



City of Bellevue
Community Development Block Grant
2024 Consolidated Annual Performance
& Evaluation Report
(CAPER)

CAPERCR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The Consolidated Annual Performance and Evaluation Report (CAPER) informs the U.S. Department of Housing and Urban Development (HUD) and the community of the activities and accomplishments resulting from the investment of Community Development Block Grant (CDBG) and other resources for the period of January 1st to December 31st, 2024. In 2024, HUD allocated \$865,525 in CDBG entitlement funds to the City of Bellevue. The City also allocated over \$10,550,000 in additional federal and local human services funds to use in conjunction with CDBG funds to provide a wide range of human services to Bellevue residents.

The City's 2024 entitlement funds and program income (resulting from major home repair loan paybacks) were used to accomplish the following activities under the Enhance Community & Economic Development Goal:

- 4 Tomorrow provided microenterprise business assistance to 25 low- and moderate-income Bellevue residents to help grow either existing businesses or those launching a new microenterprise business. They provided technical assistance and support to assist clients with individual business needs including applying for licenses and registrations, building accounting systems, providing support from a CPA, and providing resources for marketing strategies. They provided both one on one support and quarterly cohorts to enable microenterprise business owners and people developing businesses to grow and launch their businesses successfully.
- Centro Cultural Mexicano provided microenterprise business assistance to 21 low- and moderate-income new business developers and 10 existing business owners for a total of 31 business owners/developers supported with their services. They provide access to small businesses with bilingual outreach, resources and a training series that includes cohorts and technical assistance as well as support with marketing, business set-up and licensing support.
- Indian American Community Services provided microenterprise business assistance to a total of 52 Bellevue residents to help grow or launch a microenterprise business. They provided a series of training workshops, drop-in mentoring, and one-on-one technical assistance to help low- and moderate-income Bellevue business owners obtain licenses and expand their business or start a new microenterprise business.
- Upwards provided support to 22 low- and moderate-income in-home daycare providers in 2024. The Business Operation and Operational Support Tools (BOOST) helps expand economic opportunities for local childcare entrepreneurs by equipping them with the tools they need to manage and expand their businesses. They partnered with 22 daycare providers to create custom strategies for each.

Services include marketing support, family matching services, enrollment automation, curriculum management, and electronic billing and payment administration in addition to supporting providers in hiring and retaining staff to expand their capacity.

2024 CDBG funds and program income were also used for the following activities under Preserve & Improve Access to Affordable Housing Goal:

- King County Housing Authority and Habitat for Humanity, Seattle-King County provided life safety repairs for 22 low- and moderate-income households under the Major Home Repair Program.
- Sound Generations provided minor home repairs and maintenance services to 19 low- and moderate-income households under the Minor Home Repair Program.

2024 CDBG funds and program income were also used for the following activity under Provide Shelter and Services for Homeless Goal:

- Congregations for the Homeless provided 171 Bellevue unhoused persons with low-barrier overnight and drop-in shelter services at their Enhanced Men's Shelter as a Public Services activity in 2024.

2021 CV-3 remaining funds were used in 2024. The YMCA completed spending down their 2021 CV-3 award for Food Assistance during quarter one. They served a total of 179 people with contactless food box delivery services to low- and moderate-income persons.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Enhance Community & Economic Development	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$531,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	875	1080	123.4%	60	130	216.6%
Enhance Community & Economic Development	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$531,000	Businesses assisted	Businesses Assisted	125	211	168.8%	60	130	216.6%
Preserve & Improve Access to Affordable Housing	Affordable Housing Homeless	CDBG: \$428,000	Rental units constructed	Household Housing Unit	10	0	0.00%	0	0	0
Preserve & Improve Access to Affordable Housing	Affordable Housing Homeless	CDBG: \$428,000	Homeowner Housing Rehabilitated	Household Housing Unit	300	204	68%	25	39	156%

Provide Shelter & Services for Homeless	Homeless	CDBG: \$152,239 General Fund: \$244,789 ARPA: \$340,275	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	466	466%	62	171	275.8%
Provide Shelter & Services for Homeless	Homeless	CDBG: \$152,239 General Fund: \$244,789 ARPA: \$340,275	Homeless Person Overnight Shelter	Persons Assisted	300	291	97%	62	171	275.8%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

