About Commerce
Commerce is the lead state agency charged with enhancing and promoting sustainable community and economic vitality in Washington. For more information, visit www.commerce.wa.gov. For information on locating or expanding a business in Washington, visit www.choosewashington.com.

Subscribe to Commerce press releases by email. You may unsubscribe at any time.
Greetings from the Department of Commerce:

I’m pleased to share the 2013 edition of our Agency Resource Book. Commerce is a diverse state agency with more than 100 programs that address a full range of community and economic development objectives. This reference guide provides an accessible summary of our program portfolio and our budget including key contact information and organization charts to help you easily find what you need to know about Commerce.

Our mission is to grow and improve jobs. Our work is organized around eight priorities:

- Competitiveness
- Education and workforce training
- Efficient and effective regulation
- Infrastructure investment
- Community capacity
- Rural focus
- Sector focus
- Small business

I invite you to learn more by reading our brief 2011-15 Strategic Plan, available from our website. In addition to addressing these priorities, we also actively seek out opportunities to apply Lean principles in our organization. Lean removes waste in our work processes and adds value for customers. We plan to feature results of our Lean activities on our website throughout the year.

I hope you once again find our Agency Resource Book to be a helpful reference for understanding the many ways Commerce serves the citizens of Washington State.

For our most up-to-date program information, please visit our web site at www.commerce.wa.gov or get email news releases by subscribing to our listserv – visit our home page or click here and select “Join or Leave Commerce Connections.” To find information about locating or expanding a business in Washington, please visit our business services website at http://www.choosewashington.com.

Sincerely,

Rogers Weed
Director
Table of Contents

Tip: To view the resource book you can click on the “bookmark” icon on the left-hand side.

Agency Overview
Overview

Budget Overview
Commerce Operating Budget by Division
Commerce Indirect Costs and Indirect Rate

Business Services Division
Associate Development Organizations
Business Development Unit
Business Loan Portfolio
Export Washington
Innovation Partnership Zones
International Trade

Washington Economic Development Commission

Community Services and Housing Division
Asset Building
Career Development
Child Care Facility Fund
Community Capital Facilities
Community Jobs
Community Mobilization
Community Services Block Grant
Community Voice Mail
Consolidated Homeless Grant
Crime Victims Service Center
Developmental Disabilities Endowment Trust Fund
Developmental Disabilities Council
Dispute Resolution
Domestic Violence Legal Advocacy
Drug Task Forces
Energy Efficiency Grants for Higher Education and Local Governments
Farmworker Housing
Financial Fraud and Identity Theft Crime and Prosecution
Foreclosure Fairness Program
Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program
HOME - General Purpose Program
HOME - Tenant Based Rental Assistance Program
Housing and Essential Needs
Housing Assistance for Persons with Mental Illness
Housing Opportunities for People with AIDS
Housing Trust Fund Asset Management and Compliance
Commerce 2013 Resource Book

Housing Trust Fund Operating and Maintenance Fund
Housing Trust Fund Resource Allocation and Contracting
Independent Youth Housing Program
Individual Development Accounts
Job Connection/Career Jump
Jobs Act
Justice Assistance Grant
Lead-Based Paint Program
Lead Hazard Control Program
Long Term Care Ombudsman
Low Income Home Energy Assistance Program
Manufactured Housing Program
Matchmakers Program
New Americans Program
Project Safe Neighborhoods
Prostitution Prevention
Retired and Senior Volunteer Program
Sexual Assault Prevention Program
Sexual Assault Treatment Program
STOP Violence Against Women Formula Grant
Victim Witness Assistance Program
Washington Families Fund
Weatherization Program

Innovation Policy and Priorities Division
Bond Cap Allocation Program
Bond User Clearinghouse
Broadband Office
Efficient and Effective Regulation
Energy Office – Core Activities
Energy Office – Federal Grants Management
Local Government Fiscal Note Program
Municipal Research and Services Center
Research Services
Small Business Assistance
State Small Business Credit Initiative

Local Government and Infrastructure Division
Community Development Block Grant (CDBG)
Community Economic Revitalization Board (CERB)
CERB Export Assistance
Contracts Administration Unit
Growth Management Services
Neighborhood Stabilization Program
Public Works Trust Fund
Small Communities Initiative
Transfer of Development Rights
Overview

The Department of Commerce is a medium-sized, cabinet-level state agency tasked with the mission to grow and improve jobs in Washington State. In 2009, at Gov. Chris Gregoire’s request, the Department of Community, Trade and Economic Development (CTED) became Commerce. The new agency conducted an extensive stakeholder outreach process and delivered a set of priorities and organizational recommendations to the Governor and Legislature for developing Washington’s innovation economy. The transformation of Commerce was completed in 2010.

Commerce leadership streamlined the organization down to five operating divisions aligned to execute on a set of eight priorities. Our success is measured on three key metrics: 1) Overall job growth for high, medium and low wage jobs; 2) Income per job, hourly; and 3) Growth in income per job vs. other states. To read more, see the Commerce 2011-15 Strategic Plan, available on-line at www.commerce.wa.gov.

Commerce Priorities

Competitiveness - Retain, grow and attract businesses by improving and communicating Washington’s competitive advantages.

Education and Workforce Training - Improve performance of the education system to better match workforce skills to employer needs.

Efficient and Effective Regulation - Reduce time and costs of meeting regulatory requirements, while maintaining their benefits.

Infrastructure Investment - Enable local governments to have adequate infrastructure to accommodate allocated growth and enable economic development and business opportunities, while maintaining the quality of life.

Community Capacity - Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Rural Focus - Improve economic performance of rural areas.

Sector Focus - Increase Washington’s share of high-growth, high-employment, traded sectors.

Small Business - Make Washington the best state in the country to start and grow a small business.
Community Services and Housing Division
Primary customers: community-based organizations and local governments
Key activities:
- Develop and preserve affordable housing
- Promote individual and family self-sufficiency
- Reduce homelessness
- Address the causes and effects of crime and violence
- Invest in community buildings and property

Innovation and Policy Priorities Division
Primary customers: utilities, local governments, Commerce staff, Legislature, executive staff and state Office of Financial Management
Key Activities:
- Analysis, policy proposals, accountability metrics and stakeholder engagement
- Industry sector and competitive ranking research
- Local government fiscal notes
- Bond Cap Allocation
- State Energy Office
- Strategic plan development and implementation

Business Services Division
Primary customers: businesses, economic development professionals (Associate Development Organizations)
Key Activities:
- Business recruitment, retention, expansion in Washington; partner with economic development professionals
- Lead orchestration of state export initiative activities; deliver trade and export assistance and trade mission support
- Maintain www.choosewashington.com
- Represent and champion state competitiveness and business climate to state, national, international business and industry press to promote Washington
- Manage business loan programs portfolio

Local Government and Infrastructure Division
Primary customers: cities, counties, ports, special purpose districts
Key Activities:
- Central contracting for infrastructure programs
- Growth Management and technical assistance
- Infrastructure financing and administration
- Public Works Board
- Community Development Block Grants
- Community Economic Revitalization Board
**Administrative and Support Services Division**
Primary customers: Commerce staff, Legislature, state agencies
Key activities:
- Director’s office
- Audit and contracts
- Budget and accounting
- Centralized business support
- Facilities/purchasing
- Human resources
- Information technology and services

**State Boards and Councils at Commerce**
- Community Economic Revitalization Board
- Developmental Disabilities Council
- Washington Economic Development Commission
- Public Works Board

**Commerce Funding**

Commerce has invested about $1 - $1.3 billion each biennium in recent years, and provides skilled technical assistance to communities throughout the state. For the 2011-13 biennium, the Commerce total operating and capital budget is about $1.87 billion.

The department’s budget is comprised of a variety of funding sources including state general funds, dedicated funds, federal resources, interagency agreements and capital funds. About 22 percent of the operating budget (7 percent of the combined budget) is General Fund – State.

Commerce’s work touches the lives of all citizens, though our resources are primarily delivered through local governments, businesses and non-profit organizations that provide direct services in communities across the state. About 93 percent of our FY11-13 budget is pass-through.

Capital funds represent about 68 percent of the department’s resources and fund infrastructure and housing projects throughout the state.

Commerce partners with local governments, tribes, non-profits, business and industry organizations, and community groups. Working together, we guide funding and expertise to meet unique local capacity and economic development needs. Commerce’s mission also serves to focus our statewide partner network on sustaining and improving Washington’s competitive business climate in order to retain, grow and attract businesses and jobs here.

A more detailed description of [Commerce’s budget](#) follows in this Resource Book and is available online.
Commerce Operating Budget by Division
2011-13 Total Operating Budget: $568,513,420
Total FTE: 257.6

- Business Services Division
  $17,175,012 (3.0%)
  31.7 FTE

- Administrative Services Division
  $11,186,322 (2.0%)
  42.7 FTE

- Local Government & Infrastructure Division
  $54,886,724 (9.7%)
  43.3 FTE

- Business Services Division
  $17,175,012 (3.0%)
  31.7 FTE

- Administrative Services Division
  $11,186,322 (2.0%)
  42.7 FTE

- Community Services & Housing Division
  $450,691,944
  (79.3%)
  117.1 FTE

Innovation & Policy Priorities
$34,573,418 (6.0%)
22.8 FTE

Note: The figures used in the charts and tables in this document reflect the 2012 Supplemental Budget
Commerce Capital Budget by Division
2011-13 Total Capital Budget: $1,303,711,486
Total FTE: 17.3

Community Services & Housing Division
$345,207,417 (26.5%)
12.2 FTE

Innovation & Policy Priorities
$44,078,979 (3.4%)
0.3 FTE

Local Government & Infrastructure Division
$899,847,353 (69.0%)
4.6 FTE

Business Services Division
$14,577,737 (1.1%)
0.2 FTE
Commerce Combined Operating & Capital Budgets
2011-13 Total Combined Budgets: $1,872,224,906
   Total FTE: 274.9

Operating
$568,513,420
(30.4%)
257.6 FTE

Capital
$1,303,711,486
(69.6%)
17.3 FTE

Commerce Budget Office
As of June 19, 2012
Commerce Operating & Capital Budgets by Division

2011-13 Total Combined Budgets: $1,872,224,906
Commerce Operating Budget by Fund Source
2011-13 Total Capital Budget: $568,513,420

- **General Fund**: $124,671,000 (21.9%)
- **Federal**: $311,576,000 (54.8%)
- **ARRA**: $28,646,000 (5.1%)
- **Dedicated**: $103,620,420 (18.2%)
Commerce Capital Budget by Fund Source
2011-13 Total Capital Budget: $1,303,711,486

- Public Works Assistance: $602,166,000 (46.2%)
- State Taxable Building Construction: $172,361,904 (13.2%)
- Drinking Water Assistance Repayment: $147,356,717 (11.3%)
- Rural Washington Loan: $4,547,615 (0.3%)
- Washington Housing Trust: $7,614,005 (0.6%)
- Public Facility Constr Loan Revolving: $24,097,708 (1.8%)
- American Recovery & Reinvestment Act: $31,642,599 (2.4%)
- Drinking Water Assistance: $30,069,312 (2.3%)
- State Building Construction: $282,355,626 (21.7%)
- Local Toxic Control: $1,500,000 (0.1%)

Total Capital Budget: $1,303,711,486
Commerce Combined Operating & Capital Budgets by Fund Source
2011-13 Total Combined Budgets: $1,872,224,906

General Fund
   State
   $124,671,000
   (6.7%)

Bond Funded
   $454,717,530
   (24.3%)

Federal
   $311,576,000
   (16.6%)

ARRA
   $60,288,599
   (3.2%)

Dedicated/Other
   $920,971,777
   (49.2%)
Commerce Combined Operating & Capital Budgets by Fund Source
2011-13 Total Combined Budgets: $1,872,224,906

[Bar chart showing budget allocations by fund source: General Fund State, Federal, ARRA, Dedicated/Other, Bond Funded.]
## Commerce 2011-13 Operating Budget

### Units by Division and Fund Source

<table>
<thead>
<tr>
<th>Division</th>
<th>GFS</th>
<th>Federal</th>
<th>ARRA</th>
<th>Dedicated/Other</th>
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<td>$311,576,000</td>
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## Commerce 2011-13 Capital Budget
### Projects by Division and Fund

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<th>Division</th>
<th>Fund</th>
<th>Reapprop</th>
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<th>ARRA</th>
<th>Total</th>
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<tr>
<td><strong>Community Services &amp; Housing Division</strong></td>
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<td>Youth Recreation Facilities Program</td>
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<td>Jobs in Communities</td>
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Commerce Budget Office
As of June 19, 2012
Commerce Non-ARRA Federal Budget by Division
2011-13 Total Non-ARRA Federal Budget: $311,576,000

*Excluding ARRA stimulus funds
Commerce Federal Program Summary

Community Services and Housing Division
• Justice
  o Violence Against Women Formula Grants
  o Justice Assistance Grants
  o Grants to Encourage Arrest Policies and Enforcement of Protection Orders
  o Victims of Crime Act; and Victim Witness Academy
  o Safe and Drug-Free Schools and Communities State Grants
• Health and Human Services
  o Community Services Block Grant
  o Low-Income Home Energy Assistance
• Housing and Urban Development
  o HOME Program
  o American Dream Downpayment Initiative
  o Tenant Based Rental Assistance
  o Bonneville Power Administration
  o Emergency Shelter Grants Program
  o Housing Opportunities for Persons with AIDS
  o Lead Hazard Control Grant
  o Supportive Housing Program
• Energy
  o Weatherization Assistance for Low-Income Persons
  o Energy Efficiency and Renewable Energy Information Dissemination, Outreach, Training and Technical Analysis/Assistance
• Health and Human Services
  o Low-Income Home Energy Assistance

Innovation and Policy Priorities Division
• Energy
  o State Energy Program
  o USDOE Master Agreement

Local Government Infrastructure Division
• Housing and Urban Development
  o Community Development Block Grants/State’s Program
  o Small Communities Initiative
  o Neighborhood Stabilization Program
• EPA
  o Puget Sound Regional Council Transfer of Development Rights
  o Brownfields Assessment and Cleanup Cooperative Agreements

Business Services Division
• Small Business Administration
  o Small Business Jobs Act

Administrative Services Division
• Cost Allocation Indirect Collection
Commerce Operating ARRA
Budget by Division
2011-13 Total ARRA Federal Budget: $28,646,000

Local Government & Infrastructure Division
$1,530,474 (5.3%)

Administrative Services Division
$561,282 (2.0%)

Innovation & Policy Priorities
$13,043,983 (45.5%)

Community Services & Housing Division
$13,510,261 (47.2%)
Commerce ARRA Program Summary

Community Services and Housing Division
• Justice
  o Violence Against Women Formula Grants
  o Justice Assistance Grants
  o Victims of Crime Act; and Victim Witness Academy
• Health and Human Services
  o Community Services Block Grant
• Housing and Urban Development
  o Homeless Prevention
  o Lead Based Paint
• Energy
  o Weatherization Assistance for Low-Income Persons

Innovation and Policy Priorities
• Energy
  o State Energy Program Grants and Loans
  o Efficient Energy Block Grants
  o North West Industrial Partnerships
  o Energy Assurance

Local Government Infrastructure
• Housing and Urban Development
  o Brownfields Program

Administrative Services Division
• Cost Allocation Indirect Collection
Administrative Services Division
2011-13 Total Operating Budget: $11,186,322
Total FTE: 42.7

Note: Indirect sources include GFS, federal, ARRA, and other funds.
Administrative Services Division
by Unit and Program

**Director’s Office**
Director’s Office
Director’s Special Projects

**Administration & Support Services**
Administrative Services Division Administration
Accounting and Contracts
Budget
Office Services
Human Resources
Information Services
Agency Support
Other Resources
Community Services and Housing Division
Operating Program by Unit
2011-13 Total Operating Budget: $450,691,944
Total FTE: 117.1

Community Capital Facilities
$27,229,897 (6.0%)

Office of Crime Victims Advocacy
$54,571,859 (12.1%)

Housing Assistance
$105,287,327 (23.4%)

Community Economic Opportunities
$141,707,837 (31.4%)

Housing
Improvements & Preservation
$58,366,425 (13.0%)

Housing Finance
$28,608,657 (6.3%)

CSHD Operations
$861,583 (0.2%)

Public Safety
$34,058,359 (7.6%)
Community Services and Housing Division
Operating Program by Fund Source
2011-13 Total Operating Budget: $450,691,944

Transitional Housing Operating & Rent $7,424,118 (1.6%)
Shelter to Housing Project $991,295 (0.2%)
Mobile Home Park Relocation $372,048 (0.1%)

Low Income Weatherization $2,298,196 (0.5%)
Community/Economic Development Fee $6,121,124 (1.4%)

Foreclosure Fairness $13,921,858 (3.1%)
Washington Housing Trust $16,385,431 (3.6%)

Federal $258,404,603 (57.3%)
Prostitution Prevent/Intervention $86,000 (0.0%)

General Fund State $95,434,905 (21.2%)

Financial Fraud & ID Theft Crimes $1,161,991 (0.3%)

Affordable Housing for All $11,644,708 (2.6%)

Home Security Fund $20,527,674 (4.6%)

Individual Development Account $72,000 (0.0%)

Lead Paint $57,751 (0.0%)

Private Local $2,277,981 (0.5%)

ARRA $13,510,261 (3.0%)
Community Services and Housing Division
Capital by Program
2011-13 Total Capital Budget: $345,207,417
Total FTE: 12.3

*Please see next slide for Capital Housing Assistance breakout.*
Community Services and Housing Division
Housing Assistance Program
2011-13 Total Capital Housing Assistance Budget:
$141,782,167

<table>
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<tr>
<th>Housing Assistance Type</th>
<th>Budget Amount</th>
<th>Percentage</th>
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<td>HSG for Low Income Households</td>
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<td>HSG for Farmworkers</td>
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<td>HSG for People at Risk of Homelessness</td>
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<tr>
<td>HSG for Families with Children</td>
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<tr>
<td>HSG for Seniors &amp; People with/Physical Disabilities</td>
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<td>HSG for People w/Developmental Disabilities</td>
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<td>HSG for People w/Chronic Mental Illness</td>
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<td>HSG for People w/Chronic Mental Illness</td>
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<td>Housing for Homeless</td>
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<td>Housing Assistance, Weatherization</td>
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Community Services and Housing Division
Capital by Fund
2011-13 Total Capital Budget: $345,207,417

- State Taxable Building Construction: $145,496,066 (42.1%)
  - Washington Housing Trust: $7,614,005 (2.2%)
  - ARRA: $7,451,471 (2.2%)

- State Building Construction: $184,645,929 (53.5%)
Community Services and Housing Division by Unit and Program

Operating Budget

Office of Crime Victims Advocacy (OCVA)
Victim Witness Assistance
STOP Violence Against Women Program
Grants to Encourage Arrests
Domestic Violence Legal Advocacy
Prostitution Prevention/Intervention
Sexual Assault Prevention
Sexual Assault Treatment
Smart Grant
Crime Victims Service Program

Community Economic Opportunities
Asset Building
Community Services Block Grant
MSC Legislative Mandate
Community Voice Mail
Long Term Care Ombudsman Program (LTCOP)
Adult Family Home-LTCOP
Reemployment Support Centers
Retired Senior Volunteer Program
Low Income Energy Assistance Program
Workfirst IAG
Career Development
Community Jobs
Job Connection and Career Jump
Individual Development Account
WA New Americans Program

Public Safety
Safe & Drug Free Schools
Community Mobilization
Financial Fraud & Identity Theft
State Drug Task Force
Justice Assistance Grants
Project Safe Neighborhoods
Forensic Science Improvement
ARRA-Justice Assistance Grant
Dispute Resolution Centers
Foreclosure Fairness Program

CSHD Operations
Community Services & Housing Operations

Housing Finance
Housing Trust Fund (HTF) Loan Repayment
HTF Resource Allocation & Contract Management
HTF Asset Management & Compliance
Admin and Monitoring Fee Activities
HTF Operations & Maintenance
MacArthur Foundation Grant
Mortgage & Rental Assistance Grant
IAG DSHS Traumatic Brain Injury
Farmworker Housing Support

Housing Improvements and Preservation
Low Income Energy Assistance Program - Weatherization
Department of Energy Weatherization
Bonneville Power Administration
Matchmaker Program
Lead Base Paint Program
Lead Hazard Control Program
Weatherization Program
Manufactured Housing Program

Housing Assistance
Supportive Housing Program
Homeless Family Shelters
Tenant Based Rental Assistance
Trans Housing Operating/Rental
Emergency Shelter Homelessness Prevention Program
Emergency Shelter Grant Program
Homeless Housing
Independent Youth Housing Program
ARRA 09 Homeless Prevention Fund
Homeless Assistance
Reach FFY11
Housing and Essential Needs
Housing Opportunity for Persons with AIDS
Housing Assistance for Persons with Mental Illness
Washington Family Fund

Community Capital Facilities (Operating)
Home Invest Partnership Program (HOME)
Child Care Facility Fund
Development Disabilities Council
Development Disabilities Endowment Fund

Capital Budget

Housing Capital
On Farm Housing
Matchmakers
Non Taxable Bonds
Housing Trust Fund
ARRA Department of Energy Weatherization
Taxable Bonds
Special Projects

