

## The Process

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

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

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	LONGVIEW	
CDBG Administrator	LONGVIEW	Community Development
HOPWA Administrator		
HOME Administrator	LONGVIEW	Community Development
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

### Narrative

The Consolidated Plan is a requirement of the U.S. Department of Housing and Urban Development (HUD) that large cities and all states must prepare in order to receive Federal monetary assistance from HUD Programs. The Plan is a comprehensive strategy developed by the community addressing the affordable housing and community development needs present within the community. Program goals are established by law and include:

- **Provision of decent, affordable housing**
- **Achieving a suitable living environment**
- **Expanding economic opportunity**

The Consolidated Plan will be used to implement the Community Development Block Grant (CDBG) and the HOME Investment Partnership (HOME). HOME funds are used in a variety of ways to stimulate the creation of affordable housing. CDBG funds may be used for a broad array of projects and activities, including:

- Housing
- Community Facilities
- Public (Works) Facilities
- Public Services
- Economic Development

All eligible projects and activities funded under CDBG and HOME must either:

- Principally benefit low and moderate income persons and families, or
- Prevent or eliminate slums and blighting influences, or
- Address urgent needs (such as disaster recovery)

At least 70% of CDBG funds must be used to benefit low and moderate income households, while all HOME funds must be used to provide housing for low and moderate income households. This benefit can be direct (as in a low-interest loan to rehabilitate an owner-occupied home, or a person participating in a job training/placement program) or it may be indirect (such as a community facility that serves a low and moderate income neighborhood. For the Longview-Kelso Consortium, the eligible census tracts include Census Tracts 1.00, 2.00, 3.00, 5.02, 6.01, 10.00, 11.00 and 12.00. All HOME funds must benefit low and moderate income households. An outline of benefit requirements is provided below.

### **Consolidated Plan Public Contact Information**

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## **PR-10 Consultation - 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The City of Longview will continue to maintain and pursue agency coordination by:

- Working with non-profit organizations to increase staff capacity to undertake affordable housing and supportive social services.
- Providing systematic training, technical assistance, and peer assistance for those involved in the financing, production, rehabilitation, and management of affordable housing and related supportive services.
- Serving as a clearinghouse for sharing information on programs, codes and regulations, and other building and program techniques that contribute to affordable housing.
- Cultivating positive, cooperative working relationships among housing and homeless advocates.
- Continue support and participation in the network of non-profit organizations, private organizations, foundations and other philanthropic organizations, lenders, corporations, and local government agencies that play key roles in housing and neighborhood vitality.

### **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(I)).**

During the development of this Consolidated Plan, consultation with area housing and service providers occurred during a series of three focus group conversations around housing, homeless and economic needs of the community, with emphasis on low and moderate income populations.

On an on-going basis, many housing and service partners participate in a monthly roundtable discussion at the Cowlitz Housing First! Coalition meetings. These forums provide opportunities to coordinate efforts, resolve problems, and identify new initiatives that would assist all the partners in achieving better outcomes. This approach has resulted in a 48% decline in homelessness in our jurisdiction over the past 9 years.

Public and private sector housing providers confer on issues of mutual concern at monthly Regional Housing Advisory Committee meetings. This body also advises the board of the Cowlitz-Wahkiakum Council of Governments regarding national or state policy issues that have impacts on housing and homelessness. Data from this Consolidated Plan has been shared with members of the Regional Housing Advisory Committee and formed the basis for robust discussion about community housing needs.

