

County Council of Howard County, Maryland

2017 Legislative Session

Legislative Day No. 6

Resolution No. 52 -2017

Introduced by: The Chairperson at the request of the County Executive

A RESOLUTION adopting Howard County's Annual Action Plan for housing and community services to qualify for the receipt of federal Community Development Block Grant and Home Investment Partnership Program funds.

Introduced and read first time April 3, 2017.

By order Jessica Feldmark
Jessica Feldmark, Administrator

Read for a second time at a public hearing on April 19, 2017.

By order Jessica Feldmark
Jessica Feldmark, Administrator

This Resolution was read the third time and was Adopted , Adopted with amendments , Failed , Withdrawn , by the County Council on May 1, 2017.

Certified By Jessica Feldmark
Jessica Feldmark, Administrator

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

1 **WHEREAS**, the Department of Housing and Urban Development ("HUD") has
2 determined that Howard County qualifies as an Urban County and is eligible to receive funds
3 under the Community Development Block Grant ("CDBG") and Home Investment Partnership
4 Program ("HOME"); and

5
6 **WHEREAS**, the primary objective of HUD in awarding CDBG and HOME funds is to
7 develop viable urban communities by providing funding and programs to ensure decent housing,
8 suitable living environments, and expanded economic opportunities, principally for persons of
9 low and moderate incomes; and

10
11 **WHEREAS**, in order to keep Howard County eligible to receive Entitlement Grants, the
12 County Council approved a Consolidated Housing Plan by adopting Council Resolution No. 51-
13 2016 on May 2, 2016; and

14
15 **WHEREAS**, in order to obtain the yearly entitlement of CDBG and HOME funds, the
16 County must adopt an Annual Action Plan that implements the Strategic Plan as required under
17 the Consolidated Housing Plan.

18
19 **NOW, THEREFORE, BE IT RESOLVED** by the County Council of Howard County,
20 Maryland this 1st day of May, 2017 that it adopts the Howard County Annual
21 Action Plan Federal Fiscal Year 2017 in substantially the form as attached hereto for purposes of
22 qualifying for Community Development Block Grant and Home Investment Partnership Program
23 funds.

FFY 2017 Annual Action Plan

Draft

Howard County, MD



**Howard County Department
Of
Housing and Community Development
6751 Columbia Gateway Drive, 3rd Floor
Columbia, MD 21046**

Director, Kelly Cimino

FFY17 ACTION PLAN TIMELINE
Updated December 16, 2016

Public

DATE	ACTION ITEM
NOVEMBER, 2016	
November 17, 2016	Public Notice/Notice of Public Needs Hearing #1 - Published
DECEMBER, 2016	
December 1, 2016	Public Hearing / Public Needs Hearing #1
December 22, 2016	Public Notice/Notice of Public Needs Hearing #2 (Public Meeting) Published and Posted to Web-page
JANUARY, 2017	
January 5, 2017	Public Needs Hearing #2 (Public Meeting) Distribute RFP's and Post RFP to Web-Page
January 27, 2017	RFP Submission Deadline (3:30 pm)
FEBRUARY, 2017	
February 9, 2017	Publish and Posted on Web-Page Public Notice/Notice of Public Meeting For Public Comment Period Meeting on March 14, 2017
February 14, 2017	30 day Public Comment Period Begins
MARCH, 2017	
March 14, 2017	30 day Comment Public Meeting #3
March 15, 2017	30 day Public Comment Period Ends
March 30, 2017	Publish and Posted on Web-Page Public Notice/Notice of Public Hearings Council and Housing Board Hearings #4 and #5
APRIL, 2017	
April 3, 2017	Resolution Submitted to Council
April 13, 2017	Public Hearing #4 for County Resolution Process (Housing Board Meeting)
April 19, 2017	Public Hearing at County Council / Public Hearing #5 for County Resolution Process (Director Cimino to Testify)
MAY, 2017	
May 1, 2017	County Council Vote
May 17, 2017	Final Action Plan due to HUD

HOWARD COUNTY, MD - FFY2017 ANNUAL ACTION

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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

In accordance with federal requirements for jurisdictions receiving funds from the United States Department of Housing and Urban Development (HUD) for housing and community development programs, Howard County has prepared its FFY2017 Annual Action Plan for its five year Consolidated Plan for FFY2016-2020. This Action Plan outlines how the County will use federal resources to address the current housing and community development needs of our low to moderate income population, while remaining aligned with the goals outlined in our Consolidated Plan.

Howard County's FFY2016-2020 Consolidated Plan identifies that housing affordability is the primary barrier to households finding accessible, decent, safe and sanitary housing; 46.8 % of all renter households and 42.3% of all homeowners households are cost overburdened by 30% or more. Plus the need for this housing far exceeds the supply of housing; especially for cost-burdened and low-income (6,039), very low-income (5,265), and extremely low-income (4,330) households in the County.

Additionally, the County's owner-occupied housing units (74.2%) exceeds the renter occupied units (25.8%) by a factor of 3 to 1; putting an additional housing affordability demand on the County's housing stock. Coupling this housing scarcity is the fact that household incomes are not keeping pace with the cost of housing. Income grew by 45.4% while housing costs for renting increased by 60.2% and the cost of buying a home increased by 111.0% from 2000 to 2011.

The Con Plan identifies, using U.S. Census data; that lower income renter and owner households; elderly persons; frail elderly; single person households; large families; victims of domestic violence, dating violence, sexual assault and stalking; and persons with disabilities were more affected by these housing problems. The concern about rent and mortgage overburdened households is that low-income resident that experience rent or mortgage overburden become unstable and face homelessness with first-time crises, loss of income, or health issues.

Howard County found the projects awarded funding in the FFY17 Annual Action Plan, the 2nd year of our 5-year plan, address the priorities identified through the County's needs hearing and citizen participation and consultation process. This process revealed that the County's current needs and priorities remain to be reflective of the broader input received during the development of Howard County's FFY2016-2020 Consolidated Plan.

Through this application, Howard County is working to not only preserve and retain the affordable housing stock through housing rehab, but is also increasing the availability of affordable permanent housing for persons with disabilities, special needs populations and homeless citizens in our community.

To address the complex issues contributing to homelessness in our community, the activities submitted also provides a multi-faceted network of programs and support services that prevent homelessness as often as possible and coordinates care for homeless individuals and families so they may become self-sufficient as quickly as possible.

In addition to these other activities, Howard County is working with income eligible residents to provide financial coaching to focus on credit score improvement and debt reduction with the goal of moving the household towards homeownership.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Please AP-20 Annual Goals and Objectives section for this information.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Howard County strives to equitably allocate CDBG and HOME funds to income eligible areas and persons throughout the County and funded activities during the first year to begin meeting the County's FFY 2016 to FFY 2020 Five Year Consolidated Plan goals and objectives. The County's CDBG and HOME Programs regularly meets the performance standards established by HUD. Each year the County prepares its Consolidated Annual Performance Report (CAPER) which summarizes the objectives it has addressed in achieving the Con Plan goals and objectives. The County submits its CAPER within ninety (90) days of the start of the new program year. Copies of the CAPER are available for review at the County's Department of Housing and Community Development and on the Department's webpage.

In the FFY 2015 CAPER, Howard County expended 84.33% of its CDBG funds to benefit low- and moderate-income persons. The County expended 8.35% of its funds during the FFY 2015 CAPER period on public service, which is below the statutory maximum of 15%. The County expended 4.8% of its funds during this CAPER period on Planning and Administration, which is well below the statutory maximum of 20%. The County met the required 1.5 maximum drawdown ratio. The County's ratio was .74 as of May 10, 2016.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Howard County, in compliance with the County's Citizen Participation Plan, advertised and held five (5) public hearings on the needs and goals of the County's CDBG and HOME Programs. The public hearings provided residents with the opportunity to discuss the programs and to offer their suggestions on future program priorities. The public hearings were advertised in The Howard County Times and Columbia Flier on November 17, 2016, December 22, 2016, February 9, 2017, and March 30, 2017.

The County maintains a stakeholder contact list for the CDBG and HOME programs. All stakeholders received emails notifying the listees of the public hearings, meetings, and the survey. A copy of the list can be found in the attachment. A "Draft Plan" was placed on display at the Department of Housing and Community Development, 6751 Columbia Gateway Drive, 3rd Floor, Columbia, MD 21046 from February 14, 2017 until March 15, 2017 for review and comment. The draft plan review period was advertised in The Howard County Times and Columbia Flier on February 9, 2017. The advertisement was also published on the Department's webpage.

Additionally, during the planning phase of the Howard County's FFY2017 Annual Action Plan, the Department's staff created an online survey to acquire additional feedback from human service and housing providers, as well as advocates serving clients in Howard County. The survey was posted on the County's website for anyone that was interested in taking the survey. The survey remained accessible from December 5, 2016 until February 10, 2017.

The County developed the Annual Action Plan based on the input received from stakeholders. All comments and surveys received during our needs assessment phase were factored into our CDBG and HOME program application process, ranking and review, and in the writing of Howard County's Annual Action Plan to HUD.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The County held its Needs Public Hearing on December 1, 2016 at 10:30 AM. The County held its Second Public Hearing on January 5, 2017 10:30 AM. The County held its Third Public Hearing on March 15, 2017 at 6 PM. The County held the Forth Public Hearing on April 13, 2017 at the Housing Board monthly meeting. A Fifth Public Hearing was held on April 19, 2017 at 7 PM during the Howard County Council's April Hearing. A full list of meeting notes can be found in the Citizens Participation appendix.

The Resident Survey was live from December 5, 2016 until February 10, 2017. A copy of the survey can be found in the Citizens Participation appendix.

The County developed the Annual Action Plan based on the input received from stakeholders. All comments and surveys received during our needs assessment phase were factored into our CDBG and HOME program application process, ranking and review, and in the writing of Howard County's Annual Action Plan to HUD.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments and views were incorporated into this plan.

7. Summary

The County has allocated its CDBG funds for FFY 2017 based on which activities will principally benefit low- and moderate-income persons.

The Public Facilities activities serve a low- and moderate-income clientele or presumed benefit.

The Housing activities have an income eligibility criterion; therefore, the income requirement restricts funds only to low- and moderate-income households throughout the County.