Community Capital Facilities (Capital)
Belfair Sewer Improvements – Proviso Project
Building for the Arts
Youth Recreational Facilities
Local and Community Projects
Community Schools Program
Building Communities Fund
Longview Regional Water Treatment Plant – Proviso Project
Quincy Water Treatment System – Proviso Project
Jobs Act K-12 Public Schools/Higher Education
Energy Efficiency Grants for Higher Ed and Local Govts

Commerce Budget Office
As of June 19, 2012
Innovation and Policy Priorities
Operating by Program
2011-13 Total Operating Budget: $34,573,418
Total FTE: 22.8

- State Energy Office: $18,592,468 (53.8%)
- Research Services: $6,095,202 (17.6%)
- Economic Development Commission: $4,317,958 (12.5%)
- Innovation & Policy Programs: $1,684,834 (4.9%)
- Broadband Mapping: $3,882,956 (11.2%)
Innovation and Policy Priorities
Operating by Fund Source
2011-13 Total Operating Budget: $34,573,418

- ARRA $13,043,983 (37.7%)
- County Research Services $526,739 (1.5%)
- City & Town Research Services $2,514,436 (7.3%)
- Building Code Council $13,000 (0.0%)
- WA Community Technology Opportunity $713,000 (2.1%)
- Broadband Mapping $3,169,956 (9.1%)
- Energy $175,000 (0.5%)
- Community/Economic Development Fee $250,000 (0.7%)
- Liquor Revolving $2,792,929 (8.1%)
- General Fund State $7,035,732 (20.4%)
- Federal $4,173,702 (12.1%)
- Private Local $164,941 (0.5%)
Innovation and Policy Priorities
Capital Program
2011-13 Total Capital Budget: $44,078,979
Total FTE: 0.2

Community Energy Efficiency Program
$15,000,000 (34.0%)

Clean Energy Partnership
$5,500,000 (12.5%)

Energy Freedom Program
$23,578,979 (53.5%)

Public Facility Construction Loan Revolving
$15,000,000 (34.0%)

State Taxable Building Construction
$5,500,000 (12.5%)

Energy Recovery Act
$23,578,979 (53.5%)

By Unit

By Fund

Commerce Budget Office
As of June 19, 2012
Innovation and Policy Priorities
by Unit and Program

**Operating Budget**

**Indirect Cost Allocation**
IPP Administration

**IPP Programs**
Policy and Jobs Initiatives
Community EFSEC Representative

**State Energy Office**
Energy Policy – Private Local
ARRA EEBG Efficient Block Grant
ARRA SEP State Energy Program
ARRA Energy Assurance
ARRA NW Industrial Partnerships
Energy Policy – Other Federal
Energy Policy GF – State
State Energy Program
Energy Policy – Oil Overcharge
USDOE Master Agreement

**Research Services**
Local Government Fiscal Notes
Research Services
Municipal Research
Bond Cap Allocation Program

**Economic Development Commission**
Innovative Research Teams (STARS)
Economic Development Commission

**Broadband Mapping**
Broadband Mapping

**Capital Budget**

**Bio-Energy Projects**
ARRA SEP Grants and Loans

**Clean Energy Partnership**
Clean Energy Partnership
Community Energy Efficiency
Local Government and Infrastructure Operating Program
2011-13 Total Operating Budget: $54,886,724
Total FTE: 43.3

By Unit

- LGID Contracts Administration Unit: $14,861,333 (27.1%)
- Local Government Administration: $244,046 (0.4%)
- Growth Management Services: $5,034,297 (9.2%)
- Technical and Financial Services: $34,747,048 (63.3%)

By Fund

- Federal: $43,926,234 (80.1%)
- General Fund State: $4,898,550 (8.9%)
- Public Facility Construction Loan Revolving: $607,495 (1.1%)
- ARRA: $1,530,474 (2.8%)
- Private Local: $1,040,355 (1.9%)
- Public Works Assistance: $2,106,861 (3.8%)
- Hanford Area Economic Investment: $404,000 (0.7%)
- Drinking Water Assistance: $372,755 (0.7%)
- Hanford Area Economic Investment: $404,000 (0.7%)
Local Government and Infrastructure Capital Program by Unit
2011-13 Total Capital Budget: $899,847,353
Total FTE: 4.6

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<th>Program</th>
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<tr>
<td>Rural Washington Loan Fund</td>
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<td>Community Development Block Grant</td>
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Local Government and Infrastructure Capital Program by Fund
2011-13 Total Capital Budget: $899,847,353

State Taxable Building Construction
$11,865,838 (1.3%)

Rural Washington Loan
$4,547,615 (0.5%)

Public Facility Construction Loan
Revolving
$18,597,708 (2.1%)

ARRA
$612,203 (0.1%)

Drinking Water Assistance
$30,069,312 (3.3%)

Local Toxic Control
$1,500,000 (0.2%)

State Building Construction
$83,131,960 (9.2%)

Drinking Water Assistance Repayment
$147,356,717 (16.4%)

Public Facility Construction Loan
Revolving
$18,597,708 (2.1%)

Public Works Assistance
$602,166,000 (66.9%)
Local Government & Infrastructure
by Unit and Program

Operating Budget

Local Government Administration
Local Gov & Infrastructure Admin

Growth Management Services
Growth Management Admin
Dept of Ecology – Shoreline Assistance
Growth Management Grants
IAG DOE Puget Sound Watershed Planning
PSRC – Transfer of Development Rights

Technical and Financial Services
Public Works Board Administration
Drinking Water Administration
Drinking Water Loans
Community Development Block Grants
CERB Support

LGID Contracts Administration Unit
Contracts Administration Unit
Bond Cap Allocation Program
EPA Brownfields Program
ARRA EPA Brownfields Program
CDBG Portfolio Management
EDA Portfolio Management
MFG Innovation & Modernization
Hanford Economic Investment
US Forest Service Portfolio Management
Portfolio Management
Neighborhood Stabilization Program
Neighborhood Stabilization 3 Program

Capital Budget

Public Works Assistance
Mainstreet Improvements
Energy/Water/Efficiency
Public Works Board Infrastructure

Drinking Water Assistance Program
Drinking Water Assistance

Community Economic Revit Board (CERB)
CERB Innovation & Export Grants
CERB Innovation & Export Grants - SATSOP
CERB
CERB – Export Assistance
Job/Economic Development

Rural Washington Loan Fund
Rural Washington Loan Fund
EDA Coastal RLF
EDA Coastal RLF

Other Infrastructure
Brownfield Redevelopment
Port & Export Related Infrastructure Grants
Connell Klindworth Water
Business Services Division
Operating Program
2011-13 Total Operating Budget: $17,175,012
Total FTE: 31.7

By Unit

Marketing
$1,505,441 (8.8%)
3.8 FTE

BSD Admin
$508,383 (3.0%)
2.0 FTE

Business Development
$1,946,640 (11.3%)
8.0 FTE

International Trade Development
$4,413,123 (25.7%)
12.1 FTE

Grant Services
$8,801,425 (51.2%)
5.8 FTE

By Fund

Federal
$1,495,047 (8.7%)

Community/Econ Development Fee
$299,155 (1.7%)

Private Local
$883,778 (5.1%)

General Fund
State
$14,497,032 (84.4%)

State

Commerce Budget Office
As of June 19, 2012
Business Services Division
Capital Unit
2011-13 Total Capital Budget: $14,577,737
Total FTE: 0.2
Business Services Division
by Unit and Program

Operating Budget

BSD Administration
Business Services Division Administration

International Trade Development
International Trade Activities
International Trade Foreign Contracts
International Trade Domestic Contracts
State Trade and Export Promotion

Marketing
Marketing and Communications
Education and Outreach

Grant Services
Grant Services
IPZ Econ Dev Cluster Grants
Other Pass Through
ADO Grants

Business Development
Business Development Activities
Small Business Credit Initiative

Capital Budget

Grant and Loan Services
Innovation Partnership Zone Grants
Fact Sheets in this Section

- Associate Development Organizations
- Business Development Unit
- Business Loan Portfolio
- Export Washington
- Innovation Partnership Zones
- International Trade
International Trade

Helping Washington companies export their products and services

Purpose

The International Trade program helps Washington companies export products and services or expand market share abroad.

International Trade’s staff members proactively assist small businesses in expanding export sales through a wide variety of services including:

- Market development assistance and training
- Building international trade capacity
- Advocating the importance of international trade
- Foreign direct investment attraction

Strategic Goal

Create jobs and diversify the state’s economy by increasing the export sales of Washington businesses.

Results and Achievements

In FY 2012 (July 1, 2011 through June 30, 2012) the International Trade program managed 1,038 export assistance cases. In FY 2012, companies reported that previous Commerce export assistance helped them achieve over $78.1 million in sales in foreign markets.

Export Assistance Services

International Trade's primary clients are Washington State’s small- and medium-sized enterprises interested in or engaged in expanding export sales. International Trade program managers provide customized market development assistance and training. They serve as the primary client relationship managers: counseling companies on export strategies, operations and other topics to increase global competitiveness.

Fast Facts

1 in every 4 jobs rely on exports.

Washington is the most trade dependent state in America, with exports driving 1/6 of the state’s entire economy; in 2011, the state ranked fifth in total value of exports.

- $78.1 million in assisted export sales.
- 423 new jobs.

* Source: U.S. Dept. of Commerce export jobs multiplier.
Program managers have industry expertise and work with local and national industry organizations in their target sectors to advocate for international trade and to promote client services. Although not targeted, the program managers assist companies in other sectors as requested.

Target Sectors:
- Aerospace
- Clean Technology, Maritime, Advanced Manufacturing
- Information and Communication Technology
- And Life Sciences & Global Health.

International Trade uses a variety of tools to help client companies increase their export sales and enter new markets. Direct costs for tradeshows, trade missions and similar activities are met by participating companies (or in some cases by federal grants) with the only cost to the state being staff time and minimal travel expenses. Export assistance services are free and include:
- Partner Searches
- B2B Meetings
- Trade Missions
- Trade Show Support
- Inbound Trade Delegations
- One-on-One Counseling
- Market Opportunity Assessments
- Export Finance
- Risk Mitigation
- Advocacy

The International Trade program targets global markets where Washington companies benefit from a competitive advantage and markets where clients have an expressed interest.

Our foreign contract representations are strategically located in the countries where there is a significant export/trade opportunity for Washington companies.
- ASIA with primary representation in China; secondary representation in Vietnam, India and Thailand.
- EUROPE with primary representation in the United Kingdom, France, and Germany; secondary representation in 12 other Western European countries.
Associate Development Organizations
Washington’s local economic development partners

Purpose

Washington’s Department of Commerce maintains a contracted partnership with 34 associate development organizations (ADOs), serving 39 counties, providing both technical assistance and funding for local economic development activities. Each county in the state has designated an organization as their ADO to partner with Commerce and to serve as the primary partner in local economic development activities in their county.

The role of the ADO is to serve as the point of contact for local economic development activities, supporting new business development and recruitment and coordinating business retention and expansion activities within their service area. These organizations provide the agency information on targeted industry clusters, business expansion plans, potential business relocations or layoffs, training needs, and other economic activities.

Strategic Goal

- Retain, grow and attract businesses by improving and communicating Washington’s competitive advantages.

Results and Achievements

Between July 1, 2011, and June 30, 2012, ADO partners have:

- Assisted in the creation of 4,931 jobs via business retention, expansion and creation.
- Reported new private investments in land acquisition, buildings and equipment created by businesses they assisted, totaling $298 million.
- Retained, recruited or expanded 192 companies.

Services

The scope of services delivered by each ADO include:

- Participating in the development of a county-wide economic development plan.
- Performing as the local economic development point of contact for both public and private partners.
- Providing information on state and local permitting processes, tax issues, export assistance, and other essential information for operating, expanding, or locating a business in Washington.
- Marketing the county and state as an excellent place to expand or relocate a business.
- Collaborating with local partners to meet the workforce development needs of business.

Contact Information

Lynn Longan
Business Development Manager
Business Services Division
360.481.3106
lynn.longan@commerce.wa.gov

Fast Facts

- There are 34 ADOs serving all 39 counties in the state.
- ADOs are designated by county commissioner boards/county executives in each county.
- Commerce contracts with ADO partners to work directly with business and community leaders at the local level.
• Providing business retention and expansion services.
• Partnering with other organizations such as Small Business Development Centers and SCORE to improve business support services.
• Collecting and maintaining data for use in program and statewide system evaluation.
• Participating in region-wide economic development planning and research.
• Meet and share best practices with other associate development organizations at least two times each year.

Contract management of the ADO program is provided by staff in the Business Services Division of Commerce, in coordination with the Business Development Unit. New contracts are negotiated with all 34 ADOs each biennium. Contract performance is monitored using a web-based information system to track data on business recruitment, retention and expansion to ensure consistency of data, local priorities are accomplished, state requirements are met, and department performance measures are reported. Quarterly performance outcomes are compiled and dispersed. When ADO responsibilities are assumed by new organizations, staff helps them develop appropriate management and reporting processes.
Fast Facts

- Private capital investment for the fiscal year 2012 reached US $195,000,000.
- Unit activities supported the recruitment of 14 companies, the retention of 28 companies and the expansion of 25 companies.
- Successfully contributed to the creation and retention of 3,518 jobs within the state’s economy.

Purpose

The Business Development Unit is focused on business recruitment, retention and expansion throughout Washington State to build a healthy and prosperous future. By facilitating job growth and assisting Washington companies to retain their current employees, the Business Development Unit is fully aligned with the core mission of the Department of Commerce. The unit was recently reorganized around functions instead of regions. The previously called “Regional” staff are now responsible for projects in the aerospace, clean technology and advanced manufacturing industry and help companies navigate through Workforce Investment Act (WIA) and Community Economic Revitalization Board (CERB) applications. They also manage ADO activities, reporting and metrics. However, staff’s role as a project facilitator remains a priority. Business Development works with various industry sectors and companies of different sizes coming from the United States or internationally, creating new investments for the state.

Strategic Goal

- Retain, grow and attract businesses by improving and communicating Washington's competitive advantages.

Results and Achievements

- Unit activities supported the recruitment of 14 companies, retention of 28 companies and the expansion of 25 companies.
- To the creation and retention of 3,518 jobs within the state’s successfully contributed economy.
- By leveraging Commerce funding, private capital investment for the fiscal year 2012 reached US $195,000,000.
- The unit connected with 77 leads promoting business recruitment, retention and expansion in the state during different networking meetings and events.
- Collaborated with federal, state, regional and local partners on business recruitment, retention and expansion with special focus on target sectors.
- Provided financial and technical assistance to businesses and economic development organizations.
- Proactively facilitated workforce development and infrastructure funding for multiple business development projects across the state.
Services

- Promoting and marketing of Washington State as a competitive place to do business.
- Gathering resources to maximize private sector job creation and investment, in cooperation with local economic development councils, ports, private sector representatives and local governments.
- Accessing financing to support business growth and development.
- Conducting research supporting a sustainable, vibrant economy in Washington.
- Providing technical and financial assistance to local economic development organizations in business retention and expansion activities.
Business Loan Portfolio
Provide gap financing to businesses which will create new jobs or retain existing jobs, with a focus on rural counties.

Purpose
The Business Loan Portfolio offers a growing number of financing assistance programs to local businesses, primarily in the state’s rural areas. Commerce administers several revolving loan programs through the use of federal grant and program funds to meet the economic development needs of businesses and communities throughout the state.

Strategic Goal
Retain, grow and attract businesses by improving and communicating Washington’s competitive advantages.

Results and Achievements
Since the program began in 1986 it has:
- Loaned more than $100 million
- Leveraged more than $500 million in private investment
- Created or retained more than 7,300 jobs

In the past four years, the program has:
- Provided $6.6 million in financing to 12 companies
- Created or retained more than 300 jobs

Services
The Business Loan Portfolio program services all aspects of the revolving loan programs. The program mission is to diversify local economies by attracting and retaining small businesses in rural areas to create and retain jobs and expand the local tax base.

The program makes direct loans of federal funds, together with other federal, state and local financing tools (including federal loan guarantees) to leverage private investment. Individual loan programs include:
- Rural Washington Loan Fund ($6.7 million in total lending capacity)
- North and South Coastal Revolving Loan Funds and Technical Assistance Loan Funds ($700,000 in total lending capacity)
- Community Development Block Grant Float Loan Program ($12 million in total lending capacity)
- HUD 108 Loan Guarantee Program ($10 million lending capacity)
- Forest Products Revolving Loan Fund ($2 million lending capacity)

Statutory Authority
RCW 43.168
Rural Washington Loan Fund
Federal Funding Opportunities
Economic Adjustment Act of 1965
Coastal Loan Programs
Economic Initiative attached to 1991-1992 US Interior Department Appropriations Bill
Forest Products Revolving Loan Fund

Contact Information
Jane Swanson
Project Manager
Small Business Credit Initiative
206.256.6155
jane.swanson@commerce.wa.gov

www.commerce.wa.gov 2013
Export Washington – 2011-12 SBA Export Promotion Grant (STEP)

Promote and expand exporting activities by Washington small businesses

Purpose

Export Washington is a program developed by the state of Washington Department of Commerce to increase the number of small business concerns which export, as well as to increase the value of goods and services currently being exported by Washington companies.

Export Washington is funded in part through the U.S. Small Business Administration’s State Trade and Export Promotion (STEP) grant program, which provides $1.6 million in funding over 12 months to state programs that help Washington small businesses access global markets and increase sales of Washington’s world-class goods and services. The first STEP grant program year runs October 2011 to September 2012.

With 95 percent of the world’s consumers outside of the United States, exporting represents one of our greatest opportunities to generate economic growth and jobs.

Goals

- $58 million in new assisted export sales
- 47 new-to-export small businesses
- 54 new-to-market small businesses (current exporters that enter a new international market)

Achievements (as of May 2012)

- $3 million in new assisted export sales
- Forecast of $25 million by September 2013
- 22 assisted new-to-export small businesses
- 32 assisted new-to-market small businesses

Fast Facts

Export Washington is part of the Washington State Export Initiative launched June 2010 to spur economic growth and recovery in partnership with the National Export Initiative.

Goals:
- Increase the number of companies engaged in exporting by 30 percent
- Help 5000 Washington businesses to export
- Deliver $600 million in directly assisted export sales over the next five years

The Community Economic Revitalization Board (CERB) has dedicated $3 million toward counseling companies seeking to export for the first time.

View more about CERB Export Assistance at: www.choosewashington.com

Contact Information

Mark Calhoon
Managing Director
International Trade Division
206.256.6137
mark.calhoon@commerce.wa.gov

www.commerce.wa.gov 2013
Program Components and Services

- **Communication and Outreach:**
  Export Washington includes a communication and outreach program in order to make small businesses aware of STEP-funded opportunities. This outreach includes a re-design of the Export Washington web portal (www.exportwashington.com), which will be launched in September 2012, as well as direct marketing outreach, and the creation of a business forum on LinkedIn.

- **Export Voucher Program**
  Reimburse new-to-export or new-to-market small businesses for expenses up to $5,000 that promote export sales, such as export training, participation in trade shows, sales trips, trade missions, marketing campaign production or translation, product certification, and other pre-approved uses. More than 60 small businesses received a voucher in the first six months of the program.

  **Cash match requirement:** Small businesses seeking export vouchers must provide a minimum 25 percent cash match, or up to $1,667 for a full $5,000 voucher.

- **Market Accelerators: China and Europe**
  Provide specialized in-country business development consultant expertise in the key targeted industry clusters: Aerospace and Advanced Manufacturing, Information and Communication Technology, Life Sciences and Global Health, and Clean Technology.
  - Coordinate in-bound market sales trips
  - Provide support for attending targeted industry trade shows and conferences
  - Coordinate reverse trade missions to Washington State

- **Rural Accelerator**
  Seek out existing rural “businesses to watch” that are open to entering new markets. Leverage expertise of community economic development partners, conduct trainings and organize mentorship and networking programs in rural areas.

- **Washington State Department of Agriculture (WSDA) Rural Agriculture Accelerator**
  - Bring agricultural trade representatives from China, Japan, Mexico, and Taiwan to meet with approximately 50 small food and beverage companies.
  - Link companies with WSDA’s foreign representatives and local trade specialists to receive individualized recommendations and training on food and beverage specific requirements for exports to the target markets.
  - Assist participating companies with developing individualized export marketing plans that incorporate information from the training and consultations.

- **Export Finance Lender Training**
  Enhance small business export opportunities through the state-supported Export Finance Assistance Center of Washington, which is engaging nationally recognized trainers to provide trade finance classes for small businesses and community bankers.

**STEP Year 2**
Commerce has applied for a second year of funding from the SBA STEP grant, which will run from October 2012 to September 2013. The application requests new grant funds to expand the successful Export Voucher program and to create a new Market Accelerator for India. For more information, visit www.choosewashington.com.
Innovation Partnership Zones
An economic development strategy to encourage regional collaboration to advance innovation

Purpose

An Innovation Partnership Zone (IPZ) is a unique economic development effort that partners research, workforce training, and private sector participation in close geographic proximity to promote cluster development and collaboration in a research based effort that will lead to new technologies, marketable products, company formation, and job creation. There are currently 15 IPZs designated in the state of Washington.

