

# County Council of Howard County, Maryland

2018 Legislative Session

Legislative Day No. 4

## Resolution No. 47-2018

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.

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Introduced and read first time \_\_\_\_\_, 2018.

By order \_\_\_\_\_  
Jessica Feldmark, Administrator

Read for a second time at a public hearing on \_\_\_\_\_, 2018.

By order \_\_\_\_\_  
Jessica Feldmark, Administrator

This Resolution was read the third time and was Adopted\_\_\_, Adopted with amendments\_\_\_, Failed\_\_\_, Withdrawn\_\_\_, by the County Council on \_\_\_\_\_, 2018.

Certified By \_\_\_\_\_  
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 \_\_\_\_\_day of \_\_\_\_\_, 2018 that it adopts the Howard County Annual  
21 Action Plan Federal Fiscal Year 2018 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 2018 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**

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**FFY18 ACTION PLAN TIMELINE**

Updated October 17, 2017

DATE	ACTION ITEM
<b>NOVEMBER 2017</b>	
<b>November 16, 2017</b>	<i>Publish and Post to Web-page</i> <b>Public Notice/Notice of Public Needs Hearing #1</b>
<b>DECEMBER 2017</b>	
<b>Thursday, December 7, 2017</b>	<b>Public Hearing / Public Needs Hearing #1</b>
Thursday, December 14, 2017	Email Public Notice/Notice of Public Hearing # 2 to Newspapers
Monday, December 18, 2017	Email Compliance Officer Public Notice for Hearing # 2 Posting to Web-page
<b>December 21, 2017</b>	<i>Publish and Post to Web-page</i> <b>Public Notice/Notice of Public Needs Hearing #2 (Public Meeting)</b>
<b>JANUARY 2018</b>	
Monday, January 8, 2018	Email Compliance Officer CDBG & HOME Program Applications for Web-page
<b>Thursday, January 11, 2018</b>	<b>Public Needs Hearing #2 (Public Meeting)</b> <i>Distribute RFP's and Post RFP to Web-Page</i>
<b>FEBRUARY 2018</b>	
<b>February 5, 2018</b>	<b>RFP Submission Deadline (3:30 pm)</b>
Thursday, February 15, 2018	Email Public Notice/Notice of Public Hearing # 3 to Newspapers
<i>Monday, February 19, 2018</i>	<i><b>Draft Action Plan Complete</b></i>
Monday, February 19, 2018	Email Compliance Officer Public Notice for Hearing # 3 Posting to Web-page
<b>Thursday, February 22, 2018</b>	<i>Publish and Post to Web-Page</i> <b>Public Notice/Notice of Public Meeting For Public Comment Period Meeting on March 15, 2018</b>
<b>Monday, February 26, 2018</b>	<b>30-Day Public Comment Period - Begins</b>
<b>MARCH, 2018</b>	
<b>March 15, 2018</b>	<b>30-Day Comment Public Meeting #3</b>
<b>March 16, 2018</b>	<b>Draft copy of AAP and Written Testimony from Director Cimino to Jen Sager</b>
<b>March 22, 2018</b>	<b>Pre-File Date - Resolution and FFY18 AAP submitted to Council</b>
Thursday, March 22, 2018	Email Public Notice/Notice of Public Hearings # 4 & # 5 to Newspapers
<b>Monday, March 27, 2018</b>	<b>30-Day Public Comment Period - Ends at 11:59.99 PM</b>
Monday, March 26, 2018	Email Compliance Officer Public Notice for Hearings # 4 & # 5 for Posting to Web-page
	<i>Publish and Post to Web-Page</i>

<b>March 29, 2018</b>	<b>Public Notice/Notice of Public Hearings Council &amp; Housing Board Hearings #4 &amp; #5</b>
<b>APRIL 2018</b>	
<b>April 2, 2018</b>	<b>Draft Resolution Submitted to Council</b>
<b>April 12, 2018</b>	<b>Public Hearing #4 for County Resolution Process (Housing Board Meeting)</b>
<b>April 16, 2018</b>	<b>Public Hearing at County Council / Public Hearing #5 for County Resolution Process (Director Cimino to Testify)</b>
<b>MAY. 2018</b>	
<b>May 7, 2018</b>	<b>County Council Vote</b>
<b>May 10, 2018</b>	<b>Final Edits Complete / Submit to HUD</b>
<b>May 17, 2018</b>	<b>Final Action Plan due to HUD</b>

## 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 FFY2018 Annual Action Plan in accordance with its four-year Consolidated Plan for FFY2016-2019. 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 FFY2016-2019 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 homeowner households are cost overburdened by 30% or more. 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 residents that experience rent or mortgage overburden can become unstable and face homelessness with first-time crises, loss of income, or health issues.