The Public Service activities serve a low- and moderate-income clientele or presumed benefit.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	HOWARD COUNTY	Department of Housing and Community Development
HOME Administrator	HOWARD COUNTY	Department of Housing and Community Development

Table 1 – Responsible Agencies

Narrative (optional)

Howard County's Department of Housing and Community Development is the administrating agency for the CDBG and HOME programs. The Department prepares the Five Year Consolidated Plans, Annual Action Plans, Environmental Review Records (ERR's), the Consolidated Annual Performance Evaluation Reports (CAPER), monitoring, pay requests, contracting, and oversight of the programs on a day to day basis.

Consolidated Plan Public Contact Information

Elizabeth Meadows, Chief

Howard County Department of Housing and Community Development
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 Columbia, MD 21046
 Phone: 410-313-6324
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emeadows@howardcountymd.gov

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

Howard County, in compliance with the County's Citizen Participation Plan, advertised and held three (3) public hearings on the needs and goals of the County's CDBG and HOME Programs. The public hearings provided residents with the opportunity to discuss the programs and to offer their suggestions on future program priorities. The public hearings were advertised in The Howard County Times and Columbia Flier on November 17, 2016, December 22, 2016, February 9, 2017 and March 30, 2017.

The County maintains a stakeholder contact list for the CDBG and HOME programs. All stakeholders received emails notifying the listees of the public hearings, meetings, and the survey. A copy of the list can be found in the attachment. A "Draft Plan" was placed on display at the Department of Housing and Community Development, 6751 Columbia Gateway Drive, 3rd Floor, Columbia, MD 21046 from February 14, 2017 until March 15, 2017 for review and comment. The draft plan review period was advertised in The Howard County Times and Columbia Flier on February 9, 2017. The advertisement was also published on the Department's webpage.

Additionally, during the planning phase of the Howard County's FFY2017 Annual Action Plan, the Department's staff created an online survey to acquire additional feedback from human service and housing providers, as well as advocates serving clients in Howard County. The survey was posted on the County's website for anyone that was interested in taking the survey. The survey remained accessible from December 5, 2016 until February 10, 2017.

The County developed the Annual Action Plan based on the input received from stakeholders. All comments and surveys received during our needs assessment phase were factored into our CDBG and HOME program application process, ranking and review, and in the writing of Howard County's Annual Action Plan to HUD.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

Howard County acts as the single point of contact to coordinate efforts between public and assisted housing providers, as well as private and governmental health, mental health, and social service agencies. The County works with the following agencies to enhance funding and service allocations to address the housing and community development needs of the County:

Howard County Department of Housing and Community Development - oversees the County's CDBG and HOME grant programs.

Howard County Housing Commission - manages the Section 8 Housing Choice Voucher Program,

administers the Family Self Sufficiency Program, and develops affordable housing in mixed income communities

Social Services Agencies - provides services to address the needs of low- and moderate-income persons

Housing Providers - rehabilitates and develops affordable housing for low- and moderate-income families and individuals

Howard County Department of Community Resources and Services - oversees the Continuum of Care (CoC) Network for Howard County

Collaboration and coordination with these entities will continue throughout the five-year period in order to capitalize on potential future funding opportunities. Collaboration and coordination will take advantage of potential partnership opportunities that would result in increased benefits to low- and moderate-income households and persons.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Howard County Department of Community Resources and Services oversees the Continuum of Care (CoC) Network for Howard County. Subrecipient CoC and ESG funded projects address the needs of homeless persons through the Continuum of Care Lead Agency's direction to prevent and end homelessness in the County. Various organizations and individuals participate in an assortment of ways through joint collaboration to end homelessness. These organizations accomplish this goal by addressing the immediate and ongoing needs of varied types of homeless populations. Howard County Department of Housing and Community Development coordinates with the CoC Lead Agency through workgroups and CDBG and HOME funded projects that address the County's priorities specific to the chronic homeless population, as well as issues related to providing housing to all types of homeless. In addition, CDBG and HOME funds are used to financially support and leverage efforts in the CoC, including but not limited to: day center rent/utilities, sheltering through the domestic violence center, and eviction prevention funds.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Howard County does not receive a federal allocation for ESG Program funds. The County's Department of Community Resources and Services (DCRS, the CoC Lead Agency) receives ESG funds from the MD Department of Housing and Community Development, as pass-through funds from the federal government, matched with state ESG dollars. Even though the County is not considered to be a recipient but a grantee, DCRS follows the federal guidance on how ESG allocations are made. All ESG applications, reports, and monitorings are reviewed by the ERA Committee of the CoC Board. This ensures that all

stated performance standards and evaluations of outcomes matches the stated need and standards set forth in grant RFPs, and DCRS's Grant Agreement. ESG subgrantees participate in the coordinated assessment system, enter data into HMIS, and participate in CoC Steering Groups. DCRS solicits proposals from entities that have not received ESG funds previously. DCRS works to ensure that ESG funds are used to meet the needs of those experiencing homelessness and reallocates funds to decrease the number of persons that are experiencing homelessness. Annually, the ERA Committee reviews and sets priorities for the upcoming year's funding cycle.

The CoC Lead Agency manages the Housing Management Information Systems (HMIS) and has written policies and procedures for the administration of HMIS. The CoC uses ServicePoint (Bowman) as its HMIS software provider. All programs funded through ESG and CoC are required to enter all applicable data into HMIS. The HMIS Subcommittee meets quarterly to review data quality and discuss questions posed by providers. The HMIS Subcommittee holds

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	HOWARD COUNTY HOUSING COMMISSION
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Howard County Housing Commission was consulted to obtain information on the County's housing and community development needs
2	Agency/Group/Organization	Howard County Department of Community Resources and Services
	Agency/Group/Organization Type	Other government - County

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Howard County Department of Community Resources and Services was consulted to obtain information on the County's housing, homeless, and community development needs.
3	Agency/Group/Organization	Maryland Department of the Environment
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Maryland Department of the Environment was consulted for information regarding LBP.
4	Agency/Group/Organization	Association Of Community Services Of Howard County (ACS)
	Agency/Group/Organization Type	Health Agency
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Association of Community Services of Howard County (ACS) was consulted to obtain information on the County's housing and community development needs.

5	Agency/Group/Organization	Bridges to Housing Stability, Inc.
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Bridges to Housing Stability, Inc. was consulted to obtain information on the County's housing and community development needs.
6	Agency/Group/Organization	COMMUNITY ACTION COUNCIL OF HOWARD COUNTY
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Community Action Council of Howard County was consulted to obtain information on the County's housing and community development needs.
7	Agency/Group/Organization	Howard County Mental Health Authority
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Howard County Mental Health Authority was consulted to obtain information on the County' housing and community development needs.
8	Agency/Group/Organization	Heritage Housing Partners Corp.
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Heritage Housing Partners Corp. was consulted to obtain information on the County's housing and community development needs.
9	Agency/Group/Organization	Howard County Autism Society
	Agency/Group/Organization Type	Advocacy
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Howard County Autism Society was consulted to obtain information on the County's housing and community development needs.
10	Agency/Group/Organization	Howard County Department of Social Services
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Howard County Department of Social Services was consulted to obtain information on the County's housing and community development needs.

11	Agency/Group/Organization	HUMANIM, INC.
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Health Services-Employment Mental Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	HUMANIM, Inc. was consulted to obtain information on the County' housing and community development needs.
12	Agency/Group/Organization	Help End Homelessness HC, Inc.
	Agency/Group/Organization Type	Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Help End Homelessness Howard County was consulted to obtain information on the County's housing and community development needs.
13	Agency/Group/Organization	IHOMES, INC.
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	IHOMES Inc. was consulted to obtain information on the County's housing and community development needs.
14	Agency/Group/Organization	Living in Recovery
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Living in Recovery was consulted to obtain information on the County's housing and community development needs.
15	Agency/Group/Organization	Rebuilding Together Howard County
	Agency/Group/Organization Type	Housing Services - Housing

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Rebuilding Together Howard County was consulted to obtain information on the County's housing and community development needs.
16	Agency/Group/Organization	Howard County Department of Corrections
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with Disabilities Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Howard County Department of Corrections was consulted to obtain information on the County's housing and community development needs.
17	Agency/Group/Organization	THE ARC OF HOWARD COUNTY
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Arc of Howard County was consulted to obtain information on the County's housing and community development needs.
18	Agency/Group/Organization	We Are Hope Works of Howard County
	Agency/Group/Organization Type	Housing Services-Victims of Domestic Violence Service-Fair Housing Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	We Are Hope Works of Howard County was consulted to obtain information about the County's housing and community development needs.

Identify any Agency Types not consulted and provide rationale for not consulting

All agencies were consulted

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Howard County Department of Community Resources and Services	The CoC is the primary provider of housing and supportive services for the area's homeless and at risk of being homeless population. The goals of the County and the CoC are complementary.
Five Year Plan and Annual Action Plan	Howard County Housing Commission	The Howard County Housing Commission is the lead agency providing Section 8 vouchers in the County. The goals of the County and Howard County Housing Commission are complementary.
Howard County Comprehensive Plan - Plan Howard 203	Howard County	The 2012 Comprehensive Plan was developed as a plan for land use and land conservation and multiyear development plans for transportation, public facilities, water, sewage, parkland, housing, human services, and environmental protection. The goals of the plans are complementary.
Analysis of Impediments to Fair Housing Choice	Baltimore Regional Housing Campaign	The RAI is the Analysis of Impediments that the County has adopted. The goals of the County and the RAI are complementary.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

Howard County's Department of Housing and Community Development is the lead planning and administering agency in the County's CDBG and HOME programs. The Vision of Howard County's FFY2016-2020 Consolidated Plan seeks to develop a viable community by promoting integrated approaches that provide decent housing, a suitable living environment, and expand economic opportunities for low- and moderate-income persons. The primary means towards this end is the development of partnerships among all levels of government and the private sector, including for-profit and non-profit organizations. The planning process for the FFY2017 Annual Action Plan, Year 2 of our Five Year Consolidated Plan, maintained consistency in the County's commitment to partnering.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Howard County, in compliance with the County's Citizen Participation Plan, advertised and held five (5) public hearings on the needs and goals of the County's CDBG and HOME Programs. The public hearings provided residents with the opportunity to discuss the programs and to offer their suggestions on future program priorities. The public hearings were advertised in The Howard County Times and Columbia Flier on November 17, 2016, December 22, 2016, February 9, 2017, and March 30, 2017.