The zones are administered by an economic development council, port, workforce development council, city or county. Designations are valid for four years before a designee must reapply.

The IPZs cover a variety of industry sectors. One of their primary objectives is to encourage cluster development including: biomedical manufacturing, global health, biomedical research, green IT, clean transportation, alternative energies, viticulture, water management, urban clean water, interactive media and digital arts, financial services, sustainable industrial redevelopment and aerospace. The IPZs reflect the talent, assets and entrepreneurial nature of each of their regions.

The IPZs actively partner with university researchers, developing prototypes with private sector partners, provide internship opportunities for university students, incubate start-up companies, develop critical training programs, and develop technologies through tech transfer. All these efforts bring together industry and community to develop new paths to innovation.

Strategic Goal

Retain, grow and attract businesses by improving and communicating Washington’s competitive advantages.

Results and Achievements

Four new zones were designated in 2011: the Interactive Media and Digital Arts IPZ (Redmond), the King County Financial Services Collaborative, Urban Clean Water Technology Zone (Tacoma), and the Urban Center for Innovation Partnerships (Auburn). IPZs designated in 2007 completed a re-designation application process; and re-designations were also announced October 1.

Fast Facts

- The IPZ program was created in 2007 by Governor Gregoire and the Washington State Legislature through SHB 1091.
- Commerce’s director must designate IPZs by October 1 of odd numbered years.
- Designated IPZs must re-apply for designation every four years.
- Commerce consults with the Washington Economic Development Commission to devise performance criteria for evaluation of the IPZs.

Statutory Authority
RCW 43.330.270 Innovation Partnership Zones

Contact Information
Jerri Smith
Business Services Division
360.725.4049
jerri.smith@commerce.wa.gov

www.commerce.wa.gov 2013
Current IPZs

- **Aerospace Convergence Zone**, Snohomish County, Workforce Development Council Snohomish County (2007)
- **Bellingham Waterfront Innovation Zone**, Bellingham, Port of Bellingham (2007)
- **Bothell Biomedical Manufacturing Innovation Partnership Zone**, Bothell, City of Bothell (2007)
- **Central Washington Resource Energy Collaborative**, Kittitas County, Kittitas County Chamber of Commerce (2009)
- **Grays Harbor Innovation Partnership Zone**, Grays Harbor County, Port of Grays Harbor (2007)
- **Interactive Media and Digital Arts Innovation Partnership Zone**, Redmond, city of Redmond and enterpriseSeattle (2011)
- **King County Financial Services Collaborative**, King County, King County and enterpriseSeattle (2011)
- **North Olympic Peninsula Innovation Partnership Zone**, Clallam County, Clallam Economic Development Council (2007)
- **Pullman Innovation Partnership Zone**, Pullman, Port of Whitman County (2007)
- **South Lake Union Global Health Innovation Partnership Zone**, Seattle, city of Seattle (2007)
- **Spokane University District Innovation Partnership Zone**, Spokane, Greater Spokane Incorporated (2007)
- **Tri-Cities Research District**, Richland, Port of Benton (2007)
- **Urban Center for Innovative Partnerships**, Auburn, city of Auburn (2011)
- **Urban Clean Water Technology Zone**, Tacoma, city of Tacoma (2011)
- **Walla Walla Valley Innovation Partnership Zone**, Walla Walla, city of Walla Walla (2007)

**FUNDING**
Currently no operational funding is available for IPZs. Operational funding will be sought during the 2013 legislative session.

The 2007 Capital Budget provided $5 million for Commerce to award to a handful of designated zones. This was one-time, competitive funding for 2007 applicants only. Six of the 11 designated IPZs were awarded capital grants, ranging from $275,000 to $1 million. The grants were awarded to Bellingham, Grays Harbor, Pullman, Spokane, Tri-cities and Walla Walla.

The 2009-2011 Capital Budget Provisio included $1.5 million for IPZs awarded through a competitive grant process. Four IPZs were awarded capital grants, ranging from $250,000 to $500,000. The four IPZs included Walla Walla, Bothell, Tri-Cities and Snohomish.

The 2012 Legislature provided $13.52 million in direct capital appropriations. Awards ranged from $750,000 to $5 million. The grants were awarded to the Bothell, Grays Harbor, Tacoma, Tri-cities, and Walla Walla IPZs.
Washington Economic Development Commission

We’re innovating, enabling the creativity embedded in our people, enterprises, research institutions and local communities to stimulate economic development in Washington

Purpose

The Washington Economic Development Commission (WEDC) is an independent, non-partisan commission created by SB5995 (2007). The Legislature charged the WEDC with the mission of creating a comprehensive, statewide strategy to guide investments in economic development, infrastructure, workforce training, small business assistance, technology transfer and export assistance. WEDC membership is comprised of private sector members from business, labor, education, association, trade, ports and economic development organizations; the agency directors of Washington Departments of Commerce, Transportation, Agriculture, Employment Security and The Workforce Development Board and, legislative leaders from the House and Senate.

Vision

Make Washington state the most attractive, creative and fertile investment environment for innovation in the world as a means of achieving long-term global competitiveness, prosperity and economic opportunity for all the state’s citizens. The Commission is currently addressing three key drivers of an innovation economy talent, investment and entrepreneurship and infrastructure and has proposed specific ways to address those drivers. Much of WEDC’s focus is on stimulating innovation projects and entrepreneurial initiatives at the local level. By fostering dynamic and well connected regional innovation ecosystems, communities, businesses, investors and talented workers are in a better position to adapt, compete and thrive in evolving economic times.

Responsibilities

- Provide leadership, guidance and direction to the Governor and Legislature on a long-term and systematic approach to economic development.
- Formulate a common set of outcomes and benchmarks for the economic development system as a whole and measure the state’s economic vitality.
- Define public, private, and philanthropic sector roles and best practices ensuring Washington captures the next generation of technology investment and global market opportunities.
- Provide a forum for geographic and industry cluster “institutions for collaboration” to build stronger partnerships.

Fast Facts

- The WEDC is responsible for evaluating the state’s economic development systems, and comprehensive strategic planning.
- The WEDC is an independent state commission, appointed by the governor.

Statutory Authority

RCW 43.162 CHAPTER, 43 330 CHAPTER, 28C.18.080

Contact Information

Egils Milbergs
Executive Director
360.586.5662
EgilsM@wedc.wa.gov
www.wedc.wa.gov

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Products

- Long-term Economic Development Strategic Plan
- Inventory of Economic Development Programs
- Innovation Benchmarks and Performance Metrics
- STARS and Entrepreneurs-in-Residence Programs
- Regional Innovation Forums
- Agency Alignment to Strategic Plan
- Outreach, Networking and Communications

Commissioners

- Chairman, Roger Woodworth, Vice President & Chief Strategy Officer, Avista Corporation,
- Vice-Chairman, Dr. Steven VanAusdle, President, Walla Walla Community College
- Connie Bacon, President, Port of Tacoma Commission
- Senator Michael Baumgartner, Ranking Republican Member, Senate Committee on Economic Development, Trade Innovation
- Dr. Jack Breese, Partner, Washington Advisory Group
- Michelle Burris, Executive VP Operations, CFO, OncoGenex
- Randy Gardiner, President, Red Dot Corporation
- Paula Hammond, Secretary of Transportation, Washington State Department of Transportation
- Mark Harris, Sr. Vice President of Supply Chain, Continental Mills, Inc.
- Senator Jim Kastama, Chair, Senate Committee on Economic Development, Trade and Innovation
- Bruce Kendall, President & CEO, Economic Development Board for Tacoma-Pierce County
- Representative Phyllis Gutiérrez Kenney, Chair, House Committee on Community and Housing Development
- Rick LeFaivre, Partner, OVP Venture Partners
- Christina Lomasney, Physicist, President and CEO, Modumetal, Inc.
- Dan Newhouse, Director, Washington Department of Agriculture
- Eleni Papadakis, Executive Director, Workforce Training and Education Coordinating Board
- Mike Schwenk, VP & Director of Technology Deployment & Outreach, PNNL and VP, Battelle
- Representative Norma Smith, Ranking Republican Member, House Committee on Community and Housing Development
- Stan Sorscher, Legislative Director, Society for Professional Engineering Employees in Aerospace (SPEEA)
- William B. Stafford, Sr. Advisor & President Emeritus, Trade Development Alliance
- Beth Thew, Secretary-Treasurer, Spokane Regional Labor Council, AFL-CIO
- Paul Trause, Commissioner, Washington Employment Security Department
- Rogers Weed, Director, Department of Commerce
Fact Sheets in this section

- Asset Building
- Career Development
- Child Care Facility Fund
- Community Capital Facilities
- Community Jobs
- Community Mobilization Against Substance Abuse and Violence
- Community Services Block Grant
- Community Voice Mail
- Consolidated Homeless Grant
- Crime Victims Service Center Program
- Developmental Disabilities Council (DDC)
- Developmental Disabilities Endowment Trust Fund
- Dispute Resolution
- Domestic Violence Legal Advocacy
- Drug Task Force
- Energy Efficiency Grants for Higher Education and Local Governments
- Farmworker Housing
- Financial Fraud and Identity Theft Crime and Prosecution
- Foreclosure Fairness Program
- Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program
- HOME - General Purpose Program
- HOME - Tenant Based Rental Assistance Program
- Housing and Essential Needs
- Housing Assistance for Persons with Mental Illness
- Housing Opportunities for People with AIDS
- Housing Trust Fund Asset Management and Compliance
- Housing Trust Fund Operating and Maintenance Fund
- Housing Trust Fund Resource Allocation and Contracting
- Independent Youth Housing Program
- Individual Development Account
- Job Connection/Career Jump
- Jobs Act for Public K-12 and Higher Education
- Justice Assistance Grant
- Lead-Based Paint Program
- Lead-Hazard Control Program
- Long-Term Care Ombudsman
- Low Income Home Energy Assistance Program (LIHEAP)
- Manufactured Housing Program
- Matchmaker Program
- New Americans Program
- Project Safe Neighborhoods
- Prostitution Prevention and Intervention Program
- Retired and Senior Volunteer Program
- Sexual Assault Prevention Program
- Sexual Assault Treatment Program
- STOP Violence Against Women Formula Grant
- Victim Witness Assistance Program
- Washington Families Fund
- Weatherization Program
- Housing Trust Fund Operating and Maintenance Fund
- Housing Trust Fund Resource Allocation and Contracting
- Independent Youth Housing Program
Community Services & Housing

- Community Economic Opportunities
- Community Capital Facilities
- Office of Crime Victims Advocacy
- Housing Assistance
- Housing Improvements and Preservation
- Housing Trust Fund
- Public Safety

Department of Commerce
Innovation is in our nature.
Asset Building

*Increasing financial independence of low- and moderate-income families*

**Purpose**

Since 2006, Commerce has partnered with an array of private, public, and nonprofit organizations to improve the financial skills of low- and moderate-income families that leads to long-term financial independence.

**Strategic Goal**

Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

**Results and Achievements**

- The 2011 Earned Income Tax Credit (EITC) outreach and free tax preparation campaign resulted in more than $847 million in federal EITC credits for Washington residents. We anticipate numbers for 2012 will be similar.
- More than 74,000 tax returns were prepared for free at 262 sites across Washington.
- Sixteen local Bank On programs were started in the past year. These programs help residents establish checking accounts. It also helps them save on check-cashing and pay-day lending fees.

**Services**

- EITC promotion and voluntary tax filing assistance
- Financial education, marketing, training, and coordination
- Lowering the costs of financial services and products, and improving bank account and savings rates for low-income households
- Developing microenterprise programs
- Homeownership and foreclosure prevention

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**Fast Facts**

- Asset building services are varied around the state. This provides flexibility to meet local needs.
- Local activities focus on investments in savings, homeownership, education, and entrepreneurship.

**Contact Information**

Diane Fay
Program Manager
360.725.2903
diane.fay@commerce.wa.gov
Career Development

*Providing employment skills and work experience for Temporary Aid for Needy Families recipients*

**Purpose**

The Career Development program provides Temporary Aid for Needy Families (TANF) recipients unpaid work experience to complement a participant’s educational pathway. Commerce’s 21 local contractor-partners help place participants in unpaid positions that reinforce specific skills, training, knowledge, and experience necessary to obtain employment in the participant’s chosen career field.

**Strategic Goal**

Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

**Results and Achievements**


**Services**

- The program provides work-based training opportunities for TANF recipients while they are enrolled in an educational pathway. Employability is increased when participants are placed in worksites that help build on their career interests, skills and abilities.

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**Fast Facts**

- Career Development participants receive up to 12 months of work experience related to their field of study.

**Statutory Authority**

RCW 74.08A
Washington WorkFirst Temporary Assistance for Needy Families

**Contact Information**

Molly Onkka
Acting Program Manager
360.725.4147
molly.onkka@commerce.wa.gov

www.commerce.wa.gov 2013
Child Care Facility Fund

Partnering with business to provide child care facilities for working families

Purpose

The rise in the number of single-parent and dual-career families has made child care a critical issue for employers and employees. The Child Care Facility Fund (CCFF) loan and grant program was created with the goal of business and state government working together to help meet the child care needs of working families by providing technical assistance and financial resources to child care center projects throughout the state.

Strategic Goal

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

Since the program began making awards in 1990, the CCFF has:
- Issued more than $5.3 million in grants and loans.
- Helped leverage more than $37.6 million in additional project investment.
- Passed through $1.5 million to local child care micro-loan providers.

Services

Staff provides technical assistance to child care providers to apply for program loans and grants. Funding decisions are made by a legislatively-mandated committee of financial, educational and operational child care industry experts. Nonprofit organizations as well as proprietorships, partnerships and corporations are eligible to apply.

Funds can be used to:
- Start up, expand and make quality improvements to Department of Early Learning licensed child care center facilities.
- Make capital improvements to existing licensed child care center facilities.
- Purchase child care related health and safety equipment and supplies.
- Help pay for operational costs of a new facility for the first three months.

The CCFF issues approximately $125,000 annually in grants and $200,000 in loans to child care facilities. The maximum loan is $100,000; the maximum grant amount is $25,000. Loans are typically repayable up to 10 years and offer a fixed 5 percent interest rate.

www.commerce.wa.gov 2013
Community Capital Facilities
Supporting Washington's nonprofit organizations as they expand their community facilities

Purpose
Community Capital Facilities provides a systematic way for the Legislature to fund capital projects throughout the state. Each program awards competitive matching grants to community-based nonprofit organizations to acquire, develop, or renovate their facilities. Commerce uses the services of three separate advisory committees to review these application proposals.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

- The Building Communities Fund was created in 2008 and replaced the former Community Services Facilities Program.
- Since its inception in 1991, Building for the Arts has provided more than $71.5 million for 189 arts-related projects throughout the state.
- The Youth Recreational Facilities Program is in its fourth biennium of operation and has provided $24.1 million for 52 projects throughout the state.

Services
Community Capital Facilities staff negotiates, administers and monitors 36 contracts totaling more than $19 million in the Building for the Arts, Building Communities Fund and Youth Recreational Facilities programs. In addition to the three capital programs mentioned above, Commerce administers specific capital construction appropriations that benefit local governments and nonprofit organizations throughout the state.

The 2011-2013 capital budget includes $30.6 million for 48 specific capital projects throughout the state. Each appropriation is introduced by the Governor or the Legislature and contains language and provisions that tailor it to the needs of the recipient organization.

Fast Facts
- Building Communities Fund provides matching grants for social services facilities.
- Building for the Arts provides matching grants for arts-related facilities.
- Youth Recreational Facilities provides matching grants for youth recreational facilities.

Statutory Authority
RCW 43.63A.125 – Building Communities Fund
RCW 43.63A.750 – Building for the Arts
RCW 43.63A.135 – Youth Recreational Facilities

Contact Information
Daniel Aarthun
Manager, Capital Programs
360.725.3007
dan.aarthun@commerce.wa.gov
Community Jobs

Building skills to overcome barriers to employment for Temporary Aid for Needy Families recipients

Purpose

Community Jobs serves Temporary Aid for Needy Families (TANF) recipients who have little significant work history and numerous barriers to employment. The program combines intensive case management with paid, on-the-job work experience. Commerce contracts with 21 local community organizations to provide statewide services to participants.

Strategic Goal

Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

- Since it began in 1997, the Community Jobs program has served more than 37,300 TANF participants. Annual employment outcomes averaged 40 percent during state FY 2010 and continue to rise in 2011.
- Community Jobs is nationally recognized for its innovation. Staff continues to present Washington’s Community Jobs Program throughout the country as a nationally recognized, highly effective transitional jobs employment program.

Services

- Contractors develop job opportunities and employ participants 20-30 hours per week in temporary paid positions at nonprofits or government agencies.
- Contractors enroll participants in education activities, provide case management, coordinate job readiness activities, and arrange work-based learning opportunities to ensure access to services leading to unsubsidized employment.
- Participants are connected to a variety of services and activities to remove barriers to employment and help stabilize their families.
Community Mobilization Against Substance Abuse and Violence

Building community capacity to address substance abuse and violence

Purpose

The Community Mobilization (CM) effort builds capacity in local communities to prevent and reduce substance abuse and violence. CM assists community members in all 39 counties to create and sustain healthy, safe, and economically viable communities.

Strategic Goal

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

CM implements the evidence-based Communities that Care (CTC) prevention system in each county. Studies in 2009 and 2011 found that CTC can significantly reduce cigarette smoking, alcohol use, and delinquency, and that CTC is currently estimated to generate $5.30 per dollar invested.

According to the Washington State Institute for Public Policy, CM programs demonstrate additional cost-benefit savings by delivering evidence-based programs such as:

- Life Skills Training: $38 benefit for dollar cost for school-based interventions in two counties to prevent and reduce tobacco, alcohol, and marijuana use, and violence.
- Youth Mentoring Programs: $7 benefit for dollar cost for school and community-based programs in eight counties.

Services

Community Mobilization provides local capacity building tools to promote the positive development of children and youth and prevent and reduce adolescent substance abuse, delinquency, teen pregnancy, school dropouts, violence, bullying, and adverse childhood experiences.

Fast Facts

- Using CTC, CM is responsible for an estimated $92 million in cost savings since 2005 due to reduced negative behaviors in youth.
- From 2005-2012, CM provided more than 600,000 hours of programming to reduce substance abuse and violence to 1.8 million youth and adults.
- Local CM Policy Boards increase their capacity by leveraging their CM funding with 25 percent to 4,000 percent in local funding per year.
- “I learned that life doesn’t have to be that hard if you make the right decisions.”
  - Cowlitz county youth program participant

Statutory Authority
RCW 43.270
Community Mobilization Against Substance Abuse

Contact Information
Ramona Leber
Program Manager
360.725.3033
ramona.leber@commerce.wa.gov
Community Services Block Grant
A comprehensive funding source to help local communities combat poverty

Purpose
The Community Services Block Grant program (CSBG) provides funding, technical assistance, and support to 30 statewide Community Action Agencies and their associations to ease the effects and eliminate the causes of poverty through services including employment readiness and training, emergency services and housing.

Strategic Goal
Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
In 2011, the CSBG network served 752,070 people in 295,915 households. It filled gaps in local services and raised the bar for innovative solutions to social and economic issues.

- 2,700 people gained employment.
- More than 100,000 individuals improved their self-sufficiency.
- 3,745 people received safe and affordable housing.

The program also supports other major Commerce housing, food and energy programs.

Services
Community Action Agencies prioritize services according to a local needs assessment. Services include:

- Housing
- Energy assistance
- Nutrition
- Employment and training
- Asset development
- Health
- Emergency food and shelter

Fast Facts
- 79 percent of people served had incomes below 150 percent of federal poverty guideline; 36 percent reported little or no income.
- 28 percent of the beneficiaries were children under the age of 18.

Statutory Authority
RCW 43.63A.105
Designation of local community action and community service agencies

RCW 43.63A.115
Community Action Agency network, delivery of anti-poverty programs

Contact Information
Diane Fay
Program Manager
360.725.2903
diane.fay@commerce.wa.gov

www.commerce.wa.gov 2013
Community Voice Mail
Providing tools to connect those in need with services and gain employment

Purpose
The Community Voice Mail program brings social service delivery to people living in poverty, transition and homelessness. Telecommunications technology is used to link these individuals with current and/or potential employers, landlords and health care providers.

Strategic Goal
Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- In FY 2012, more than 3,500 low-income and homeless individuals across Washington State had Community Voice Mail accounts.
- More than 400 service providers throughout the state provided free or discounted 24-hour voice mail to those currently in, or moving out of, crisis situations.

Services
Community Voice Mail supplies individuals in crisis and transition with 24-hour access to important telephone messages they might not otherwise receive. This includes information about employment, housing, escaping domestic violence, and staying connected to vital services and support.