### **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**

Over 30 housing and service providers meet each month to identify issues and develop solutions to meet affordable housing and homeless needs. The cities of Longview and Kelso are represented on this coalition. It was during these monthly forums that the most recent focus of the Cowlitz Ten Year Plan was established as serving those who are most difficult to serve—and those who are therefore underserved by existing homeless programs and mainstream social programs. A focus on ending chronic homelessness, homeless youth, persons exiting institutions of care, and other “high needs” populations was brought into play. The most recent round of funding brought three new projects into implementation to address chronic homeless needs; Barrier-Free Shelter, Urban Rest Stop, and Low Barrier Housing funded through document recording fees. There is a need to work with both cities to ensure a permanent location for services aimed at the most difficult-to-serve are not excluded from local zoning and land use policy. Homeless veterans are address through a multi-pronged assortment of programs administered by the Longview Housing Authority, also a member of the coalition. A work group on homeless youth has been formed in 2014 and is just beginning their work. On-going conversations and outreach to our local housing authorities has started to yield some interest in blending resources to meet difficult needs.

The Coordinated Entry and Assessment program will begin in mid-2014 to assist individuals, families, families with children, veterans, youth, and chronically homeless persons with finding the resources that will resolve their housing instability. This is a project funded by the local document recording fees.

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

Cowlitz CoC participates in the “Balance of WA State” Continuum of Care. As such, the Emergency Solutions Grants have been allocated based off of the state Consolidated Plan and distributed to each county. These funds have been designated by the state for homeless prevention and rapid rehousing, with an emphasis on the latter.

Likewise, the Cowlitz CoC participates in the “Balance of WA State” HMIS system, which provides training and technical assistance to apply and administer HMIS at an agency level. Performance standards and evaluation of outcomes also occurs at the Balance of State level, within the Balance of State Continuum of Care Coordination Committee (McKinney-Vento) and the Balance of State Homeless Committee, which also has working subcommittees. Two members of the Cowlitz CoC have voting seats on the Balance of State Continuum of Care.

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

1	<b>Agency/Group/Organization</b>	Longview Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Homelessness Needs - Veterans
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
2	<b>Agency/Group/Organization</b>	LOWER COLUMBIA CAC
	<b>Agency/Group/Organization Type</b>	Housing Services-Elderly Persons Services-homeless Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
3	<b>Agency/Group/Organization</b>	Habitat for Humanity
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
4	<b>Agency/Group/Organization</b>	LOWER COLUMBIA MENTAL HEALTH CENTER/COWLITZ GUIDANCE ASSOCIATION
	<b>Agency/Group/Organization Type</b>	Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
5	<b>Agency/Group/Organization</b>	Northwest Justice Project
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
6	<b>Agency/Group/Organization</b>	Kelso Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
7	<b>Agency/Group/Organization</b>	EMERGENCY SUPPORT SHELTER
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
8	<b>Agency/Group/Organization</b>	Cowlitz Community Network
	<b>Agency/Group/Organization Type</b>	community based education
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
9	<b>Agency/Group/Organization</b>	Youth and Family Link
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
10	<b>Agency/Group/Organization</b>	Southwest Washington Behavioral Health
	<b>Agency/Group/Organization Type</b>	Publicly Funded Institution/System of Care
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	

11	<b>Agency/Group/Organization</b>	Salvation Army
	<b>Agency/Group/Organization Type</b>	Services-homeless charitable
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
12	<b>Agency/Group/Organization</b>	Love Overwhelming
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
13	<b>Agency/Group/Organization</b>	St. Johns PeaceHealth Medical Center
	<b>Agency/Group/Organization Type</b>	Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
14	<b>Agency/Group/Organization</b>	Family Health Center
	<b>Agency/Group/Organization Type</b>	Services-homeless Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
15	<b>Agency/Group/Organization</b>	City of Longview
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	

16	<b>Agency/Group/Organization</b>	Head Start
	<b>Agency/Group/Organization Type</b>	Services-Children Services-homeless Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
17	<b>Agency/Group/Organization</b>	CITY OF KELSO
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	

Table 2 – Agencies, groups, organizations who participated

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

N/A

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

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care		
City of Longview 2006 Comprehensive Plan	City of Longview	Providing alternative housing types and developments will allow for innovations in affordable housing.
City of Kelso - South Kelso Revitalization Plan	City of Kelso	South Kelso housing and service needs were identified in the neighborhood plan and carried forward into the Strategic Plan.
Cowlitz County Ten Year Plan to End Homelessness	Cowlitz County	Homeless activities outlined in the Strategic Plan are aligned with the Ten Year Plan.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Southwest Washington Economic Development Commis	CWCOG	Revitalizing neighborhoods helps create vibrant neighborhoods that aid in economic development recruitment. Improving commercial districts and economic opportunity dovetails with the goals of the Comprehensive Economic Development Strategy, give their focus on attracting businesses, growing entrepreneurs, and improving the workforce.