The County maintains a stakeholder contact list for the CDBG and HOME programs. All stakeholders received emails notifying the listees of the public hearings, meetings, and the survey. A copy of the list can be found in the attachment. A "Draft Plan" was placed on display at the Department of Housing and Community Development, 6751 Columbia Gateway Drive, 3rd Floor, Columbia, MD 21046 from February 14, 2017 until March 15, 2017 for review and comment. The draft plan review period was advertised in The Howard County Times and Columbia Flier on February 9, 2017. The advertisement was also published on the Department's webpage.

Additionally, during the planning phase of the Howard County's FFY2017 Annual Action Plan, the Department's staff created an online survey to acquire additional feedback from human service and housing providers, as well as advocates serving clients in Howard County. The survey was posted on the County's website for anyone that was interested in taking the survey. The survey remained accessible from December 5, 2016 until February 10, 2017.

The County developed the Annual Action Plan based on the input received from stakeholders. All comments and surveys received during our needs assessment phase were factored into our CDBG and HOME program application process, ranking and review, and in the writing of Howard County's Annual Action Plan to HUD.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Hearing	Non-targeted/broad community	Public Hearing was held Thursday, December 1, 2016	A summary of the Public Hearing can be found in the Citizen Participation appendix	All comments were accepted.	N/A
2	Public Hearing	Non-targeted/broad community	Public Hearing was held Thursday, January 5, 2017	A summary of the Public Hearing can be found in the Citizen Participation appendix.	All comments were accepted	N/A
3	Public Hearing	Non-targeted/broad community	Public Hearing was held on Wednesday, March 14, 2017.	A summary of the Public Hearing can be found in the Citizen Participation appendix.	All comments were accepted.	N/A
4	Public Hearing	Non-targeted/broad community	Public Hearing was held on Thursday, April 13, 2017.	A summary of the Public Hearing can be found in the Citizen Participation appendix.	All comments were accepted	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
5	Public Hearing	Non-targeted/broad community	Public Hearing was held on Wednesday, April 19, 2017.	A summary of the Public Hearing can be found in the Citizen Participation appendix.	All comments were accepted	N/A

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

Howard County has done the planning and writing of the FFY2017 Annual Action using estimated amounts that are the awarded totals the County received in FFY2016 for both CDBG and HOME programs.

The County anticipates receiving \$1,034,767 in CDBG and \$334,275 in HOME funds for the FFY 2017 program year. To maintain compliance with requirements and timing for submission of the Annual Action Plan to HUD, the County has chosen to move forward with the planning, writing, 30-day public comment period with the anticipated amounts for these programs. The County’s FFY 2017 CDBG and HOME program year starts on July 1, 2017 and concludes on June 30, 2018. The County projects its CDBG and HOME allocations to remain level over the remaining three years of the five-year period.

In the event the FFY2017 CDBG and HOME Program awards vary from the FFY2016 award, Howard County intends to adjust the amounts for the CDBG Affordable Housing Initiative (AFI) and the HOME Future Affordable Housing projects. All other projects will be funded at the amounts outlined in this Action Plan.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,034,767	34,000	0	1,068,767	3,206,301	The CDBG entitlement program allocates annual grants to larger cities and urban counties to develop viable communities by providing decent housing, a suitable living environment, and opportunities to expand economic opportunities, principally for low- and moderate-income persons.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	334,275	60,000	0	394,275	1,002,825	The HOME Investment Partnerships Program (HOME) provides formula grants to States and localities that communities use - often in partnership with local nonprofit groups - to fund a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or home ownership or providing direct rental assistance to low-income people.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The County will continue to use all federal, state and private resources currently available to develop and expand affordable rental opportunities, homeownership options for low- and moderate-income households, and to promote other critical community sustainability initiatives.

For the projects submitted through this application, Howard County has funded an additional \$2,815,045.00 from the Community Services Partnership (CSP) Grants for County Fiscal Year 2017.

A proposed budget of \$2,950,000 for the County's Housing Initiative Loan Fund has been requested for County Fiscal Year 2018.

The County will use \$83,568.75 of contributions from the County's Banked Match from prior projects as HOME match for FFY 2017.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The following locations have been identified as potential for future development:

- W. Watersville Road, Mt. Airy - Tax ID 333217
- SE/side, Beetz Road, Mt. Airy – Tax ID 333195
- 589 Woodbine Road, Woodbine – Tax ID 313089
- Woodbine Road, Woodbine – Tax ID 374355
- 15959 Union Chapel Road, Woodbine – Tax ID 323742
- Route 40 @ Pine Orchard, Ellicott City – Tax ID 258714
- 3420 Martha Bush Drive, Ellicott City – Tax ID 218488
- Rogers Avenue, Ellicott City – Tax ID 265729
- 3713 Fels Lane, Ellicott City – Tax ID 201259
- 7151 Mayfield Avenue, Elkridge – Tax ID 159496
- Adjacent to MD Route 100, Ellicott City – Tax ID 291483
- 12201 Hall Shop Road, Clarksville – Tax ID 351995
- Route 29, Laurel – Tax ID 391478

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	HS-1 Housing Rehabilitation	2016	2020	Affordable Housing	Howard County	Housing Priority	CDBG: \$150,000	Homeowner Housing Rehabilitated: 32 Household Housing Unit
2	HO-2 Operation/Support	2016	2020	Homeless	Howard County	Homeless Priority	CDBG: \$30,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 100 Households Assisted
3	HO-4 Housing	2016	2020	Homeless	Howard County	Homeless Priority	CDBG: \$341,392	Public service activities for Low/Moderate Income Housing Benefit: 2 Households Assisted
4	SN-1 Housing	2016	2020	Non-Homeless Special Needs	Howard County	Other Special Needs Priority	CDBG: \$24,000 HOME: \$300,848	Homeless Person Overnight Shelter: 100 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 8 Beds Other: 3 Other
5	CD-1 Community Facilities	2016	2020	Non-Housing Community Development	Howard County	Community Development Priority	CDBG: \$200,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	CD-3 Public Services	2016	2020	Non-Housing Community Development	Howard County	Community Development Priority	CDBG: \$38,621	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 35 Households Assisted Public service activities for Low/Moderate Income Housing Benefit: 60 Households Assisted
7	AM-1 Overall Coordination	2016	2020	Administration, Planning, and Management	Howard County	Administration, Planning, and Management Priority	CDBG: \$113,753 HOME: \$33,427	Other: 2 Other
8	AM-2 Fair Housing	2016	2020	Administration, Planning, and Management	Howard County	Administration, Planning, and Management Priority	CDBG: \$100,000	Other: 1 Other
9	HO-3 Prevention and Housing	2016	2020	Homeless	Howard County	Homeless Priority	CDBG: \$71,000	Homelessness Prevention: 55 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	HS-1 Housing Rehabilitation
	Goal Description	Continue to provide financial assistance to low- and moderate-income homeowners to rehabilitate their existing owner-occupied housing.

2	Goal Name	HO-2 Operation/Support
	Goal Description	Assist providers in the operation of housing and support services for the homeless and persons at-risk of becoming homeless.
3	Goal Name	HO-4 Housing
	Goal Description	Support the rehabilitation of and making accessibility improvements to emergency shelters, transitional housing, and permanent housing for the homeless.
4	Goal Name	SN-1 Housing
	Goal Description	Increase the supply of affordable, decent, safe, sound, and accessible housing for the elderly, persons with disabilities, and persons with other special needs through rehabilitation of existing buildings and new construction.
5	Goal Name	CD-1 Community Facilities
	Goal Description	Improve the parks, recreational centers, trails, libraries, and all public and community facilities in the County.
6	Goal Name	CD-3 Public Services
	Goal Description	Improve and increase public safety, municipal services, and public service programs throughout the County.
7	Goal Name	AM-1 Overall Coordination
	Goal Description	Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing, and compliance with all Federal, state, and local laws and regulations.
8	Goal Name	AM-2 Fair Housing
	Goal Description	Promote fair housing choice through education and outreach in the County.

9	Goal Name	HO-3 Prevention and Housing
	Goal Description	Continue to support the prevention of homelessness and programs for rapid rehousing.

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

Howard County will utilize its CDBG and HOME funds to address the County's affordable housing needs through the production of new housing units, rehabilitation of existing housing units, and acquisition of existing housing units.

Howard County intends to complete the following affordable housing goals during FFY 2017:

- Rehab thirty-two (32) existing affordable housing units - incomes below 60%AMI;
- Acquire five (5) existing units (1) Special Needs unit below 50% AMI, one (1) CHDO project unit below 50%, two (2) LMI acquisitions below 60%, and one (1) unit below 80% AMI.