Clients are issued a land-line phone number and a private pass code to retrieve messages.
Consolidated Homeless Grant
To reduce or end homelessness in Washington State

Purpose
Consolidated Homeless Grant (CHG) funding is designed to support an integrated system of housing assistance to prevent homelessness and quickly re-house households who are unsheltered. CHG aims to:

- Reduce the number of homeless persons.
- Reduce the length of time persons are homeless.
- Increase the number of people moving to permanent housing after receiving homeless assistance.
- Reduce the number of people who recede back to homelessness after being permanently housed.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

- Funding from four state homeless programs (67 grants) was consolidated into the CHG (38 grants).
- CHG base funds are matched dollar for dollar by local homeless document recording fees and non-local funds not dedicated to homeless programs.
- Data-directed investments in homeless housing have reduced the incidence of homelessness by 16.4 percent since 2006. These results were achieved in part by the partners that received funding from the Consolidated Homeless Grant.
- CHG performance funds incentivize:
  - Placing people in permanent supportive housing.
  - Serving people exiting from systems of care (such as psychiatric hospitals, substance abuse treatment facilities, jails, prisons or foster care) and placing them in permanent housing.
- Housing and service data for all households served by CHG are entered into the Homeless Management Information System (HMIS).

Services
CHG funds a number of activities including time limited rent assistance, temporary housing operations, program operations, and services connected to housing stability.

Fast Facts

- CHG was implemented on January 1, 2012.
- $18.3 million in base funding and up to $4.6 million in performance incentive funding has been provided to all 39 counties through CHG.

Statutory Authority
RCW 43.185C

Contact Information
Tedd Kelleher
Managing Director
360.725.2930
tedd.kelleher@commerce.wa.gov
Crime Victims Service Center Program

*Improving the health and safety of communities and families*

**Purpose**

The Crime Victims Service Center program responds to the emotional and physical needs of victims in Washington. Services provide victims with a measure of immediate safety and security by helping them understand and participate in the criminal justice system and stabilize them through 24-hour crisis services.

**Strategic Goal**

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

**Results and Achievements**

- The Office of Crime Victims Advocacy (OCVA) created 13 Regional Crime Victims Service Centers to provide services to crime victims statewide.
- Additionally, OCVA awarded funds to support six marginalized community projects serving victims of assault, burglary, child abuse, drunk and drugged driving, homicide, identity theft, kidnapping, trafficking, and property crimes.
- 82 grants ensure that services are available statewide through local service providers.
- The OCVA Language Bank Grant is available to all currently funded crime victim service programs to ensure that the need for interpretation is not a barrier to crime victims seeking assistance.

**Services**

The goal is to improve service delivery to victims of crime through OCVA contractors. Regional Crime Victim Service Center contractors provide the following core services to victims of crime:

- 24-hour crisis intervention
- Legal, medical and systems advocacy
- Community outreach and awareness
- Information and referral
- In some regions, support groups, therapy, and emergency financial assistance are also available

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**Fast Facts**

- In 1984, Victims of Crime Act (VOCA) established the Crime Victim Fund in the U.S. Treasury and authorized the fund to receive money from fines and penalties levied against criminals convicted of crimes in federal courts.
- VOCA funds are divided equally into funding for sexual assault services, domestic violence services, as well as major crimes like assault, burglary, trafficking, child abuse, drunk and drugged driving, homicide, identity theft, kidnapping, and property crime services.

**Statutory Authority**


**Contact Information**

Chris Fenno  
Program Manager  
360.725.2896  
christine.fenno@commerce.wa.gov

www.commerce.wa.gov  2013
Developmental Disabilities Endowment Trust Fund

Looking ahead, expanding choices for people with developmental disabilities

Purpose

The Developmental Disabilities Endowment Trust Fund provides an opportunity for individuals with intellectual/developmental disabilities, and their families, to plan and save for the future without risking eligibility for public benefits. Established in 1999, the trust is commonly known as the Developmental Disabilities Life Opportunities Trust.

Goals

- Create an asset resource for people with intellectual/developmental disabilities, while remaining eligible for public benefits.
- Provide flexibility for people with developmental disabilities to use their resources to improve their lives.
- Reward families in planning for the future with resources to meet their son’s or daughter’s needs.
- Create a competitive special needs trust program with reasonable rate of return upon investment.

Results and Achievements

As of April 2012:

- 1,697 active accounts enrolled in both Third Party Individual Trust Accounts and Self Settled Individual Trust Accounts and an additional 107 accounts were opened and are now closed.
- $22.8 million has been contributed/earned by the Trust Accounts since the beginning of the program.
- Since 2010, more than $1 million annually has been distributed to beneficiaries to purchase goods or services in their local communities.
- Trust Fund investment portfolios, managed by the Washington State Investment Board, are meeting the objectives established by the Trust Fund Governing Board.

Services

- The Life Opportunity Trust provides outreach, enrollment, and account management and disbursement services for each individual who has an account.
- The Legislature, in 1999, gave the Trust Fund $5 million to provide incentive matches to encourage individuals and families to plan for the future and save. While the capacity to match contributions has reached its maximum, the program still matches some program fees.
- The program provides information and referral to prospective and active participants to assure participation does not jeopardize entitlements to government services such as Supplemental Security Income and Medicaid.

www.commerce.wa.gov 2013
Developmental Disabilities Council
Partnering with people with developmental disabilities to build better lives

Purpose
The Developmental Disabilities Council (DDC) engages in advocacy, systemic change and capacity building to help people with intellectual and developmental disabilities, and their families, live productive and integrated lives in their communities. The DDC’s designated state agency is the Department of Commerce. The council’s 27 members are appointed by the Governor.

Goals
The DDC strives to create and expand opportunities for people with intellectual and developmental disabilities to live self-determined, independent, productive and integrated lives in their local community.

Results and Achievements
The DDC develops and implements a state plan to address the needs of the estimated 108,000 people in Washington State with intellectual and developmental disabilities. Results are reported federally and published in an annual performance report. The report is available on the DDC’s website at www.ddc.wa.gov or by calling 1.800.634.4473.

Program Activities
- Implements the state plan through grants made to non-profit, community organizations and government agencies to conduct projects in leadership development, self-determination and advocacy.
- Undertakes staff activities to improve policies in the areas of housing, education, transportation, recreation and more to make communities inclusive and welcoming of people with intellectual and developmental disabilities. Provides training and leadership development opportunities for individuals with intellectual and developmental disabilities, family members, guardians, providers and other allies.
- Provides information and news about changes in supports and services and other public benefits to those who are served and un-served through the Informing Families Building Trust.
- Mentors and supports individuals, family members and guardians moving from institution settings to home and community settings and conducts quality assurance surveys to assure their on-going well being.

Fast Facts
- It is estimated that there are more than 100,000 Washington residents with developmental disabilities.
- Disability is a natural part of human existence and does not limit one’s rights or participation in life.
- People with developmental disabilities, with support and services, can fully participate in all aspects of life: school, work, recreation and community service.

Statutory Authority
Public Law 106.402
Executive Order 96-06.

Contact Information
Ed Holen
Executive Director
360.586.3558
ed.holen@ddc.wa.gov

www.commerce.wa.gov 2013
Dispute Resolution
An alternative to resolution of common disputes without resorting to civil court mediation

Purpose
The Dispute Resolution Program enhances the capacity and availability of out-of-court mediation services statewide by funding mediator training and mediation expenses.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- In 2011, dispute resolution centers served more than 115,000 people, 8 percent of which were children.
- Continuing services include: parenting seminars, youth gang issues, child custody, and landlord-tenant disputes.
- Expansion services included training and mediation support of the Foreclosure Fairness Act.
- Higher participant satisfaction rate than court imposed settlements.
- 44,381 volunteer hours were coordinated by dispute resolution centers.

Services
- Training of new mediators through 21 local dispute resolution centers
- Training and background knowledge on specialty issues
- Pre-divorce child custody mediation
- Small claims mediation
- Neighborhood association and covenant violations mediation
- Youth peer conflict mediation
- Landlord-tenant mediation
- Elder care mediation
- Workplace issues mediation
- Foreclosure mediation

Fast Facts
- Low cost alternative to civil courts that anyone can use.
- Greater participant satisfaction than in court ordered settlements.
- Services include voluntary use and court ordered mediations.

Contact Information
Bill Johnston
Program Manager
360.725.3030
bill.johnston@commerce.wa.gov

www.commerce.wa.gov 2013
Domestic Violence Legal Advocacy
Protecting the rights of Washington’s domestic violence victims

Purpose
The Domestic Violence Legal Advocacy (DVLA) Program provides community-based services for domestic violence victims in both the civil and criminal justice systems to ensure assistance is available to support a victim’s recovery. The goal is to increase the safety of domestic violence victims and their families.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

Services
Legal advocates work within the criminal justice and civil court systems to protect the safety and rights of victims of domestic violence and their children. Forty-eight community-based domestic violence programs provide direct services to victims throughout Washington.

They assist victims with:
- Development of safety plans
- Protection from abuse and anti-harassment orders
- Divorce and separation papers
- Child custody or visitation orders
- Assistance in accessing financial aid and other services
- Accompaniment to court and other criminal justice related meetings

Fast Facts
- Domestic violence is a crime with an extremely high lethality rate. Readily available legal advocacy services increase safety for Washington families.
- Current DVLA funds support approximately 31 legal advocate FTEs statewide.

Statutory Authority
Chapter 329, Laws of 2008 ESHB 2687 (Sec. 125 (3))

Contact Information
Pearl Gipson-Collier
Associate Director
360.725.2891
pearl.gipson@commerce.wa.gov
State Drug Task Force

Federal, state and local law enforcement and prosecutors working to end drug trafficking

Purpose

Reduce the availability, use and trafficking of illegal drugs and gang related crime by working cooperatively to capture and prosecute drug-trafficking and gang organizations. Task forces work across local, state and federal jurisdictions. Their efforts make communities safer and healthier by reducing drug availability and drug crime and associated violence.

Strategic Goal

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

The 19 Multi-Jurisdictional Drug-Gang Task Forces are regional organizations consisting of 95 local law enforcement and prosecutorial agencies, three state agencies participating in 16 task forces, and six federal agencies operating in nine of the task forces. The Drug-Gang Task Forces have:

- Successfully prosecuted 92.5 percent of their cases.
- Maintained a successful trial rate of 94.1 percent in asset forfeiture cases.
- Active compliance and performance monitoring, peer review and training to maintain accountability and professionalism.

Services

During state FY 2010, the Drug-Gang Task Forces provided drug investigation and enforcement services in 26 counties and 94 percent of the state’s population. Drug-Gang Task Forces also:

- Assist communities in reducing violent drug and gang-related crimes.
- Provide local drug enforcement and increased prosecution of drug organizations, criminal gang members and the seizure of illicit assets.
- Interact with other local public safety initiatives to improve health and safety and promote economic development through community organizing with key citizens and local leaders to improve and maintain neighborhood safety.
- Prioritize and focus investigations on drugs, guns, gangs and violence by sharing intelligence and other resources.

Contact Information

Harvey Queen
Program Manager
360.725.3034
harvey.queen@commerce.wa.gov

www.commerce.wa.gov  2013
2012 Energy Efficiency Grants for Higher Education and Local Governments

Creating jobs and reducing energy costs at public educational facilities and local governments

Purpose

The 2012 Energy Efficiency Grants for Higher Education and Local Governments provides $38 million in competitive funding to public higher education and local governments. The projects will capture cost savings through lighting, heating and ventilation system upgrades and many other types of energy efficiency improvements to facilities.

The appropriation of $38 million by the Legislature includes:
- $18 million to local governments (at least a 10 percent set aside for small cities or towns, population of 5,000 or less)
- $20 million to higher education

The 2012 Energy Efficiency Grants program builds on the 2010 Jobs Act for Public K-12 and Higher Education program’s successes. (See Jobs Act program sheet.) The immediate goal of the program is to stimulate Washington’s economy by creating jobs. The long-term goal is to reduce the energy costs at the state’s public education facilities and local governments.

Strategic Goal

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

This is a new program passed by the Legislature in 2012.

Services

- The maximum grant amount any entity can receive from the program:
  - $2 million for higher education
  - $500,000 for local agencies
- Grants will be awarded in two competitive rounds:
  - Round One applications are due July 2, 2012, at 5 p.m.
  - Round Two applications are due December 31, 2012, at 5 p.m.

Applicants must submit a final investment grade audit.

Statutory Authority

Engrossed Senate Bill 5127 as passed by the 2012 Legislature (Section 301 and 307).

Contact Information

Pat Gibbon
Program Manager
360.725.3023
patricia.gibbon@commerce.wa.gov

Fast Facts

- Grants will be awarded for projects using Energy Savings Performance Contracting (ESPC) or equivalent (www.ga.wa.gov/EAS/epc/ESPCGuidelines.pdf)
- Commerce may only award funds to the top 85 percent of projects applying in a round.
Farmworker Housing
Supporting Washington’s agricultural economy through safe housing options for workers

Purpose
The Farmworker Housing set-aside within the Housing Trust Fund provides loans and grants for the development of community-based housing for migrant and seasonal farmworkers.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
Since 1999, Commerce has committed $103.9 million in state and federal resources to farmworker housing. Investments in multi-family housing, homeownership assistance, seasonal camps, and on-farm housing have resulted in:
- 1,344 units of year-round housing
- 9,244 seasonal beds
- 12,059 bed nights of emergency shelter for homeless migrant workers

Services
The Farmworker Housing Program provides loans and grants to local governments and nonprofit organizations for:
- Capital investments in permanent (year-round) housing
- Capital and operating investments in seasonally-occupied housing
- Emergency assistance for homeless migrant workers

The program also provides technical assistance to growers, local governments, and nonprofit organizations on the development of seasonal housing for migrant workers.

Fast Facts
- The state’s $40 billion food/agriculture industry employs 160,000 people and contributes 12 percent to the state’s economy. (Washington State Department of Agriculture, 2012)
- The average income for a farmworker family is $17,000/year. This is only 35 percent of the state median income. (Washington State Farmworker Housing Trust)

Statutory Authority
RCW 43.185 and 43.185(A)

The Farmworker Housing set-aside was established through a legislative proviso to the Housing Assistance, Weatherization, and Affordable Housing, Housing Trust Fund portion of the capital budget in 1999.

Contact Information
Janet Masella
Housing Finance Unit
360.725.4134
janet.masella@commerce.wa.gov
Financial Fraud and Identity Theft Crime and Prosecution

Helping law enforcement and prosecutors find and stop fraud and identity theft crimes

Purpose
Establish two task forces that set statewide priorities and outcome-based measures to identify, investigate, and prosecute financial fraud and identity theft crimes.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- The Greater Puget Sound and Spokane County Financial Fraud and Identity Theft task forces have been in full operation since 2009.
- Each task force includes members of local law enforcement, county prosecutor’s offices and private financial institutions, working in active cooperation to target, investigate and resolve major financial fraud and identity theft crimes throughout the region.
- The Financial Fraud and Identity Theft Investigation and Prosecution Program’s 2011 report to the Legislature is available on the Washington State Legislative Website.
- Task force cases have directly resulted in the conviction of suspects whose criminal activities, individually and as part of organized crime, include multiple offenses against multiple victims.

Services
- Each task force has hired prosecutors and/or law enforcement personnel dedicated to investigating and prosecuting financial fraud and identity theft crimes on a regional basis.
- The task forces increased the number of investigations by 55.8 percent, 555 investigations to 865 completed investigations in the period from October 1, 2010, to September 30, 2011.
- The number of successful prosecutions rose by 45.2 percent, 80 to 146 successful prosecutions, with more than 390 counts charged.

Fast Facts
- This is the state’s first program supporting multi-jurisdictional investigation and prosecution of financial fraud and identity theft.
- Program funding is based on surcharges of UCC filings by the business and financial communities, effective through the year 2015.
- Financial fraud and identity theft crime is widespread: Approximately 5 percent of the U.S. population has been directly impacted.

Statutory Authority
RCW 43.330.300

Contact Information
Harvey Queen
Program Manager
360.725.3034
harvey.queen@commerce.wa.gov

www.commerce.wa.gov 2013
Foreclosure Fairness Program
Reducing residential, owner-occupied foreclosures in Washington State

Purpose
The Foreclosure Fairness Program addresses the unprecedented rise in foreclosures by strengthening communication between lenders and homebuyers to avoid foreclosure whenever possible. The program provides foreclosure counseling to homebuyers and offers mediation by a neutral third party to seek alternatives prior to the foreclosure sale.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
The Foreclosure Fairness Act became law July 22, 2011. As of June 2012:
• The number of housing counselors in Washington State has doubled from 45 to 90. These specialized foreclosure counselors provide free advice to home buyers who are facing foreclosure.
• More than 200 foreclosure mediators have been trained and are conducting foreclosure mediations statewide.
• More than 1,500 homebuyers have been referred to mediation. Almost half of mediations result in agreement between the parties.
• When an agreement can be reached, more than half of homebuyers remain in their home.
• Agreements can include other alternatives to foreclosure such as short sales, “deed in lieu of sale” and “cash for keys.” These alternatives can allow the homebuyers to leave on their own terms.

Services
Foreclosure Fairness Program Funds provide:
• Free foreclosure counseling by trained housing advisers.
• Legal assistance to low-income homeowners.
• Training and support for foreclosure mediators.
• Pre-purchase and post-purchase homeowner education.

Fast Facts
• All program funding is provided by a $250 fee paid by lenders for every Notice of Default issued to borrowers in Washington State.
• More than half of the foreclosure mediators are volunteers or employees of Dispute Resolution Centers.
• More information is available at www.commerce.wa.gov/foreclosures

Statutory Authority
RCW 61.24
Relating to protecting and assisting homeowners from unnecessary foreclosures

Contact Information
Valerie Grigg Devis
Program Manager
360.725.2868
valerie.griggdevis@commerce.wa.gov

www.commerce.wa.gov 2013
Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program

Purpose
The Office of Crime Victims Advocacy (OCVA) administers a grant from the federal Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program. This program challenges the victim advocates, police officers, pre-trial service personnel, probation and parole officers and community leaders to work together for solutions to effectively address the problem of domestic violence, sexual assault, and stalking, ensure victim safety, and hold offenders accountable.

OCVA currently funds the Advocating for Immigrant Victims of Domestic Violence, Sexual Assault and Stalking Project. This project enhances and expands the project to eight agencies. The project also provides technical assistance and support for agencies implementing organizational changes to better serve immigrant and refugee victims of domestic violence, sexual assault, and stalking. This project is funded for 24 months beginning October 1, 2011, and ending on September 30, 2013.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
Each of the project site organizations across five counties will support staffing positions from at least a half-time to full-time equivalent to work with immigrant and refugee victims of domestic violence, sexual assault, and stalking – increasing the number of immigrant victims served. The Northwest Immigrant Rights Project along with a project coordinator will provide specific legal advocacy strategies to support immigrant victims of domestic violence, sexual assault, and stalking. The Northwest Immigrant Rights Project will also provide informational cards for criminal justice staff in Pierce, King, Skagit, Columbia and Walla Walla counties. The Washington State Coalition Against Domestic Violence and the Washington Coalition of Sexual Assault Programs will provide technical assistance and support for advocates.

Services
The Advocating for Immigrant Victims of Domestic Violence, Sexual Assault, and Stalking Project aims to increase and enhance legal advocacy services to immigrant and refugee victims in five counties.
HOME-General Purpose Program
Creating and preserving safe, decent and affordable housing

Purpose
The federal HOME General Purpose Program supports the construction and acquisition or rehabilitation of affordable housing units.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- These funds have preserved or increased the stock of affordable housing in Washington from 1992 to July 2012 by 3,840 units with more than $103 million.
- This investment has leveraged more than $340 million in private and public sector support.

Services
Key program elements include:
- Creating and preserving affordable rental housing projects categorized as permanent, transitional, manufactured housing communities and/or supportive housing projects that serve people who are homeless or have special needs and have incomes at or below 50 percent of the local average median income (AMI).
- Serving households that include families, at-risk youth and children, senior citizens, farmworkers, and people with chronic mental illness.
- Helping communities by preserving valuable investments in housing stock through rehabilitation of existing structures.
- Preventing dislocation of low-income households by preserving properties losing their federal subsidies.
- Enhancing programs and services of the Department of Social and Health Services and the Department of Health by creating housing for populations that receive their services.

Statutory Authority
The HOME General Purpose Program is funded through the HOME Investment Partnerships Program authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act, as amended. HOME is administered by the U.S. Department of Housing and Urban Development (HUD). Program regulations are at 24 CFR Part 92.

Contact Information
Michelle Campbell
Program Manager
360.725.3039
michelle.campbell@commerce.wa.gov

www.commerce.wa.gov  2013
Home-Tenant Based Rental Assistance Program
Providing rental assistance to the most vulnerable and low-income families

Purpose
The Home-Tenant Based Rental Assistance (TBRA) program provides rental assistance funding to non-profits, local governments and housing authorities so that people who are homeless or have very low incomes are able to live in a neighborhood of their choosing, at a price they can afford.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
During state FY 2011:
- 1,130 households with 2,172 individuals were provided with housing assistance.
- 67 percent of those assisted (755) were homeless households representing some of the most vulnerable populations in need of affordable housing.
- 346 households were able to procure permanent housing with the assistance of TBRA.

Rent subsidies ensure that a family does not spend more than 30 percent of their income for housing, making them less vulnerable to homelessness. The federal Section 8 voucher program provides similar rental subsidies to low-income households; however, demand often exceeds the supply of vouchers. Many low-income people on long waiting lists for Section 8 are assisted first by the TBRA program.