The FFY18 Annual Action Plan, the 3rd year of our 4-year plan, awarded funding to projects that 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 FFY2016-2019 Consolidated Plan.



Through this application, Howard County is working to not only preserve and retain the affordable housing stock through housing rehabilitation projects, 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 provide 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 our nonprofit partners to upgrade aging and failing HVAC systems with newer more energy efficient system for two nonprofits who serve persons with disabilities. Additional upgrades will improve access to the services by expanding the parking lot.

## **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 see 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.

### **3. EVALUATE PAST PERFORMANCES**

Howard County strives to equitably allocate CDBG and HOME funds to income eligible areas and persons throughout the County and funded activities during the second year to continue meeting the County's FFY 2016 to FFY 2019 Four Year Consolidated Plan goals and objectives. The County's CDBG and HOME Programs regularly meet the performance standards established by HUD. Each year the County prepares its Consolidated Annual Performance and Evaluation 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 2016 CAPER, Howard County expended 97.78% of its CDBG funds to benefit low- and moderate-income persons. The County expended 13% of its funds during the FFY 2016 CAPER period on public service, which is below the statutory maximum of 15%. The County expended 20% of its funds

during this CAPER period on Planning and Administration. The County met the required 1.5 maximum drawdown ratio. The County's ratio was .49 as of May 2, 2017.

#### **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 16, 2017, December 21, 2017, February 22, 2018, and March 29, 2018.

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 19, 2018 until March 26, 2018 for review and comment. The draft plan review period was advertised in The Howard County Times and Columbia Flier on February 22, 2018. The advertisement was also published on the Department's webpage.

Additionally, during the planning phase of the Howard County's FFY2018 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 was open from December 7, 2017 until February 05, 2018.

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 considered in 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 7, 2017 at 1:30 PM. The County held its Second Public Hearing on January 11, 2018 at 1:30 PM. The County held its Third Public Hearing on March 15, 2018 at 6 PM. The County held the Forth Public Hearing on April 12, 2018 at the Housing Board monthly meeting. A Fifth Public Hearing was held on April 16, 2018 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 Needs Survey was live from December 7, 2017 until February 05, 2018. 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 considered in 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 view were incorporated into this plan.

## **7. Summary**

The County has allocated its CDBG funds for FFY 2018 based on activities which will principally benefit low- and moderate-income persons.

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

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

The Public Service activities serve a low- and moderate-income clientele or provide a 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 Four Year Consolidated Plans, Annual Action Plans, Environmental Review Records (ERRs), the Consolidated Annual Performance Evaluation Reports (CAPER), provides monitoring, processes 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 & Community Development  
6751 Columbia Gateway Drive, 3rd Floor  
Columbia, MD 21046  
Phone: 410-313-6324  
Fax: 410-313596

Email: [emeadows@howardcountymd.gov](mailto:emeadows@howardcountymd.gov)

Annual Action Plan  
2018

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

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 16, 2017, December 21, 2017, February 22, 2018, and March 29, 2018.

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 19, 2018 until March 26, 2018 for review and comment. The draft plan review period was advertised in The Howard County Times and Columbia Flier on February 22, 2018. The advertisement was also published on the Department's webpage.

Additionally, during the planning phase of the Howard County's FFY2018 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 7, 2017 until February 05, 2018.

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 considered in 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(l))**

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

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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 four-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.**

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, as 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 match 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 monthly study halls and provides one-on-one trainings to subgrantees to ensure timeliness standards and data quality are maintained at a high standard.

**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, as 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 match 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.

**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	<b>Agency/Group/Organization</b>	HOWARD COUNTY HOUSING COMMISSION	
	<b>Agency/Group/Organization Type</b>	PHA	
	<b>What section of the Plan was addressed by Consultation?</b>	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	
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Howard County Housing Commission was consulted to obtain information on the County's housing and community development needs.	
2	<b>Agency/Group/Organization</b>	Howard County Department of Community Resources and Services	
	<b>Agency/Group/Organization Type</b>	Other government - County	

	<b>What section of the Plan was addressed by Consultation?</b>	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	
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Howard County Department of Resources and Services was consulted to obtain information on the County's housing and community development needs.	
3	<b>Agency/Group/Organization</b>	Maryland Department of the Environment	
	<b>Agency/Group/Organization Type</b>	Other government - State	
	<b>What section of the Plan was addressed by Consultation?</b>	Lead-based Paint Strategy	
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Maryland Department of the Environment was consulted to obtain information on the County's housing and community development needs.	
4	<b>Agency/Group/Organization</b>	Association Of Community Services Of Howard County (ACS)	
	<b>Agency/Group/Organization Type</b>	Health Agency	
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs	
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Association of Community Services was consulted to obtain information on the County's housing and community development needs.	

