



**Community Development Block Grant – Coronavirus
CONTRACT CLOSE OUT REPORT**

1. Contract Number: 20-6221C-127
2. Grantee Jurisdiction: Whatcom County
3. Chief Administrative Official and Title: Satpal Sidhu, County Executive
4. CDBG Contract End Date or Project Completion Date: December 31, 2023
5. Final Public Hearing Date: May 7, 2024
6. Brief project summary and results achieved: For Homeless Services: 339 adults and children experiencing homelessness received shelter in a motel. Families also received leveraged case management services to support resource connection, employment services and housing stability planning. For the microenterprise assistance: Three child care businesses that experienced negative impacts due to the COVID-19 pandemic were supported with funding. The funding helped recover losses due to low enrollment/revenue as well as add supplies and materials for health and safety.
7. Physical address and/or service area of the project/activity(s): Whatcom County

The chief administrative official of the grantee jurisdiction certifies that:

1. The financial information and data provided in this report is accurate as of the signature date indicated below.
2. The project was completed in accordance with the grant contract and scope of work.
3. A final public hearing was conducted to assess project performance.
4. Records supporting the information provided in this report will be maintained for a minimum of six (6) years from final close out and made available upon request.
5. The CDBG Program can use or reproduce all media material provided by the grantee.

In the event audits disclose disallowable costs, the Washington State Department of Commerce shall retain the right to recover an appropriate amount of costs after fully considering the recommendations on disallowed costs resulting from the final audit.

Signature:

_____ **Chief Administrative Official**

_____ **Date**

FINANCIAL SUMMARY

Budget Summary				
HUD IDIS Activity Number, Budget Code and Description (See the project A-19 invoice voucher information)		Expenditures		
IDIS Activity #	Budget Code and Description	Budget Amount	Funds Expended	Balance*
8295	21A – General Administration	\$6,000.00	\$	\$
8575	03T – Homeless Services	\$652,450.00	\$619,880.68	\$32,569.32
8297	18C – Microenterprise Assistance	\$30,742.00	\$28,180.32	\$2,561.68
8426	20A – Planning Only	\$ 168,733.00	\$168,733.00	\$0
Total CDBG		\$857,925.00	\$	\$
Other Funding				
		\$	\$	\$
		\$	\$	\$
Total Project		\$857,925.00	\$	\$0.00

*Any dollar amount reflected in the Total CDBG Balance column will be assumed as a de-obligation and returned to the CDBG Program.

PROGRAM INCOME

<p>1. Will this project generate program income?</p> <p>2. If “Yes” to question 1, have you submitted a Program Income Reuse Plan to your CDBG-CV project manager?</p> <p>For detail on program income and content of a Program Income Reuse Plan, see Section 4 CDBG Management Handbook.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No

BENEFICIARY SUMMARY

At CDBG-CV application, the grantee identified how each project activity would benefit low- and moderate-income (LMI) persons as well as the estimated ethnic and racial breakdown. Actual beneficiary data was required during the project.

BENEFICIARIES AT CLOSE OUT FORM

Note:

- General Administration (your admin) and planning budget codes do not require reporting.
- Totals for Lines 1, 2, and 3 should be the same.
- A separate report is required for each of your contract's activity codes

Budget Code: 03T – Homeless Services

IDIS Activity Number: 8575

Project Beneficiary – Persons Served

Service Year	2021	2022	2023
New Access (i.e. first in area)	46	223	70
Access to services/facility is no longer substandard			
Improved access (i.e. improved proximity)			
1. Total Persons	46	223	70

Racial/Ethnic Breakdown

Service Year	2021		2022		2023	
	# by Race	# of Hispanic	# by Race	# of Hispanic	# by Race	# of Hispanic
White	18	6	130	51	43	19
Black/African American			28	8	3	
Asian						
American Indian/Alaskan Native	9		32	8	2	
Native Hawaiian/Other Pacific Islander			2			
American Indian/Alaskan Native and White	2		1			
Asian and White			2		1	
Black /African American and White			12		4	
American Indian/Alaskan Native & Black/African American	1		2			
Other Multi-Racial	16	7	14	10	17	8
2. Total	46	13	223	77	70	27