Services
People served by TBRA can receive:
- Rent assistance
- Security deposits
- Utility deposits

Statutory Authority
TBRA is one of the programs funded through the HOME Investment Partnerships Program authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act, as amended. Funds are provided to the State by the U.S. Department of Housing and Urban Development (HUD). Program regulations: 24 CFR Part 92.

Contact Information
Mollie Gaspar
Program Manager
360.725.2943
mollie.gaspar@commerce.wa.gov

www.commerce.wa.gov 2013
Housing and Essential Needs

Housing and other support for individuals who are homeless or at risk of homelessness

Purpose

Housing and Essential Needs is designed to prevent homelessness for currently housed eligible people by assisting with rent/utility payments, and to house eligible homeless clients.

Housing and Essential Needs provides rental assistance, utility assistance and essential needs for eligible individuals who are Medical Care Service recipients. The Department of Social and Health Services determines Medical Care Service eligibility. Rent or utilities are paid directly to landlords or utility providers.

This is one of three new programs created in HB 2082 (2011) which terminated the Disability Lifeline program.

Strategic Goal

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

- During the state FY 2012, organizations receiving Housing and Essential Needs funds anticipate serving 9,900 individuals with rent and utility payments.

Services

- Housing and Essential Needs funds can be used for: rent, utilities, (limited to electricity, natural gas, sewer, water and garbage services), security and utility deposits.
- Assistance may also include personal health and hygiene items, cleaning supplies and bus passes.

Fast Facts

- The program provides rent and utility payments on behalf of eligible homeless and at-risk clients.
- Assistance may also include personal hygiene items, cleaning supplies and bus passes.
- Housing and Essential Needs assistance is provided by an existing statewide network of homeless and housing providers.

Statutory Authority

RCW 43.185C

Contact Information

Kathy Kinard
Program Manager
360.725.2939
kathy.kinard@commerce.wa.gov
Housing Assistance for Persons with Mental Illness
Supporting permanent housing for mentally ill people in Pierce County

Purpose
The Housing Assistance for Persons with Mental Illness program provides operating assistance to projects that provide housing for mentally ill persons in Pierce County to ensure that housing is safe and affordable and services are easily accessible.

The fund also pays for security or utility deposits so that mentally ill persons are able to move to semi-independent or independent living, greatly improving their quality of life.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
During state FY 2011, organizations receiving funds:
- Filled the operating and maintenance gaps of 26 units in the county, ensuring the ongoing availability of affordable housing for people recovering from mental illness.
- Assisted 158 low-income persons.

Services
Housing Assistance for Persons with Mental Illness funds provide:
- Security, damage and utility deposits for clients needing housing.
- Operating support, including the cost of property management, maintenance, janitorial, security, repairs, heat, electricity, water and sewer, garbage, furnishings, and insurance for projects that house mentally ill persons.

Statutory Authority
RCW 82.14.400(5)
Requires the state Department of Revenue to make 12 annual transfers of a portion of the Pierce County Metropolitan Park District's Sales and Use Tax to Commerce

Contact Information
Mollie Gaspar
Program Manager
360.725.2943
mollie.gaspar@commerce.wa.gov

Fast Facts
- Persons with Section 8 vouchers are not able to easily access housing if they don’t have the resources to pay for damage, security or utility deposits. Housing Assistance for Persons with Mental Illness helps fill this gap.
- The program provides funding to four organizations in Pierce County.
Housing Opportunities for People with AIDS

Providing housing assistance to persons with HIV/AIDS and their families

Purpose

The Housing Opportunities for Persons with AIDS program provides housing assistance and support services to low-income people with HIV/AIDS and related diseases, and their families (except in King and Snohomish counties, which have their own programs). This support helps prevent homelessness, stabilizes current housing situations and assists people in accessing healthcare and other support.

Strategic Goal

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

During state FY 2012, organizations receiving funds:

- Provided housing assistance to 443 eligible individuals.
- Assisted 390 persons to have contact with a primary health care provider.

Services

Housing Opportunities for Persons with AIDS funds can be used for:

- Housing, rental assistance, supportive services and program planning and development costs.
- Acquiring, rehabilitating or constructing community residences and Single Room Occupancy units.
- Operating and maintaining facilities and community residences, and short-term payments to prevent homelessness.

Fast Facts

- Once housing is secure, clients are able to follow through on their health care treatment plans.
- Assists 180 households with long-term rent assistance annually.

Statutory Authority

HOPWA is a federally funded program from the U.S. Department of Housing and Urban Development (HUD) authorized under the provisions of the AIDS Housing Opportunity Act, 42 USC Sec 12901 et.seq. and HUD Grant WAH080017

Contact Information

Mollie Gaspar
Program Manager
360.725.2943
mollie.gaspar@commerce.wa.gov

www.commerce.wa.gov 2013
Housing Trust Fund Asset Management and Compliance

Creating and preserving safe, decent and affordable housing

Purpose

To achieve project affordability and sustainability for the entire period of the Housing Trust Fund (HTF) agreement, even as local market conditions change, and to build organizational capacity of HTF project sponsors so they can be strong, long-term partners with the Housing Trust Fund.

Strategic Goal

To mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

- Made enhancements to the new Web-Based Annual Reporting System and continued to train contractors on its use. In 2012, 96 percent of contractors entered the required comprehensive rent roll data for the 2011 reporting year.
- Completed 35 project workouts in 2011.

Services

- Loan and grant servicing and workout activities through the 40-year compliance period in coordination with other public funders.
- Assessment of contractor capacity and performance through annual financial reviews and review and analysis of annual report data.
- One-on-one technical assistance to contractors on annual report data entry and on issues noted during annual report reviews.
- Direct technical assistance to contractors to address asset and property management issues.
- Facilitation of transfer and sale of properties.
- Property inspections and client data monitoring to ensure properties are properly managed and maintained, provide healthy and safe living environments and comply with contract terms.

Statutory Authority

RCW 43.185 and 43.185A Housing Assistance Programs

Contact Information

Janet Masella
Housing Finance Unit
360.725.4134
janet.masella@commerce.wa.gov

Dan Riebli
Housing Finance Unit
360.725.2660
dan.riebli@commerce.wa.gov

Fast Facts

- Asset managers currently oversee about 1,200 multi-family and home ownership projects.
- Annual report review analysis resulted in technical assistance designed to increase portfolio performance.
Housing Trust Fund Operating and Maintenance Fund
Support sustainable housing facilities for extremely low-income residents

Purpose
The purpose of the funds is to support operating and maintenance costs of housing projects, or units within housing projects, that are affordable to extremely low-income persons with incomes at or below 30 percent of the area median income and which require a supplement to rent revenue to cover ongoing operating expenses.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- Preserved 2,115 units in the Housing Trust Fund portfolio as safe, decent and affordable units during the current fiscal year.
- Through the five-year Rent Buy-Down Program, 494 units were bought-down from a higher rent level, increasing the availability of units to extremely low-income households.
- Supported housing projects in nearly every county across the state, helping to stabilize approximately 4.5 percent of the Housing Trust Fund units available to low-income households.

Services
Funds are provided to assist Housing Trust Fund projects cover operating expenses, including the cost of:
- Property management
- Maintenance
- Janitorial
- Security
- Repairs
- Utilities
- Administrative expenses
- Insurance
- Advertising
- Capital needs assessment
- Operating reserves
- Replacement reserves

Statutory Authority
RCW 36.22.178

County auditors retain 5 percent of the revenue collected from a document recording fee. Of the remaining amount, 60 percent is used in the county for low-income housing activities and 40 percent is sent to the state treasurer for the O&M program.

Contact Information
Janet Masella
Housing Finance Unit
360.725.4134
janet.masella@commerce.wa.gov

www.commerce.wa.gov  2013
Housing Trust Fund Resource Allocation and Contracting

Creating and preserving safe, decent and affordable housing

Purpose

The Housing Trust Fund (HTF) supports community efforts to ensure the availability of safe, decent and affordable housing by providing loans and grants for construction, acquisition and rehabilitation of low-income multi-family and single-family housing.

Strategic Goal

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

Since 1989, the HTF has:
- Invested approximately $900 million in new and improved housing.
- Leveraged more than $3 billion in private and public sector support.
- Improved or increased the stock of affordable housing in Washington by approximately 38,000 units.

Services

Key program elements include:
- Creating rental and homeownership opportunities in every region of the state for people with incomes of 80 percent of median income and below.
- Serving households that include families, at-risk youth and children, senior citizens, farmworkers, and people with chronic mental illness.
- Enhancing programs and services of the Department of Social and Health Services, Department of Corrections and Department of Veterans Affairs by creating housing for populations that receive their services.
- Assisting low-income homebuyers with down payments to purchase their first homes.
- Helping communities by preserving valuable investments in housing stock through rehabilitation of existing structures, and preventing dislocation of low-income households by preserving properties losing their federal subsidies.

Fast Facts

- Current demand for Housing Trust Fund dollars is approximately four times available funds.
- The HTF portfolio includes more than 1,200 low-income housing properties statewide.
- The Housing Trust Fund has invested in projects in 38 of 39 Washington counties.

Statutory Authority

RCW 43.185 and 43.185A
Housing Assistance Programs

Contact Information

Janet Masella
Housing Finance Unit
360.725.4134
janet.masella@commerce.wa.gov

www.commerce.wa.gov 2013
Independent Youth Housing Program
Moving foster youth to permanent housing and sustainability

Purpose
The Independent Youth Housing Program (IYHP) provides rental assistance and case management to eligible youth who have aged out of the state dependency system. The program assists in meeting the state goal of ensuring that these youth avoid homelessness by having access to decent, appropriate and affordable housing.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
During state FY 2011:
- 127 youth received housing assistance.
- 62 percent of 34 youth exiting the program exited to permanent housing; 95 percent of those were to unsubsidized permanent housing.
- Of exiting youth, 33 percent experienced an increase in income from entry to exit.
- 65 percent of participating youth were either enrolled in educational programs at entry or were enrolled during program participation.
- 21 percent of youth exiting the program completed an education program (GED, high school diploma, training certificate or post-secondary degree) while enrolled in the IYHP.

Services
Eligible youth ages 18 to 23 served by the IYHP can receive:
- Rent assistance
- Security and/or utility deposits
- Case management services

Youth exiting from the state dependency program are particularly vulnerable to homelessness. The IYHP provides the stability of assured, decent housing while making services available that help young people gain skills for economic independence and self-sufficiency so that they are better able to overcome the challenges of living on their own.

Statutory Authority
RCW 43.63A.305

Contact Information
Cheryl Bayle
Program Manager
360.725.2997
cheryl.bayle@commerce.wa.gov

Fast Facts
- Five local grantees serve eligible youth in Benton, Franklin, Lewis, King, Kittitas, Pierce, Spokane, Thurston, Walla Walla, and Yakima counties.
Individual Development Accounts

A matched savings program for low-income families to invest in their economic security

Purpose

The Individual Development Account (IDA) program helps low-income Washington residents invest in home ownership, a small business, education, a computer, a car, home improvements, and assistive technology by creating matched savings accounts.

Strategic Goal

Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

- The IDA program successfully used state funds to leverage additional private and federal funds.
- The IDA program funded two successful pilot programs serving people with disabilities and foster teens.

Services

- Commerce contracts with four local service providers to administer the IDA program in Spokane, Grant, Adams, Lincoln, Kittitas, Chelan, Douglas, Cowlitz, Clark, Lewis, and Pierce Counties.
- Service providers recruit eligible account holders, train and counsel them on financial literacy, approve purchases, and ensure performance outcomes and policy compliance.

Fast Facts

- State funds allow a 1:1 match rate of up to $4,000 of earned income for qualified assets.
- Participants are allowed up to four years to save and purchase an asset.

Statutory Authority

RCW 43.31.460-485
SEED Act

Contact Information

Diane Fay
Program Manager
360.725.2903
diane.fay@commerce.wa.gov
Job Connection/Career Jump

Building skills to increase employment opportunities for Temporary Aid for Needy Families recipients

Purpose

The Job Connection program provides participants an opportunity to build references, develop networking connections, and demonstrate their work skills by performing jobs within their chosen field of employment. Commerce contracts with 21 local community organizations to provide statewide services to qualified participants.

Strategic Goal

Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

- New in July 2011.
- Job Connection expects to serve approximately 1,290 participants in FY 2012. First quarter results show a 55 percent employment rate.

Services

- Contractors develop job opportunities and employ participants 20 hours per week in temporary paid positions at nonprofits or government agencies. Employment is paired with job readiness assistance and mentoring opportunities.
- On-the-job issues receive specialized attention through employment coaching and collaboration with worksite supervisors.
- In Career Jump, a subset of the Job Connection program, participants gain paid work experience while "on the job" with an employer who has agreed to hire them on their payroll at the end of the training period.

Fast Facts

- Career Jump is an enhancement to the Job Connection program that allows placement in private sector jobs.

Statutory Authority

RCW 74.08A
Washington WorkFirst Temporary Assistance for Needy Families

Contact Information

Molly Onkka
Acting Program Manager
360.725.4147
molly.onkka@commerce.wa.gov
Jobs Act for Public K-12 and Higher Education
Creating jobs and reducing energy costs at public educational facilities

Purpose
The Jobs Act for Public K-12 and Higher Education provided $50 million in energy saving cost grants to public educational facilities. The immediate goal of the program is to stimulate Washington's economy by creating jobs. The long-term goal is to reduce the energy costs at the state's public education facilities. The $50 million in funding was appropriated in Washington's 2010 Supplemental Capital Budget (ESHB 2836).

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington's families, workers and employers.

Results and Achievements

- More than 940 family wage jobs were created in 2010–2012.
- Forty K-12 schools, universities, community colleges, and technical colleges participated in the Jobs Act.
- More than 50 energy cost savings projects were completed by September 2011 in preparation for the new school year.
- $116 million in total construction.

Services

- The program is designed to create family wage jobs throughout Washington, specifically in the construction industry, and to make Washington’s K-12 schools and higher educational facilities energy efficient.
- The Jobs Act awarded grants up to $5 million. At least 5 percent of each grant round awarded went to small public school districts with fewer than 1,000 full-time equivalent students.

Fast Facts

- More than 940 family wage jobs created.
- 77 Jobs Act contracts awarded.
- Returned more than $8 million to the state's general fund from sales tax revenues.
- Learning and teaching environments were enhanced through energy efficiency improvements.

Statutory Authority
Section 1016 Supplemental Capital Budget 2010 (ESHB 2836, Laws of 2010)

Contact Information
Dan Aarthun
Capital Programs
360.725.3007
dan.aarthun@commerce.wa.gov
Justice Assistance Grant
A federal grant to support state drug enforcement, violent crime and criminal justice programs

Purpose

The purpose of the Justice Assistance Grant (JAG) is to support state criminal justice initiatives centering on drug, gang and violent crime. Six purpose areas are specified for Justice Assistance Grants:

- Law enforcement programs
- Prosecution and court programs
- Prevention and education programs
- Corrections and community corrections
- Drug treatment programs
- Planning, evaluation and technology improvement programs

Strategic Goal

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

- Statewide programs have included drug courts, training for public defenders, youth violence and gang intervention, narcotics task forces, and a number of other initiatives.
- The drug enforcement program has matured from eight street-level drug teams to 19 multi-jurisdictional narcotics task forces, which have disrupted more than 103 drug trafficking organizations a year since 2005, averaging a 92.5 percent successful prosecution rate.
- Distributed more than $100,000 of American Recovery and Reinvestment Act (ARRA) funds to multi-jurisdictional narcotics task forces during the last year of the ARRA award.

Services

- Drug trafficking investigations
- Prosecution support
- Evaluation
- Training
- Peer review

Fast Facts

- Flexible to meet state community justice system needs.
- Currently supporting disruption/dismantling of drug trafficking organizations by 19 regional narcotics task forces.
- Exceeds national conviction rates by 30-40 percent.

Contact Information

Bill Johnston
Program Manager
360.725.3030
bill.johnston@commerce.wa.gov

www.commerce.wa.gov  2013
Lead-Based Paint Program
Accredit training providers, certify qualified contractors, provide public education about lead-based paint hazards

Purpose
The Lead-Based Paint Program accredits lead-based paint training programs and certifies contractors who perform specialty lead-based paint remediation and renovation work.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
Since the program began operations in June 2004:
- 4,766 firms and individuals have been licensed.
- 26 training providers have been accredited.

Services
The Lead-Based Paint Program provides:
- A licensed firm listing to consumers interested in obtaining lead-based paint services, such as inspection, risk assessment, remediation or renovation.
- Information on professional lead-based paint services available in Washington, as well as helpful ‘how-to’ tips on working safely with lead paint.
- Timely and accurate training for abatement professionals, training providers and the general public.

Statutory Authority
RCW 70.103
Lead-Based Paint

Contact Information
Cynthia Sanderson
Program Manager
360.725.2941
cynthia.sanderson@commerce.wa.gov

Fast Facts
- Lead-based paint is the number one environmental hazard to children under the age of six. Lead poisoning in children can lead to permanent learning disabilities.
- Most lead-based paint hazards are found in housing built before 1978.
- Only specialty contractors certified through Commerce may perform regulated lead-based activities on pre-1978 housing and child-occupied facilities.
Lead-Hazard Control Program

Provides funding for the control of lead-based paint hazards in low-income homes with young children and for training individuals in lead-safe work practices, and for outreach educational materials

Purpose

The Lead Hazard Control Program makes housing for low-income people safer by testing for and mitigating lead-based paint hazards.

Strategic Goal

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

This $2.48 million competitive award by the Department of Housing and Urban Development runs from July 1, 2012, to June 30, 2015, and will make at least 180 units lead safe.

Services

The Lead Hazard Control Program provides resources to local housing agencies to help low-income households with lead-based paint hazards, including:

- Conduct outreach and consumer education
- Assess and eliminate or control hazardous lead-based paint conditions
- Provide worker training

Statutory Authority

Section 1011 of the Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X of the Housing and Community Development Act of 1992)

Contact Information

Cynthia Sanderson
Program Manager
360.725.2941
cynthia.sanderson@commerce.wa.gov
Long-Term Care Ombudsman Program
Protecting the rights of Washington’s long-term care residents

Purpose
Ombudsmen protect and promote the rights and quality of life of long-term care residents by providing a presence in long-term care facilities, and by working with state agencies and stakeholders to make improvements in long-term care laws, regulations and practices.

Strategic Goal
Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
In FY 2011, ombudsman received 1,694 health and safety complaints. Of those, 93 percent were resolved.

Services
Ombudsmen work locally with residents, families, facility providers, and staff to address concerns and eliminate abuse, neglect, and exploitation of long-term care residents.

More than 400 trained and certified volunteers visit facility residents weekly, listen to their concerns, and help resolve their complaints.

Statutory Authority
RCW 43.190

Contact Information
Tony Hanson
Program Manager
360.725.2866
tony.hanson@commerce.wa.gov

Fast Fact
• Funding provides services to approximately 67,500 nursing home, boarding home and adult family home residents.
Low Income Home Energy Assistance Program

Assisting vulnerable populations to maintain affordable, dependable utility service

Purpose

The Low Income Home Energy Assistance Program (LIHEAP) is a federally funded block grant that provides money to help low-income households make home heating more affordable and avoid shutoff of utility services during the winter. This program targets households with members who are young children, elderly, or disabled. In federal fiscal year 2011, Commerce distributed nearly $60 million LIHEAP dollars for utility assistance and furnace repair through local Community Action Agencies.

Strategic Goal

Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

- Energy Assistance distributed nearly $60 million last heating season.
- 111,153 households received Energy Assistance Program funds in 2011.
- 1,190 households received other emergency services like furnace repair or replacement in 2011.

Services

- Energy Assistance (the non-weatherization part of LIHEAP) distributes 85 percent of federal LIHEAP funds for Washington. Commerce’s housing programs distribute the other 15 percent for weatherization.
- Energy Assistance payments are made through local service providers to energy companies and clients to help pay a portion of home heating costs.
- Client education is also offered through this program.
- All Emergency Assistance Program benefits are determined and distributed by local Community Action Agencies.

Contact Information

Tony Hanson
Program Manager
360.725.2866
tony.hanson@commerce.wa.gov

Statutory Authority

RCW 43.63A.115
Community Action Agency Network - Delivery of Antipoverty Programs

Fast Facts

- This program targets low-income households with members who are young children, elderly, or disabled.
- Local services are provided through 26 Community Action Agencies across the state.

www.commerce.wa.gov 2013
Manufactured Housing Program
Mobile home relocation assistance, assisting displaced residents in maintaining home ownership

Purpose
The Manufactured Housing Program provides financial reimbursement to eligible low-income families for the costs of relocating a home displaced due to mobile home park closure.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
Homeowners maintain affordable homeownership and receive financial reimbursement for the costs of relocating from a mobile home park or manufactured housing community that is closing.

Services
- Financial reimbursement to displaced families.
- Assist with problem solving, including local resource referral.

Fast Facts
- Park closures have decreased dramatically:
  - 2003 – 2008 average: 12.3 per year
  - 2009 – 2011 average: 3 per year
- Parks/communities provide affordable home ownership for vulnerable low-income citizens, including seniors on fixed pensions, non-English speaking homeowners, and first-time homebuyers (often new families).
- 318 parks have reported closing since 1989.

