

The seal of the State of Washington is faintly visible in the background of the teal header. It features a portrait of George Washington and the text "THE STATE OF WASHINGTON" and "1889".

Building Communities Fund 2022 report



Biennial report per RCW 43.63A.125



COMMUNITY CAPITAL
FACILITIES

December 2022

Report to the Legislature

Director Lisa Brown

Acknowledgments

Washington State Department of Commerce

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Special thanks to the Building Communities Fund Advisory Board for its unpaid services in reading and evaluating the 53 eligible applications Commerce received.

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Table of Contents

- Executive summary..... 2**
- Recommended projects 6**
- Next steps 12**
- Recommendations..... 12**
- Appendix A: Managing capital appropriations..... 13**
- Appendix B: Program administration 15**
- Appendix C: Building Communities Fund past projects 19**

Executive summary

Authorizing legislation

RCW 43.63A.125 established the Building Communities Fund (BCF) in 2008, directing the Department of Commerce (Commerce) to administer the program. The program grants 25% matching funds to nonprofit organizations for acquiring, constructing or rehabilitating facilities used for the delivery of social or health services. It is financed through the sale of state bonds.

In the 2021-23 biennium, the Legislature changed the match requirements for the project list submitted for consideration in the 2023-25 biennium, as follows:

- 100% of the total cost for projects up to \$100,000
- 75% of the total cost for projects that exceed \$100,000, up to \$250,000
- 50% of the total cost for projects that exceed \$250,000, up to \$500,000
- 25% of the total costs for projects that exceed \$500,000.

Recommended projects

The BCF Advisory Board recommends 51 projects totaling \$33,833,886 for consideration by the governor and the Legislature.

BCF Equity Assessment

The BCF program continued to build upon its 2021 program evaluation by conducting further research and beginning to develop new tools and processes based on the previous findings and recommendations.

Key findings

Pre-development costs pose a significant barrier to building communities.

Applying for a BCF grant requires significant pre-development operational costs, especially for by-and-for, Black, Indigenous, and People of Color (BIPOC) led organizations, and small rural organizations. A lack of funding to conduct the necessary pre-development work, such as project and fundraising feasibility plans, impedes these organizations from accessing BCF. Most of these organization's staff are direct service providers and also perform administrative duties, such as internal auditing and evaluation and human resources, as well as business activities, such as grant writing, marketing, and outreach and engagement. This was also found in the 2021 analysis.

The tiered approach had benefits, but did not address the needs of mid-range nonprofits and tribal governments.

The tiered match requirements added during the 2021 legislative session were intended to assist disadvantaged and lower-capacity organizations and alleviate barriers to access associated with the traditional 25% match requirement. Although tiered matching was recommended as a solution to address barriers to access from the 2021 BCF equity assessment, the tiered match approach did not accomplish the intended purpose.

The traditional project for large or small organizations through this program includes a funding portfolio, or project budget, ranging from \$2 million to \$30 million. These funding portfolios far exceed the tiered approach, which make the current tiers ineffective.

A majority of the projects requested more than \$100,000. Only 16% of grantees received 100% match for funding requests of less than \$100,000. Projects that did receive 100% match were sponsored by larger organizations or had experience navigating program funding requirements and had received state funds in a prior biennium.

The tiered match requirement specifically helps small projects, but doesn't address the barriers for disadvantaged or low capacity organizations to receive assistance for large projects (such as projects greater than \$500,000) that require 75% match. The average funding request for consideration in the 2023-25 budget cycle was \$1.1 million. In addition, more than 80% of requests are in communities with high [environmental health disparities](#), which demonstrates the critical place of program to invest in vulnerable communities that need thriving social and health facilities.

If the goal is to reduce barriers to access for disadvantaged and lower capacity organizations, there are opportunities to address them. For example:

- Lower match requirements could be set for organizations that meet a definition of disadvantaged or low capacity based on clear criteria, such as organizational size, geographic location, by-and-for organizations, and organizations that have not received previous state grants.
- Match could be set as a goal instead of a requirement. Projects with higher match amounts could be evaluated and ranked higher on the recommended projects list, but having a lower match amount wouldn't disqualify a project from applying or receiving a funding recommendation

Smaller and mid-range projects often need to make the decision whether to reduce project budgets for an increase in match funding or maintain the original budget to assist the feasibility of project delivery to the community. The outcomes of this include:

- Organizations reducing project budget to receive maximum match that may not produce projects that maximize the state's investment and the intended public benefit.
- Smaller organizations that require more financial assistance to complete larger projects continue to have issues with capital campaigns based on the tiered approach and their project budget.
- Increase in requests from larger organizations for smaller projects that they have funding capacity to complete.