AP-35 Projects – 91.220(d)

Introduction

In order to address the identifiable needs of Howard County, the proposed FFY 2017 One-Year Action Plan proposes the following activities:

#	Project Name
1	CDBG Administration
2	Fair Housing Service Activity
3	Roger Carter Recreation Center Re-Development
4	Emergency Public Facility
5	Affordable Homes for the Homeless
6	Affordable Housing Initiative
7	Homeowner Rehab
8	Route One Day Resource Center
9	Financial Education
10	Transitional Housing Program
11	Housing Stability
12	HOME Administration
13	I-HOMES CHDO Project
14	Living in Recovery Project
15	FFY2017 Future Affordable Housing Project

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The allocations and priorities were established through discussions with County decision makers, meetings with stakeholders, survey responses, and public meetings. The largest obstacle to addressing the County's underserved needs are financial in nature; there is a need for additional federal, state, and local funding to undertake additional housing and community development projects.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	CDBG Administration
	Target Area	Howard County
	Goals Supported	AM-1 Overall Coordination
	Needs Addressed	Administration, Planning, and Management Priority
	Funding	CDBG: \$113,753
	Description	Howard County will use CDBG funds towards the administration of the CDBG program. Activities performed by County staff ensure that all aspects of the program requirements are met as the grant is being administered. The staff member is responsible for performing program related duties, such as financial, environmental, and program eligibility according to the grant award terms and conditions. Relevant duties include, but are not limited to, working with project partners and developing partnerships, developing a working relationship with the funding agency, developing project work plan, documenting project activities, overseeing grant procurement activities, supervising progress of the project, managing the project budget, preparing and submitting performance reports.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	

	Location Description	
	Planned Activities	Matrix Code: 21A General Program Administration
2	Project Name	Fair Housing Service Activity
	Target Area	Howard County
	Goals Supported	AM-2 Fair Housing
	Needs Addressed	Administration, Planning, and Management Priority
	Funding	CDBG: \$100,000
	Description	Bridges to Housing Stability, a 501 (c)(3) nonprofit, will use CDBG funding for a fair housing initiatives that will occur. Through this initiative, Bridges to Housing Stability will initiate a Landlord Engagement Program aimed at engaging private landlords to rent to low-to moderate-income households with high housing barriers. The program will provide education and outreach with the goal of increasing landlord participation. This activity is funded out of the 20% administration cap.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Matrix Code: 05J Fair Housing Activities (Subject to) 570.201(e) National Objective: LMC Low/mod limited clientele benefit: Activities that benefit a limited clientele, presumed benefit, 570.208(a)
3	Project Name	Roger Carter Recreation Center Re-Development
	Target Area	Howard County
	Goals Supported	CD-1 Community Facilities

	Needs Addressed	Community Development Priority
	Funding	CDBG: \$200,000
	Description	The Howard County Housing Commission, a 501 (c)(3) nonprofit and a Howard County Housing and Community Development Organization, invests annual CDBG funds under an approved Pre-award strategy for this project. The Roger Carter Recreation Center Re-development is a key vehicle for neighborhood revitalization. This activity will benefit the residents of Burgess Mill Station and surrounding Ellicott City area in the community located on Burgess Mill Way, Ellicott City, MD 21043.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Matrix Code: 03F Parks, Recreation Facilities 570.201(c) National Objective: LMA Low/mod area benefit: the service area identified for activities is primarily low/mod income, 570.208(a)(1)
4	Project Name	Emergency Public Facility
	Target Area	Howard County
	Goals Supported	SN-1 Housing
	Needs Addressed	Other Special Needs Priority
	Funding	CDBG: \$24,000

	Description	The Howard County Housing Commission, a 501 (c)(3) nonprofit and a Howard County Housing and Community Development Organization, invests annual CDBG funds under an approved Pre-award strategy for this project. This activity will allocate funds to support the property acquired by long-term leasing of a public facility being utilized as a provision of emergency housing. This activity ensures the safety of Howard County Residents who are struggling with domestic abuse. Eligibility requirement: Howard County residents fleeing domestic violence situations.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Matrix Code: 03C Homeless Facilities (not operating costs) 570.201(c) National Objective: LMC Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low/mod income. 570.208 (a)(2)
5	Project Name	Affordable Homes for the Homeless
	Target Area	Howard County
	Goals Supported	HO-4 Housing
	Needs Addressed	Homeless Priority
	Funding	CDBG: \$150,000

	Description	Help End Homelessness Howard County (HEH), a 501 (c)(3) nonprofit, will utilize CDBG funds to provide funding for the acquisition of a single family unit which will house a homeless Howard County family. Income eligibility: Howard County residents between 0% - 80% Area Median Income for the Baltimore Metropolitan Region, adjusted by family size, as established by HUD .Eligibility requirement: HEH will rely on the Howard County Coordinated System of Homeless Services (CSHS) to assist in identifying clients who are receiving supportive services and are in need of affordable housing.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Matrix Code: 01 Acquisition of Real Property 570.201(a) National Objective: LMH Low/mod housing benefit: activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households. 570.208(a)(3)
6	Project Name	Affordable Housing Initiative
	Target Area	Howard County
	Goals Supported	HO-4 Housing
	Needs Addressed	Homeless Priority
	Funding	CDBG: \$191,392

	Description	Howard County will allocate funds for property acquisition, disposition and rehabilitation in connection with the development of affordable housing. This includes but is not limited to the provision of emergency and transitional housing, as well as group homes that aid in the prevention of homelessness and/or residents with disabilities. Income eligibility: Howard County residents between 0% - 80% Area Median Income for the Baltimore Metropolitan Region, adjusted by family size, as established by HUD. Eligibility requirement: Howard County residents who are elderly, disabled or low to moderate income persons
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Matrix Code: 01 Acquisition of Real Property 570.201(a) National Objective: LMH Low/mod housing benefit: activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households. 570.208(a)(3)
7	Project Name	Homeowner Rehab
	Target Area	Howard County
	Goals Supported	HS-1 Housing Rehabilitation
	Needs Addressed	Housing Priority
	Funding	CDBG: \$150,000

	Description	Rebuilding Together, Howard County, Inc., a 501 (c)(3) nonprofit, will use CDBG funding to provide free home repairs to Howard County low to moderate income homeowners to preserve the stock of safe, affordable single family homes in Howard County. Rebuilding Together clients include veterans, people with disabilities, families with small children and the elderly. Income eligibility: Howard County residents between 0% - 80% Area Median Income for the Baltimore Metropolitan Region, adjusted by family size, as established by HUD.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Matrix Code: 14A Rehab, Single-unit and Multi-unit Residential 570.202 National Objective: LMH Low/mod housing benefit: activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households. 570.208(a)(3)
8	Project Name	Route One Day Resource Center
	Target Area	Howard County
	Goals Supported	HO-2 Operation/Support
	Needs Addressed	Homeless Priority
	Funding	CDBG: \$30,000

	Description	Grassroots Crisis Intervention Center, Inc. (Grassroots), a 501 (c)(3) nonprofit, will utilize CDBG funds for utility expenses associated with the newly Constructed day Resource Center where critical social and human services are provided to both sheltered and unsheltered homeless individuals. The Center will be open three (3) times a week for four (4) hours. Mondays 2pm-6pm Wednesday 3pm-7pm Saturdays 10am-2pm
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Matrix Code: 03T Operating Cost for Homeless/AIDS Patient Programs 570.201(e) National Objective: LMC Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low/mod income. 570.208 (a)(2)
9	Project Name	Financial Education
	Target Area	Howard County
	Goals Supported	CD-3 Public Services
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$15,000
	Description	Making Change, Inc., a 501 (c)(3) nonprofit, will use CDBG funding to provide financial education seminars and financial coaching for applicants to the Howard County MIHU Program. Specifically, Making Change will work with low and moderate income families towards credit repair and debt reduction. Income eligibility: Howard County residents between 0% - 80% Area Median Income for the Baltimore Metropolitan Region, adjusted by family size, as established by HUD.
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Matrix Code: 05 Public Services (General) 570.201(e) National Objective: LMC Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low/mod income. 570.208(a)(2)
10	Project Name	Transitional Housing Program
	Target Area	Howard County
	Goals Supported	CD-3 Public Services
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$23,621
	Description	Hope Works of Howard County, Inc., a 501 (c)(3) nonprofit, will use CDBG funding to provide partial salary for the Transitional Housing Victims Advocate and partial utility payments for their transitional houses to operate their program. The Transitional Housing Program provides housing to Howard County residents that are made homeless due to experienced violence and allows for available stays up to 1 year. Clients have access to all Hope Works services such as legal advocacy/representation, clinical counseling and case management. Referrals for employment training, education and other community services are also available. Eligibility requirement: Howard County residents fleeing domestic violence situations.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	

	Location Description	
	Planned Activities	Matrix Code: 03T Operating Cost for Homeless/AIDS Patients Programs 570.201(e) National Objective: LMC Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low/mod income. 570.208(a)(2)
11	Project Name	Housing Stability
	Target Area	Howard County
	Goals Supported	HO-3 Prevention and Housing
	Needs Addressed	Homeless Priority
	Funding	CDBG: \$71,000
	Description	The Community Action Council of Howard County, Inc., a 501 (c)(3) nonprofit, will use CDBG funding to provide housing stability for low and moderate income Howard County residents through eviction prevention for low to moderate income households in Howard County. Direct payment to landlords and/or mortgage companies will be determined by an eviction judgment. Income eligibility: Howard County residents between 0% - 80% Area Median Income for the Baltimore Metropolitan Region, adjusted by family size, as established by HUD. Eligibility requirement: Direct payments based on eviction judgement/proceedings.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	

	Planned Activities	Matrix Code: 05Q Subsistence Payments 570.201(e) National Objective: LMC Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low/mod income. 570.208(a)(2)
12	Project Name	HOME Administration
	Target Area	Howard County
	Goals Supported	AM-1 Overall Coordination
	Needs Addressed	Administration, Planning, and Management Priority
	Funding	CDBG: \$33,427
	Description	Howard County will use HOME funds towards the administration of the HOME program. Activities performed by County staff ensure that all aspects of the program requirements are met as the grant is being administered. The staff member is responsible for performing program related duties, such as financial, environmental, and program eligibility according to the grant award terms and conditions. Relevant duties include, but are not limited to, working with project partners and developing partnerships, developing a working relationship with the funding agency, developing project work plan, documenting project activities, overseeing grant procurement activities, supervising progress of the project, managing the project budget, preparing and submitting performance reports.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Matrix Code: 21H HOME Admin/Planning Costs of PJ (subject to 5% cap)
13	Project Name	I-HOMES CHDO Project

	Target Area	Howard County
	Goals Supported	SN-1 Housing
	Needs Addressed	Other Special Needs Priority
	Funding	HOME: \$162,000
	Description	I-Homes Inc. a 501 (3) (c) non-profit organization will use HOME Program funds to acquire one (1) condominium which will house up two (2) adults with psychiatric and/or physical disabilities, and categorized as a group home. I-Homes Inc. has been certified as a Community Housing Development Corporation (CHDO) and would be awarded HOME Program funds in the amount of \$162,000.00 of CHDO Reserve (CR) funds. The unit will not require rehabilitation. The residents of these units would be very low income, making thirty percent or below of the Baltimore-Towson area median income. To assist with the management duties, I-Homes Inc. has entered into a management agreement with Humanim. Humanim's staff will not only assist with property management but provide financial support and other wrap around services. Humanim is also one of the largest and most diverse providers of psychiatric rehabilitation services and will also provide support services for residents.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Matrix Code: 01 Acquisition of Real Property National Objective: LMH Low/mod housing benefit: activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households. 570.208(a)(3)
14	Project Name	Living in Recovery Project