Statutory Authority
RCW 59.22.050 (2)
Office of Manufactured Housing

RCW 59.21.010
Mobile Home Relocation Assistance Act

Contact Information
Teri Ramsauer
Section Manager
Housing Improvements & Preservation
360.725.2960
teri.ramsauer@commerce.wa.gov
Matchmaker Program
Reducing utility costs and ensuring safe, efficient and durable housing for Washington’s low-income residents

Purpose
The Matchmaker program leverages additional funding to reduce utility costs for low-income families through home energy efficiency.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- Lowers future utility costs by conserving energy, thereby reducing the need to create new energy generation sources.
- Preserves low-income housing.
- Forms lasting partnerships between local weatherizing agencies, public and private utilities, and other match providers.

Services
Weatherization services include the application of energy efficiency measures to a home such as:
- Ceiling, wall, floor and duct insulation
- Diagnostically driven air sealing (such as caulking, weather-stripping and broken window replacement) to close gaps where the home’s heat can escape
- Heating system efficiency modifications

All work is done per established technical specifications and applicable building codes.

Repair and rehabilitation services provided under this program include elimination of health and safety hazards, such as mold, lead-based paint and asbestos.

Fast Facts
- Matchmakers doubles the value of state funding for low-income weatherization.
- Weatherization conserves energy and reduces energy costs for low-income households — by 25 percent on average.
- Weatherization and associated health and safety repair helps preserve existing affordable housing.

Statutory Authority
RCW 70.164
Low-Income Residential Weatherization Program

RCW 43.330.110
Housing-energy assistance

Contact Information
Steve Payne
Managing Director
360.725.2950
steve.payne@commerce.wa.gov
New Americans Program

Naturalization assistance for legal permanent residents

Purpose

The New Americans program provides naturalization assistance for legal permanent residents who are eligible to become United States citizens. Many new residents come to the United States to participate in the demand occupations offered by science and technology jobs.

Strategic Goal

Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

In the program’s third year:

- Nearly 400 volunteers provided in-kind legal, interpretation and other services.
- 653 N-400 applications for naturalization were completed.
- 1,781 immigrants in Washington state received services though the program.
- 20,719 multilingual brochures and other print materials were distributed.
- 430,769 visited the New Americans Website.

Services

- Provide marketing and outreach to legal immigrants and coordinate naturalization assistance for those who qualify. Assistance includes counseling, outreach to immigrant communities, application processing and legal screening, and citizenship preparation services.
- Outreach using a multilingual media campaign including public service announcements, print, radio, and television advertisements.
- Development and maintenance of a multilingual Website and toll-free citizenship hotline that connects immigrants, including vulnerable immigrant populations (elderly and victims of domestic violence and human trafficking) interested in the program to local service providers.

Fast Facts

In fiscal year 2011:

- Participants from 87 countries received services.
- More than 52 languages were spoken.
- 39.2 percent of those served were between 30 and 49 years old.

Contact Information

Joyce Beebe
Program Manager
360.725.4143
joyce.beebe@commerce.wa.gov
Project Safe Neighborhoods
Reducing gun and gang-related violence and crime in Eastern Washington

Purpose
The Project Safe Neighborhoods Program reduces gun and gang-related violence and crime in Eastern Washington.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- Established mutually reinforcing program elements – public awareness, prevention, intervention, investigation and prosecution in Spokane.
- Three percent reduction in the target areas’ violent crime, beyond the overall state reduction.

Services
- Local gang emphasis patrols and investigation – Toppenish.
- Multi-jurisdictional gang investigations, collaboration and training – Spokane and the Tri-Cities.

Contact Information
Bill Johnston
Program Manager
360.725.3030
bill.johnston@commerce.wa.gov

Fast Facts
- Additional program funds are not expected to be appropriated by Congress.
- The U.S. Attorney’s Office in Eastern Washington annually convenes a planning board to select projects for funding based upon federal guidance.
- Commerce currently serves as the fiscal agent for the U.S. Attorney’s Office of Eastern Washington. This program will be transferred to the Criminal Justice Training Commission.
Prostitution Prevention and Intervention Program
Improving the health and safety of communities and families

Purpose
The Legislature established the Prostitution Prevention and Intervention Program in 1995 to provide counseling, parenting skills training, housing relief, education, and vocational training to enhance the ability of persons to leave or avoid prostitution.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
In 2008, the program received enough revenue from fines related to prostitution to fund services for the first time. The Department of Commerce leveraged funds for this program with the city of Seattle Domestic Violence and Sexual Assault Prevention program to create a pilot to provide shelter, transitional housing, and programming for youth victimized through commercial sex. Granting these funds now allows the state to increase the impact and efficiency of the Prostitution Prevention and Intervention funds by combining federal, state and local dollars within an existing program.

Services
Services include counseling, parenting skills training, housing relief, education, and vocational training activities for people in prostitution.

The Office of Crime Victims Advocacy is contracting with the city of Seattle to assist victims of commercial sex with services to help victims leave their abuser, including transitional housing.

Fast Facts
• This program is funded by fees paid by those convicted of or given a deferred prosecution for violating prostitution related laws or ordinances. The fees have built up very slowly.

• This partnership resulted in the first distribution of funds generated by the fees since the fund was created in 1995.

• As of June 2012, Commerce has collected $127,000, and is authorized to expend $86,000 through 2013 based on fines and fees collected.

Statutory Authority
RCW 43.63A.720/.735/.740
Monetary Penalties

RCW 9A.88
Washington State Criminal Code

Contact Information
Stephanie Pratt
Program Manager
360.725.2899
stephanie.pratt@commerce.wa.gov

www.commerce.wa.gov  2013
Retired and Senior Volunteer Program

Capitalizing on Washington’s senior population’s skills and energy for community improvement

Purpose

The Retired and Senior Volunteer Program (RSVP) recruits citizens over the age of 55 to help with community needs and solve community problems. The RSVP programs throughout Washington are a major source of support for nonprofit agencies and state programs that depend on volunteers for their operation. The RSVP is a federally funded program matched with state dollars.

Strategic Goal

Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

In state FY 2011, 11,517 RSVP volunteers provided nearly 1.8 million hours of service (valued at more than $39.1 million) to communities throughout the state. Sixteen percent of those volunteer hours were devoted to increasing economic vitality and building a skilled work force.

Services

The RSVP recruits and refers volunteers to assist with public programs. Examples include:

- Youth tutoring and mentoring
- Adult literacy
- Assistance during and after community disasters
- Crime and fraud prevention
- Long term and respite care, household chores and meal services
- Guardianship
- Food bank and food distribution services
- Environmental restoration
- Assistance to small businesses

Fast Facts

- Congress created the Retired and Senior Volunteer Program in 1969.
- 18 local RSVPs, covering 32 counties, recruit and assist with placement, training and recognition of volunteers.

Statutory Authority
RCW 43.63A.275
Retired Senior Volunteer Programs

Contact Information
Diane Fay
Program Manager
360.725.2903
diane.fay@commerce.wa.gov
Sexual Assault Prevention Program

Improving the health and safety of communities and families

Purpose

The Office of Crime Victims Advocacy (OCVA) Sexual Assault Prevention Program is designed to increase awareness of sexual assault and abuse and build skills within communities to prevent sexual violence.

Strategic Goal

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

- Community Sexual Assault Programs and community-based agencies will conduct about 4,000 prevention presentations and activities.
- More than 85,000 community members will participate in sexual assault prevention activities and presentations.
- Seventy-six grants statewide provide prevention activities in all 39 counties.

Services

- Skill Building: Programs and presentations focused on building skills and developing strategies within the community to prevent sexual assault.
- Community Development: Promoting attitudes, behaviors and social conditions that will reduce and ultimately eliminate factors that cause or contribute to sexual violence.

Statutory Authority

Federal funding through an inter-agency agreement with the Department of Health through the Violence Against Women Act of 1994.

Vicisms of Sexual Assault Act, RCW 70.125

Community Treatment Services for Victims of Sex Offenders, RCW 43.280

Contact Information

Stephanie Condon
Program Manager
360.725.2889
stephanie.condon@commerce.wa.gov
Sexual Assault Treatment Program

Improving the health and safety of communities and families

Purpose

The Office of Crime Victims Advocacy (OCVA) Sexual Assault Treatment Program provides comprehensive crisis intervention, advocacy and treatment services to sexual assault and abuse victims and their families.

Strategic Goal

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

- An accredited community sexual assault program (CSAP) serves every county in Washington.
- About 10,000 new clients receive services each year, 57 percent of those who receive services are children.
- Community capacity supported through 95 grants with service providers administered by OCVA.

Services

- Alleviate acute and long-term distress resulting from sexual assault.
- Provide support and assistance to victims and their families and caregivers to enhance their recovery from sexual assault.
- Assist victims in gaining access to the legal system.
- Support victims throughout the legal process to ensure their interests are represented and rights are upheld.
- The full range of services available includes crisis intervention, information and referral, legal advocacy, medical advocacy, general advocacy, systems coordination, support groups, medical social work and therapeutic interventions.

Fast Facts

- The program serves child and adult victims of sexual abuse and assists families and significant others of abuse victims.
- More than one-third of the state’s women have been sexually assaulted during their lifetime.
- Nearly 80 percent of sexual assaults occur prior to age 18.

Statutory Authority

RCW 43.280
Applications, activities, minimum requirements

RCW 70.125
Definitions, activities

RCW 74.14B.060
Children’s services

Violence Against Women and Department of Justice Reauthorization Act of 2005, PL 109-162

Contact Information

Stephanie Condon
Program Manager
360.725.2889
stephanie.condon@commerce.wa.gov

www.commerce.wa.gov 2013
Services-Training-Officers-Prosecutors (STOP) Violence Against Women Formula Grant

**Purpose**

The Services-Training-Officers-Prosecutors (STOP) Violence Against Women Formula Grant Program supports efforts that ensure the criminal justice system works more effectively for victims of domestic violence, dating violence, sexual assault and stalking. The goal of the program is to increase the safety of victims in every county, while enhancing the collaboration between law enforcement, prosecutors, court systems and victim advocates.

**Strategic Goal**

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

**Results and Achievements**

The STOP Program administered 94 grants with service providers in 2010. With these grants:

- Prosecutors filed 354 domestic violence charges, 111 violations of court orders including parole, probation, and protection orders, and, with assistance provided by prosecution staffs, 242 protection orders were granted to domestic violence victims.
- Law enforcement trained 983 officers on domestic violence, dating violence, sexual assault, and stalking topics, laws, and procedures to increase victim safety, offender accountability, and evidence collection.
- Victims of domestic violence, dating violence, sexual assault, or stalking in every county have a community-based victim service advocate to assist them. With support provided by community-based advocates, protection orders were granted to 1,081 domestic violence victims, 51 sexual assault victims, and 19 victims of stalking.

**Services**

STOP grant funds support advocacy, crisis intervention, equipment, information and referral, shelter, specialized crime units, therapy, training, and outreach to marginalized populations.

**Fast Facts**

- STOP funds support services to adult victims of domestic violence, dating violence, sexual assault and stalking, and the children of victims.
- Grant requirements foster a coordinated community response and cooperation amongst victim advocates, law enforcement and prosecutors. Multi-disciplinary teams operate in every county in Washington.

**Statutory Authority**

The Violence Against Women and United States Department of Justice Reauthorization Act of 2005, Public Law Number 109-162.

**Contact Information**

Pearl Gipson-Collier
Program Manager
360.725.2891
pearl.gipson@commerce.wa.gov
Victim Witness Assistance Program

*Strengthening the criminal justice response to victims of crime*

**Purpose**

The Victim Witness Assistance Program provides trained advocates to assist crime victims during the investigation and prosecution of the crime. Systems-based advocates are available to victims and witnesses of crime.

**Strategic Goal**

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

**Results and Achievements**

- One full-time staff is now available to 37 county prosecutor offices.
- Capacity of each office has been enhanced through this funding.
- 36 grants with prosecutor offices are administered by the Office of Crime Victims Advocacy.

**Services**

The Victim Witness Assistance Program provides the following services to victims of crime with a case proceeding through the criminal justice system:

- Notification to victims and witnesses of court proceedings, dates, and events.
- Preparation and submittal of orders of restitution.
- Information regarding and assistance with crime victim compensation application.

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**Fast Facts**

- There is a Victim Witness Office in 37 Washington counties.

**Statutory Authority**

RCW 7.68.035
Establishes crime victim and witness programs in each county

**Contact Information**

Chris Fenno
Program Manager
360.725.2896
christine.fenno@commerce.wa.gov
Fast Facts

• Comprehensive services and affordable housing to move families from crisis to stability.
• More than $14 million in private and philanthropic funds leveraged.
• Within 10 years, more than 5,000 families will be permanently housed, 10,000 children will be enrolled in school and 2,500 households will be employed.

Purpose
The Washington Families Fund provides a reliable, long-term source of funding for supportive services and stable housing to families experiencing homelessness, resulting in greater self sufficiency.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
• In state FY 2012, five organizations in Clark, Clallam, King, Snohomish and Yakima counties were awarded grants totaling $1.7 million. Forty-six new high need homeless families will be served with these funds over five years.
• During the Washington Families Fund’s first five years, from 2004-2009, 73 percent of families were permanently housed, employment increased by 53 percent, income increased by 27 percent from $987/month to $1,249/month, and the number of children who remained stable in one school increased by 80 percent.
• To date, five- and ten-year grants totaling $19.7 million have been awarded to 44 nonprofit providers of 708 services-enriched housing units. More than 1,000 families and 3,000 individuals who are homeless or at risk of becoming homeless have been served.

Services
The Washington Families Fund program provides a variety of services such as: comprehensive and individualized case management services, referrals to mental health and substance abuse treatment, training in living skills, and parenting and education, childcare, and transportation assistance.
Weatherization Program
Reducing utility costs for low-income families and conserving energy

Purpose
The Weatherization Program reduces the utility costs of low-income families through home energy efficiency.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- Reduces the need for assistance with utility bills by reducing energy costs.
- Lowers future utility costs by conserving energy, thereby reducing the need to create new energy generation sources.
- Preserves low-income housing.

Services
Weatherization services provided under this program include the application of energy efficiency measures to a home including:
- Ceiling, wall, floor and duct insulation
- Diagnostically driven air sealing (such as caulking, weather-stripping and broken window replacement) to close gaps where the home’s heat can escape
- Heating system efficiency modifications

All this is done according to established technical specifications and applicable building codes.

Commerce plans and conducts comprehensive training and technical assistance to ensure the program meets technical and programmatic responsibilities.

Fast Facts
- For every weatherization dollar spent, $3 is added to the economy.
- 70 jobs are sustained for each $1 million spent on weatherization.
- Weatherization conserves energy and reduces energy costs for low-income households by 25 percent, on average.
- Weatherization helps preserve existing affordable housing.

Statutory Authority

Energy Conservation and Production Act (Title IV, Part A, as amended, 10 USC 6851-6872)

RCW 43.330.110
Housing – energy assistance

Contact Information
Steve Payne
Managing Director
360.725.2950
steve.payne@commerce.wa.gov

www.commerce.wa.gov 2013
Fact Sheets in this Section

- Bond Cap Allocation Program
- Bond Users Clearinghouse
- Broadband Office
- Efficient and Effective Regulation
- Energy Office — Core Activities
- Energy Office — Federal Grants Management
- Local Government Fiscal Note Program
- Municipal Research and Services Center
- Research Services
- Small Business Assistance
- State Small Business Credit Initiative
Purpose
The Bond Cap Allocation Program (Bond Cap) manages the allocation of issuance authority for bond types that are limited under federal law. These include:
- Tax-exempt private activity bonds for projects that have a substantial amount of private involvement yet provide significant benefits to the public.
- Qualified Energy Conservation Bonds for a variety of energy conservation projects, including energy upgrades for buildings, energy research and Green Communities Programs.
- Recovery Zone Bonds for government and economic development projects in areas of high unemployment and economic distress (authorized during 2009-2011 under the American Recovery and Reinvestment Act).

Strategic Goal
Provide low-cost financing options for projects with both public and private benefits.

Results and Achievements
- Since 1987, Bond Cap has approved more than $11 billion in tax-exempt private activity bond authority.
- During 2010 and 2011, Bond Cap projects created or rehabilitated more than 2,600 units of affordable rental housing.
- More than 2,300 new jobs were created by Bond Cap and Recovery Zone projects in 2010 and 2011.
- Approximately $132 million of ARRA-funded Recovery Zone Bonds were allocated in 2010. Approximately $17 million of Qualified Energy Conservation Bonds allocation has been used since 2010.

Services
Assist state and local jurisdictions to provide tax-exempt and other low-cost bond financing for projects with public benefits including job creation, economic and industrial development, environmental protection, energy conservation and alternative energy, low-income rental housing, first-time homebuyer assistance, and higher education loans for Washington students.

www.commerce.wa.gov  2013
Purpose

The Bond Users Clearinghouse collects, analyzes and publishes information about bonds issued in Washington state and debt owed by the state’s cities, counties, school districts, and other public service districts. All Clearinghouse publications are available to the public free of charge.

Strategic Goal

Provide accurate data and high-quality analysis of trends in the state’s bond market and local government indebtedness.

Results and Achievements

- During 2011 and 2012, the Clearinghouse automated data entry of the Office of Financial Management population data and the Department of Revenue assessed valuation data into the Clearinghouse database, saving staff time and costs and ensuring accuracy.
- Also during 2011 and 2012, the Clearinghouse adopted unique jurisdictional identifiers from the State Auditor’s Office, allowing for data sharing between the two agencies. This will eventually enable the Clearinghouse to reduce local government reporting requirements.
- Local jurisdictions can make financial decisions based on solid data by comparing the costs of relevant debt issues.
- State-level policymakers receive easy-to-read data analysis that helps them track trends in municipal debt.
- The finance industry can draw on market data not available from other sources.

Services

The Clearinghouse publishes monthly bond data spreadsheets, a quarterly newsletter that includes a summary of bonds issued, and two annual reports:
- The Public Debt Report – An Analysis of Bond and Other Debt Issues by Local and State Government
- The GO Report – An Analysis of Local Government Outstanding General Obligation Debt

Statutory Authority

RCW 39.44.210 – Bond Users Clearinghouse statute
WAC 365-130 – Clearinghouse rules

Contact Information

Liz Green-Taylor
Program Manager
360.725.5036
Elizabeth.green-taylor@commerce.wa.gov

Fast Facts

- State agencies and local governments in Washington issued 301 bonds with a total value of $8.4 billion during 2011.
- During 2011, state agencies and universities issued $3.3 billion and local governments issued $5.1 billion in bonds.
- K-12 school districts in the state issued $863 million, cities issued $873 million and counties issued $1.2 billion in bonds during 2011.
Washington State Broadband Office
Connecting people to possibilities

Purpose

The Washington State Broadband Office was created to help make high-speed internet (broadband) service more readily available throughout Washington State, especially in areas and for populations with a low utilization rate.

Strategic Goals

- Develop and maintain an interactive map of broadband availability in the state, including speeds and technology used.
- Prepare annual reports to the Legislature including geographic areas of greatest priority for the deployment of broadband; an explanation of how federal funding is being used for broadband mapping, deployment and adoption; and recommendations for use of non-federal funding to encourage broadband mapping, deployment and adoption activities in the state.

Results and Achievements

The Washington State Broadband Office was one of the first state offices to launch a state broadband map and has continued to improve its accuracy. The office also has produced two annual reports on the broadband capabilities of the state. The broadband program also:

- Awarded five grants totaling $300,000 in 2012 for support of Local Technology Planning Teams.
- Launched the Evergreen Apps Challenge in 2012 promoting the development of apps using public datasets from the state, the city of Seattle and King County.

Services

- Maintain statewide interactive broadband maps.
- Conduct outreach campaigns to increase awareness of the benefits of broadband. Facilitate working relationships between stakeholders.
- Award and monitor grants that support broadband deployment and adoption and support economic development.
- Disseminate up-to-date information on broadband studies, funding opportunities and related events.

Fast Facts

- Washington State received over $7 million in federal funds for broadband capacity building.
- The Recovery Act funded over $200 million in broadband adoption and deployment work across the state.

Statutory Authority

RCW 43.105.370 creates state entity responsible for broadband mapping and planning

Contact Information

Will Saunders
Policy and Program Director
360.902.2983
wilford.saunders@commerce.wa.gov

www.commerce.wa.gov 2013
Efficient and Effective Regulation

Purpose

Efficient and effective regulation is one of the agency’s four global goals. We believe that existing regulatory standards can be met at lower cost to the regulated community, while continuing to protect public safety and health.

The Department of Commerce is helping to champion targeted efforts to reduce business time and costs to comply with requirements. These cost and time reductions go straight to the bottom lines of businesses in Washington and will contribute to the state’s overall competitiveness.

Strategic Goals

Reduce:

- The costs and time required to meet regulatory requirements
- The number of steps or processes involved with meeting regulatory requirements

Current Efforts

Small Business Red Tape Reduction Effort

Governor Gregoire’s Executive Orders 10-05 and 12-01 on improving service to small business directs Commerce and the Office of Regulatory Assistance to help agencies simplify regulatory processes. We are using Lean to work with regulatory agencies and representatives from the manufacturing and restaurant sectors to begin eliminating pain points that cause unnecessary frustration, time and costs for small businesses. We are also working to advance cross-agency efforts to respond to business community requests for more integrated, more transparent and less duplicative information.