Many organizations do not attempt to apply for Building Community Funds because of high pre-development costs.

During the 2022 outreach and engagement effort many organizations did not consider it feasible to apply for BCF funds due to the high cost of predevelopment: project feasibility study, fundraising feasibility plan, operations plan, LEED certification and real-estate consultation services are all costs that smaller organizations do not have to even apply for a BCF grant.

The Building Communities Outreach Tool is an effective tool for strategic outreach.

The 2021 report found that the traditional mass mailings and "word of mouth" method were not effective in reaching out to underrepresented communities. The Building Communities Outreach Tool was developed in

2022 and is a direct response to the recommendation that the BCF program step up engagement with these communities. The tool combines best practices from equity frameworks and LEAN business approaches to conduct effective outreach. From December 2021 to February 2022, a new employee member was hired and conducted extensive outreach and engagement through workshops that showed the effects of providing technical assistance and building community relationships

The tool helped double the number of by-and-for and BIPOC organizations' interest in BCF and presents many opportunities to expand the reach of BCF and similar programs. Through these additional outreach and engagement opportunities, 15 rural organizations with less than 20 employees were able to participate in the workshops. They would not have been able to participate if this event was held in-person in a larger city. A total of 34 BIPOC led and/or By-and-For organizations participated and mentioned that they also may not have been able to participate in other forums due to strains on staff time.

There are many underserved and rural areas across the state where carefully planned outreach and engagement can continue to increase the number of BCF applications, especially for BIPOC-led and by-and-for organizations. The tool helps staff locate areas of the state where BCF funding has not been traditionally available and helps them market the BCF program to organizations in the area, while offering a heightened awareness regarding each organization and who they might serve.

Virtual workshops provide more opportunities for rural, BIPOC-led, and by-and-for organizations to participate in outreach and engagement.

While digital divides still exist in Washington, especially for rural and BIPOC communities, virtual workshops provided employees the opportunity to engage with more organizations and allowed more equitable access to information. Adopting new tools of engagement allowed for more effective question and answer sessions and provided an opportunity for BCF to better market itself. Many organizations referred other organizations to apply after they attended a virtual workshop.

Translation services are critical to equitable outreach and engagement.

Translation services have been used for live transcription during virtual workshops in Spanish and Somali, as well as some written translation. However, funding must be requested each biennium for the specific program, which constrains strategic planning and maintenance of existing documents in other languages.

BCF staff have limited capacity to engage with the large number of organizational inquiries and needs.

While initial engagement and outreach was a success, this posed a new challenge for BCF staff. Inquiry calls increased by over 300% for the two program staff. BCF is continuously improving its processes and website information to provide clarity, but many of the questions are nuanced in nature and could not be addressed by staff conducting the initial outreach or standard FAQ documents. BCF staff are also responsible for eligibility review, which takes time and is part of their regular job duties. This limited number of employees also makes it challenging to implement all of the recommended changes and continuous improvement projects.

Next steps for Commerce

- Develop and invest in the Building Communities Outreach Tool and the staff who use it.
- Implement "compensation for participation" stipends that assist in recruiting low-income or underrepresented community members of state boards, commissions, councils, committees, and other similar groups.

Recommendations

- State funding technical assistance capacity building grant dollars for pre-development projects.
- Replace tiered approach with an increased match of 75% for all grantees on the recommended project list.

Recommended projects

Table 1: 2023-25 Building Communities Fund Recommended Project List

Rank	Organization Name / Application Title	Recommended
100% State Funds Tier		
1	Kitchen Spokane Expansion of Public Food Business Incubator	\$100,000
2	The Moore Wright Group Expanding Capacity for Workforce Development	\$98,500
3	Feast Collective Capital Expansion	\$100,000
4	Unbridled Spirit 7 Unbridled Spirit: Outdoor Program Space	\$68,131
5	Boys and Girls Clubs of Thurston County Yelm Boys & Girls Club Remodel	\$100,000
6	Boys and Girls Clubs of SnoCo S. Everett/Mulkiiteo Building Communities	\$100,000
7	Boys & Girls Clubs of Skagit County Sedro-Woolley Club Renovation	\$100,000
8	Cascade Community Healthcare United Learning Center	\$100,000
75% State Funds Tier		
9	Methow Valley Community Center Association Energy Retrofit	\$135,000
10	Northeast Youth Center HVAC replacement for ECEAP Classrooms	\$187,500
11	Centro Latino SER -Jobs For Progress	\$89,872
12	ReCyclery of Jefferson County ReCyclery Improvement	\$143,914
13	Southeast Youth & Family Services SEYFS Renovations	\$187,250
14	YWCA Clark County Community Office Repairs and Renovation	\$101,250
15	Sea Mar Community Health Centers Sea Mar CHC - Concrete	\$186,386
16	Sea Mar Community Health Centers Sea Mar CHC - Elma	\$187,471
17	Makah Indian Tribe of the Makah Indian Reservation Community Gymnasium	\$159,754
18	Lumen Early Learning Center Expansion	\$185,250
50% State Funds Tier		
19	CCS of Western WA Snohomish Family Center Improvements	\$205,556