5	<b>Agency/Group/Organization</b>	Bridges to Housing Stability, Inc.	
	<b>Agency/Group/Organization Type</b>	Services-homeless	
	<b>What section of the Plan was addressed by Consultation?</b>	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	
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Bridges to Housing Stability was consulted to obtain information on the County's housing and community development needs.	
6	<b>Agency/Group/Organization</b>	COMMUNITY ACTION COUNCIL OF HOWARD COUNTY	
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Education Services-Employment	

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

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

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

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

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



	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy	
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Arc of Howard County was consulted to obtain information on the County's housing and community development needs.	
18	<b>Agency/Group/Organization</b>	We are Hope Works of Howard County	
	<b>Agency/Group/Organization Type</b>	Housing Service-Fair Housing Services - Victims	
	<b>What section of the Plan was addressed by Consultation?</b>	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	
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	We Are HopeWorks of Howard County was consulted to obtain information on the County's housing and community development needs.	

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

**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 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.
5 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.
The 2012 Comprehensive Plan	Howard County Government	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.
The Analysis of Impediments to Fair Housing	Baltimore Regional Housing Initiative	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 FFY2016-2019 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 FFY2018 Annual Action Plan, Year 3 of our Four 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 16, 2017, December 21, 2017, February 22, 2018, and March 29, 2018.

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 26, 2018 through March 26, 2018 for review and comment. The draft plan review period was advertised in The Howard County Times and Columbia Flier on February 22, 2018. The advertisement was also published on the Department's webpage.

Additionally, during the planning phase of the Howard County's FFY2018 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 was open from December 7, 2017 until February 5, 2018.

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.

**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 7, 2017	A summary of the Public Hearing can be found in the Citizen Participation Plan	All comments were accepted.	
2	Public Hearing	Non-targeted/broad community	Public Hearing was held on Thursday, January 11, 2018.	A summary of the Public Hearing can be found in the Citizen Participation Plan.	All comments were accepted.	
3	Public Hearing	Non-targeted/broad community	Public Hearing to be held on Thursday, March 15, 2018.	Comments will be updated at the conclusion of the 30-day draft period.		
5	Public Hearing	Non-targeted/broad community	Public Hearing to be held Monday, April 16, 2018.	Comments will be updated at the conclusion of our 30-day draft period.		

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

Howard County has completed the planning and writing of the FFY2018 Annual Action using estimated amounts that are the awarded totals the County received in FFY2017 for both CDBG and HOME programs. The County anticipates receiving \$1,082,979 in CDBG and \$355,837 in HOME funds for the FFY 2018 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 2018 CDBG and HOME program year starts on July 1, 2018 and concludes on June 30, 2019. The County projects its CDBG and HOME allocations to remain level over the remaining two years of the four-year period.

In the event the FFY2018 CDBG and HOME Program awards vary from the FFY2017 award, Howard County intends to adjust the amounts equally

among the CDBG and the HOME projects.

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder 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	1,082,979	10,779	0	1,093,758	0	
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	355,837	0	0	355,837	0	

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 2018. Additionally, through a newly created funding application, the County's MIHU Fee-In-Lieu Program, (\$400,000) will further support the goals set within the Consolidated Plan.

A proposed budget of \$3,004,000 for the County's Housing Initiative Loan Fund has been requested for County Fiscal Year 2018.

The County will use \$88,959.25 of contributions from the County's Banked Match from prior projects as HOME match for FFY2018.