Low- and Moderate-Income Breakdown

Service Year	2021	2022	2023
Very Low Income (0-30% AMI)	46	195	46
Very Low to Low Income (31-50% AMI)		28	24
Low to Moderate Income (51-80% AMI)			
Sub-Total			
Non-LMI (81% AMI and above)			
3. Total	46	223	70

Budget Code: 18C – Microenterprise Assistance

IDIS Activity Number: 8297

Project Beneficiary – Persons Served

Service Year	2021	2022	2023
New Access (i.e. first in area)			
Access to services/facility is no longer substandard		23	
Improved access (i.e. improved proximity)	21		
1. Total Persons	21	23	

Racial/Ethnic Breakdown

Service Year	2021		2022		2023	
	# by Race	# of Hispanic	# by Race	# of Hispanic	# by Race	# of Hispanic
White	2	0	1	0		
Black/African American						
Asian						
American Indian/Alaskan Native						
Native Hawaiian/Other Pacific Islander						
American Indian/Alaskan Native and White						
Asian and White						
Black /African American and White						
American Indian/Alaskan Native & Black/African American						
Other Multi-Racial						
2. Total	2	0	1	0		

Low- and Moderate-Income Breakdown

Service Year	2021	2022	2023
Very Low Income (0-30% AMI)	1	1	
Very Low to Low Income (31-50% AMI)	1		
Low to Moderate Income (51-80% AMI)			
Sub-Total			
Non-LMI (81% AMI and above)			
3. Total	2	1	

Micro-Enterprise Breakdown

Service Year	2021	2022	2023
New Business (did not exist prior to pandemic)	0	0	
Existing Business	2	1	
3. Total	2	1	

How many of the above businesses provide goods or services to meet the need of the service area?

Please provide the UEI/DUNS# for each business assisted:

Business Name	UEI/DUNS#
Lil Sprouts	032428400
Happy Hearts Daycare	118140400
The Growing Tree Child Care	111813307

***Include additional businesses on a separate sheet of paper (Or feel free to add rows to the above table in Word)**

BENEFICIARIES AT CLOSE OUT FORM INSTRUCTIONS:

This data is reported to HUD to document how CDBG funds are used in Washington State. HUD uses this data to report the use of CDBG funds nationally.

Budget Code and Activity Number: These are the same budget code(s) and activity numbers used on the budget summary. If in doubt, the Contract Data Sheet sent with the executed CDBG contract lists

the budget code(s) and Activity Number(s). Complete columns for each year during which services were delivered under this grant.

NOTE: General Administration (Budget Code 21A) and Planning (Budget Code 20) do not require reporting.

The totals for 1, 2, and 3 should be the same number.

1. **Project Beneficiary -- Persons Served:** Choose the appropriate accomplishment and enter the total number of beneficiaries for each activity.
2. **Racial/Ethnic Breakdown:** Insert the race and ethnicity for the beneficiary served at project completion. Use the first column, labeled # by Race, to list the number of individuals by racial group. HUD has designated Hispanic as an ethnic group. A person can be identified as both a member of a racial group and an ethnic group, but cannot be designated only as an ethnic group. If an individual is also of Hispanic ethnicity, count the individual also in the second column labeled # of Hispanic. **Do not add the # by Race column and the # Hispanic columns together. # Hispanic is a subset of # by Race.**
3. **Low- and Moderate-Income Breakdown:** Enter the number of persons by income category. If the 30% and 50% breakdown are unknown, at a minimum, enter the total number of low- and moderate-income beneficiaries as a "Sub-total LMI served". The total of LMI served and non-LMI served should be the same as sections 1, 2, and 3.

The CDBG Income Limits showing 30%, 50%, and 80% levels of area median income (AMI) by county are available on our website at www.commerce.wa.gov/cdbg under Guidance Materials.

***Projects meeting LM - the Presumed Benefit Activities:** If the activity qualified as exclusively benefiting clientele in special groups presumed by HUD to be principally LMI persons, report the number of persons benefiting under the following income categories unless you have information that supports reporting them under a different income category.

Group	Income Level
Abused children	Very low income
Battered spouses	Low income
Severely disabled adults	Low income
Homeless persons	Very low income
Illiterate adults	Low income
Persons with Aids	Low income
Migrant Farm workers	Low income
Elderly	Moderate income (If to acquire, construct, convert, and/or rehabilitate senior center)