Rank	Organization Name / Application Title	Recommended
20	Global Neighborhood Global Neighborhood Building Expansion	\$229,301
21	Bare Necessities/ The church on 304th Benston Hall	\$247,000
22	Helping Hands Behavioral Health Clinic	\$250,000
23	Making A Difference Foundation Eloise's Cooking Pot Food Bank Capital Remodel	\$242,500
25% State Funds Tier		
24	Snoqualmie Indian Tribe Childcare and Development Center Phase II	\$200,000
25	HopeWorks Social Enterprises Culinary Training Academy	\$635,268
26	Bellevue Boys & Girls Club Teen Center Building Renovation	\$318,122
27	Community Youth Services CYS Marina View Building Renovation	\$100,000
28	Africatown Community Land Trust William Grose Innovation Center	\$250,000
29	Friends of Youth Landing Youth Service Center	\$297,200
30	Children's Home Society of Washington North Seattle Family Support Center	\$1,089,500
31	Carl Maxey Center Carl Maxey Center Remodel - Phase 3	\$350,000
32	University Heights Center Community Kitchen, Safety, and Accessibility	\$250,000
33	Comprehensive Mental Health of Tacoma Pierce County	\$2,445,500
34	Nisqually Indian Tribe Nisqually Health and Wellness Center	\$6,000,000
35	Asian Pacific Cultural Center Asia Pacific Cultural Center Renovation	\$1,082,000
36	YMCA Pierce and Kitsap Counties Scott and Sis Names Family YMCA	\$3,000,000
37	Eritrean Association in Greater Seattle Eritrean Community Center Expansion	\$312,200
38	Step By Step Family Support Center Step By Step Early Learning Center	\$2,622,136
39	Christian Aid Center Community Meal Program	\$672,174
40	NEW Health Programs Association NEW Health Newport Capital Expansion	\$823,027
41	Willapa Community Development Assn. Veteran Housing and Resource Center	\$493,349
42	FamilyWorks Food Bank Renovation	\$425,000
43	Cham Refugees Community Cham Community Center	\$2,050,000

Rank	Organization Name / Application Title	Recommended
44	Puyallup Food Bank Puyallup Food Bank Facilities	\$558,166
45	Refugee Artisan Initiative RAI Maker Space + Cultural Center	\$777,968
46	Lake Stevens Community Food Bank Association Lake Stevens Food Bank	\$675,000
47	FamilyWorks New Family Resource Center Construction	\$325,000
48	FISH Food Pantry Renovation in Kittitas County	\$472,990
49	Community Health Care New Puyallup Health Center	\$2,000,000
50	Refugee Women's Alliance ReWA/LIHI MLK Renton	\$1,000,365
51	Peninsula Senior Activity Center Addition and Remodel	\$1,104,286
Total		\$33,833,886

2023-25 Building Communities Fund recommended project map

The map of 2023-25 BFC [recommended projects is available online](#). The list by state legislative district (LD) is below.