4 Tomorrow, Centro Cultural Mexicano, Indian American Community Services and Upwards provided microenterprise business assistance to 130 low- and moderate-income Bellevue residents assisting them in either expanding their microbusiness or developing a new microenterprise business during 2024. Three of the agencies provide culturally inclusive services to primarily BIPOC people, yet services are open to all. Upwards assisted 22 in-home daycare providers in 2024 to expand their businesses and increase childcare services in Bellevue. In 2024 we were able to exceed the goal to Enhance Community and Economic Development for the program year.

Both the Major and Minor Home Repair programs were impacted during COVID by the inflated cost of construction materials as well as lack of contractor availability. The impacts are largely due to COVID restrictions, work stoppages and staffing shortages. The result is that the 5-year

strategic plan goal was not met. However, during the 2024 program year the programs exceeded their goal to Preserve and Improve Access to Affordable Housing by serving a total of 39 households throughout Bellevue.

Congregations for the Homeless provided low-barrier overnight shelter and drop-in visits to 171 persons experiencing homelessness during 2024 as the recipient of CDBG public services and as part of the goal to Provide Shelter and Services for the Homeless. In 2025 they will continue to receive public services funds if the City is awarded funding for the operations of their Enhanced Men's Shelter in Bellevue.

The remaining CDBG-CV3 grant funds were expended during 2024. The YMCA continued their contactless food delivery services during the first quarter and spent down their remaining funds. They provided 179 people with food insecurity access to contactless food delivery services including frozen meals and fresh produce boxes. Food insecurity continues to be a challenge for many low- and moderate-income families in Bellevue because of the coronavirus resulting in the inflation and continued increase in costs of food and housing.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	182
Black or African American	87
Asian	92
American Indian or American Native	11
Native Hawaiian or Other Pacific Islander	2
Other or Unknown	143
Total	517
Hispanic	143
Not Hispanic	374

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The table above shows that 64.8% of residents served were people of color.

The table does not capture the number of female-headed households served or the number of disabled persons served. The major and minor home repair program served a total of 28 female-headed households. 33 of the 39 households served had household members aged 62 or older. Information for female head of household and disabled persons are collected for housing rehabilitation activities but were not collected for public service, microenterprise assistance and COVID CV-3 activities.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,381,189	\$1,346,738.99
General Fund	public - local	5,048,562	\$5,048,562
Other -ARPA SLFRF	public - federal	3,667,861	\$3,667,861
Other – HB 1590	public - state	1,833,639	\$1,833,639

Table 3 - Resources Made Available

Narrative

The CDBG resources made available in Table 3 include \$865,525 in entitlement funds and \$216,664.01 in program income and prior years unspent funds.

Bellevue made available the remaining CDBG-CV3 2021 unspent funds for food assistance, in response to the coronavirus. The remaining CV-3 funds were allocated in 2024 as follows:

Food Assistance: \$12,778.31

Please see attachment and narrative documenting all adjustments made to the PR26. The information is attached and submitted with the PR26 in IDIS. Adjustments were made due to draws and receipts after the program year end.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments.

Narrative

The City of Bellevue does not distribute CDBG funds based on geographic location, but rather throughout the City to benefit low- and moderate-income households.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City leverages its CDBG dollars with other available dollars. In 2024, approximately \$10.5 million was spent on a variety of housing and human service's needs. The City's CDBG and general fund dollars make up only a small portion of a human services agency's budget. The balance is comprised of state, other local governments, foundations, and private donations. All these funds leverage CDBG dollars.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	0	0
Number of special-needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	25	39
Number of households supported through the acquisition of existing units	0	0
Total	25	39

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

In 2024 the City exceeded its goal of serving 25 low- and moderate-income households with rehabilitation and/or minor home repair and served a total of 39 households.

Discuss how these outcomes will impact future annual action plans.