	Target Area	Howard County
	Goals Supported	SN-1 Housing
	Needs Addressed	Other Special Needs Priority
	Funding	HOME: \$100,000
	Description	Living in Recovery (LIR) a 501 (3) (c) non-profit organization will use \$100,000 in HOME Program funds to acquire one property within Howard County that will house up to 8 individuals in a group home setting. LIR intends to break the cycle of persons recovering from addictions of addiction- rehab- relapse by combing decent and safe affordable housing free of alcohol and drugs with peer support and a climate of personal accountability. Prospective residents would be Howard County residents that typically earn less than 80% of the of the Baltimore-Towson area median income (AMI), adjusted for family size.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Matrix Code: 01 Acquisition of Real Property 570.201(a) National Objective: LMH Low/mod housing benefit: activities that are carried out for the purpose of providing or improving residential structures that will be occupied by low/mod income households. 570.208(a)(3)
15	Project Name	FFY2017 Future Affordable Housing Project
	Target Area	Howard County
	Goals Supported	SN-1 Housing
	Needs Addressed	Other Special Needs Priority

Funding	HOME: \$98,847
Description	Howard County will allocate HOME Program funds for property acquisition, disposition, and rehabilitation in connection with the development of affordable housing units. This includes but is not limited to the provision of rental housing, tenant-based rental assistance or homebuyer activities that will create affordable housing units and ultimately prevent and reduce instances of homelessness. This activity will utilize \$38,847.00 of HOME Program Entitlement (EN) funds and \$60,000 of receipted Program Income (PI) funds.
Target Date	
Estimate the number and type of families that will benefit from the proposed activities	
Location Description	
Planned Activities	Matrix Code: 01 Acquisition of Real Property 570.201(a) National Objective: LMH Low/mod housing benefit: activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households. 570.208(a)(3)

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Howard County will direct CDBG and HOME funds countywide. It is the policy of Howard County that activities will not be qualified based on service area benefit. On June 4, 2014, Howard County passed Bill No. 18-2014, an Act amending the Rehabilitation Loan Program to allow loans for renovations and expansions; amending the moderate income housing unit provisions to prohibit certain alternatives in certain areas; requiring the use of fee in lieu funds for homeownership opportunities in certain areas; prohibiting the Department of Housing and Community Development and the Housing Commission from participating in certain housing projects; and generally related to moderate income housing units and the Rehabilitation Loan Program in Howard County. Specific to CDBG and HOME funds, the Bill restricted the construction of housing in Census Tracts and Block Groups if the poverty level is 10% or greater. The purpose of the Bill was to address concentration of subsidized housing and to encourage future affordable housing development outside of areas of concentration thus affirmatively furthering fair housing.

Geographic Distribution

Target Area	Percentage of Funds
Howard County	100

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The County has allocated its CDBG funds for FFY 2017 based on which activities will principally benefit low- and moderate-income persons.

The Public Facilities activities serve a low- and moderate-income clientele or presumed benefit.

The Housing activities have an income eligibility criterion; therefore, the income requirement restricts funds only to low- and moderate-income households throughout the County.

The Public Service activities serve a low- and moderate-income clientele or presumed benefit.

Discussion

Under the FFY 2017 CDBG Program, the County will receive a grant in the amount of \$1,034,767 and anticipates \$34,000 in program income for the year for a total FFY 2017 budget of \$1,068,767. The County will budget \$113,753.40 for general administration and \$100,000 for Fair Housing activities for a total Administration and Planning Budget of \$213,753.40 (20.0%). The balance of funds (\$855,013.60)

will be allocated to activities which principally benefit low- and moderate-income persons in the amount of \$855,013.60 (80.0%) and \$0 for the removal of slums and blight (0%). The activities which principally benefit low- and moderate-income persons are divided between Public Facilities activities \$224,000 (21.4%), Housing activities \$491,392.47 (46.0%), and Public Service activities \$139,621.13 (13.1%).

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Howard County will utilize its CDBG and HOME funds to address the County's affordable housing needs through the production of new housing units, rehabilitation of existing housing units, and acquisition of existing housing units.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	35
Special-Needs	2
Total	37

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	32
Acquisition of Existing Units	5
Total	37

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

Howard County intends to complete the following affordable housing goals during FFY 2017:

- Rehab thirty-two (32) existing affordable housing units - incomes below 60%AMI;
- Acquire five (5) existing units (1) Special Needs unit below 50% AMI, one (1) CHDO project unit below 50%, two (2) LMI acquisitions below 60%, and one (1) unit below 80% AMI.

AP-60 Public Housing – 91.220(h)

Introduction

The Howard County Housing Commission received \$10,034,665 in FFY 2016 funding. Funding for FFY 2016 remained constant as compared to FFY 2015's funding allocation of \$10,171,699. The average Housing Assistance Payment for voucher units in 2015 was \$1,114.59 per unit month.

The Housing Commission anticipates the following financial resources during the upcoming fiscal year:

- HCV HAP Funds \$10,417,812
- HCV Administrative Fees \$545,400
- FSS Coordinator Funds \$61,056
- Portability HAP Funds \$7,820,400
- Portability Administration Fees \$273,708
- HOPWA Funds \$228,337

Actions planned during the next year to address the needs to public housing

The Housing Authority identified the following new activities under its FFY 2016 Annual PHA Plan:

The Housing Commission will be project basing 35 vouchers of Single Efficiency Apartments for the homeless during the upcoming fiscal year. The development will be located off of the route 1 corridor in Jessup, Maryland. The Project Basing of these units would be consistent with the Administrative Plan in that it would serve single homeless persons, a population that is underserved, and often difficult to house due to unique issues associated with that population.

The Housing Commission will be participating in a regional initiative to project base one hundred (100) vouchers in opportunity areas in the Baltimore Region. Howard County will be contributing 3 project based vouchers toward this initiative. It is being coordinated by the Baltimore Regional Council and Howard County will be serving as the fiscal agent for the project.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The Howard County Housing Commission operates a Homeownership Voucher Program. The Commission does not limit the number of families participating in the program. The program eligibility requirements are as follows:

Families participating in the Section 8 Homeownership Program must be in good standing, and must have participated in the Section 8 Program, or other Howard County or Housing Commission programs for at least 2 years prior to execution of the Contract of Sale. The family must also have participated in

the Family Self Sufficiency Program for a period of at least 6 months prior to the date of settlement.

The minimum income required for program participation is \$24,000.00. If the family meets the HUD minimum income requirements of the Federal Minimum hourly wage rate multiplied by 2,000 hours, and has been pre-qualified for financing with a lending institution which meets the requirements of Section 25.7 of this plan, they are exempted from the \$24,000.00 minimum income requirement.

Welfare assistance shall not be counted towards the \$24,000.00 minimum income requirement unless the head of household is elderly or disabled, as defined in the Administrative Plan.

Eligible families must demonstrate that at least one adult member of the family who will own the home at commencement of homeownership assistance is currently employed at least 30 hours per week, and has been continuously employed for at least one year prior to commencement of homeownership assistance. This requirement does not apply for families where the head of household is elderly or disabled.

In order to qualify for participation in the Section 8 Homeownership Program, the family must qualify as a "first-time homeowner". A first-time homeowner is defined as a family of which no member owned or presently has any ownership interest in a unit during the three years before commencement of homeownership assistance. A first-time homeowner also includes a single parent or displaced homemaker who while married, owned a home with his or her spouse, or resided in a home owned by his or her spouse.

Eligible families shall not include any family with a member who has previously received assistance under the homeownership option, and has defaulted on a mortgage securing debt incurred to purchase the home.

Prior to commencement of homeownership assistance, the family must attend and satisfactorily complete pre-assistance homeownership counseling with a HUD approved counseling agency, or an equivalent program of counseling activities as designated by the Commission.

The Housing Commission sponsors a "Getting Ahead" Program that targets Family Self Sufficiency Participants, Zero Income Families and other low income families residing in Howard County. The "Getting Ahead" Initiative examines the causes of Poverty and helps participants to understand that poverty is not simply caused by the choices of the individual, but is both "generational" and "situational". Program participants perform a Self-Assessment, identify personal strengths and establish a personal plan for building resources. The initiative focuses on "Bridges out of Poverty" and examines what the community has to offer as well as what participants can contribute to the community.

HCHC's HUD required FSS program size is sixty-nine families; however, this number is reduced each time a program participant graduates. This number will be expanded to comply with the minimum program size required by HUD as HCHC is awarded additional units. The required program size minus program

graduations is currently forty-four families. The actual number of families currently enrolled in FSS is forty-five. HCHC will assist additional families above the HUD required program size provided the resources and support network is available to meet the needs of participating families.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable; the Housing Authority is not designated a "troubled" in its most recent SEMAP assessment.