**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**

The County's CDBG and HOME program year runs from July 1, 2018 through June 30, 2019. These funds will be used to address the following priority needs set within the FFY 2016 to FFY 2019 program years:

- Housing
- Homeless
- Other Special Needs
- Community Development
- Administration, Planning, and Management



## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### 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	2019	Affordable Housing	Howard County	Housing Priority	CDBG: \$150,000	Homeowner Housing Rehabilitated: 32 Household Housing Unit
2	HO-2 Operation/Support	2016	2019	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	2019	Homeless	Howard County	Homeless Priority	CDBG: \$138,983	Housing for Homeless added: 1 Household Housing Unit
4	SN-1 Housing	2016	2019	Non-Homeless Special Needs	Howard County	Other Special Needs Priority	CDBG: \$24,000 HOME: \$202,410	Rental units constructed: 9 Household Housing Unit Rental units rehabilitated: 2 Household Housing Unit Homeless Person Overnight Shelter: 100 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	CD-1 Community Facilities	2016	2019	Non-Housing Community Development	Howard County	Community Development Priority	CDBG: \$242,400	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 700 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 8 Households Assisted
6	CD-3 Public Services	2016	2019	Non-Housing Community Development	Howard County	Community Development Priority	CDBG: \$23,621	Public service activities for Low/Moderate Income Housing Benefit: 55 Households Assisted
7	AM-1 Overall Coordination	2016	2019	Administration, Planning, and Management	Howard County	Administration, Planning, and Management Priority	CDBG: \$203,753 HOME: \$33,428	Other: 2 Other
8	AM-2 Fair Housing	2016	2019	Administration, Planning, and Management	Howard County	Administration, Planning, and Management Priority	CDBG: \$10,000	Other: 1 Other
9	HO-3 Prevention and Housing	2016	2019	Homeless	Howard County	Homeless Priority	CDBG: \$71,000	Homelessness Prevention: 55 Persons Assisted
10	HS-4 Home Ownership	2016	2019	Affordable Housing	Howard County	Housing Priority	HOME: \$120,000	Direct Financial Assistance to Homebuyers: 3 Households Assisted

Table 6 – Goals Summary

Annual Action Plan  
2018

## Goal Descriptions

1	<b>Goal Name</b>	HS-1 Housing Rehabilitation
	<b>Goal Description</b>	Continue to provide financial assistance to low - and moderate-income homeowners to rehabilitate their existing owner-occupied housing.
2	<b>Goal Name</b>	HO-2 Operation/Support
	<b>Goal Description</b>	Assist providers in the operating of housing and support services for the homeless and persons at-risk of becoming homeless.
3	<b>Goal Name</b>	HO-4 Housing
	<b>Goal Description</b>	Support the rehabilitation of and making accessibility improvements to emergency shelters, transitional housing, and permanent housing for the homeless.
4	<b>Goal Name</b>	SN-1 Housing
	<b>Goal Description</b>	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	<b>Goal Name</b>	CD-1 Community Facilities
	<b>Goal Description</b>	Improve the parks, recreational centers, trails, libraries, and all public and community facilities in the County.
6	<b>Goal Name</b>	CD-3 Public Services
	<b>Goal Description</b>	Improve and increase public safety, municipal services, and public services programs throughout the County.

7	<b>Goal Name</b>	AM-1 Overall Coordination
	<b>Goal Description</b>	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	<b>Goal Name</b>	AM-2 Fair Housing
	<b>Goal Description</b>	Promote fair housing choice through education and outreach in the County.
9	<b>Goal Name</b>	HO-3 Prevention and Housing
	<b>Goal Description</b>	Continue to support the prevention of homelessness and programs for rapid rehousing.
10	<b>Goal Name</b>	HS-4 Home Ownership
	<b>Goal Description</b>	Assist low-and moderate-income households to become homeowners by providing down payment assistance, closing cost assistance, and requiring housing counseling training.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

In order to address the identifiable needs of Howard County, the proposed FFY 2018 One-Year Action Plan proposes the following activities:

### Projects

#	Project Name
1	CDBG Administration
2	Fair Housing Service Activity
3	Roger Carter Recreation Center Redevelopment
4	Emergency Public Facility
5	Homeowner Rehabilitation
6	Route One Day Resource Center
7	Transitional Housing Program
8	Housing Stability Program
9	Bridges to Housing Stability
10	Living in Recovery Facilities Improvement
11	The Arc of Howard County Facilities Improvement
12	HOME Program Administration
13	iHomes Development
14	The Arc of Howard County- Valley Road Renovation
15	The Arc of Howard County - Bright Plume Renovation
16	Down Payment Assistance

Table 7 - 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.