In 2025 the City will be providing Major Home Rehabilitation through its partnership with King County Housing Authority (KCHA). In 2023 and 2024 the City partnered with Habitat for Humanity as a subrecipient to fill a gap between major home repair and minor home repair because of challenges in finding qualified contractors to complete mid-level home repairs. In 2025 KCHA will be subcontracting with Habitat for Humanity to provide mid-level and minor home repairs to Bellevue residents. This will increase the City's ability to meet additional housing repair needs in Bellevue.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	335	0
Low-income	73	0
Moderate-income	64	0
Total	472	0

Table 7 – Number of Households Served

Narrative Information

The majority of Bellevue’s CDBG projects serve people and households that are at or below 80% AMI. The microenterprise business assistance activities can serve people that are over 80% AMI, however the percentage is very low.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

Bellevue employs a Homeless Outreach Administrator, Homeless Outreach Coordinator and Homeless Outreach Program Manager who work with local providers, community members and emergency services to reach unsheltered people and assist them in receiving needed services. In addition, Bellevue contracts with a local nonprofit agency who sends outreach staff to contact unsheltered community members to provide them with referrals and services. Bellevue also funds day centers for adult men, women, families, and young adults through the general fund. Bellevue Fire CARES (Community Advocates for Referral and Education Services), an internal referral service, is utilized by the Bellevue Fire and Police departments to connect the community to resources that can better meet their needs including unhoused persons. The City has also added a crisis mental health response team, CCAT (Community Crisis Assistance Team), that pairs law enforcement with mental health professionals to provide emergency response to individuals in crisis when a traditional law enforcement response may not be the best means of addressing a situation, including in circumstances where an individual experiencing homelessness is involved. The City also launched their pilot Safe Parking program in 2024 that provides parking spaces and services for unhoused persons and families in Bellevue while working towards transitioning them into permanent housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City funds emergency shelters for homeless single men, single homeless women, young adults, and homeless families through general fund dollars. The City funds transitional housing for single homeless women through MAPS-MCRC and The Sophia Way. In addition, the City funds transitional housing for families through Hopelink Place which includes case management. Transitional housing for youth is provided through The Friends of Youth Transitional Living Program. The City also funds a year-round shelter for unhoused men through PorchLight (formerly Congregations for the Homeless) that includes case management services, and for homeless families through Catholic Community Services and Mary's Place. The City has awarded a contract to 4 Tomorrow, a local non-profit currently facilitating a Safe Parking program for unhoused individuals residing in their vehicles, this is a pilot program that launched in 2024.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections

programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City funds the Major and Minor Home Repair programs that help to ensure that low- and moderate-income residents, some of which are older adults can afford to stay in their homes safely and helps to prevent homelessness. The City funds housing stability programs that provide rent assistance, move in assistance, landlord engagement, landlord-tenant conflict mitigation, and other services to prevent homelessness. The City funds 4 Tomorrow to provide a transitional hotel stay when a homeless household, especially a family with children, has a prospect for housing, but has a period between when the housing prospect will be available. Food banks and other emergency food programs allow families to spend less of their income on food, leaving more for rent. Bellevue funds shelter and housing for youth through Friends of Youth. In 2024 the city leveraged ARPA dollars to support continued rental assistance.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City funds housing and shelter for individuals experiencing homelessness that includes case management, employment and behavioral health services to help residents move on to permanent housing and avoid a return to homelessness through agencies such as Hopelink, The Sophia Way, and PorchLight (formerly Congregations for the Homeless). Affordable rental housing, including units set aside for people exiting homelessness, are provided by organizations such as Imagine Housing, Hopelink and Congregations for the Homeless. Through the Housing Stability Program, the City addresses and prevents homelessness and housing instability by providing funding for affordable housing projects and operations and maintenance, including onsite services such as Plymouth Crossing, who provides case management, employment, and behavioral health services. Case management services are designed to support low-income families and individuals in overcoming barriers to housing stability and accessing local resources so that they can thrive.

City of Bellevue Homeless Outreach staff work one-on-one with people experiencing homelessness to find permanent housing by collaborating with agencies that help overcome barriers to finding housing, like Housing Connector, and agencies that provide diversion or move-in assistance funds to households seeking housing.