- A multi-agency plan and architecture is being developed to provide one online place for businesses to do what they need with the state of Washington.
- A cross-agency online roadmap for business licensing and registration has been developed: http://dor.wa.gov/Docs/Pubs/BusReg/Roadmap.pdf
- Several regulatory agencies are using Lean to improve their regulatory processes, including the Washington Department of Agriculture, Department of Revenue, and Department of Labor and Industries.
- Several website enhancements are making it easier to find information about planning, starting and growing businesses, tax exemptions and credits, reseller permits, employee separation; and business licensing and registration.

Fast Fact

- The cost of complying with federal regulations (not including state and local requirements) is estimated to be more than $8,000 per employee per year

Source: U.S. Small Business Administration

Governor’s Executive Orders

10-05 – Improving the way state government serves small business
http://www.governor.wa.gov/execorders/eo_10-05.pdf
12-01 - Regulatory Reform

Contact Information

Cheryl Smith
Senior Policy Advisor
360.725.2808
cheryl.smith@commerce.wa.gov
Energy Office – Core Activities
Innovation and Policy Priorities Division
Growing "Clean and Smart Energy" in Washington and investing federal funds for a more efficient Washington

Purpose
The Energy Office is a crucial source of policy development, analysis and information for the Governor, Legislature and energy decision makers. We help energy efficiency, renewable and smart energy businesses to move technologies from the lab to the global marketplace. Our energy emergencies program protects the health, safety and welfare of Washington’s citizens through emergency planning and assistance during major energy disruptions. We represent the state in major regional and national energy forums.

The Energy Office completed the 2012 State Energy Strategy (SES), the first comprehensive new strategy since the early 1990s. The SES focuses on transportation, our largest energy use sector, greatest greenhouse gas emissions source and highest cost energy use.

We manage over $80 million in Recovery Act funds for the State Energy Program, State and Local Block Grant, Appliance Rebate, Energy Assurance and Industrial Efficiency Programs (see sheet on Energy Office – Federal Grants Management).

Strategic Goal
Increase Washington’s share of high growth, high employment and traded sectors. Retain, grow and attract businesses by improving and communicating Washington’s competitiveness.

Results and Achievements
- The Bookings Institute identified nearly 80,000 clean sector jobs in Washington, mostly in clean energy. That represents $9 billion in economic activity.
- Washington is in the top six states for total installed wind generation. Together with our hydroelectric resources, we produce more than 18 percent all of the renewable electricity in the United States.
- Over the last 30 years, the Northwest region has acquired over 40 million megawatt-hours of electricity efficiency – four times Seattle’s annual use. At an average cost of 2.2 cents per kilowatt-hour, these improvements came through enhanced building codes, equipment efficiency standards and innovative utility programs.

Fast Facts
- The backbone of the northwest electricity supply is the Columbia River hydroelectric system – the largest coordinated hydroelectric system in the world.
- Washington’s electricity prices consistently rank among the lowest in the U.S. – averaging 30% below national averages.
- Washington spends $20 billion per year on energy. Transportation is 60% of that expense with most going out of state for petroleum purchases.
- The University of Washington and Washington State University received $80 million to research next generation biofuels.

Contact Information
Tony Usibelli
Assistant Director
360.725.3110
tony.usibelli@commerce.wa.gov
Services

New State Energy Strategy: In 2010, the Legislature directed us to develop a new state energy strategy. We were directed to balance three goals – maintain competitive energy prices, foster the clean energy economy and jobs and meet the state's greenhouse gas reduction requirements. We completed the strategy in December 2011. It focuses on energy efficiency opportunities in our transportation system and provides recommendations on how to reduce transportation energy use and expenditures.

Clean Tech Development: We assist companies and individuals to develop new approaches to clean energy challenges. By offering guidance on prospective partners, customers, investors, suppliers, distributors and financing, we help them develop solid business plans and viable market niches. The Department can provide analysis for conservation and renewable energy projects in order to qualify as meeting the requirements of I-937, the Energy Independence Act. The Energy Office is a founding member of the Washington Clean Technology Alliance.

Regional Policy Planning: We actively contribute to regional policy planning through membership in the Western Interstate Energy Board, the Western Interconnection Regional Advisory Board, the Northwest Power & Conservation Council, the Pacific Coast Collaborative and the Western Electricity Coordinating Council.

Electric Vehicle Infrastructure: Washington is a recognized national leader on electric vehicle deployment. We work with government and industry to site electric vehicle charging stations and develop markets for electric vehicles. We are energizing fast-charging stations along the I-5 corridor, Highway 2 and portions of I-90. Our model ordinances for local governments guide installation of electric vehicle infrastructure and have been adopted by more than 100 jurisdictions. Using Recovery Act funds, we assisted with construction of the SGL Carbon Fiber manufacturing plant in Moses Lake – a supplier of carbon for BMW's new all electric i-car.

Energy Analysis and Information: We respond to hundreds of energy information and analysis requests annually. We produce an annual Fuel Mix Disclosure report identifying what fuels power our electricity system, the Electric Utility Resource Planning report, reports on utility achievement toward the Energy Independence Act (I-937) and other reports. We regularly analyze natural gas supply, petroleum prices and overall statewide energy trends.

Energy Emergency and Security Planning and Support: The Energy Office serves as the state lead for energy emergency and security planning and response during emergencies. We assisted the Emergency Management Division during the windstorm in 2006, the floods in December 2007 and the snowstorms of 2012. During those events, we gathered information on restoration from the utilities and provided help as requested. We developed a software tool for the state and each of the 63 electric utilities to use to map real-time electricity outages.

State Bioenergy Coordination and Development: We are the state lead for Bioenergy policy development and implementation. We work closely with the Departments of Agriculture, Ecology, Natural Resources, Transportation and General Administration, as well as the Washington State University (WSU) and the US Department of Agriculture to support economically viable and environmentally sustainable bioenergy development.

Largest Energy Library in the NW: Our federal funds help support the WSU Energy Library, the largest energy library in the Northwest. It provides important resources for up-to-date and objective information on energy topics.
Fast Facts

- Support federal programs representing $82 million in funding for Washington businesses and communities.
- Approximately 1,200 jobs have been directly created or retained through Recovery Act programs administered by the Energy Office as of March 2012.
- Promoted $44 million in retail sales and issued over 41,600 appliance rebates to Washington residents.
- Support innovative projects such as the “Electric Highway” and advanced biofuels for Washington’s clean energy future.

Energy Office – Federal Grants Management
Growing “Clean and Smart Energy” in Washington and investing federal funds for a more efficient Washington

Purpose

The Energy Office manages the following federally-funded programs:

- **State Energy Program**
  - Energy Efficiency and Renewable Energy Loan and Grant Program ($38.5 million)
  - Community Energy Efficiency Pilot Program ($14.5 million)
  - Energy Efficiency Credit Enhancement Program ($5 million)
  - Energy Efficiency in Northwest Agriculture ($500 thousand)
  - Better Buildings Kitsap Non-Recovery Act ($2.6 million)
  - Base Formula Activities Non-Recovery Act ($1.4 million)

- **Energy Efficiency & Conservation Block Grant Program (EECBG)**
  - EECBG for Smaller Cities and Counties ($6.4 million)
  - Energy Efficiency through Transportation Planning Grants ($770 thousand)
  - Shared Resource Conservation Manager Program Grants ($750 thousand)

- **State Energy Efficient Appliance Rebate Program** ($1.4 million)
- **Energy Emergencies and Security Program** ($820 thousand)
- **Save Energy Now / Northwest Industrial Partnerships** ($500 thousand)

Strategic Goal

Increase Washington’s share of high growth, high employment and traded sectors. Retain, grow and attract businesses by improving and communicating Washington’s competitiveness.

Results and Achievements

**Energy Efficiency & Renewable Energy Loan and Grant Program:** Thirty-three energy efficiency, renewable and clean technology projects are being implemented statewide. Of the program’s $38.5 million, over 85 percent of the funding was awarded to private business statewide such as Demand Energy, Farm Power Northwest, AltAir, SGL Automotive Carbon Fibers LLC and Whole Energy Fuels. The program created or retained over 900 jobs as of March 2012. All projects are on schedule to complete in 2012.

**Community Energy Efficiency Pilot Program:** We provide funding and the Washington State University (WSU) Energy Program administers it. Eight private and public projects statewide are receiving Recovery Act grant funding. The program provides for a neighborhood-by-neighborhood approach to residential and small commercial energy efficiency retrofits and upgrades. Over 16,241 audits and 13,215 retrofits were conducted as of March 2012.

Contact Information
Tony Usibelli
Assistant Director
360.725.3110
tony.usibelli@commerce.wa.gov

www.commerce.wa.gov 2013
Energy Efficiency Credit Enhancement Program: Six local programs offer special loans to residential and commercial customers needing capital to make their homes and businesses more energy efficient; $5 million of federal money funds the program. They are to reduce lender risk by providing loss reserve and to lower the interest rate charged to borrowers. The grantees include municipal governments, non-profits, a private utility and the Washington State Housing Finance Commission.

Energy Efficiency in Northwest Agriculture: The WSU Energy Program, working with the Washington State Department of Agriculture, Washington Conservation Commission, Washington State Dairy Federation and the USDA Natural Resources Conservation Service, is developing tools to help dairy and dryland farmers assess energy use and develop practical conservation and efficiency measures. This approach includes cropping systems, irrigation and fuel and fertilizer usage.

Better Buildings Kitsap - Non-ARRA: Commerce and the WSU Energy Program are offering Repower Kitsap, a $2.6 million grant, to strengthen the residential energy efficiency market in Kitsap County. This includes training for energy auditors, business assistance to energy retrofit contractors, education of real estate agents and appraisers on the value of energy efficiency improvements and assistance to homeowners to improve their properties. It works with similar programs on Bainbridge Island and Bremerton. This funds our efforts to develop better methods for consumers to finance energy upgrades and is part of a larger grant involving Alabama, Massachusetts and Virginia.

Energy Efficiency & Conservation Block Grant Program for Smaller Cities & Counties: Forty-three smaller cities and counties are benefitting from $6.6 million in the EECBG funding. The majority of the projects are energy retrofits to public buildings. Projects include street lighting and signals, electric vehicle charging stations, alternative energy and planning needed to support energy efficient communities. They have created nearly 270 jobs as of March 2012 and should complete in 2012.

Energy Efficiency through Transportation Planning: Commerce awarded $770,000 to eight projects statewide in December 2009. This assists cities and counties in creating and implementing long-term energy efficiency transportation strategies. As of March 2012, four projects are complete. The projects are expected to reduce carbon emissions from vehicles by an average of 34,500 tons or 80 million vehicle miles each year. They are establishing model and pilot approaches that are shared with communities facing similar challenges.

Shared Resource Conservation Manager Program: Commerce and the WSU Energy Program are supporting creation of shared Resource Conservation Manager (RCM) programs throughout the state. Eight of the nine original contracts are on track for completion in 2012. The program helps create a shared RCM position to serve local governments in a geographic area.

Energy Emergency and Security Program: Along with our role in creating and supporting contingency plans for energy emergencies, we were awarded $820,000 in Recovery Act funding for Energy Assurance Planning. This developed the State’s Energy Disruption Tracking System. The software is used for tracking energy outages across the state. We Co-Chair the Washington State Energy Coordinating Council, which completed the Energy Sector Specific Plan for energy infrastructure protection.

Northwest Industrial Partnership: The Industrial Technologies Program (ITP) worked with 19 partners in the state on cost-shared research and development projects and near-term industrial savings through the Save Energy Now initiative. It supported a university-based Industrial Assessment Center providing free energy assessments to industry while training the engineers of tomorrow. This program ended in January 2012.

State Energy Efficient Appliance Rebate Program: The statewide appliance rebate program started March 2010 and ended December 2010. Over 41,600 residential consumers upgraded to higher efficiency appliances and retail sales were generated of over $44 million. Estimated energy savings are 35 billion Btus, enough to power the state Legislative Building for three years.
Local Government Fiscal Note Program

Objective, rapid-response fiscal analysis for the Legislature since 1978

Purpose

The Local Government Fiscal Note Program produces objective estimates of the financial impacts of proposed state legislation on counties, cities and special purpose districts (except for courts and schools, which are respectively covered by the Administrative Office of the Courts and the Office of the Superintendent of Public Instruction). Our team of fiscal analysts researches almost any legislative issue that could change local government revenues or expenditures. This is the program’s 35th year of operations.

Strategic Goal

Provide timely and thorough data analysis that allows policy makers to make better-informed fiscal decisions regarding proposed legislation involving local governments.

Results and Achievements

- Our revision rate for the 2012 Legislative Session was 3.8 percent, less than half the average for all state agencies. The average turnaround time was 4.28 days, well below the statutory deadline of five working days for local government fiscal notes (which is two days longer than for agency fiscal notes). Timeliness increased to 83.3 percent from last year’s rate of 80.6 percent.

- This solid performance was largely due to the creation of a fee-based, contracted research service. This has provided funding to create year-round, professional-track research positions. For the 2012 session we were able to retain six out of seven staff. They have now been with the program an average of almost four sessions. In the past we were dependent upon a revolving door of entry-level, session-only staff with a week of training.

Services

The Local Government Fiscal Note Program has one of the widest policy bandwidths of any unit within state government. Our analysts produce local government fiscal notes at the request of the Legislature. We also provide rapid-response answers to queries regarding upcoming legislation and initiatives potentially impacting local jurisdictions.

Fast Facts

- We receive by far the largest number of fiscal note requests of any state agency – more than 800 in the last long (105-day) session.
- Over the last decade the number of local government fiscal note requests has increased more than 40 percent.
- Topic areas for notes in recent sessions:
  - Taxes/Economic Development (24 percent)
  - Criminal Justice (24 percent)
  - Social Services (16 percent)
  - Land Use/Environment (15 percent)
  - Government Operations (14 percent)
  - Public Works/Energy (8 percent)

Statutory Authority

RCW 43.132

Contact Information

Steve Salmi, Ph.D.
Program Manager
Commerce Research Services
360.725.5034
steve.salmi@commerce.wa.gov
Municipal Research and Services Center
*Working together for excellence in local government*

**Purpose**

The Municipal Research and Services Center of Washington (MRSC) is a private nonprofit agency that provides local government officials with research, information and advice under a personal services contract with Commerce pursuant to RCW 43.110. MRSC responds to local requests for information, and provides other resources, on policy issues like municipal law, finance, growth management, public works, management, and government operations. The MRSC also runs what may be the most comprehensive local government web site in the nation.

**Strategic Goal**

The MRSC’s mission is to promote excellence in Washington local governments through professional consultation, research and information services.

**Results and Achievements**

- In 2011, MRSC responded to 6,500 inquiries from city, town and county officials. Its website was visited over 3.8 million times and was used by an average of 140,000 unique visitors each month.
- The MRSC maintains the state’s largest collection of local government reference documents, with over 12,000 volumes available to lend to local staff and elected officials.
- MRSC also publishes several newsletters, the most popular of which, *Municipal Research News*, has over 8,000 subscribers.

**Services**

MRSC represents a national model for efficient and effective delivery of consolidated services. Its innovative approach delivers assistance that reduces the need for local staff and is especially crucial to smaller jurisdictions. City, town and county staff and officials can access all of MRSC’s services free-of-charge. Many resources are also available to the general public on the MRSC’s website.

**Fast Facts**

- The MRSC has been serving local governments in Washington since 1934 – over 75 years – and has been a model for similar programs in other states.
- Each year, MRSC provides individual responses to over 6,000 research inquiries from city, town and county officials.
- The MRSC’s website, [www.mrsc.org](http://www.mrsc.org), is the go-to source for information on local government issues including budgeting, planning, public works, personnel and government operations.
- MRSC is funded through a share of liquor profits and taxes which would otherwise be distributed to local governments.

**Statutory Authority**

RCW 43.110

**Contact Information**

Jaime Kaszynski
Research Project Manager
Commerce Research Services
360.725.2717
jaime.kaszynski@commerce.wa.gov
Research Services

Fee-based contracted research, program evaluation and project management support

Purpose

Research Services was created to meet the need for affordable “just-in-time” research and program evaluation within the Department of Commerce as well as other state agencies and local governments. This is an enterprise unit funded primarily through fee-based contracts. Research Services is staffed by 10 researchers and interns, most who work in the Local Government Fiscal Note Program during legislative sessions.

Strategic Goal

Use a highly adaptable, market-based approach to developing Commerce’s research and program evaluation capacity.

Results and Achievements

- In the 2012 FY, Research Services generated roughly $350,000 in fee-based contracts from more than two-dozen clients.
- In the last five years, we have managed more than 100 projects – including four six-figure studies.
- Clients external to the agency have included the Office of Financial Management, State Treasurer, LEOFF 2 Board, Washington Economic Development Commission and city of Olympia.

Services

Research Services provides a full range of research and program evaluation services. These include:
- Report writing, editing, design and production
- Financial and economic data analysis
- Survey development, administration and analysis
- GIS mapping and other visual methods of data analysis
- Grant prospecting and application development
- Project assistance and management

Our policy bandwidth is among the widest in state government. We have conducted research and program evaluation in such areas as economic development, housing, social services, public safety, land use, public works and energy policy.

Fast Facts

Major projects we have recently managed include:

- Supply chain analysis of the Washington composites industry (2011)
- State Environmental Policy Act Case Studies (2010)
- Washington Local Government Financial Health Indicators (2010)
- Long-Term Disaster Statewide Housing Plan (2010)

Statutory Authority

Varies with contracted project

Contact Information

Steve Salmi, Ph.D.
Program Manager
Commerce Research Services
360.725.5034
steve.salmi@commerce.wa.gov
Small Business Assistance

Purpose

Governor Gregoire’s Small Business Executive Orders (EO) 12-01 and 10-05 directed her Office of Regulatory Assistance (ORA) to work with Commerce and 26 regulatory agencies to help small businesses understand the required licensing, registration and certification processes. New online tools continue to be created to help small businesses. Resources are available on Washington’s website for business: www.Business.wa.gov.

A small business liaison team with representatives from the 26 state agencies exists to respond to questions and feedback from business owners: Find small business liaisons. The Department of Commerce leads the team and coordinates joint projects that provide assistance to Washington’s small business owners.

Strategic Goal

Make Washington the best state in the country to start and grow a small business.

Results and Achievements

- Washington’s new visual Roadmap for Registering and Licensing your Business was launched in April 2012. See it at Business Roadmap for Starting a New Washington Business.
- Two videos prepared by Labor and Industries, Employment Security and the Department of Revenue were created in response to requests from business owners needing information about audit and taxes: Audit Video – Tips to Help you Prepare and Plan for and pay your taxes.
- Washington’s consolidated online Small Business Guide has new chapters to help an out of state business get started and assists business owners that need to close their business: www.BizGuide.wa.gov
- Enhancing state and local online systems and streamlining government regulatory processes to assist new businesses during start up.

Executive Orders

- 12-01 – Regulatory reform and assistance to help small businesses succeed and grow
- 10-05 – Improving the way state government serves small business
- 06-02 - Regulatory Improvement

Contact Information

Lynn Longan
Business Development Manager
Business Services Division
360.481.3106
Lynn.Longan@Commerce.wa.gov
Washington Small Business Credit Initiative (SBCI)

Helping small businesses grow and create jobs

Purpose

The US Treasury-administered State Small Business Credit Initiative provides states with federal funds to serve as seed capital to be leveraged with private capital and injected into small businesses seeking to grow and, in the process, facilitate job growth. The program was authorized by the Small Business Act of 2010 and gave states significant flexibility to design and manage programs to fit their particular economic and policy needs. State programs must match each dollar of federal funds with at least one private dollar of capital and in the aggregate be projected to leverage private capital to federal funds by at least 10 to1.

Strategic Goal

To leverage the available federal SBCI funds to drive new capital to Washington small businesses and improve capital access through 2016.

Results and Achievements

Washington’s SBCI programs began providing capital to Washington small businesses as of March 2012 and as of June 15, 2012 had facilitated over $3.3 million in loans.

Governor Gregoire’s Executive Order 10-05 directed the Department of Commerce to develop programs that would qualify for Washington’s federal allocation of approximately $19.7 million. Commerce analyzed the state of small business lending in Washington and conducted a thorough stakeholder process to develop a slate of programs to effectively utilize these federal funds. In October 2011, Commerce and Treasury completed agreement on the three programs listed below.

Services

- **Craft3 Fund**: Provide loans to Washington-based small businesses in under-served communities directly and through the state’s network of Community Development Financial Institutions.

- **The W Fund**: A new venture capital fund collaborating with the University of Washington and other Washington research institutions that will make early stage investments in promising technology, alternative energy and life sciences companies.

- **Capital Access Program (CAP)**: Administer a new program to encourage lenders to make loans to small businesses that have had difficulty accessing credit during the economic downturn and fall just outside lenders’ conventional underwriting criteria. Commerce will match contributions to a loan loss reserve account which lenders can access in the event of a default.