Table 2. Recommended projects list by county and state legislative district

Project	County	LD
Kitchen Spokane Expansion of Public Food Business Incubator	Spokane	4
The Moore Wright Group Expanding Capacity for Workforce Development	Grays Harbor	19
Feast Collective Capital Expansion	Spokane	3
Unbridled Spirit 7 Unbridled Spirit: Outdoor Program Space	Whatcom	42
Boys and Girls Clubs of Thurston County Yelm Boys & Girls Club Remodel	Thurston	2
Boys and Girls Clubs of SnoCo S. Everett/Mulkilteo Building Communities	Snohomish	38
Boys & Girls Clubs of Skagit County Sedro-Woolley Club Renovation	Skagit	39
Cascade Community Healthcare United Learning Center	Lewis	20
Methow Valley Community Center Association Energy Retrofit	Okanogan	12
Northeast Youth Center HVAC replacement for ECEAP Classrooms	Spokane	3
Centro Latino SER -Jobs For Progress	Pierce	27
ReCyclery of Jefferson County ReCyclery Improvement	Jefferson	24
Southeast Youth & Family Services SEYFS Renovations	King	37
YWCA Clark County Community Office Repairs and Renovation	Clark	49
Sea Mar Community Health Centers Sea Mar CHC - Concrete	Skagit	39
Sea Mar Community Health Centers Sea Mar CHC - Elma	Grays Harbor	24
Makah Indian Tribe of the Makah Indian Reservation Community Gymnasium	Clallam	24
Lumen Early Learning Center Expansion	Spokane	3
CCS of Western WA Snohomish Family Center Improvements	Snohomish	38
Global Neighborhood Global Neighborhood Building Expansion	Spokane	3

Project	County	LD
Bare Necessities/ The church on 304th Benston Hall	Pierce	2
Helping Hands Behavioral Health Clinic	Snohomish	38
Making A Difference Foundation Eloise's Cooking Pot Food Bank Capital Remodel	Pierce	27
Snoqualmie Indian Tribe Childcare and Development Center Phase II	King	5
HopeWorks Social Enterprises Culinary Training Academy	Snohomish	38
Bellevue Boys & Girls Club Teen Center Building Renovation	King	48
Community Youth Services CYS Marina View Building Renovation	Thurston	22
Africatown Community Land Trust William Grose Innovation Center	King	37
Friends of Youth Landing Youth Service Center	King	45
Children's Home Society of Washington North Seattle Family Support Center	King	46
Carl Maxey Center Carl Maxey Center Remodel - Phase 3	Spokane	3
University Heights Center Community Kitchen, Safety, and Accessibility	King	43
Comprehensive Mental Health of Tacoma Pierce County	Pierce	27
Nisqually Indian Tribe Nisqually Health and Wellness Center	Thurston	2
Asian Pacific Cultural Center Asia Pacific Cultural Center Renovation	Pierce	29
YMCA Pierce and Kitsap Counties Scott and Sis Names Family YMCA	Pierce	28
Eritrean Association in Greater Seattle Eritrean Community Center Expansion	King	37
Step By Step Family Support Center Step By Step Early Learning Center	Pierce	25
Christian Aid Center Community Meal Program	Walla Walla	16
NEW Health Programs Association NEW Health Newport Capital Expansion	Oreille	7
Willapa Community Development Assn. Veteran Housing and Resource Center	Pacific	19
FamilyWorks Food Bank Renovation	King	43
Cham Refugees Community Cham Community Center	King	37

Project	County	LD
Puyallup Food Bank Puyallup Food Bank Facilities	Pierce	25
Refugee Artisan Initiative RAI Maker Space + Cultural Center	King	46
Lake Stevens Community Food Bank Association Lake Stevens Food Bank	Snohomish	44
FamilyWorks New Family Resource Center Construction	Seattle	43
FISH Food Pantry Renovation in Kittitas County	Kittitas	13
Community Health Care New Puyallup Health Center	Pierce	25
Refugee Women's Alliance ReWA/LIHI MLK Renton	King	37
Peninsula Senior Activity Center Addition and Remodel	Pacific	19

Next steps

Develop and invest in the Building Communities Outreach Tool

Commerce will continue on the current efforts of updating the BCF outreach tool to make it more useful, intuitive and sustainable to meet program needs. There are many GIS efforts underway around diversity, equity, and inclusion work. The organization data collected from the BCF research can be integrated with other GIS layers to create a more powerful tool. This work requires more investment in IT and analyst time, in both new positions and designated work.

Implement compensation for participation in advisory boards

During the 21-23 BCF report, Commerce identified that the BCF advisory boards required a re-evaluation and expressed a plan to diversify the board based on the communities we serve. Efforts to diversify and expand the board are hindered by fiscal restraints, mostly financial. Advisory boards are made up of volunteers that steer the program review by adopting sound, ethical and legal governance and financial management policies to ensure nonprofits have adequate resources to carry out capital funding requirements. With the passage of [Chapter 245, Laws of 2022](#), we will execute our plan for compensation for participation stipends during the next application cycle scheduled for the fall of 2024.