In 2024 the City Council approved the launching of its Office of Housing, because housing is one of the City's highest priorities. This is a newly formed team that will include our existing affordable housing team members and our homeless outreach team members. The mission of the Office of Housing is to partner in delivering policy, projects and resources that accelerate production and preservation of affordable housing in Bellevue.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

King County, as HOME consortium lead, is responsible for reporting on Public Housing in their Consolidated Plan and Annual Action Plans. Section AP-60 is not in Bellevue's Annual Action Plan template.

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

King County, as HOME consortium lead, is responsible for reporting on Public Housing in their Consolidated Plan and Annual Action Plans. Section AP-60 is not in Bellevue's Annual Action Plan template. The King County Housing Authority runs all public housing projects in Bellevue.

Actions taken to provide assistance to troubled PHAs

The King County Housing Authority manages all public housing in Bellevue and much of King County and is not considered a troubled PHA.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

In 2017, the City Council adopted the Affordable Housing Strategy, which includes Action C-1 to “increase development potential on suitable land owned by public agencies, faith-based and non-profit housing entities for affordable housing.” In addition, in 2019, the State Legislature established RCW 35A.63.300 which requires cities to provide a density bonus consistent with local needs for any affordable housing development located on property owned by a religious organization.

The City Council initiated work on Affordable Housing Strategy Action C-1 on July 20, 2020. City staff initiated a Comprehensive Plan Amendment to add policy language in the Housing Element that will guide implementation of C-1. This amendment was adopted on December 14, 2020. The first step in implementing C-1 is to develop a Land Use Code Amendment establishing a new density bonus for affordable housing development. This bonus will be available for new, permanent affordable housing developments located on land meeting any of these criteria:

- Owned by a **religious organization** and located in a single family, multifamily or mixed-use residential land use district
- Owned by a **nonprofit organization** and located in a multifamily or mixed-use residential land use district
- Owned by a **public entity** and located in a multifamily or mixed-use residential land use district (not available to the Bellevue Parks & [Community Services](#) Department, Community Development Department, or any public utility)

C-1 Phase 2 LUCA and Rezone: On June 26th 2023, Council adopted Phase 2 of Affordable Housing Strategy (AHS) Action C-1. The Land Use Code Amendment (LUCA) and rezone permit affordable multifamily housing on 36 sites located in single-family districts owned or controlled by religious organizations, resulting in a substantial physical capacity increase for affordable housing in the City. Staff have met with one religious organization to date and have identified three others that are interested in meeting.

Next Right Work: On July 5, 2022, and January 17, 2023, Council prioritized the following five “Next Right Work” actions to further increase housing production and affordable housing opportunities.

Recent progress includes the following:

- **Remove barriers to the construction of micro-apartments.** On June 5th 2023, Council adopted a LUCA to remove barriers and encourage the construction of micro-apartments in mixed-use land use districts near transit. The LUCA established a new code section that defines these units as multifamily dwelling units containing a kitchen and bathroom with a maximum size of 320 gross square feet. The LUCA implements AHS Action B-1, which calls for encouraging micro-apartments around light rail stations. Follow-up work is in progress to update the MFTE code to address provisions for very small dwelling units. Staff are planning to bring the MFTE consistency update to Council before the end of the year.

- **Allow higher FAR or density for certain residential uses to incentivize residential over commercial developments.** On December 12, 2022, Council initiated this item in two phases. Phase 1 included adoption of an Interim Official Control (IOC) focused on Downtown Land Use Districts. The IOC allows for a higher floor area ratio (FAR) when affordable units are provided in a project. The IOC will also provide greater development flexibility to projects meeting affordable housing thresholds. Four projects have taken advantage of the IOC since it was adopted on May 8. The IOC is set to expire on November 10, 2025 unless extended.

Phase 2 will include a permanent LUCA for Downtown and targeted mixed-use land use districts within the City. Phase 2 will utilize the Environmental Impact Statement being completed with the Comprehensive Plan Periodic Update and will respond to Land Use Map designation and policy changes adopted through the Periodic Update. This LUCA is scheduled for completion shortly after the Comprehensive Plan is adopted next year.

