

Introduced _____
Public Hearing _____
Council Action _____
Executive Action _____
Effective Date _____

County Council of Howard County, Maryland

2026 Legislative Session

Legislative Day No. 11

Bill No. 58 -2026

Introduced by: Deb Jung

SHORT TITLE: Grants – County Grant Agreements – Requirements – Grants Application Platform and Data Base - Established

TITLE: AN ACT renaming certain sections of the County Code; amending the County’s authority to award grants; adding conditions for the application and awarding of grants; establishing requirements for the application and awarding of grants for the purchase, construction, development, or redevelopment of real property; establishing a centralized grants application platform and database; and generally relating to grants.

Introduced and read first time _____, 2026. Ordered posted and hearing scheduled.

By order _____
Michelle Harrod, Administrator

Having been posted and notice of time & place of hearing & title of Bill having been published according to Charter, the Bill was read for a second time at a public hearing on _____, 2026.

By order _____
Michelle Harrod, Administrator

This Bill was read the third time on _____, 2026 and Passed ___, Passed with amendments ____, Failed ____.

By order _____
Michelle Harrod, Administrator

Sealed with the County Seal and presented to the County Executive for approval this _____ day of _____, 2026 at ___ a.m./p.m.

By order _____
Michelle Harrod, Administrator

Approved by the County Executive _____, 2026

Calvin Ball, County Executive

NOTE: [[text in brackets]] indicates deletions from existing law; TEXT IN SMALL CAPITALS indicates additions to existing law; ~~Strike-out~~ indicates material deleted by amendment; Underlining indicates material added by amendment.

Section 1. *Be It Enacted* by the County Council of Howard County, Maryland, that the Howard County Code is amended as follows:

By amending:

Title 22 -. “General Provisions”

Subtitle 7 -. “Grants”

Section 22.700 -. “County authorized to award grants”

By renaming and amending:

Title 22-. “General Provisions”

Subtitle 7-. ”Grants”

Section 22.701 -. “Information to be provided” to “Grant application and Pre-award Evaluation.”

Section 22.704 -. “Grant agreement” to “Grant agreement and post-award review.”

By adding:

Title 22 -. “General Provisions”

Subtitle 7 -. “Grants”

Section 22.705-. “Grant agreements for the purchase, construction of improvements, development, or development of real property”

Section 22.706-. “Grants application platform”

Section 22.707 -. “Grants database”

Title 22 – General Provisions

Subtitle 7. Grants

Sec. 22.700. County authorized to award grants.

- (a) Howard County may award grants of funds or in-kind assistance FOR SERVICES TO COUNTY RESIDENTS to nonprofit agencies WITH A MINIMUM OF TWO YEARS OF EXPERIENCE DELIVERING SERVICES SPECIFICALLY RELATED TO THE GRANT BEING SOUGHT [[which provide services to County residents]].
- (b) Grants are initiated when a nonprofit agency requests a grant to provide a certain service or when the County solicits nonprofit agencies to provide a certain service.

- 1 (c) Grants may be funded with County funds or from designated private, State, regional, or
2 Federal funds.

3
4 **Sec. 22.701. [[Information to be provided]] GRANT APPLICATION AND PRE-AWARD**
5 **EVALUATION.**

6 Nonprofit agencies seeking a grant from Howard County shall submit information THROUGH
7 THE CENTRALIZED GRANTS APPLICATION PLATFORM [[to the County department or office which
8 will administer the grant in a format prescribed by that agency]] and shall include:

- 9 (A) A general description of the nonprofit agency's membership and mission; a copy of its
10 Charter and bylaws, a listing of its officers, Directors, and principal staff members; and
11 evidence of its nonprofit status AND GOOD STANDING;
- 12 (B) THE MOST RECENT TWO YEARS OF FEDERAL FINANCIAL RETURNS FOR THE NONPROFIT
13 AGENCY, INCLUDING OTHER NONPROFITS AGENCIES AND CORPORATIONS LEGALLY
14 CONNECTED TO THE NONPROFIT AGENCY APPLYING FOR THE GRANT, SHOWING
15 FINANCIAL DETAILS, AND A SUMMARY OF THEIR CHARITABLE ACTIVITIES; OR A
16 COMPILATION OF FINANCIAL STATEMENTS IF THE NONPROFIT AGENCY APPLYING FOR THE
17 GRANT IS NOT REQUIRED TO FILE FEDERAL FINANCIAL RETURNS;
- 18 (C) A LIST OF THE ANTICIPATED NUMBER OF INDIVIDUALS, THEIR RESPONSIBILITIES, AND
19 COMPENSATION IN THE PERFORMANCE OF THE GRANT-RELATED SERVICES;
- 20 (D) A COPY OF ANY CONTRACT OF EMPLOYMENT OR AGREEMENT FOR THE PERFORMANCE OF
21 SERVICES IN EXCHANGE FOR COMPENSATION IN EFFECT DURING THE CURRENT FISCAL
22 YEAR WITH ANY PERSON OR ENTITY WHO IS REGULATED AS A LOBBYIST UNDER SECTION
23 22.207 OF THIS CODE; AND
- 24 [[(b)]] (E) A description of the service the nonprofit agency proposes to provide with the
25 grant, who will provide the service (staff and/or volunteers), where it will be provided,
26 who will receive the service (target population), and how much it will cost to provide
27 the service INCLUDING OVERHEAD AND ADMINISTRATIVE COSTS.

1 **Sec. 22.704. Grant agreement AND POST-AWARD REVIEW.**

2 A grant shall not be awarded unless the nonprofit agency has executed a grant agreement
3 with the County which sets forth:

4 (A) The amount of the grant.

5 (B) THE IDENTITY AND AMOUNT OF OTHER SOURCES OF FUNDING FOR THE PROJECT OR
6 ACTIVITY WHICH IS THE SUBJECT OF THE GRANT.

7 (C) THE CONDITIONS THE NONPROFIT AGENCY IS REQUIRED TO SATISFY BEFORE
8 DISBURSEMENT OF THE GRANT FUNDS.

9 (D) A REQUIREMENT TO COMPLY WITH ANY FEDERAL OR STATE CONDITIONS IF THE GRANT
10 INCLUDES FEDERAL OR STATE FUNDS.

11 ~~[(b)]~~ (E) The service to be provided with the grant, where it will be provided, and who will
12 receive the service (target population).

13 ~~[(c)]~~ (F) The type and format of the reports and records which the nonprofit agency
14 ~~[[will]]~~ SHALL be required to keep in order to DOCUMENT THE PROGRAM'S GOALS,
15 PERFORMANCE, RESULTS, BUDGET, AND SPENDING ~~[[provide accountability and which~~
16 will be subject to County audit]].

17 ~~[(d)]~~ (G) Provisions to assure that there will be adequate public advertising and
18 notification to potential recipients of the service.

19 ~~[(e)]~~ (H) Provisions to assure that the agency and the services provided will be in
20 compliance with Federal, State and County laws and regulations, including conformity
21 with the provisions of subtitle 2, "human rights," of title 12 of the Howard County
22 Code.

23 (I) PROVISIONS TO REMEDY NON-COMPLIANCE THAT SHALL INCLUDE REPAYMENT OF ALL OR
24 A PORTION OF THE GRANT FUNDS WHICH HAVE BEEN DISBURSED.

25 ~~[(f)]~~ (J) Provisions to indemnify the County from any claims which might be made against
26 the County as a result of the grant.

27 ~~[(g)]~~ (K) A requirement to provide the Department or office administering the grant with annual
28 FINANCIAL RECORDS AND A PROGRAM REPORT ~~[[audit and/or program report]]~~ on the

1 [[agency's]] NONPROFIT AGENCY’S use of the grant during the County's previous fiscal year.
2 [[and,]] ALL REQUIRED REPORTING MAY BE AUDITED BY THE COUNTY. [[subject to section
3 22.1000]] to send copies of the audit and/or program report]] COPIES OF ALL REQUIRED
4 REPORTING SHALL BE SENT to the County Executive and the County Council. THE COUNTY
5 SHALL POST THE REQUIRED REPORTING TO THE GRANTS DATABASE AND THE COUNTY
6 COUNCIL SHALL POST THE REQUIRED REPORTING TO THE COUNTY COUNCIL’S WEBSITE.

7 NONPROFIT AGENCIES SHALL BE REQUIRED TO SUBMIT REPORTS AS FOLLOWS:

8 (1) NONPROFIT AGENCIES WITH GROSS INCOME FROM CHARITABLE CONTRIBUTIONS UNDER
9 \$500,000 SHALL SUBMIT A PROGRAM REPORT AND COMPILATION OF FINANCIAL
10 STATEMENTS.