**AP-38 Project Summary**  
**Project Summary Information**

1	<b>Project Name</b>	CDBG Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	AM-1 Overall Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Priority
	<b>Funding</b>	CDBG: \$203,753
	<b>Description</b>	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 a project work plan, documenting project activities, overseeing grant procurement activities, supervising the progress of the project, managing the project budget, preparing and submitting performance reports.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
2	<b>Project Name</b>	Fair Housing Service Activity
	<b>Target Area</b>	
	<b>Goals Supported</b>	AM-2 Fair Housing
	<b>Needs Addressed</b>	Administration, Planning, and Management Priority
	<b>Funding</b>	CDBG: \$10,000

	<b>Description</b>	Howard County along with Baltimore City, Anne Arundel, Baltimore, and Harford County will fund a portion of the salary for a Regional AI Coordinator. Howard County in cooperation with these jurisdictions contracted with a consultant to complete a regional and jurisdiction-specific Analysis of Impediments to Fair Housing (AI) which was formally accepted in February 2012. The AI Coordinator works to guide the implementation of the regional initiatives to address identified potential impediments to Fair Housing Choice.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
3	<b>Project Name</b>	Roger Carter Recreation Center Redevelopment
	<b>Target Area</b>	
	<b>Goals Supported</b>	CD-1 Community Facilities
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$200,000
	<b>Description</b>	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. This Project will serve approximately 500 Howard County residents in FFY18.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	



	<b>Planned Activities</b>	
4	<b>Project Name</b>	Emergency Public Facility
	<b>Target Area</b>	
	<b>Goals Supported</b>	HO-4 Housing
	<b>Needs Addressed</b>	Other Special Needs Priority
	<b>Funding</b>	CDBG: \$24,000
	<b>Description</b>	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. This Project will serve approximately 100 Howard County residents in FFY18.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
5	<b>Project Name</b>	Homeowner Rehabilitation
	<b>Target Area</b>	
	<b>Goals Supported</b>	HS-1 Housing Rehabilitation
	<b>Needs Addressed</b>	Housing Priority
	<b>Funding</b>	CDBG: \$150,000

	<b>Description</b>	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. This Project will serve approximately 32 households in Howard County in FFY18.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
6	<b>Project Name</b>	Route One Day Resource Center
	<b>Target Area</b>	
	<b>Goals Supported</b>	HO-2 Operation/Support
	<b>Needs Addressed</b>	Homeless Priority
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	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
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	

	<b>Planned Activities</b>	
7	<b>Project Name</b>	Transitional Housing Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	CD-3 Public Services
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$23,621
	<b>Description</b>	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 sexual and intimate partner violence and allows victims to be housed for up to one (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. HopeWorks is the sole provider of comprehensive domestic violence and rape crisis and recovery services in Howard County. Specifically, HopeWorks is the only residential program in the county that has the experience, expertise and internal capacity necessary to address the multiple, interlocking needs of domestic violence victims, and their families. Eligibility requirement: Howard County residents fleeing domestic violence situations. This Project will serve approximately 35 households in Howard County in FFY18
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
8	<b>Project Name</b>	Housing Stability Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	HO-3 Prevention and Housing
	<b>Needs Addressed</b>	Homeless Priority

	<b>Funding</b>	CDBG: \$71,000
	<b>Description</b>	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. Direct payment to landlords and/or mortgage companies will be made based on 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. This Project will serve approximately 55 households in Howard County in FFY18.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
9	<b>Project Name</b>	Bridges to Housing Stability
	<b>Target Area</b>	
	<b>Goals Supported</b>	HO-4 Housing
	<b>Needs Addressed</b>	Housing Priority
	<b>Funding</b>	CDBG: \$138,983
	<b>Description</b>	Bridges to Housing Stability, Inc., a 501 (c)(3) nonprofit, will utilize CDBG Program funds to acquire one (1) housing unit in FFY18 to rent to persons working in Howard County earning between 30 percent and 60 percent of the Howard County area median income. 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: Acquisition of existing dwelling units. This project will create 1 unit of affordable housing in Howard County in FFY18
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>10</b>	<b>Project Name</b>	Living in Recovery Facilities Improvement
	<b>Target Area</b>	
	<b>Goals Supported</b>	CD-1 Community Facilities
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$42,400
	<b>Description</b>	Living in Recovery Inc., a 501 (c) (3) non-profit in Howard County will utilized CDBG funds in FFY18 to replace the existing HVAC system, install insulation and air sealing measures and expand the parking area. Income eligibility: Howard County residents with severe disabilities that earn between zero and eight percent of the area median income (AMI) for the HUD Baltimore- Columbia-Towson Metropolitan Statistical Area (MSA).Eligibility requirement: Rehabilitation of a public facility and expand parking lotThe project will serve approximately 8 individuals in FFY18.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>11</b>	<b>Project Name</b>	The Arc of Howard County Facilities Improvement
	<b>Target Area</b>	
	<b>Goals Supported</b>	CD-1 Community Facilities
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$200,000