- **Reduce permit review and inspection fees for affordable housing projects.** On July 17th, 2023, Council adopted an Affordable Housing Permit Review and Inspection Fee Reduction Program. The program eliminates all review and inspection fees for projects that are 100 percent permanently affordable, including permanent supportive housing, emergency housing, and homeless services uses projects. The program will be funded by an annual contribution from the general fund to a new Capital Investment Program (CIP) project. The 2023-2029 CIP Plan will be amended to include the new project for this program as well as increasing the General CIP Fund appropriation by \$310,000 to execute the program.
- **Encourage Detached Accessory Dwelling Units (DADUs), Accessory Dwelling Units (ADUs), and duplex, triplex, quadplexes, including a mechanism for separate ownership.** On July 17th, 2023 Council adopted Phase 1 of this action. Phase 1 included a LUCA removing barriers to attached ADU development and allowing for separate ownership. The remainder of this action will be considered with the Comprehensive Plan Periodic Update and implemented by subsequent LUCA(s) and rezone(s).
- **Simplify the permitting process and expedite permitting for affordable housing.** On January 17th, 2023 Council initiated two categories for this item: internal process improvements; and code amendments. Internal process improvements are suited to expedite permitting for affordable housing projects and to use as pilots for future deployment. The Development Services Department is working internally to create programs to assist affordable housing providers through the permitting process to shorten the permitting time for affordable housing projects.
 - On August 7th, 2023 Council adopted an amendment to the Transportation Development Code to simplify the permitting process for Unit Lot Subdivisions to spur townhouse development.
 - On September 25th, 2023 Council adopted amendments to the City’s Environmental Procedures Code to maximize State Environmental Policy Act (SEPA) categorical

exemptions. This amendment is expected to shorten permit processing timelines, remove redundant processes, and decrease project delays from potential appeals.

- City Council launched an update to the Affordable Housing Strategy in November 2024. Planning and engagement will occur over the course of the next year.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City conducts a biennial human services needs update to assess the needs of the community. The last assessment was undertaken in 2023, with the resulting 2023-2024 Human Services Needs Update published in early 2024. The City is currently developing its 2025-2026 Human Services Needs Update and has contracted with Zilo International Group. The Human Services Commission uses the Needs Update to help determine future human services funding [recommendations](#) and focus areas. The Needs Update is used to inform the 2025-2030 Consolidated Plan and subsequent Annual Action Plans.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The City performs the required lead paint testing and lead hazard remediation as part of its Home Repair Program. Lead based paint testing is completed on all homes built prior to 1978 by NVL Labs, an EPA certified Lead (Pb) Firm. If lead based paint is discovered, lead hazard remediation and/or lead based paint safety protocols are provided according to regulations.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City devoted 100% of its CDBG funds to housing and human services programs that benefited low- and moderate-income individuals. This includes poverty-level families. The City also devoted over \$10,500,000 dollars from other sources to human service needs. Most of these funds went to addressing and preventing homelessness, housing stability, emergency assistance, microbusiness support, job training & placement, education, preserving affordable housing, and other similar efforts to bring families and individuals out of poverty and to prevent them from falling into poverty.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City participates in A Regional Coalition for Housing (ARCH) to provide affordable housing on the Eastside. The City also continues to work with our public partners, including other cities in North, East, and South King County, the King County Housing Authority, and the King County Regional Homelessness Authority to build networks and structures to address service gaps and priority needs. City staff participates in and supports a variety of community-based coalitions such as the Alliance of Eastside Agencies, the Eastside Homelessness Advisory Committee, the Eastside Human Services Forum, and the Bellevue Network on Aging. This regional cooperation is part of the institutional structure to address community needs.

Actions taken to enhance coordination between public and private housing and social service

agencies. 91.220(k); 91.320(j)

The City partners with the King County Housing Authority on its Home Repair Program. However, the County itself has jurisdiction over public housing and would be responsible for any coordination with social service agencies.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

Bellevue partnered with King County and the other HOME Consortium cities in 2024 to draft a new 2025-2029 Analysis of Impediments to Fair Housing Choice (AI). The AI was presented and approved by the Human Services Commission on March 3, 2025. Bellevue participated with King County in conducting 24 informational interviews with parties that include housing providers, nonprofit/community-based organizations, service providers, and staff from King County and the HOME Consortium cities. The 2025-2029 AI will be included as an attachment with the submittal of then 2024 CAPER.