11 (2) NONPROFIT AGENCIES WITH GROSS INCOMES FROM CHARITABLE CONTRIBUTIONS OF
12 \$500,000 OR MORE SHALL SUBMIT A PROGRAM REPORT AND AN INDEPENDENT AUDIT
13 REPORT.

14
15 **SEC. 22.705. GRANT AGREEMENTS FOR THE PURCHASE, CONSTRUCTION OF IMPROVEMENTS,**
16 **DEVELOPMENT, OR REDEVELOPMENT OF REAL PROPERTY.**

17 (A) *GRANT APPLICATION AND PRE-AWARD EVALUATION.* IN ADDITION TO THE INFORMATION
18 REQUIRED BY SECTION 22.701 OF THIS SUBTITLE, GRANT AGREEMENTS FOR THE PURCHASE,
19 CONSTRUCTION OF IMPROVEMENTS, DEVELOPMENT, OR REDEVELOPMENT OF REAL PROPERTY
20 SHALL ALSO INCLUDE:

21 (1) A STATEMENT OF FINANCIAL POSITIONS TO INCLUDE SOURCES AND USES OF CASH,
22 ASSETS, LIABILITIES, AND EXISTING DEBT OF THE NONPROFIT AGENCY;

23 (2) A DEMONSTRATION OF EXPERIENCE COMPLETING SIMILAR PROJECTS, INCLUDING
24 PAST PROJECT PERFORMANCE, AWARD AMOUNTS AND SOURCES, AND VERIFIABLE
25 COMPLETION RATES;

26 (3) AN ESTIMATION OF TOTAL PURCHASE COSTS, PROJECT CONSTRUCTION COSTS, AND
27 SUFFICIENT SOURCE OF FUNDS; AND

28 (4) A BUSINESS PLAN DETAILING PROJECTED OPERATING COSTS AND SOURCES OF
29 REVENUE FOR THE PROJECT, IF APPLICABLE.

- (B) *GRANT AGREEMENT.* IN ADDITION TO THE REQUIREMENTS OF SECTION 22.704 OF THIS SUBTITLE, AN AGREEMENT FOR A GRANT FOR THE PURCHASE, CONSTRUCTION OF IMPROVEMENTS, DEVELOPMENT, OR REDEVELOPMENT OF REAL PROPERTY SHALL PROVIDE:
- (1) A SCOPE OF WORK, PERFORMANCE OUTCOMES AND DELIVERABLES;
 - (2) LONG-TERM USE REQUIREMENTS TO ENSURE THAT THE PROJECT IS USED TO SERVE THE PUBLIC GOOD;
 - (3) A REQUIREMENT FOR AT LEAST 25% OF TOTAL PROJECT COSTS FROM PRIVATE OR NON-COUNTY SOURCES AS WELL AS AN ENUMERATION OF GRANT-QUALIFIED AND GRANT-EXCLUDED CONSTRUCTION OR OPERATION COSTS AND EXPENSES;
 - (4) A REQUIREMENT THAT ANY PROJECT THAT IS FUNDED IN WHOLE OR IN PART BY THE GRANT INCLUDE A PERFORMANCE SECURITY, SUCH AS A FINANCIAL GUARANTEE OR BOND, TO ENSURE THAT THE PROJECT IS FINALIZED;
 - (5) THE START AND END DATE OF THE AGREEMENT;
 - (6) PRELIMINARY PLANS, SPECIFICATIONS, AND A CONSTRUCTION SCHEDULE;
 - (7) REAL-TIME FISCAL CONTROLS-PROVIDING AUTOMATED FINANCIAL GOVERNANCE FOR SPENDING AND BUDGET REPORTING, MONITORING, AND COMPLIANCE;
 - (8) A DETERMINATION FOR HOW THE GRANT AWARD WILL BE DISBURSED BASED ON CONSTRUCTION MILESTONES; NO GRANT MAY BE DISBURSED IN ONE PAYMENT;
 - (9) FOR THE SUSPENSION OF PAYMENTS FOR FAILURE TO COMPLY WITH GRANT TERMS AND CONDITIONS;
 - (10) PROOF OF INSURANCE;
 - (11) A PROVISION THAT ALL GRANT FUNDS SHALL BE REPAID IN THE EVENT THAT THE PROPERTY IS SOLD AND USED FOR ANOTHER PURPOSE OTHER THAN THE GRANT-FUNDED PURPOSE AFTER A PERIOD OF 10 YEARS FOLLOWING THE EXPIRATION OF THE TERMS OF THE GRANT AGREEMENT;
 - (12) A PROVISION THAT AT THE END OF THE GRANT TERM, ALL UNSPENT FUNDS SHALL BE RETURNED TO THE DEPARTMENT OR AGENCY ADMINISTERING THE GRANT;