	<b>Description</b>	The Arc of Howard County, a 501 (c) (3) nonprofit will use CDBG funds for the planning, design, acquisition, construction and installation of a new HVAC system to replace older existing system on a facility that supports many activities and programs for persons with intellectual and developmental disabilities. Income eligibility: Howard County residents with severe disabilities that earn between zero and eighty percent of the area median income (AMI) for the HUD Baltimore- Columbia-Towson Metropolitan Statistical Area (MSA). Eligibility requirement: Rehabilitation of a public facility. The project will serve approximately 1115 individuals and their families in FFY18.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
12	<b>Project Name</b>	HOME Program Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	AM-1 Overall Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Priority
	<b>Funding</b>	HOME: \$33,427
	<b>Description</b>	FFY 2018 HOME program administration 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. Staff members are responsible for performing program related duties, such as financial, environmental, and program eligibility review 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 funding agencies, developing a project work plan, documenting project activities, overseeing grant procurement activities, supervising progress of the project, managing the project budget, tracking match, monitoring program rents and incomes and preparing and submitting performance reports.
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
13	<b>Project Name</b>	iHomes Development
	<b>Target Area</b>	
	<b>Goals Supported</b>	SN-1 Housing
	<b>Needs Addressed</b>	Housing Priority
	<b>Funding</b>	HOME: \$165,928
	<b>Description</b>	iHomes Inc., a 501 (c) (3) non profit and the only certified CHDO in Howard County will utilize HOME funds to design, develop, build and manage three single- family dwelling units for persons with varying degrees of developmental and physical disabilities. Support services will be provided by Humanim Inc. The units will be designed using green building strategies that will result in a net zero energy efficient building. Income eligibility: Howard County residents with severe disabilities that earn between zero and eight percent of the area median income (AMI) for the HUD Baltimore- Columbia-Towson Metropolitan Statistical Area (MSA).Eligibility requirement: New Construction.The project will create 3 units of affordable housing in FFY18.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
14	<b>Project Name</b>	The Arc of Howard County- Valley Road Renovation
	<b>Target Area</b>	
	<b>Goals Supported</b>	HS-1 Housing Rehabilitation
	<b>Needs Addressed</b>	Other Special Needs Priority

	<b>Funding</b>	HOME: \$23,782
	<b>Description</b>	The Arc. of Howard County, a 501 (c ) (3) non profit will utilize HOME funds for the renovation an existing nursing home with the installation of a natural gas powered generator. Income eligibility: Howard County residents with severe disabilities that earn between zero and eighty percent of the area median income (AMI) for the HUD Baltimore-Columbia-Towson Metropolitan Statistical Area (MSA).Eligibility requirement: Rehabilitation of an existing house.The project will serve approximately 65 families in FFY18.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
15	<b>Project Name</b>	The Arc of Howard County - Bright Plume Renovation
	<b>Target Area</b>	
	<b>Goals Supported</b>	CD-1 Community Facilities
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	HOME: \$12,699
	<b>Description</b>	The Arc. of Howard County, a 501 (c ) (3) non profit will utilize HOME funds for the renovation an existing nursing home with the installation of a natural gas powered generator. Income eligibility: Howard County residents with severe disabilities that earn between zero and eighty percent of the area median income (AMI) for the HUD Baltimore-Columbia-Towson Metropolitan Statistical Area (MSA).Eligibility requirement: Rehabilitation of an existing house.The project will serve approximately 4 individuals in FFY18
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	



	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>16</b>	<b>Project Name</b>	Down-Payment Assistance
	<b>Target Area</b>	
	<b>Goals Supported</b>	HS-4 Home Ownership
	<b>Needs Addressed</b>	Housing Priority
	<b>Funding</b>	HOME: \$120,000
	<b>Description</b>	The Department of Housing and Community Development will provide down payment and /or closing cost assistance to eligible homebuyers for the purchase of one dwelling unit in Howard County. Eligible awardees will not only meet the HUD program household income limits but must have attended homebuyer workshops offered in the County.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	

## 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. Included in the Executive Summary is a map highlighting the poverty rates per Census Tract.