Recommendations

The Building Communities Fund is one of the state's most targeted programs for helping communities develop capital facilities that meet the needs of vulnerable or underserved populations. In order to broaden access, the Legislature should consider:

- Funding technical assistance capacity building grant dollars for pre-development.
- Implement community and economic development responsibilities to our process per RCW 43.330.050
- Additional funding will allow Commerce to build on the ongoing technical assistance while granting \$1 million to the lowest capacity organizations so they can better compete for state capital funding by providing financial resources to address capacity barriers, such as hiring a consultant, project manager, grant writer, and others.
- Replace tiered approach with increase match to 75%.

Through the 2021 Listening Tour and the BCF outreach tool implementation process, stakeholders' top barrier to accessing capital resources stems from financial barriers. An increase in match for other competitive programs such as Building for the Arts (BFA), a similar program to BCF, was shown to reduce inequities in access.

Appendix A: Managing capital appropriations

Overview:

Agencies administering capital budget appropriations must adhere to many state laws, rules, and guidelines. Many projects must also meet additional state and/or federal statutory requirements. In addition, many capital budget appropriations require reports to the legislature and other program specific administration. This document describes only the general requirements for administering a capital budget appropriation.

Table 1. Select Administrative and Statutory Requirements

General Administration	Additional Statutory Requirements
OFM/Capital Budget Requirements	Statutory Requirements
Allowable Costs	Historic Preservation & Tribal Consultation
Staffing costs up to 3%	Executive Order 21-02
Program Costs	Federal Section 106
Financing	Environmental
Taxable/Non-taxable	SEPA
Reappropriations	NEPA
Land acquisition/Site Control	Growth Management
Real estate transactions	Urban growth area
Deeds of Trust	Critical Areas
Ownership or 15-yr lease - intended use	Local project review
Technical Assistance	Wage Determination
Contracting	Prevailing Wage
Attorney General Review	Davis Bacon (federal)
Audits	Energy
	LEED Standards

Commerce's Community Capital Facilities

The Community Capital Facilities Unit is a key ingredient in Commerce's overall mission to make communities stronger. In the 2021-23 biennium, the Legislature appropriated over \$315 million dollars to Commerce across the five funds managed in this Section. The Section used 14 staff to meet the administrative requirements of 459 projects. In addition, staff manages an additional 200 to 400 projects in re-appropriations. Total dollar value of projects managed by staff in any one biennium can therefore be \$650 to \$850 million dollars

Keys to successful projects: Why good project administration is essential

Site control

Project grantees must either own the impacted property or have a long-term lease

A grantee received a direct appropriation to construct a monument on land it did not control. All capital budget appropriations over \$250,000 require the state to maintain a security interest by placing the state on the deed or creating a leasehold deed of trust. In this project, the grantee did not want to enter into a lease agreement. Commerce worked with legislative budget staff and OFM to transfer ownership of the project to the local government that owned the project site.

Executive Order 21-02

All capital construction projects and land acquisition projects require cultural and historic review

A community received a capital budget appropriation to renovate a building. Later, the community decided to construct a facility next to the planned renovation. This triggered a new requirement to conduct a cultural resources review with the relevant tribal government. Commerce staff continued to support the renovation while supporting the new construction with assistance on Governors Executive Order 21-02 Cultural Review.

Growth Management Act (GMA)

Certain state funded projects require the local government to be in compliance under the Growth Management Act.

A local government received a legislative proviso from the Public Works Assistance Account. Staff noticed that the local government was out of compliance with certain provisions of the Growth Management Act and coordinated an extension to allow the project to move forward.

Final considerations

The most common delay of capital budget appropriations is the need to have all non-state funds raised before the project can even begin. Coordination and consultation with affected tribes is another milestone that can take time. Early coordination is key.

Each project must also be managed in accordance with OFM and Capital budget and accounting requirements. Commerce staff have extensive professional background in project and contract management and receive annual training to manage capital budget appropriations efficiently and effectively.

Appendix B: Program administration

Distressed communities

The Building Communities Fund (BCF) was established in 2008, replacing the Community Services Facilities Program established in 1997. This report is submitted to meet the requirements of RCW [43.63A.125](#) subsections (3) and (4).

BCF directs Commerce to identify qualified community and social service capital projects in distressed areas of the state and to evaluate and submit a ranked list of these projects to the governor and Legislature. These facilities must be used to deliver nonresidential community services, such as social service centers and multipurpose community centers, including those serving a distinct or ethnic population.