Discussion

Howard County has identified that there is a need for affordable, accessible, decent, safe, and sanitary housing to address the households affected by housing problems, severe housing problems, and housing cost burdens. The largest income group affected by housing problems in the County are extremely low-income households. The Howard County Housing Commission is a vital part of the County's housing strategy. The Housing Commission is the primary assisted housing provider of housing for extremely low income, very low income, and lower income residents of Howard County.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The Department of Community Resources and Services (DCRS) is the Lead Agency for both the Howard County CoC and HMIS. DCRS receives CoC funding on behalf of Howard County Government, and works with partner agencies to further the goals of HUD. DCRS prepares and submits the CoC Collaborative Application to HUD. DCRS is direct Recipient on behalf of Howard County, MD with HUD for all CoC Funds, except the S+C Project to Howard County Mental Health Authority. The DCRS staffs the Steering Committee on Homeless Services (Steering Committee), a BPSS committee. The committee provides a forum for discussing the Plan to End Homelessness, educating the community on homeless issues, eliciting input on the operations of homeless services and programs, and advocates on federal, state, and county levels regarding issues affecting homelessness and at-risk of homelessness. In the CoC FFY 2014, FFY15 and FFY16 Competition, the CoC was awarded a Planning Grant to update the Plan to End Homelessness, 2010 to reflect accomplishments made. In summer and fall of 2016, the CoC began working avidly with a consultant to set actionable goals and tasks to make homelessness rare, brief and non-reoccurring. The Update will include timelines for ending homelessness in Howard County. It is the CoC's goal to end homelessness by priority population, with the ultimate goal of setting a path to ending and preventing all types of homelessness. The Update will include annual goals to ensure County-wide efforts are on track to meet set timelines. Howard County is slated to have an adopted Plan by June 2017 at which time the following overarching foci will be incorporated: 1) Focus Area 1: Coordinated Access System; 2) Focus Area 2: Adequate Supply of Affordable Housing for 0-30% below AMI Renters; 3) Focus Area 3: Develop Rental Subsidies; and 4) Focus Area 4: Develop Supportive Services. **Howard County Coordinated System of Homeless Services (CSHS)** is a network of community services and supports coordinating efforts to end homelessness in Howard County through the Continuum of Care. The goals of the system are to efficiently use community resources to reduce the number of homeless families and individuals, reduce the number of newly homeless, shorten the length of homeless episodes, and reduce the number of returns to homelessness. CSHS is comprised of 15 service providers and government agencies which offer resources to households in need, to prevent loss of stable housing or regain housing that has been lost. Financial assistance is available through multiple community partners; households needing resources may contact the system's Single Point of Entry for assessment and connection to varying levels of support. Intensive Case Management services assist households to: 1) identify and address barriers to housing stability; 2) connect to resources and ongoing supports; and 3) identify appropriate and affordable housing. CSHS also provides access to: employment services; addiction and trauma treatment; and support for domestic violence survivors; re-entry services for homeless persons formerly incarcerated; and supports for school-age children experiencing homelessness through Howard County's Public School System. **CSHS Partners:**1). Bridges to Housing Stability, Inc. 2). Community Action Council of Howard County, Inc. 3). Family and Children's Services of Maryland 4). Grassroots Crisis Intervention Center, Inc. 5). HopeWorks of Howard County, Inc. 6). Howard County Department of Community Resources and Services 7). Howard County Department of Corrections 8). Howard County Health Department 9). Howard County Housing Commission 10). Howard County Office of Workforce Development 11). Howard County Public School System 12). Humanim, Inc.

13). Laurel Advocacy and Referral Services (LARS) 14). Makingchange, Inc. 15). Salvation Army.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Howard County adopted a local Plan to End Homelessness (PEH) in 2010. Efforts and County funding have increased to end homelessness, yet no dates have been set by subpopulation. Currently, the PEH 2010 has the following targets, adopted by the CoC's Board, and are monitored and tracked on a monthly basis: Reduce length of homeless episodes, Reduce recidivism, and Reduce number of newly homeless. The CoC is in the process of updating its' Plan to End Homelessness, 2010. In summer and fall of 2016, the CoC began working avidly with a consultant. The Update will include timelines for ending homelessness in Howard County. The County is slated to have an adopted Plan by June 2017. The primary focus area that will assist in increasing the outreach for homeless persons is the "Coordinated Access System." The CoC utilizes the Self Sufficiency Matrix (SSM amended Vulnerability Index). The SSM is used as an intake tool to measure a variety of sufficiency domains to assess the levels of housing and service resources and interventions that may be needed to quickly and effectively end homelessness for families and households. Persons can be assessed in person or via phone through Grassroots Crisis Intervention Center's crisis hotline, at the Howard County Health Department at through the Department of Corrections' Reentry program for homeless persons leaving detention. The following have been consistent strategies and actions the CoC has taken to ensure persons who are literally homeless are aware of the array of interventions to end their homelessness: 1) The first is the operation of the Day Resource Center located in North Laurel, Maryland, a program of Grassroots Crisis Intervention Center, Inc. The DRC is open three days a week, for four hours a day, providing hot showers, meals, laundry facilities, computers, doctor visits, clothing closet, food pantry and a mailing address for the unsheltered, targeting the chronically homeless. 2) Outreach Cards which lists a brief description of services provided through the CoC partners, listing a phone call number for assessment and entry to be connected to agencies providing shelter, services and housing. The cards are distributed across the County at libraries, DSS locations, convenience stores, hotels/motels and other areas. 3) The third are the Point in Time events that have been held every other year. To date, two events have been held: one in in January 2015 and one in January 2017. For the 2015 annual Point in Time, the CoC hosted a Resource Day co-locating services for the literally homeless and providing transportation/shuttles so persons were able to attend. The second event for the Point in Time in 2017 included multiple Resource Center locations across the County where surveys, gift cards, backpacks, and meals were provided to capture the number of persons experiencing literal homelessness on that day. Additionally, groups of street surveys were conducting surveys for persons who were not able to access the Resource Center locations, and who were in places not meant for human habitation. 4) Howard County CoC has funded Outreach positions through the Emergency Solutions Grant program to the Department of Corrections beginning during calendar year 2017 (FFY 16). This allocation of funding will be aimed at connecting

literally homeless persons with any history of incarceration. Typically disconnected from sheltering programs, by increasing the outreach activities for this population & connecting to rapid rehousing or the new emergency shelter, the CoC will start addressing the needs of the unsheltered with a forensic background.

Addressing the emergency shelter and transitional housing needs of homeless persons

The CoC is in the process of updating its' Plan to End Homelessness, 2010 to reflect accomplishments made since inception. In summer and fall of 2016, the CoC began working avidly with a consultant to set actionable goals and tasks to make homelessness rare, brief and non-reoccurring. Howard County is slated to have an adopted Plan by June 2017. The primary focus area that will assist in address the emergency sheltering and transitional needs of homeless persons is by addressing "Adequate Supply of Affordable Housing for 0-30% Median Income renter" and "Develop Rental Subsidies." At this time specific actions and outcomes are not yet finalized, but the focus to create units and subsidies for persons in combination with a robust coordinated assessment system, will ensure quicker links to emergency shelter and permanent housing placements.

Some of these current general actions for reducing and ending homelessness include coordinating assessments for entry into services for either emergency shelter or transitional housing. The Howard County CoC utilizes the Self Sufficiency Matrix (amended Vulnerability Index). The SSM is used as an intake tool when persons inquire for homeless assistance and/or shelter services. The SSM measures a variety of sufficiency domains to assess the levels of housing and service resources and interventions that may be needed to quickly and effectively end homelessness for families and households. Persons can be assessed in person or via phone through Grassroots Crisis Intervention Center's crisis hotline.

To address the emergency shelter needs of the literally homeless in the County, the primary service provider is Grassroots Crisis Intervention Center, Inc., which operates the Family and Men's shelter, the Day Resource Center, the Motel Program (overflow shelter), and Cold Weather Shelter Programs from November through March each winter. When a unit or bed becomes available the respective program takes a person or family that is most vulnerable, as evaluated through the coordinated entry process utilizing the SSM. In this way, those which present with the most severe service needs or who would be most vulnerable unsheltered, are prioritized for shelter

HopeWorks of Howard County Inc., also operates a Safe House emergency shelter and transitional safe houses. Due to the confidentiality requirements, they do not enter into HMIS but they do share aggregate numbers of households served, exits to housing, and types of services they provide. HopeWorks is also piloting a Rapid Rehousing program for households who are homeless due to domestic violence as a way to quickly address their housing needs.

The Department of Corrections is in the planning phase of opening an emergency shelter for homeless persons with a forensic background. Oftentimes due to the type of criminal history, persons re-entering the community from detention and unsheltered homeless persons with a forensic background have high

barriers to obtaining their own permanent housing. This new sheltering option will serve to immediately address the unsheltered needs of the homeless. Additionally, Department of Corrections is piloting a Rapid Rehousing program for homeless households with a forensic background to quickly address their housing needs, and assist in lowering barriers to becoming permanently housed.

Transitional Housing was not funded in HUD the Continuum of Care FFY15 competition. The households were phased out of the program through county support; households were able to obtain the lease in their own name and were able to continue to access support services to transition from the program.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

In order to accomplish quickly housing households who are chronically homeless, veterans, households with children and unaccompanied youth, the CoC has the following strategies and programs in place: 1) the CoC is developing a By-Name list for all persons experiencing homelessness to assist in transitioning into permanent housing quickly. This will prioritize those who meet the definition of Chronic Homeless, those who have the longest history of homelessness and/or have the severest service needs. This will be used to plan the number of units and subsidies required to effectively end homelessness for those who are chronic, households w/children, veterans, and unaccompanied youths. 2) The Howard County Housing Commission (Commission) in partnership with VOA of the Chesapeake is opening a 35-unit efficiency apartment building to rehouse chronically homeless persons in summer 2017. Placements will be taken from the CoC's By-Name list. The apartments will be subsidized with Project Based Vouchers through the Housing Choice Voucher program. 3) Grassroots Crisis Intervention Center - emergency shelter for families and singles in Howard County, shortening shelter stay time is critical to reducing & ending homelessness, assisting in transitioning to permanent housing, and shortening the homeless episode in general. The CoC is actively working on strategies to maintain a decrease in the length of stay in shelters for this goal. 4) Permanent Supportive Housing for Persons with Disabilities - CoC commits all turned-over permanent supportive housing units to those who are chronically homeless. In the FFY2015 CoC Application, the CoC estimated that approximately four units will be made available within the next year. 5) Rapid Rehousing. Many times homeless households need short to medium term rental assistance and resources in order to maintain their housing. ESG – Rapid Rehousing. Funded in FFY2015, the ESG grant was awarded to Howard County through the State's DHCD for Rapid Rehousing. This program will target homeless households that need medium-term rental assistance and case management. Two agencies will be operating the Rapid Rehousing program: Howard County Department of Corrections, and HopeWorks of Howard County. 6) County Flexible Financial Assistance (FFA) Rehousing - Another strategy to reduce homeless episodes and reducing returns to homelessness is through flexible financial assistance local grant funds. CoC case management partners have access to

provide move-in funds, security deposit & 1st month's rent, as well as short and medium term rental assistance for literally homeless persons to gain access to permanent housing. Rental assistance and case management are provided for up to six months, on average. 7) Prevention. To reduce returns to homelessness, the CoC funds a variety of prevention programs, and coordinates with outside funders to reduce recidivism. There are four primary mechanisms to ensure this goal is being met: a) ESG – Homelessness Prevention grant programs target households who are at imminent risk of becoming literally homeless with short-term rental assistance and case management. b) County Flexible Financial Assistance (FFA) Prevention is a strategy for households to not return to homelessness is through flexible financial assistance local grant funds. CoC case management partners have access to provide short and medium term rental assistance to allow households to stay in their unit. Rental assistance and case management are provided for up to six months, on average. c) United Way of Central MD (UCWM) In collaboration with the CoC, funds a “Family Stability” & “Shelter Diversion” programs which targets highly vulnerable households with children in the local public schools and at-risk households respectively, both providing rental assistance and case management.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

State Department of Human Resources/Department of Social Services - Foster Care focuses programming on youth in their custody who are not residing in their court-ordered placement and follows the State policy for out-of-home placement as found at COMAR Citation: 07.02.11.04. There are discharge policies on file for youths exiting systems of foster care to avoid homelessness.