### Geographic Distribution

Target Area	Percentage of Funds
Howard County	100

Table 8 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

The County has allocated its CDBG funds for FFY 2018 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 to only 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 2018 CDBG Program, the County will receive a grant in the amount of \$1,082,979 and anticipates \$10,778.81 in program income for the year for a total FFY 2018 budget of \$1,093,757.81. 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 (\$880,004.41) will be allocated to activities which principally benefit low- and moderate-income persons in the amount

of \$880,004.41 (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 \$466,400 (53.0%), Housing activities \$288,983.28 (33.0%), and Public Service activities \$124,621.13 (14.0%).

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# 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	1
Non-Homeless	32
Special-Needs	9
Total	42

Table 9 - 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	9
Rehab of Existing Units	32
Acquisition of Existing Units	1
Total	42

Table 10 - One Year Goals for Affordable Housing by Support Type

### Discussion

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 2018:

- Rehab thirty-two (32) existing affordable housing units - incomes below 60%AMI;
- Acquire one (1) existing units (1) homeless family unit below 60% AMI,
- Construct (9) CHDO project units, Special Needs Rental below 60% AMI,

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Howard County Housing Commission received \$10,084,128 in FFY 2017 funding. Funding for FFY 2017 remained constant as compared to FFY 2016's funding allocation of \$10,034,665. The average Housing Assistance Payment for voucher units in 2017 was \$1,069.01 per unit month.

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

- HCV HAP Funds \$10,084,128
- HCV Administrative Fees \$534,492
- FSS Coordinator Funds \$61,056
- Portability HAP Funds \$8,623,680
- Portability Administration Fees \$280,708
- HOPWA Funds \$294,400

### **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 continue its participation in a regional initiative to provide one hundred (100) project-based vouchers in opportunity areas in the Baltimore Region. Howard County will be contributing 3 project-based vouchers toward this initiative. The project is being coordinated by the Baltimore Regional Council, and Howard County serves 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 the commencement of homeownership assistance. This requirement does not apply to 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 the 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 69 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 43 families. The actual number of families currently enrolled in FSS is 31. 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.

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**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

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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.

## **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:**

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The County will fund the following affordable housing projects with FFY 2018 CDBG funds:

- CD-18-02 – Fair Housing Activity
- CD-18-05 – Rebuilding Together Homeowner Rehab
- CD-18-08 – Bridges to Housing Stability

## **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 continues 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 2018 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 provide public facility improvements

### **Actions planned to foster and maintain affordable housing**

The County will fund the following affordable housing projects with FFY 2018 CDBG and HOME funds:

- CD-18-02 – Fair Housing Activity
- CD-18-05 – Rebuilding Together Homeowner Rehab
- CD-18-09 – Bridges to Housing Stability
- CD-18-10 – Living in Recovery Facilities Improvement
- CD-18-11 – The Arc of Howard County Facilities Improvement
- HO-18-13 – iHomes Development
- HO-18-14 – The Arc of Howard County Facilities Improvement (Valley Road)
- HO-18-15 - The Arc of Howard County Facilities Improvement (Bright Plume)
- HO-18-06 – Down payment Assistance

### **Actions planned to reduce lead-based paint hazards**

When the County provides assistance to homebuyers or homeowners for homes 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 2018 CDBG and HOME funds to reduce the number of poverty-level families:

- CD-18-02 – Fair Housing Activity
- CD-18-05 – Rebuilding Together Home Owner Rehab
- CD-18-06 – Route One Day Resource Center
- CD-18-07- Transitional Housing
- CD-18-09 – Bridges to Housing Stability
- CD-18-10 – Living in Recovery Facilities Improvement
- CD-18-11 – The Arc of Howard County Facilities Improvement
- HO-18-13 – iHomes Development
- HO-18-14 – The Arc of Howard County Facilities Improvement (Valley Road)
- HO-18-15 - The Arc of Howard County Facilities Improvement (Bright Plume)
- HO-18-06 – Down payment Assistance

#### **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 2016-2019 Four Year Consolidated Plan will be effectively addressed by more than one entity. The following entities will carry out the FFY 2018 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 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.
- Hope Works – will provide transitional housing.
- Community Action Council – will provide housing stability assistance to prevent eviction.