A distressed community must include at least one of the following characteristics:

- A county that has an unemployment rate that is 20 percent above the state average for the previous three years
- An area within a county that the department determines to be a low-income community, based on the low-income community designations in the U.S. Department of the Treasury-Community Development Financial Institutions Fund's new markets tax credit program
- A school district in which at least 50 percent of local elementary students receive free or reduced-price meals

In addition, RCW 43.63A.125 directs Commerce to:

- Establish a competitive process to solicit and evaluate applications from nonprofit organizations
- Evaluate applications in consultation with a citizen advisory board using objective criteria
- Submit biennially to the governor in the department's capital budget request a ranked list of the qualified eligible projects
- Submit biennially a summary report that describes the solicitation and evaluation process
- Develop and manage contracts as well as monitor project expenditures and grantee performance

Develop accountability and reporting standards for grant recipients; at a minimum, the department must use the process, including issues encountered and recommendations for improvements listed in [RCW 43.63A.125 \(2\)\(b\)](#) to evaluate the progress of each grant recipient

Submit a biennial report to the appropriate fiscal committees of the Legislature beginning Jan. 1, 2011.

For the project list submitted for consideration in the 23-25 biennium, BCF will pay as follows:

- A) One hundred percent of the total cost for projects up to \$100,000;
- B) Seventy-five percent of the total cost for projects that exceed \$100,000, up to \$250,000;
- C) Fifty percent of the total cost for projects that exceed \$250,000, up to \$500,000.
- D) Twenty five percent of the total costs for projects that exceed \$500,000.

The BCF is also allowed to make an additional award of up to 10 percent of the total granted amount for projects that face "exceptional circumstances," as defined in the statute. In addition, if the Legislature

appropriates operating funds for BCF, up to \$3 million of those funds can be used for technical assistance grants to interested parties. The BCF is financed through the sale of state bonds.

Grantee eligibility criteria

In the 2023-2025 cycle, BCF staff reviewed 73 submitted applications to ensure they met eligibility thresholds. Guidelines stipulate that applicants must:

- Be registered in the state as a nonprofit organization
- Have a legally constituted board of directors
- Agree to enter the Leadership in Energy and Environmental Design (LEED) certification process or apply for and receive an exemption
- Certify that state prevailing wages will be paid
- Have control of the project site through ownership or lease agreement
- Submit an executed joint operating agreement if applications are a partnership
- After completing a preliminary review to determine eligibility, program staff forwarded 21 applications to the BCF Advisory Board for review.

Project eligibility criteria

To be forwarded to the governor for funding consideration, projects must acquire, construct or rehabilitate a nonresidential facility used to deliver community services (such as social service and multipurpose community centers), including those serving a distinct or ethnic population. Projects must also be located in a distressed community or serve a substantial number of low-income or disadvantaged people.

Projects must meet at least one of the following criteria:

- Be located in a distressed county, as defined by the state Employment Security Department
- Be located in an area designated as a low-income community in the U.S. Department of the Treasury-Community Development Financial Institutions Fund's new markets tax credit program
- Be located in a school district in which at least 50 percent of local elementary students receive free or reduced-price meals

The board used the 10 evaluation benchmarks set forth in statute as a template for evaluating applications. To be forwarded to the governor for funding consideration, applicants had to demonstrate to the board's satisfaction that their project met all of the following 10 criteria:

- 1) The project will increase the range, efficiency or quality of the services provided to citizens.
- 2) The project will be located in a distressed community or will serve a substantial number of low-income or disadvantaged people.
- 3) The project will offer a diverse set of activities that meet multiple community service objectives. That could include, but is not limited to, providing social services, expanding employment opportunities for or increasing the employability of community residents, or offering educational or recreational opportunities separate from the public school system or private schools as long as recreation is not the sole purpose of the facility.
- 4) The project will reflect a long-term vision shared by residents, businesses, leaders and partners for the development of the community.
- 5) The project will require state funding to accomplish a discrete, usable phase of the project.
- 6) The project is ready to proceed and will make timely use of the funds.

- 7) The project is sponsored by one or more entities that have the organizational and financial capacity to fulfill the terms of the grant agreement and maintain the project into the future.
- 8) The project will fill an unmet need for community services.
- 9) The project will achieve its stated objectives.
- 10) The project is a community priority as shown through tangible commitments of existing or future assets made to the project by community residents, leaders, businesses and government partners.

Application solicitation process

The BCF solicitation process consists of five main elements: email announcements, email listserv, web links, outreach and engagement workshops, and application workshops.