Fair Housing and Equal Opportunity (FHEO)

The City engaged in fair housing activities and outreach by providing resource referral information in the top 8 languages spoken in the City and provided [additional](#) translated materials and documents upon request. City staff became proficient in hosting interpreters at the Human Services Commission meetings and provided interpreters as requested during several meetings throughout 2024. Interpreters were provided during focus group meetings for the Needs Update and the surveys were translated into 10 languages.

In 2022 the City created an all-city Title VI Core Team with staff representing the Human Services Division. Each department within the city has designated diversity liaisons and staff that are part of the Title VI Core Team. The Bellevue Diversity Advisory Team created a Bellevue Equity Data Atlas that serves as a catalyst for understanding the diverse backgrounds and challenges faced by our residents as part of the City's Diversity Advantage Plan. The Atlas equips decision makers with crucial insights to inform targeted budgeting, policies, practices and procedures, fostering inclusivity in every part of the community.

City staff utilize a language line to communicate with community members and residents to decrease language barriers for those persons with limited English proficiency (LEP). Interpretation headsets are available for events.

Broadband access is available to Bellevue residents at Bellevue public libraries, community centers, and City Hall. Access to reduced rates from multiple broadband providers is available to low- and moderate-income residents throughout Bellevue. The City is currently working to adopt a plan to provide free 5G internet service in the Crossroads and Eastgate areas, both areas that are identified to have the largest concentration of low- and moderate-income households.

There are multiple residential high-speed internet service providers in Bellevue, and approximately 98%

of Bellevue addresses have internet services.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Agencies will be monitored by the City to assure compliance with all terms and conditions in the contract, and all applicable local, state, and federal laws, regulations, and policies.

The City (Grantee) requires the Agency (Subrecipient) to appoint a contact person who is responsible for the overall administration of CDBG funds and will coordinate with the CDBG administrator to request reimbursements and provide program reports and invoices.

- The names of the contact people are identified in the scope of work. Reports are due each quarter at a minimum.

DESKTOP MONITORING:

- Electronic and/or paper files for each subrecipient are maintained in the Administrator's CDBG file system.
- Invoice and reporting forms are provided by the City to the Agency and are kept in the CDBG files upon submittal.
- Agencies complete the invoice with expenditures, supporting documentation, reports, are submitted quarterly. Demographic reports are submitted annually at minimum.
- Each quarter the agency submits its reimbursement request that includes an invoice, back-up documentation, and required reporting documents. The CDBG Administrator and a Senior Administrative Assistant review the invoice packet to ensure:
 - all costs are eligible and in accordance with the budget incorporated in the Scope of Work.
 - all expenditures are reviewed to confirm that all costs are reasonable and necessary.
 - the agency is meeting their contractual goals.
- If the reimbursement request is erroneous, the City will issue a statement of correction to the agency.
- City staff are always available to and will offer to provide technical assistance to support the success of the Agency.
- When both the CDBG Administrator and Senior Administrative Assistant have reviewed the packet, the Senior Administrative Assistant submits it to Accounts Payable (AP). Once AP has completed its review, they upload the document into the City's accounting system (JDE). The Human Services Manager completes the final review before approving the invoice for payment.

ONSITE MONITORING:

- Agencies will be monitored within one year of the original sub-recipient contract. Agencies receiving continued funding will be monitored every other year at minimum and will have an onsite or virtual check-in every year.

- If any deficiencies are discovered, the agency will have 30-60 days to correct them with a follow-up visit as needed.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City follows its Citizen Participation Plan to ensure that residents are aware of performance reports. A public notice is published in the paper of record (*The Seattle Times*) giving the public the opportunity to comment on the CAPER report. The CAPER is also published on the City's web site and electronic copies are available from the Human Services Division upon request. A public notice was published in the Seattle Times on March 10, 2025. Public comments will be received between March 10th and March 26th, 2025. No comments were received.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

There were no changes in the City's program objectives in 2024.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

N/A

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.					
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Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

The City had no projects that triggered Section 3 requirements.