The Howard County Department of Corrections a Reentry Program - This program is in place for offenders leaving local detention to “re-enter” the community. A variety of services are provided including case management, connection to mainstream resources and housing. If a person meets HUD's definition of homeless (was literally homeless prior to detention and was in custody less than 90 days), they are eligible for program in the CoC. The Reentry Program is one of the PILOT programs for the Rapid Rehousing program through FFY15 ESG. The Reentry Program was also selected for continuation of Rapid Rehousing through FFY 16 ESG. This will strengthen the program so that persons exiting detention have housing options and are not discharged back into homelessness, if eligible per HUD's definition. Additionally, the Department of Corrections is opening an emergency shelter house for persons with a forensic background and a history of literal homelessness to quickly house them in the community. This will also close a gap for persons who are unable to access shelter at Grassroots due to types of criminal histories.

The Howard County Department of Community Resources and Services (DCRS), CoC Lead Agency:

- Has established priorities for services for categories of the Homeless Definition. Limited resources restrict current expansion for households who are exiting institutions when residing there longer than 90 days.
- Serves on the Discharge for Homeless workgroup of the Reentry Coordinating Council to work on ways to decrease exits into homelessness from detention settings.
- Is also the County human services funder and supports non-profits in Howard County that coordinate activities to ensure persons exiting correctional facilities, foster care, and health care facilities are being stabilized and provided as many services as possible, so that homelessness does not occur.
- Howard County General Hospital and The Local Children's Board, for instance, work closely with CoC partners to decrease homelessness occurrences but are not officially connected to the CoC's coordinated system. It is the goal of the CoC to expand collaboration and coordination with all institutions in Howard County to decrease any exits to homelessness in the community.

Discussion

In the CoC FFY 2014, FFY15 and FFY16 Competition, the CoC was awarded a Planning Grant to update the PEH 2010 to reflect accomplishments made. In summer and fall of 2016, the CoC began working avidly with a consultant to set actionable goals and tasks to make homelessness rare, brief and non-reoccurring.

The Update will include timelines for ending homelessness in Howard County. It is the CoC's goal to end homelessness by priority population, with the ultimate goal of setting a path to ending and preventing all types of homelessness. The Update will include annual goals to ensure County-wide efforts are on track to meet set timelines. Howard County is slated to have an adopted Plan by June 2017 at which time the following overarching foci will be incorporated:

- Focus Area 1: Coordinated Access System
- Focus Area 2: Adequate Supply of Affordable Housing for 0-30% below Median Income renter
- Focus Area 3: Develop Rental Subsidies
- Focus Area 4: Develop Supportive Services

The CoC will continue to create and build upon strategies to address the needs of the homeless, including the four focus areas above, and the following:

1. Reaching out to homeless persons and assessing their needs
2. Addressing the emergency and transitional housing needs of homeless persons
3. Making transitions to permanent housing and independent living: shortening homeless episodes, moving quickly into affordable housing, and recidivism (preventing formerly homeless persons from

future homeless episodes)

4. Discharge policies to avoid homelessness upon exiting publically funded institutions, systems of care, or who are receiving public or private human services assistance.

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

The Howard County Human Rights Law states that Howard County shall foster and encourage growth and development so that all persons have an equal opportunity to pursue their lives free of discrimination. The ordinance states it is unlawful to discriminate against a person based on: race, creed, religion, disability, color, sex, national origin, age, occupation, marital status, political opinion, sexual orientation, personal appearance, familial status, and source of income. Potential housing, law enforcement, employment, public accommodations, and financing complaints are accepted by the Howard County Office of Human Rights.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Attached in the unique appendix section is the County's RAI strategy to remove or ameliorate the barriers to affordable housing.

Discussion

The County will fund the following affordable housing projects with FFY 2017 CDBG funds:

- CD-16-02 – Fair Housing Bridges/Landlord Engagement
- CD-16-05 – HEH Affordable Homes for the Homeless
- CD-16-06 – AFI Affordable Housing Initiative
- CD-16-07 – Rebuilding Together Homeowner Rehab

AP-85 Other Actions – 91.220(k)

Introduction

Howard County has developed the following actions to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based hazards, reduce the number of poverty-level families, develop institutional structures, and enhance coordination between public, private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

Despite the County's best efforts and efforts of service providers, there continue to be obstacles to meeting the underserved needs in Howard County. Some of these needs are the high cost of housing; gap between incomes and housing costs; high cost of developable land; handicap housing needs; and cycle of poverty. Under the FFY 2017 CDBG Program the County will take the following actions to better address underserved needs:

- Continue to leverage its financial resources and apply for additional public and private funds
- Continue to provide financial assistance for new housing development and rehabilitation
- Continue to provide funding for public service activities
- Continue to do provide public facility improvements

Actions planned to foster and maintain affordable housing

The County will fund the following affordable housing projects with FFY 2017 CDBG and HOME funds:

- CD-17-02 – Fair Housing Activity Bridges Landlord Engagement
- CD-17-05 – HEH Affordable Homes for the Homeless
- CD-17-06 – AFI Affordable Housing Initiative
- CD-17-07 – HEH Affordable Homes for the Homeless
- CD-17-07 – Rebuilding Together Home Owner Rehab
- HO-17-02 – I-HOMES CHDO Project
- HO-17-03 – Living in Recovery
- HO-17-04 – Future Affordable Housing Project

The Howard County Housing Commission will continue to fund the following activities to foster and maintain affordable housing in the County:

- Continue to provide Housing Choice Vouchers and affordable housing units
- Continue to develop, rehabilitate, and make improvements to affordable housing units

Actions planned to reduce lead-based paint hazards

When the County provides assistance to homebuyers or homeowners and if the houses were constructed prior to 1978, a visual lead-based paint inspection is conducted prior to the settlement on the property and appropriate action taken, if necessary. The following tasks are performed prior to the start of the actual rehabilitation or purchase of the property to ensure the health of residents:

- As part of a loan application the following facts are determined: the date of the dwelling's construction (or at least whether the dwelling was constructed prior to 1978); whether a child under the age of seven is a resident or frequent visitor to the dwelling; and whether the applicant is aware of any lead-based paint hazard and/or flaking or peeling paint on any surface.
- If the dwelling was constructed prior to 1978 and/or any of the other information solicited indicates the possibility of the presence of a lead-based paint hazard, the rehabilitation specialist will make a thorough inspection to determine whether a hazard actually exists or if there is good reason to believe that a hazard exists, and to what extent. On the basis of this inspection, a test by a licensed testing firm may be ordered in order to make a risk assessment. The costs of such a test as well as the cost of abatement or hazard reduction are eligible project costs.
- If test results indicate a significant lead hazard exists, and there are children under the age of seven in the property, it will be recommended that the applicant have the children tested by a health professional to determine if they have an elevated blood lead level.
- Each household applying to the program will be provided with a copy of the most recent edition of the informational pamphlet on lead-based paint published by the U.S. Department of Housing and Urban Development. The applicant must sign a receipt verifying that he/she has been given the pamphlet. This receipt becomes a part of the project file.
- If lead hazard reduction or lead abatement work is to be undertaken as a part of the scope of work, a state certified lead paint abatement contractor must be utilized. Program staff will provide a current list of certified contractors for use by the applicant in obtaining proposals.

HCH informs applicants, voucher holders and landlords participating in the Housing Choice Voucher Program of lead based paint hazards, testing and abatement requirements. All units are inspected, prior to occupancy, according to HUD Housing Quality Standards (HQS). The County's Housing Inspectors also perform inspections for the initial and renewal rental license process. During these inspections, landlords are provided with information regarding their obligations, liabilities and the means of limiting their exposure. Howard County's rental licensing renewal procedure links applications to the Maryland Department of the Environment (MDE) lead paint requirements. This ensures that the MDE is aware of rental housing units with lead paint (built prior to 1950) and the potential for lead-based paint for units build between 1951 and 1978. A house must be re-evaluated for lead-based paint hazards each time its occupants change. An application to the County for a rental license may trigger a need for additional information.