Commerce curated an email list of organizations that might have an interest in applying for funding through BCF, and each received BCF application notices. In cases where umbrella organizations did not release their proprietary mailing lists to Commerce, each organization agreed to distribute BCF information in its regular newsletter to members. Participating organizations included:

- Community Action Agencies
- Association of Washington Cities
- Washington State Association of Counties
- Nonprofit organizations listed with the Office of the Secretary of State
- Commission on African American Affairs
- Commission on Hispanic Affairs
- Commission on Asian Pacific American Affairs
- Governor's Office of Indian Affairs
- Indian tribes in Washington state
- YMCAs and YWCAs
- Boys & Girls Clubs

Existing Commerce mailing lists of community nonprofit organizations (approximately 7,000)

All organizations or individuals who contacted Commerce concerning the BCF program or were referred by the Office of the Governor, the Office of Financial Management or the Legislature

The [BCF webpage](#) on the Commerce website offers information about BCF, including application guidelines, forms and a link to the online application. For outreach, staff conducted an online application workshop in June, 2022 with 250 people in attendance. The 2023-2025 BCF application timetable:

- Applications available: June 1, 2022
- Online workshop: June 15, 2022
- Applications due to Commerce: Aug. 5, 2022
- Board Hearings September 29, 2022

Role of the BCF Advisory Board

The BCF statute directs Commerce to develop and administer a competitive grant process. A key component is reviewing applications in consultation with a citizen advisory board. The BCF Advisory Board, which Commerce recruited and appointed, consists of volunteers with expertise administering or advocating on behalf of community nonprofit organizations throughout the state. The board also helps develop program policy, review applications and recommend projects for the governor and Legislature to review.

The 2023-2025 Advisory Board convened in October 2022 to review and rank applications. The board used the 10 evaluation benchmarks set forth in the statute to evaluate the applications. Project applicants also participated by completing a phase II questionnaire that assist board in identifying any new potential changes or progress made toward projects during the review period.

At the conclusion of the work session, a ranked list of 51 qualified eligible projects totaling \$33,833,886 was approved for submittal to the governor for consideration in the 2023-2025 capital budget. The Legislature will make the final determination regarding which projects, if any, will be included in the capital budget.

Appendix C: Building Communities Fund past projects

BCF projects from 2009-2023 are available on the [BCF historic map](#).

Projects from the 2011-13 biennium to present are listed below.

10-year BCF awardees

Biennium	Project Title	District
11-13	Serenity House of Clallam County	24
11-13	Boys & Girls Clubs of King County	31
11-13	YMCA of Pierce and Kitsap Counties	23
11-13	Jewish Family Service	43
11-13	Low Income Housing Institute	36
11-13	The Salvation Army	3
11-13	Share	49
11-13	Navos	34
11-13	Kitsap Community Resources	26
11-13	Transitional Programs for Women dba Transitions	3
11-13	Boys & Girls Clubs of the Columbia Basin	13
11-13	Village Green Foundation	23
11-13	Community Action Council of LMT	22
11-13	United Way of Kitsap County	26
11-13	ARC of Spokane	3
11-13	Dynamic Family Services	33
11-13	University District Food Bank	43
11-13	Community Health Care	28
11-13	YWCA Yakima	14
11-13	SafePlace	22
11-13	Allen Renaissance, Inc.	27
11-13	Kent Youth and Family Services	33

Biennium	Project Title	District
13 - 15	Interfaith Community Health Center	42
13 - 15	LaCrosse Community Pride	9
13 - 15	Gay City Health Project	43
13 - 15	YWCA Pierce County	27
13 - 15	University Heights Center for the Community	43
13 - 15	Brigid Collins Family Support Center	42
13 - 15	SafePlace	22
13 - 15	Spokane Neighborhood Action Partners	6
13 - 15	Associated Ministries of Tacoma-Pierce County	37
13 - 15	Friends of Youth	45
13 - 15	Behavioral Health Resources	22
13 - 15	Ryther	46
13 - 15	PROVAIL	46
13 - 15	Vadis	31
13 - 15	New Life CDA	23
13 - 15	MLK FAME Community Center	37
15 - 17	Seattle Tilth	37
15 - 17	Alternatives to Hunger DBA Bellingham Food Bank	42
15 - 17	Hopelink	48
15 - 17	Community Action of Skagit County	40
15 - 17	Centerforce	29
15 - 17	Eritrean Association in Greater Seattle	37
15 - 17	Tonasket Emergency Food Bank	7
15 - 17	Pierce County AIDS Foundation	29
15 - 17	Entiat Valley Community Services Food Bank	12
15 - 17	Market Foundation	43