(13) A STATEMENT THAT THE USE OF GRANT FUNDS IS PROHIBITED FOR LOBBYING,
POLITICAL ACTIVITIES, OR CAMPAIGN CONTRIBUTIONS;

(14) OTHER TERMS AND CONDITIONS SET BY THE COUNTY DEPARTMENT OR AGENCY
ADMINISTERING THE GRANT; AND

(15) A STATEMENT REQUIRING COMPLIANCE WITH THIS SUBTITLE.

(C) *AFFIDAVIT OF COMPLIANCE.* A NONPROFIT AGENCY SHALL BE REQUIRED TO SUBMIT AN
AFFIDAVIT OF COMPLIANCE TO THE COUNTY STATING THAT THE REQUIREMENTS OF THIS
SECTION HAVE BEEN SUCCESSFULLY COMPLETED. FOR THE CONSTRUCTION, DEVELOPMENT,
OR REDEVELOPMENT OF REAL PROPERTY, AN AFFIDAVIT OF COMPLIANCE SHALL BE REQUIRED
PRIOR TO THE ISSUANCE OF ANY CERTIFICATE OF USE AND OCCUPANCY CONNECTED TO THE
GRANT.

(D) *GRANT AGREEMENT FOR THE PURCHASE OF REAL PROPERTY.* FOR A GRANT DISTRIBUTED ONLY
FOR THE PURCHASE OF REAL PROPERTY UNDER THIS SUBTITLE THE PROVISIONS OF SECTION
22.705(B) (1), (3) (6), (7) AND (8) SHALL NOT APPLY.

SECTION. 22.706. GRANTS APPLICATION PLATFORM.

THE CHIEF ADMINISTRATIVE OFFICER SHALL COORDINATE THE CREATION AND MAINTENANCE
OF A CENTRALIZED APPLICATION PLATFORM ACCESSIBLE ONLINE FOR USE BY NONPROFIT AGENCIES
SEEKING COUNTY GRANT FUNDS. THE CHIEF ADMINISTRATIVE OFFICER SHALL ALSO DEVISE A
STANDARDIZED APPLICATION FORM COMPLYING WITH SECTION 22.701 OF THIS CODE FOR USE BY
NONPROFIT AGENCIES SEEKING COUNTY GRANT FUNDS. THE STANDARDIZED APPLICATION FORM
MAY BE SUPPLEMENTED BY THE DEPARTMENT ADMINISTERING THE GRANT.

SECTION. 22.707. GRANTS DATABASE.

THE CHIEF ADMINISTRATIVE OFFICER SHALL COORDINATE THE CREATION AND MAINTENANCE
OF A CENTRALIZED PUBLICLY ACCESSIBLE GRANTS DATABASE THAT INCLUDES INFORMATION
REGARDING:

(A) EACH GRANT OPPORTUNITY OFFERED BY THE COUNTY;

1 (B) THE PURPOSE, DATE, AMOUNT, CONTACT INFORMATION, AND RECEIVING DEPARTMENT
2 FOR GRANTS RECEIVED BY THE COUNTY FROM EXTERNAL SOURCES; AND

3 (C) THE PURPOSE, DATE, AMOUNT, CONTACT INFORMATION FOR THE NONPROFIT AGENCY
4 AND FOR THE RECEIVING COUNTY DEPARTMENT, AND GRANT AGREEMENT OF EACH
5 GRANT AWARDED BY THE COUNTY.

6 (1) FOR SERVICE GRANTS INCLUDE PARTICIPANT QUALIFICATIONS AND
7 ENROLLMENT INFORMATION FOR THE SERVICES FUNDED BY THE AWARDED
8 GRANT.

9 (D) AUDITS, PROGRAM REPORTS, AND OTHER REQUIRED DOCUMENTATION FROM NONPROFIT
10 AGENCIES.

11
12
13 ***Section 2. And Be It Further Enacted*** by the County Council of Howard County, Maryland that this Act
14 *shall become effective 61 days after its enactment.*
15