Actions planned to reduce the number of poverty-level families

Based on 2008-2012 ACS data, approximately 4.4% of the County's residents live in poverty, which is less than the State of Maryland's poverty rate of 9.4%. Female-headed households with children are particularly affected by poverty at 15.9% and 5.0% of all youth under the age of 18 were living in poverty. The County's goal is to reduce the extent of poverty by actions the County can control and through work with other agencies and organizations. During this program year the County will fund the following activities with FFY 2017 CDBG and HOME funds to reduce the number of poverty-level families:

- CD-17-02 – Fair Housing Activity Bridges Landlord Engagement
- CD-17-05 – HEH Affordable Homes for the Homeless
- CD-17-06 – AFI Affordable Housing Initiative
- CD-17-07 – Rebuilding Together Home Owner Rehab
- CD-17-09 – Making Change MIHU Financial Education
- CD-17-10 – Hope Works Transitional Housing
- CD-17-11 – CAC Housing Stability
- HO-17-02 – I-HOMES CHDO Project
- HO-17-03 – Living in Recovery
- HO-17-04 – Future Affordable Housing Project

Actions planned to develop institutional structure

Howard County has a productive working relationship with many community partners in the implementation of the County's housing and community development projects. The County's Department of Housing and Community Development coordinates activities among the public and private agencies and organizations in the County. This coordination will ensure that the goals and objectives outlined in the FY 2016-2020 Five Year Consolidated Plan will be effectively addressed by more than one entity. The following entities will carry out the FFY 2017 annual goals and objectives:

- Howard County Housing Commission – manages the Section 8 Housing Choice Voucher Program, administers the Family Self Sufficiency Program, and develops affordable housing in mixed income communities.
- Howard County Department of Community Resources and Services (DCRS) – oversees the County's CoC and administers the County's aging and disability services.
- Bridges to Housing Stability – will provide fair housing education.
- Help End Homelessness Howard County – will provide housing to a homeless family.
- Rebuilding Together – will provide housing rehabilitation to qualified owner occupied households
- Grassroots Crisis Intervention Center – will provide supportive services to homeless persons.
- Making Change – will provide financial education to County residents.
- Hope Works – will provide transitional housing.
- Community Action Council – will provide housing stability assistance to prevent eviction.

- Living in Recovery – will provide recovery housing.

Actions planned to enhance coordination between public and private housing and social service agencies

The County's Housing and Community Development Department will continue to act as a coordinator between housing and social service activities provided by the County and activities provided by the Housing Authority, the Continuum of Care, private and non-profit housing providers, and social service agencies to address the housing and community development needs of the County. The Department will accomplish this coordination by continuing to attend outside agency planning meetings, provide technical assistance for funding options and program compliance, participate in planning initiatives, and act as network connection between entities. The Department will coordinate with the following entities to address the FFY 2017 annual goals and objectives:

- Howard County Housing Commission – manages the Section 8 Housing Choice Voucher Program, administers the Family Self Sufficiency Program, and develops affordable housing.
- Howard County Department of Community Resources and Services (DCRS) – oversees the County's CoC and administers the County's aging and disability services.
- Bridges to Housing Stability – will provide fair housing education.
- Help End Homelessness Howard County – will provide housing to a homeless family.
- Rebuilding Together – will provide housing rehabilitation to qualified owner occupied households
- Grassroots Crisis Intervention Center – will provide supportive services to homeless persons.
- Making Change – will provide financial education to County residents.
- Hope Works – will provide transitional housing.
- Community Action Council – will provide housing stability assistance to prevent eviction.
- Living in Recovery – will provide recovery housing.

Discussion

The Department of Housing and Community Development has the primary responsibility for monitoring the County's Consolidated Plan and Annual Action Plan. The Department maintains records on the progress toward meeting the goals and the statutory and regulatory requirements of each activity. The Department has a monitoring process that is focused on analyzing and comparing projects and activities based on program performance, financial performance, and regulatory compliance. The accomplishments of the FFY 2017 CDBG and HOME activities will be reported in the FFY 2017 Consolidated Annual Performance and Evaluation Report and be used as a basis for future funding decisions.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction

Howard County has done the planning and writing of the FFY2017 Annual Action using estimated amounts that are the awarded totals the County received in FFY2016 for both CDBG and HOME programs.

Howard County anticipates it will receive an annual allocation of CDBG funds in the amount of \$1,034,767 and anticipates \$34,000 in program income for the year for a total FFY 2017 budget of \$1,068,767. The County also anticipates it will receive an annual allocation of HOME funds in the amount of \$334,275, anticipates \$0 in program income, and will match \$83,568.75 (25% required match less administration and CHDO set aside) for a total FFY 2017 budget of \$417,843.75. Since the County receives CDBG and HOME allocations, the questions below have been completed as applicable.

In the event the FFY2017 CDBG and HOME Program awards vary from the FFY2016 award, Howard County intends to adjust the amounts for the CDBG Affordable Housing Initiative (AFI) and the HOME Future Affordable Housing projects. All other projects will be funded at the amounts outlined in this Action Plan.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	34,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	34,000

Other CDBG Requirements

1. The amount of urgent need activities	0
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2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.

100.00%

**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(I)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

See attached HOME Policies and Procedures.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Recapture Guidelines

The County (in order to ensure affordability) is required by the HOME program to impose either resale or recapture requirements, at its option. Howard County has previously used the recapture provision and will continue to do so throughout the FFY2016-2020 Consolidated Plan period. Recapture provides a mechanism to recapture all, or a portion, of the direct HOME subsidy from the net proceeds when the property is sold. If the HOME recipient decides to sell the house within the affordability period the homebuyer can resell the property to any willing buyer, but the sale during the affordability period triggers the repayment of the direct HOME subsidy. The recapture provision will be outlined in a Note and a Deed of Trust recorded within the land records of Howard County. The loan may either be deferred or amortized at a 0-5% interest rate depending on income and the need to keep the unit affordable to the homebuyer. The County may from time to time review its cost of funds and adjust the interest rates accordingly, prior to executing new loan agreements. If the net proceeds of the sale are insufficient to pay the HOME investment, the County may only recapture an amount less than or equal to the net proceeds.

For additional information, see attached HOME Policies and Procedures.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The affordability period is the length of time during which the HOME requirements apply to an

HOME-assisted property. The affordability period can be 5, 10, 15, or 20 years, depending on the type of HOME project and the average per unit HOME investment.

The affordability period will be determined by the amount of funds invested in a project. DHCD has the right to require a minimum affordability period beyond that required by HUD. The affordability period should be thought of as the "compliance period." Throughout the period of affordability, the owner must enforce funding requirements. Howard County DHCD will monitor to ensure compliance.

Affordability periods are established with deed restrictions, covenants or other similar mechanisms to ensure that the HOME-assisted units remain affordable. If the homeowner does not maintain principal occupancy during the entire affordability period, Howard County will recapture all of the federal funds associated with the unit.

See attached HOME Policies and Procedures.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

See attached HOME Policies and Procedures.

Discussion

Under the FFY 2017 CDBG Program, the County will receive a grant in the amount of \$1,034,767 and anticipates \$34,000 in program income for the year for a total FFY 2017 budget of \$1,068,767. The County will budget \$113,753.40 for general administration and \$100,000 for Fair Housing activities for a total Administration and Planning Budget of \$213,753.40 (20.0%). The balance of funds (\$855,013.60) will be allocated to activities which principally benefit low- and moderate-income persons in the amount of \$855,013.60 (80.0%) and \$0 for the removal of slums and blight (0%). The activities which principally

benefit low- and moderate-income persons are divided between Public Facilities activities \$224,000 (21.4%), Housing activities \$491,392.47 (46.0%), and Public Service activities \$139,621.13 (13.1%).

The County makes applications available to non-profits, for-profit agencies, and other public agencies/organizations for CDBG eligible funded activities. A percentage of the County's Community Development Block Grant (CDBG) funds are awarded on a competitive basis to applicants of eligible activities. The applications are reviewed by the Department of Housing and Community Development and finally submitted to the Howard County Council for approval.



CDBG Program Federal Fiscal Year 2017 Use of Funds

Entitlement for FFY2017.....	\$1,034,767.00
Estimated Program Income For FFY2017.....	\$34,000.00
Program Income Carry over For FFY2016.....	\$0.00
Entitlement + Estimated Program Income.....	\$1,088,767.00
Public Service Cap = 15% of Entitlement + PI Received for FFY2016.....	\$160,315.05
Administration & Planning Cap = 20% of Entitlement Including PI for FFY2017.....	\$213,753.40

Action Plan Project Descriptions

Administration and Planning

	FFY 2017 Funding Amount
Program Administration.....	\$113,753.40
Fair Housing - Bridges / Landlord Engagement.....	\$100,000.00
Total Planning & Administration.....	\$213,753.40

Public Facilities

Roger Carter Recreation Center Re-development*.....	\$200,000.00
Emergency Public Facilities*.....	\$24,000.00
Total Public Facilities Programs.....	\$224,000.00

Housing Activities

HEH / Affordable Homes for the Homeless.....	\$150,000.00
Affordable Housing Initiative (AFI).....	\$191,392.47
Rebuilding Together / Home Owner Rehab.....	\$150,000.00
Total Housing Programs.....	\$491,392.47

Public Services

Grassroots / Route One Day Resource Center.....	\$30,000.00
Making Change /MIHU Financial Education.....	\$15,000.00
Hope Works / Transitional Housing.....	\$23,621.13
CAC / Housing Stability.....	\$71,000.00
Total Public Services.....	\$139,621.13

Total **\$1,068,767.00**

Maximum Public Service Cap @ 15% =	\$160,315.05
Public Service Funding =	\$139,621.13
Maximum Administration and Planning Cap @ 20% =	\$213,753.40
Administration and Planning Funding =	\$213,753.40
Net Entitlement + PI Estimated.....	\$1,068,767.00
Total of All Activities	\$1,068,767.00

Notes

* Multi-year Commitment



**HOME Program Federal Fiscal Year 2017
Use of Funds**

Entitlement for FFY2017
 Match.....
 Estimated Program Income.....
 Entitlement + Match + Program Income.....
 Program Administration = 10% of Entitlement (a).....

\$334,275.00
\$83,568.75
\$0.00
\$417,843.75
\$33,427.50

Action Plan Project Descriptions

FFY 2017

	Home Entitlement	Match ^(c)	Program Income	Total
Home Administration.....	\$33,427.50			\$33,427.50
Ihomes CHDO project (b).....	\$162,000.00			\$162,000.00
Future Affordable Housing Initiative.....	\$38,847.50		\$60,000.00	\$98,847.50
Living in Recovery (Acquisition).....	\$100,000.00		(d)	\$100,000.00
Match (Contributions from the County's Banked Match from prior projects).....	\$83,568.75	\$83,568.75		\$83,568.75
Totals	\$417,843.75	\$83,568.75	\$60,000.00	\$477,843.75

Notes

- (a) Housing will use 10% of the Entitlement + Program Income for Program Administration.
- (b) Including Required minimum 15% CHDO Set-aside
- (c) Required Match Obligation @ 25% of (Entitlement, less administrative cost, less CHDO set-aside)
- (d) \$60,000 of Received Program Income will be used toward the future affordable housing project.