Biennium	Project Title	District
15 - 17	Opportunity Council	42
15 - 17	FareStart	37
15 - 17	Blue Mountain Action Council	16
15 - 17	El Centro de la Raza	37
15 - 17	Women and Children's Free Restaurant & Community Kitchen	3
15 - 17	Domestic Violence and Sexual Assault Services of Whatcom County	42
15 - 17	International Community Health Services	32
15 - 17	Casa Latina	37
15 - 17	Centerstone	37
15 - 17	Puget Sound Regional Services	37
15 - 17	LASA	29
15 - 17	Seattle Indian Health Board	37
15 - 17	YMCA of Snohomish County	38
15 - 17	Navos	34
15 - 17	Valley Cities Counseling & Consultation	47
15 - 17	Young Men's Christian Association of Pierce and Kitsap Counties	31
15 - 17	Community Home Health and Hospice	17
15 - 17	Auburn Youth Resources	30
15 - 17	Sea Mar Community Health Centers	49
17 - 19	Boys & Girls Clubs of Snohomish County	7
17 - 19	Cocoon House	38
17 - 19	Mercy Housing Northwest	46
17 - 19	Skagit Valley Family YMCA	40
17 - 19	Edmonds Senior Center	21
17 - 19	Opportunity Council	42
17 - 19	Filipino Community of Seattle	37

Biennium	Project Title	District
17 - 19	Amara	37
17 - 19	YMCA of Yakima	14
17 - 19	Northwest Indian College	42
17 - 19	Lydia Place	42
17 - 19	Tacoma Community House	27
17 - 19	Peace Community Center	27
17 - 19	North Kitsap Fishline Food Bank	23
17 - 19	Martha & Mary Health Services	23
17 - 19	Ryan's House For Youth	10
17 - 19	Share	49
17 - 19	Country Doctor Community Clinic	43
17 - 19	CDM Caregiving Services	49
17 - 19	Friends of Youth	5
17 - 19	Helping Hands Food Bank	39
17 - 19	Catholic Community Services of King County	42
17 - 19	Bridgeview Housing	49
17 - 19	Aging in PACE Washington	37
17 - 19	YMCA of Greater Seattle	33
17 - 19	Brigid Collins House	40
17 - 19	Step By Step Family Support Center	25
17 - 19	YMCA of Greater Seattle	43
17 - 19	Boys & Girls Clubs of South Puget Sound	35
17 - 19	Congregations for the Homeless	41
17 - 19	First Place Scholars	37
17 - 19	HopeWorks Social Enterprises	38
19 - 21	Seattle Theatre Group	43

Biennium	Project Title	District
19 - 21	Music Center of the Northwest	36
19 - 21	Seattle Symphony Orchestra	43
19 - 21	Broadway Center for the Performing Arts	27
19 - 21	Bainbridge Artisan Resource Network	23
19 - 21	Nordic Heritage Museum Foundation	36
19 - 21	Imagine Children's Museum	38
19 - 21	Seattle Opera	43
19 - 21	KidsQuest Children's Museum	48
19 - 21	Central Stage Theatre of County Kitsap	23
19 - 21	Roxy Bremerton Foundation	26
19 - 21	Port Angeles Waterfront Center	24
19 - 21	Fort Worden Foundation	24
19 - 21	Sea Mar Community Health Centers	11
21 - 23	Chief Seattle Club	36
21 - 23	Asian Pacific Cultural Center	29
21 - 23	Community Youth Services	22
21 - 23	Coastal Community Action Program	19
21 - 23	Seven Acres Foundation	12
21 - 23	Eritrean Association in Greater Seattle	37
21 - 23	Ethiopian Community in Seattle	37
21 - 23	HealthPoint	11
21 - 23	Sea Mar Community Health Centers	36
21 - 23	Reliable Enterprises	20
21 - 23	NEW Health Programs Association	7
21 - 23	Nisqually Indian Tribe	2
21 - 23	Rainier Valley Food Bank	37

Biennium	Project Title	District
21 - 23	Sauk-Suiattle Indian Tribe	39
21 - 23	Sea Mar Community Health Centers	11
21 - 23	Lewis County Seniors	20
21 - 23	Volunteers of America of Eastern Washington and Northern Idaho	3
21 - 23	White Center Community Development Association	34
21 - 23	NATIVE Project	3
21 - 23	YouthCare	43