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

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))**

Implementation of the Consolidated Plan requires close coordination and cooperation between the cities of Longview and Kelso, as Consortium partners. Cowlitz County administers the local document recording fees and is the grantee for state homeless dollars that then flow to sub-grantees, which are typically direct service and housing providers. Coordination between Cowlitz County homeless programs and the housing and community development programs of Longview and Kelso occurs on a frequent basis within the structure of the Cowlitz Housing First! Coalition and the Regional Housing Advisory Committee meetings.

**Narrative**

Ongoing forums within the community, such as the Cowlitz Housing First! Coalition and the Regional Housing Advisory Committee, provide an open platform for information sharing, coordination, and collaboration. Representatives from housing, social services, health services, private business, local business, the faith community, local governments and citizens at large participate regularly in conversations around problem-solving service and housing needs for homeless and low-to-moderate income persons. The Consolidated Plan development allows an additional opportunity to structure these discussions to meet consolidated plan objectives. Input from citizens, agencies, local government and providers is rolled up into the needs assessment and strategic plan for the Longview-Kelso Consolidated Plan.

## **PR-15 Citizen 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**

Three community meetings were held to access community comments, concerns and provide a list of potential projects or activities. The first meeting was held at the Highlands Neighborhood Association meeting on January 27, 2014 in Longview, 2014 followed by a community meeting at Kelso's Wallace Elementary on February 13, 2014, and a third community-wide meeting in Longview at the Cowlitz PUD on February 18, 2014. Information about the meetings was provided to the local newspaper serving the Kelso-Longview area The Daily News, at Longview and Kelso City Council meetings, on Longview and Kelso City websites, through email invites and announcements for the Highlands Neighborhood Association and interested stakeholders to their clients and flyers to community organizations. The information obtained from citizens was used to develop goals and priorities, in combination with council input. Four public hearings were also held to gather public comment on the proposed projects for 2014. An additional hearing will be held at plan adoption by both Kelso and Longview in June.

**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	Public Meeting	Minorities  Non-English Speaking - Specify other language: Spanish  Persons with disabilities  Non-targeted/broad community	Six attendees for neighborhood meeting (Longview) contact with Neighborhood Association staff and invitation to all participants	Homeless services including transitional housing, Senior services, accessibility, and innovative housing options, aging in placeWeatherization and homeowner maintenance programs Housing purchasing assistance programsHousing for people with disabilitiesFair housing education and rental assistance programs.	None	

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 Meeting	Minorities  Non-English Speaking - Specify other language: Spanish  Persons with disabilities  Non-targeted/broad community	Community Meeting (Kelso) posted on City website, in The Daily News, mentioned at City Council meetings and stakeholder emails. Total of 6 attendees	Homeless services including transitional housingSenior services, accessibility, and innovative housing options, aging in placeWeatherization and homeowner maintenance programs Housing purchasing assistance programsHousing for people with disabilitiesFair housing education and rental assistance programs.	None	

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)
3	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p>	<p>Community Meeting (Longview) posted on City website, in The Daily News, mentioned at City Council meetings and stakeholder emails. Total of 5 attendees.</p>	<p>Homeless services including transitional housingSenior services, accessibility, and innovative housing options, aging in placeWeatherization and homeowner maintenance programs Housing purchasing assistance programsHousing for people with disabilitiesFair housing education and rental assistance programs.</p>	None	

**Table 4 – Citizen Participation Outreach**