Fast Facts

- 95 percent of Washington’s businesses are small businesses.
- Commerce expects to leverage federal funds with private funds to channel as much as $300 million in capital to Washington’s small businesses.

Executive Orders

10-05 – Improving the way state government serves small business


Contact Information

Jane Swanson
SBCI Project Manager
206.256.6155
jane.swanson@commerce.wa.gov

Local Government and Infrastructure Division
Program Fact Sheets
Fact Sheets in this Section

- Community Development Block Grant (CDBG)
- Community Economic Revitalization Board (CERB)
- CERB Export Assistance
- Contracts Administration Unit
- Growth Management Services
- Neighborhood Stabilization Program
- Public Works Trust Fund
- Small Communities Initiative
- Transfer of Development Rights
Local Government & Infrastructure

- Growth Management Services
- Technical & Financial Assistance
- Contracts Administration
WA State Community Development Block Grant

Assisting Washington’s low and moderate income families by strengthening communities

Purpose

Community Development Block Grant (CDBG) provides federally-funded grants to lower income communities in counties with less than 200,000 people and cities with less than 50,000 people. CDBG establishes program priorities in partnership with rural local governments to improve the safety, health and social well being of lower income persons. CDBG annual grant awards have recently totaled $14 million each year.

Strategic Goal

Enable local governments to have adequate infrastructure to accommodate allocated growth and enable economic development and business opportunities, while maintaining the quality of life.

Results and Achievements

CDBG provides essential grant funding to rural local governments for priority projects, such as drinking water or wastewater systems, community facilities, microenterprise assistance, infrastructure in support of economic development or affordable housing, public services, and planning.

Projects benefit low- and moderate-income persons (up to 80 percent of median income) and contribute to community vitality by solving critical health and safety issues, providing essential social services, and creating or retaining jobs.

Project examples include:
- $1 million construction grant to the city of Republic to extend water to the lower-income community of Pine Grove; addressing a severe public health issue and supporting sustainable regional services.
- $450,000 construction grant to the city of George to fund infrastructure in support of 50 units of farmworker family housing
- $613,000 construction grant to Lewis County for water system improvements for Vader to address public health hazards, ensure compliance, maintain affordable water rates, and support a sustainable system.

Fast Facts

- Disbursed more than $433 million in grant funds since 1982
- Serves 33 rural counties and 168 small cities and towns
- Partners with local governments and other resources to fund priority projects ready to proceed
- Leverages over $2 for every $1 CDBG

Statutory Authority

Title 1, Housing and Community Development Act of 1974 (Federal)

Contact Information

Kaaren Roe
Program Lead
360.725.3018
kaaren.roe@commerce.wa.gov

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Services

The program serves 33 counties and 168 cities/towns across the state. CDBG staff
- Manage 102 CDBG open contracts totaling over $50 million
- Facilitate project development and coordination with other funders and regulatory agencies
- Conduct application and grant management workshops, and provide direct guidance and tools to promote access to funds
- Ensure local compliance with federal and state requirements
Community Economic Revitalization Board

Funding public infrastructure to boost economic development capacity for business and job growth.

Purpose

The Community Economic Revitalization Board (CERB) is a statutory state board charged with funding public infrastructure improvements that encourage new business development and expansion in areas seeking economic growth. Eligible public facilities include: bridges, roads, domestic and industrial water, earth stabilization, sanitary sewer, storm sewer, railroad, telecommunications, electricity, transportation, natural gas, buildings or structures, and port facilities.

CERB’s focus is on creating and retaining jobs in partnership with local governments. In addition to funding construction projects, CERB provides limited funding for studies that evaluate high-priority economic development projects.

CERB receives administrative support from the Washington State Department of Commerce. The program is one of several Economic Development Financial Assistance programs within the Technical and Financial Services Unit in the agency’s Local Government and Infrastructure Division. Collaboration between CERB and the Department of Commerce results in strategic investment of CERB resources to increase economic opportunities statewide.

Goal

Provide funding for public infrastructure improvements that encourage new business development and expansion in areas seeking economic growth.

Results and Achievements

- **Jobs**: Between 1982 and October 2011, CERB has helped create and retain more than 33,000 jobs that typically exceed county average annual wage rates. All construction projects approved by CERB must create jobs with a median hourly wage higher than the county median hourly wage.
- **Private investment**: Between 1982 and 2011, $158 million of CERB investment has leveraged $5.8 billion in private capital investment — a ratio of $34 private dollars invested in business facilities and machinery for every CERB dollar.
- **Return on investment**: CERB projects have produced an estimated $80 million in new state and local tax revenue from property, B&O, and sales tax sources since data collection began in 2004.

Fast Facts

- Board funds are prioritized to support publicly owned infrastructure linked to economic development outcomes.
- CERB investments spur business development and job growth.
- CERB has financed projects in 37 of Washington’s 39 counties.
- Since 1982 CERB has supported the creation and retention of more than 33,000 jobs.

Contact Information

Kenny Spain
CERB Program Manager
360.725.4050
kenny.spain@commerce.wa.gov

www.commerce.wa.gov  2013
Services

CERB Financing Programs

For 2011-2013 CERB received $5 million in appropriation authority to assist local governments and federally recognized Indian Tribes in meeting the public infrastructure needs of business and industry. CERB awards will consider the return to the public facilities construction loan revolving fund without putting an undue financial burden on the applicant. The CERB Board oversees three financing programs: Planning/Feasibility Grants, Committed Partner Construction Loans, and Prospective Development Construction Loans.

When awarding funds, the Board will consider the following:
The relative benefits provided to the community by the jobs the project would create, not just the total number of jobs expected to be created after the project is completed, but also giving consideration to the unemployment rate in the area in which the jobs would be located.

- The rate of return of the state's investment, including, but not limited to, the leveraging of private sector investment, anticipated job creation and retention, and expected increases in state and local tax revenues associated with the project.
- Whether the proposed project offers a health insurance plan for employees that includes an option for dependents of employees.
- Whether the public facility investment will increase existing capacity necessary to accommodate projected population and employment growth in a manner that supports infill and redevelopment of existing urban or industrial areas that are served by adequate public facilities. Projects should maximize the use of existing infrastructure and provide for adequate funding of necessary transportation improvements.
- Whether the applicant has developed and adhered to guidelines regarding its permitting process for those applying for development permits consistent with section 1(2), chapter 231, Laws of 2007.

The Board also gives priority to those projects which could result in a type of project eligible for CERB construction funds.
Community Economic Revitalization Board

Funding public infrastructure to boost economic development capacity for business and job growth.

Purpose

The Community Economic Revitalization Board (CERB) was authorized by the 2010 Supplemental Capital Budget (ESHB 2836, Section 1018) to provide $3 million to local governments and public institutions of higher education to support the expansion of export of Washington state products and services.

CERB’s Export Assistance Program finances technical assistance and infrastructure solutions to exporting challenges for Washington’s businesses. Once in place, these solutions will achieve substantial profitable results in both the short and long-term. The program supports innovative projects which promote partnerships and leverage local investments to achieve the maximum impact.

This program and funds it is making available are a key components of the state’s commitment to the National Export Initiative announced in 2010 by Secretary Locke and Governor Gregoire. The state export initiative is designed to open additional export opportunities for Washington businesses and create jobs. The Governor identified CERB’s Export Assistance program as one component of her statewide strategy for export promotion.

CERB receives administrative support from the Washington State Department of Commerce. The program is one of several Economic Development Financial Assistance programs within the Technical and Financial Services Unit in the agency’s Local Government and Infrastructure Division. Collaboration between CERB and Commerce results in strategic investment of CERB resources to increase economic opportunities statewide.

Strategic Goal

Provide funding that supports the growth of Washington State exports.

Fast Facts

- Grant awards were made just four months after the 2010 Supplemental Capital Budget was enacted by the Governor.
- The board used outside experts in the field of trade promotion to assist in the evaluation of project proposals.
- 25 stakeholder groups were invited to participate in the program and application development.
- In the first round of applications, CERB received more than $15 million in requests for funding.
- CERB has targeted innovative projects with extensive partnerships which can measurably increase Washington State exports in the short term and over the next five years.

Contact Information

Kenny Spain
CERB Program Manager
360.725.4050
kenny.spain@commerce.wa.gov

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## Results and Achievements

### 2010 Export Assistance Funding List

The following projects were awarded conditional funding in September 2010 from the Export Assistance Program:

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Project Title</th>
<th>Grant Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Bellevue</td>
<td>Asia Target Markets Trade Development: Trade Promotion Strategy for China, Korea &amp; Japan Using Search Engine Optimization and Social Media Platforms</td>
<td>$157,000</td>
</tr>
<tr>
<td>Port of Clarkston</td>
<td>Snake River Boat Builders Export Program</td>
<td>$100,000</td>
</tr>
<tr>
<td>Highline Community College</td>
<td>Deploying a Sustainable Export Growth Strategy for Washington State</td>
<td>$398,295</td>
</tr>
<tr>
<td>University of Washington, Center for Commercialization</td>
<td>Export Assistance for Medical Technologies</td>
<td>$291,264</td>
</tr>
<tr>
<td>Washington State University, Small Business Development Center Network</td>
<td>Growing the Culture of Exporting – Reaching Potential Exporters and New-to-Export Businesses</td>
<td>$1,281,969</td>
</tr>
<tr>
<td>Western Washington University, Center for Economic Vitality</td>
<td>Jump Start Washington Exports</td>
<td>$664,726</td>
</tr>
</tbody>
</table>
Contracts Administration Unit
Managing infrastructure planning and construction contracts

Purpose

Manage contracts from point of execution through project completion, closeout and loan repayments for the following Commerce infrastructure programs:
- Community Development Block Grant and CDBG-ARRA
- Community Economic Revitalization Board
- Drinking Water State Revolving Fund and DWSRF-ARRA
- Public Works Board
- Water System Acquisition and Rehabilitation Program
- Energy ARRA
- Neighborhood Stabilization Program

Types of infrastructure projects:
- Planning, Needs Assessments, or Feasibility Studies
- Pre-Construction & Design
- Emergency and/or Imminent Threat
- Drinking Water, Storm Water, and Waste Water Systems
- Community Facilities
- Streets, Sidewalks, Lighting, and Bridges
- Housing Rehabilitation
- Public Services
- Energy Efficiency Projects

Strategic Goal

Enable local governments to have adequate infrastructure to accommodate allocated growth and enable economic development and business opportunities, while maintaining the quality of life.

Results and Achievements

- Improved coordination on multi-funded projects
- Improved efficiency in invoice payments
- Improved customer service

Services

- Contracts management training and technical assistance
- Single point of contact, by regions, on multiple-funded construction projects
- Coordination of project management across multiple infrastructure programs
- Payments/draws on grants and loans, loan repayment processing
- Contract amendments and closeout

Fast Facts

- Managing over 600 planning and construction loans or grant contracts; billed and accounted for over 1,700 loan repayments.
- Multiple-funded construction projects are assigned to staff by regions, resulting in improved coordination and customer service.

Contact Information

Mark Barkley
Managing Director
360.725.3022
mark.barkley@commerce.wa.gov
Growth Management Services

Supporting local governments as they plan for growth and prosperity

Purpose

The mission of Growth Management Services (GMS) is to assist and guide local governments, state agencies, and others to manage growth and development consistent with the Growth Management Act (GMA).

Washington’s population increased about 20 percent each decade from 1960 through 2000, with an additional increase of 14.1 percent from 2000 to 2010. The state’s population added 1.8 people from 1990 to 2010.

The GMA was adopted to address how to accommodate this growth. It requires that the largest and fastest-growing cities and counties complete comprehensive plans and development regulations to guide future growth. All jurisdictions are required to protect critical environmental areas and conserve natural resource lands, such as farms and forests. The GMA calls for communities to review and revise their plans and regulations every eight years to ensure they remain current.

GMS assists cities and counties as they create plans, regulations, and permit systems that enable them to grow and prosper in balance with their natural and financial resources. Whether a community is responding to the pressures of rapid urbanization or working to stimulate a weak economy, managing growth can help provide land for growth, infrastructure, commercially important natural resources, environmental protection, affordable housing, economic opportunities, property rights, and quality-of-life amenities.

Strategic Goal

Enable local governments to have adequate infrastructure to accommodate allocated growth and enable economic development and business opportunities, while maintaining the quality of life.

Results and Achievements

- All Washington cities and counties have adopted comprehensive plans and development regulations under the GMA.

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• 92 percent of new development in the six most populous Western Washington counties is occurring within designated urban growth areas. In King County, 98.6% of new development occurs in urban growth areas.
• Cities and counties adopt over 1,100 amendments to their plans and development regulations each year. With GMS technical assistance, over 99 percent of those amendments are found to be consistent with the GMA.

Services

Direct Assistance: Two teams of professional staff planners are located in Spokane and Olympia, to provide direct assistance and consultation to all cities and counties in the state.

Grants: Administer grants to local governments for growth management planning and implementation. Grant funding in the 2007-09 state budget was about $5.5 million. In 2011-13, it is approximately $350,000.

Training and Education: Provide training and other educational workshops for about 1,000 citizens, elected officials, and staff each year. Training opportunities are tailored to individual community interests.

Publications: Develop and distribute Washington Administrative Code guidelines, technical guidebooks, fact sheets, newsletters, and reports. GMS maintains an extensive set of growth management and planning resources on Commerce’s Web site.

Review: Provide information and guidance to cities and counties on proposed GMA implementation actions. Commerce receives over 1,100 local GMA actions every year. It reviews these actions and provides them to other state agencies, coordinating feedback to local officials.

Buildable Lands: Coordinate, facilitate and report on the Buildable Lands Program, which requires the six fastest growing counties to closely monitor available land supply to determine if enough land continues to be available for future urban growth.

State Coordination: Facilitate state agencies’ GMA-related activities and services to local governments. GMS trains the agencies' staff to carry out the Principles of Communication signed by state agencies committing to working collaboratively with local governments on their land use activities. It maintains an interagency database tracking local planning activities and state comments.

Research: Complete special studies on emerging issues related to planning and development, such as, infrastructure funding, transfer of development rights, climate change and urban forestry.

Awards Program: Sponsor the Governor’s Smart Communities Awards program recognizing outstanding achievement in creating quality communities.

Statutory Authority
Among other statutes, various sections of RCW 36.70A and RCW 43.330 including:

RCW 36.70A.190
Technical assistance, procedural criteria, grants, and mediation services

RCW 43.63A.550
Growth management inventorying and collecting data

RCW 43.330.120
Growth management central coordinator for state government

RCW 36.70A.215
Review and evaluation program (also known as the Buildable Lands Program)

Contact Information
Leonard Bauer
Managing Director
360.725.3055
leonard.bauer@commerce.wa.gov

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Neighborhood Stabilization Program

Stabilizing neighborhoods by putting abandoned and foreclosed properties back into productive use and assisting low and moderate income persons.

Purpose

The Neighborhood Stabilization Program (NSP) addresses the impact of abandoned and foreclosed homes in our neighborhoods and communities. NSP stabilizes neighborhoods by putting abandoned and foreclosed properties back into productive use. At least 25% of funds must benefit persons earning less than 50% of the area median income.

Types of eligible projects include:
- Acquisition and Rehabilitation of Foreclosed and Abandoned Houses
- Acquisition and Redevelopment of Abandoned Property
- Homeownership Assistance
- Demolition and Elimination of Blight

Strategic Goal

Enable local governments to have adequate infrastructure to accommodate allocated growth and enable economic development and business opportunities, while maintaining the quality of life.

Results and Achievements

In March 2009, Commerce signed a $28 million NSP1 grant with the U.S. Department of Housing and Urban Development (HUD) and entered into sub-recipient agreements with 25 local governments experiencing high degrees of foreclosures and abandoned properties. In March 2011, Commerce signed an additional $5 million grant with HUD for NSP3 funds, which resulted in four more local government projects. The local governments have set up individualized programs that meet the needs of their specific community. The majority have awarded their funds to local nonprofit agencies, such as Habitat for Humanity, local housing authorities, or social service agencies. NSP funds are being used to purchase and rehabilitate homes or properties that will eventually be sold or rented to moderate or low income persons. All NSP1 and NSP3 funds must be spent by March 2013 and March 2014, respectively.

To date, out of the $33 million in NSP grant funds, over $28.2 million in NSP funds have been spent in Washington’s communities. Over 370 properties have been acquired and are in the process of being rehabilitated and sold or rented.

Services

The Department of Commerce oversees awards and monitors the NSP programs across the state.
Public Works Trust Fund Loan Program

Infrastructure financing and beyond

Purpose

Created in 1985 the Public Works Assistance Account, commonly known as the Public Works Trust Fund (PWTF), provides low interest financing for critical local government infrastructure.

Strategic Goal

Enable local governments to have adequate infrastructure to accommodate allocated growth and enable economic development and business opportunities, while maintaining the quality of life.

Results and Achievements

- Implemented an enhanced technical assistance program which assists communities with turning infrastructure projects from ideas into realities
- $160 million in low interest construction loans submitted for Legislative approval during 2012.
- $370 million in local funds leveraging the requested $160 million.
- Sustains or retains an average of 2,505 construction related jobs per year.

Services

The PWTF is administered by the Public Works Board. The Board is comprised of 13 individuals, appointed by the Governor, from stakeholder groups: the Association of Washington Cities, Washington State Association of Counties, Washington Association of Sewer and Water Districts, Washington Public Utility District Association, and the general public.

The PWTF is a Washington State economic powerhouse even when loans are unavailable. Trust fund loans have graduated periods of time in which recipients can draw funds. Funds are available while the project is being constructed. Funds are drawn on a relatively predictable schedule. Approximately 2,505 jobs are sustained, or retained, each year by the funds drawn from existing open Construction and Emergency loans. Figure arrived at using the Office of Financial Management’s count of 9.9 jobs per $1 million invested.

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Small Communities Initiative

Helping small, rural communities improve their water and wastewater systems

Purpose

The Small Communities Initiative (SCI) Program provides technical assistance to small, rural communities required to meet the same public health and environmental mandates as larger cities, but often lack the administrative, technical, or financial capacity to effectively do so.

Goal

Enable local governments to have adequate infrastructure to accommodate allocated growth and enable economic development and business opportunities, while maintaining the quality of life.

Results and Achievements

- Since 1999 staff has assisted more than 40 communities to secure over $142 million in state and federal funding, resulting in safer drinking water, environmental protection, and infrastructure that can serve community and economic development activities.
- Each year SCI helps bring at least one community (on average) into regulatory compliance with the state departments of Health or Ecology through improved water and/or wastewater systems.

Services

- Communities that need to upgrade their drinking water or wastewater systems are selected by regional offices of the departments of Health and Ecology to participate in the SCI Program.
- Help small incorporated cities and towns, unincorporated communities, counties, utility districts, and water associations in developing more focused projects, making strategic investments and identifying and accessing funding sources.
- Meet with communities upon request, serving as facilitators, advisors and resource brokers.
- Although each community’s situation is different, SCI staff typically form a local team comprised of local elected officials and staff and a technical team comprised of funding and regulatory staff. Together these teams develop an action plan to address water or wastewater system compliance issues including realistic funding scenarios.

Fast Facts

- The SCI Program is a collaborative effort between Commerce and the Washington State Departments of Health and Ecology.
- Projects in SCI communities usually take between two and seven years to complete planning, design and construction.
- SCI has regional offices in Olympia and Spokane.

Contact Information

Cathi Read
Program Manager, Olympia
360.725.3016
cathi.read@commerce.wa.gov

Jonathan Galow
Project Manager, Spokane
509.847.5021
jon.galow@commerce.wa.gov
Regional Transfer of Development Rights

Conserving rural, agricultural and forest lands

Purpose

A transfer of development rights (TDR) program is a market-based mechanism that encourages the voluntary transfer of growth from places where a community would like to see less development (referred to as sending areas) to places where a community would like to see more development (referred to as receiving areas.)

Strategic Goal

Enable local governments to have adequate infrastructure to accommodate allocated growth and enable economic development and business opportunities, while maintaining the quality of life.

Results and Achievements

Funding from a U.S. Environmental Protection Agency grant supports the Regional TDR Alliance - Puget Sound Regional Council, Department of Commerce, Pierce, Snohomish, and King Counties, and Forterra (formerly the Cascade Land Conservancy.)

Grants have been provided to 10 cities to work with the counties and plan for TDR receiving areas. Almost all of the receiving areas are in designated regional growth centers or city downtowns.

The benefits of a successful regional transfer of development rights program will be to

- Conserve rural, agricultural and forest lands
- Reduce vehicle miles traveled thereby reducing fuel consumption and emissions that contribute to climate change
- Reduce the impacts of storm water runoff to Puget Sound

Services

- Written guidance and direct technical assistance to counties and cities to increase the effectiveness of existing local TDR programs and new programs.
- A rule for a standard agreement between counties and cities that can be adopted by reference for the transfer of development rights between jurisdictions in lieu of an interlocal agreement.
• Provide on-line TDR resources to interested local governments.
• Administer TDR project grants to 10 cities planning for TDR receiving areas – Arlington, Everett, Issaquah, Mountlake Terrace, Normandy Park, Port Orchard, Puyallup, Seattle, Snohomish, and Tacoma.