strategic investments through a fiscally conservative approach.

Administrative Structure

The Kitsap Regional Coordinating Council (KRCC) Board includes elected officials from Kitsap County and all of the Kitsap Cities. The Board shall set policy concerning the use of SHB 2060 funds and distribution of funding to eligible applicants.

The Kitsap Continuum of Care Coalition (CoCC) shall act as the technical advisory body to the KRCC Board:

- As part of its annual update to the Kitsap County Consolidated Plan for Affordable Housing and its planning for the use of federal funding, the CoCC shall develop and recommend to the KRCC Board specific annual priorities for the use of that year's SHB 2060 funds, with a list of participating CoCC members. The Board may set aside a percentage or specific amount of funds to address emergent needs -- for instance, to fund a task force to develop possible solutions to new or intransigent problems.
- After the KRCC Board has adopted annual priorities, the CoCC will appoint a subcommittee from among its membership, not including any agency that intends to apply for that year's funding and including a representative of the Kitsap County Auditor's office. The CoCC subcommittee will review funding applications and prepare a recommendation for the KRCC Board's consideration. The recommendation may include options or a single set of recommended projects.

- The cost of KRCC’s program monitoring and administration will be reviewed annually by the KRCC Board as part of its annual Work Program. Funding for the program will be provided by Kitsap County drawn from the 5% administrative portion of the 2060 surcharge revenues.

Fund Availability

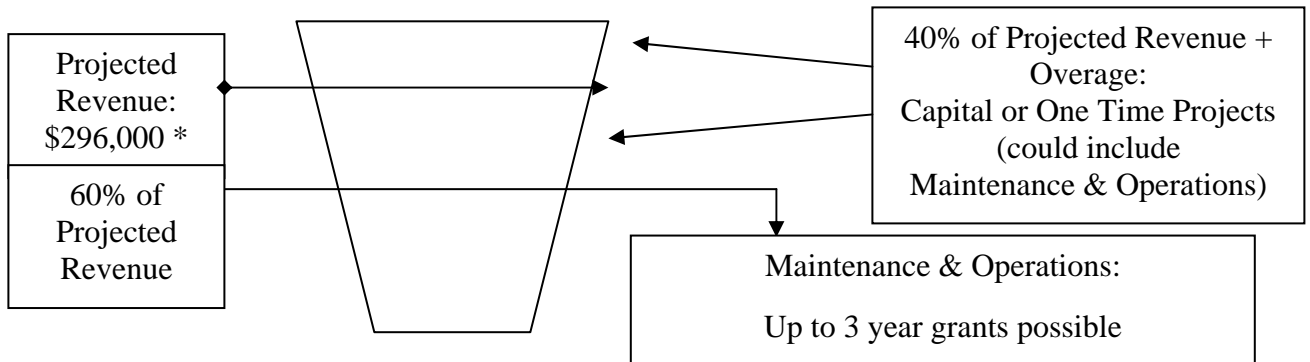
On an annual basis, the Kitsap Regional Coordinating Council shall publish a Notice of Funds Availability (NOFA). This notice will set forth the annual program priorities; amount of funds available; the duration of funds to be awarded or distributed; the deadline for submission of funding applications; and any other pertinent information related to the process.

Eligible Recipients

Eligible recipients of the funding from SHB 2060 shall be public housing authorities, IRS-certified non-profit agencies/providers of affordable housing, Cities, Towns, the County, Tribes, and for-profit developers.

Fund Distribution

Because the actual amount of document recording fees collected may vary annually, the amounts for capital investment and operating funds are expressed as target percentages in relation to the State of Washington’s forecast of annual program revenue. The annual funds will be divided into three segments:



* as per the State of Washington

2060 Program Review

The 2060 Implementation Program was reviewed during 2005 and shall be reviewed every three years thereafter with input from non-profits and other interested parties.

Geographic Equity:

The Kitsap Regional Coordinating Council Board shall be responsible for making certain that funds are distributed in a manner that balances: needs that exist throughout the County and program users’ access to services. Geographic distribution of funds shall be evaluated after the program’s 5th funding cycle. The overall intent is to ensure that, over time, all areas of Kitsap County receive appropriate levels of funding through this initiative.

Project Monitoring

The Kitsap Regional Coordinating Council, in conjunction with the Continuum of Care Coalition, shall monitor all projects for compliance with the funding terms and conditions in the contract(s). Funding recipients shall prepare a simple annual program report to the KRCC Board and the CoCC.

Eligible 2060 Activities

The Kitsap 2060 program should provide the full flexibility of uses defined in the legislation, specifically serving those at or below 50% of median income:

- Provide funding for operating and maintaining emergency shelters;
- Provide funding for operating and maintaining housing (including transitional housing) that is eligible for WA State Housing Trust Fund grants. [Note that the WA State Housing Trust Fund requires that facilities serve the target population for at least 40 years.];
- Provide funding for capital projects serving persons at or below 50% median income for at least 25 years, including:
 - Provide funding to build new single-family housing units, including duplexes, multifamily housing, and single room occupancies.
 - Build emergency or youth shelters;
 - Build group homes or special-needs housing;
 - Provide funding to rehabilitate housing (repair/replace roofs, walls, electrical systems, doors, floors, cabinets, ceilings, bathrooms, etc.);
 - Acquisition of housing;
 - Acquisition of land for future housing;
 - Payment of soft costs (not bricks/mortar) associated with housing development.
- Provide short-term rental/mortgage assistance consistent with the requirements of the 2060 legislation.

Allowable Uses of Funds

Applicants may include requests for administrative overhead and indirect costs in their applications; however, they are the lowest funding priority. The goal of the program is to have the maximum amount of funds go to provide direct services.