



# RULE-MAKING ORDER

(RCW 34.05.360)

CR-103 (7/10/97)

Agency: Department of Community, Trade and Economic Development

- Permanent Rule
- Emergency Rule
- Expedited Adoption
- Expedited Repeal

(1) Date of adoption: Immediately 10/26/99 JT

(2) Purpose: To provide grants to local communities to provide operating assistance for existing transitional housing units and rental assistance for homeless families with children.

(3) Citation of existing rules affected by this order: New section to WAC 365-120.  
Repealed:  
Amended:  
Suspended:

(4) Statutory authority for adoption: RCW 43.63 A, RCW 63A.650, and E2SHBa 1493 (Chapter 267, Laws of 1999).  
Other Authority:

### PERMANENT RULE ONLY (Including EXPEDITED ADOPTION)

Adopted under notice filed as WSR \_\_\_\_\_ on \_\_\_\_\_ (date).  
Describe any changes other than editing from proposed to adopted version:

### EMERGENCY RULE ONLY

Under RCW 34.05.350 the agency for good cause finds:

- (a) That immediate adoption, amendment, or repeal of a rule is necessary for the preservation of the public health, safety, or general welfare, and that observing the time requirements of notice and opportunity to comment upon adoption of a permanent rule would be contrary to the public interest.
- (b) That state or federal law or federal rule or a federal deadline for state receipt of federal funds requires immediate adoption of a rule.

Reasons for this finding: The state has set aside \$5,000,000 for operating support and rental assistance for transitional housing for homeless families with children. **The state requires that half of these funds (\$2,500,000) be spent by June 30, 2000.** Local contractors will need time to develop these new programs, and if they have to wait for the permanent WAC to be adopted it will leave six months or less for them to spend their allocations. Immediate adoption would allow for contract execution in November of 1999.

### EXPEDITED REPEAL ONLY

Under Preproposal Statement of Inquiry filed as WSR \_\_\_\_\_ on \_\_\_\_\_ (date)

(5.3) Any other findings required by other provisions of law as precondition to adoption or effectiveness of rule?:

- Yes
  - No
- If Yes, explain:

(6) Effective date of rule:

Permanent Rules  
or Expedited Repeal

Emergency Rules

- 31 days after filing
- Other (specify) \_\_\_\_\_\*
- Immediately
- Later (specify)

\*(If less than 31 days after filing, specific finding in 5.3 under RCW 34.05.380(3) is required)

Name (Type or Print)

Jean Ameluxen

Signature

Title  
Director of Intergovernmental Relations

Date

10/26/99

### CODE REVISER USE ONLY

CODE REVISER'S OFFICE  
STATE OF WASHINGTON  
FILED

OCT 26 1999

TIME 10:36 AM

WSR 99-22-028 PM

**Note: If any category is left blank, it will be calculated as zero.  
No descriptive text.**

Count by whole WAC sections only, from the WAC number through the history note.  
A section may be counted in more than one category.

**The number of sections adopted in order to comply with:**

<b>Federal statute:</b>	New	Amended	Repealed
<b>Federal rules or standards:</b>	New	Amended	Repealed
<b>Recently enacted state statutes:</b>	New <u>1</u>	Amended	Repealed

**The number of sections adopted at the request of nongovernmental entity:**

New	Amended	Repealed
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**The number of sections adopted in the agency's own initiative:**

New	Amended	Repealed
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**The number of sections adopted in order to clarify, streamline, or reform agency procedures:**

New	Amended	Repealed
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**The number of sections adopted using:**

<b>Negotiated rule making:</b>	New	Amended	Repealed
<b>Pilot rule making:</b>	New	Amended	Repealed
<b>Other alternative rule making:</b>	New	Amended	Repealed

## NEW SECTION

**WAC 365-120-070. Transitional Housing, Operations and Rental Assistance (THORA) program.** The THORA program will provide grants for operating assistance for transitional housing facilities and rental assistance for homeless families with children. THORA will enable homeless families to make the transition from homelessness or emergency housing to permanent housing as they work toward self-sufficiency. In all instances, the term "department" refers to the state Department of Community, Trade and Economic Development. Funds will be distributed according to department formula.

(1) Operating Subsidy Program.

- (a) Eligible projects will provide transitional housing to the targeted population of homeless families with children whose incomes are at or below 30 percent of the area median income, as adjusted for household size.
- (b) Eligible households must be homeless and include a pregnant woman or one or more dependent children under the age of 18.
- (c) Operating subsidies shall not exceed 30 percent of the project's core operating budget for the year.
- (d) Rents shall not exceed 30 percent of the income of the targeted population.
- (e) Operating subsidies may be used for the cost of heat, electricity, water and sewer, garbage, repairs, maintenance, janitorial, property management (off-site and residential), insurance, accounting, marketing, intake, inspections, and case management. The local contractor must obtain department approval before using operating subsidies for other uses.

(2) Rental Assistance Program.

- (a) Eligible activities include no less than 91 days and no more than 24 months of assistance to help pay the cost of rent and utilities for amounts consistent with local market practices.
- (b) Eligible households must be homeless and include a pregnant woman or one or more dependent children under the age of 18. Households must have incomes that are equal to or less than 50 percent of the area median income as adjusted for household size. Households must sign a written agreement to participate in a Housing Stability Plan.
- (c) Local contractors must have written tenant selection, assistance denial or termination, and housing safety standards policies and procedures. All policies and procedures must be developed according to Department guidelines.
- (d) Rent subsidies will be appropriate to individual family incomes. A minimum tenant payment must be required by the local agency.
- (e) Program participants may not transfer their assistance to areas outside of the administering agency's jurisdiction.