#### **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.

### **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 2018 CDBG and HOME activities will be reported in the FFY 2018 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(l)(1,2,4)

#### Introduction:

Howard County has completed the planning and writing of the FFY2018 Annual Action Plan using estimated amounts that are the awarded totals the County received in FFY2017 for both CDBG and HOME programs

Howard County anticipates it will receive an annual allocation of CDBG funds in the amount of \$1,082,979 and anticipates \$10,778.81 in program income for the year for a total FFY 2018 budget of \$1,093,757.81. The County also anticipates it will receive an annual allocation of HOME funds in the amount of \$355,837, anticipates \$0 in program income, and will match \$88,959.25 (25% required match less administration and CHDO set aside) for a total FFY 2018 budget of \$321,512.20. Since the County receives CDBG and HOME allocations, the questions below have been completed as applicable.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(l)(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	10,779
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
<b>Total Program Income:</b>	<b>10,779</b>

#### 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.

0.00%

### **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:

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 FFY2016-2019 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 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 FFY2016-2019 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.

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:

Howard County will not use HOME funds to refinance existing debt.

Under the FFY 2018 CDBG Program, the County will receive a grant in the amount of \$1,082,979 and anticipates \$10,778.81 in program income for the year for a total FFY 2018 budget of \$1,093,757.81. 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 (\$880,004.41) will be allocated to activities which principally benefit low- and moderate-income persons in the amount of \$880,004.41 (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 \$466,400 (53.0%), Housing activities \$288,983.28 (33.0%), and Public Service activities \$124,621.13 (14.0%).

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 2018 Use of Funds**

Entitlement for FFY2018.....	\$1,082,979.00
Estimated Program Income For FFY2018.....	\$10,778.81
Program Income Carry over For FFY2017.....	\$0.00
Entitlement + Estimated Program Income.....	\$1,093,757.81
Public Service Cap = 15% of Entitlement + PI Received for FFY2017.....	\$164,063.67
Administration & Planning Cap = 20% of Entitlement Including PI for FFY2018.....	\$218,751.56

**Action Plan Project Descriptions**

**Administration and Planning**

	FFY 2018 Funding Amount
Program Administration.....	\$203,753.40
Fair Housing - Regional Fair Housing Coordinator.....	\$10,000.00
<b>Total Planning &amp; Administration.....</b>	<b>\$213,753.40</b>

**Public Facilities**

Roger Carter Recreation Center Re-development*.....	\$200,000.00
Emergency Public Facilities*.....	\$24,000.00
Living In Recovery Facilities Improvement .....	\$42,400.00
The Arc of Howard Co Facilities Improvement .....	\$200,000.00
<b>Total Public Facilities Programs.....</b>	<b>\$466,400.00</b>

**Housing Activities**

Bridges to Housing Stability.....	\$138,983.28
Rebuilding Together / Home Owner Rehab.....	\$150,000.00
<b>Total Housing Programs.....</b>	<b>\$288,983.28</b>

**Public Services**

Grassroots / Route One Day Resource Center .....	\$30,000.00
Hope Works / Transitional Housing.....	\$23,621.13
CAC / Housing Stability.....	\$71,000.00
<b>Total Public Services.....</b>	<b>\$124,621.13</b>

**Total** **\$1,093,757.81**

Maximum Public Service Cap @ 15% = .....	\$164,063.67
Public Service Funding = .....	\$124,621.13
Maximum Administration and Planning Cap @ 20% = .....	\$218,751.56
Administration and Planning Funding = .....	\$213,753.40
Net Entitlement + PI Estimated.....	\$1,093,757.81
<b>Total of All Activities</b>	<b>\$1,093,757.81</b>

Notes

\* Multi-year Commitment





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

Entitlement for FFY2018	\$355,837.00
Match.....	\$88,959.25
Estimated Program Income.....	\$0.00
Entitlement + Match + Program Income.....	\$444,796.25
Program Administration = 10% of Entitlement (a).....	\$33,427.50

**Action Plan Project Descriptions**

FFY 2018

	Home Entitlement	Match <sup>(c)</sup>	Program Income	Total
Home Administration.....	\$33,427.50			\$33,427.50
Ihomes CHDO project (b).....	\$165,928.50			\$165,928.50
The Arc of Howard Co - Valley Rd Renovation Initiative.....	\$23,782.00		\$0.00	\$23,782.00
The Arc of Howard Co - Bright Plume Renovation Initiative.....	\$12,699.00		(d)	\$12,699.00
Downpayment and Closing Cost Assistance	\$120,000.00			
Match (Contributions from the County's Banked Match from prior projects).....		\$88,959.25		\$88,959.25
<b>Totals</b>	<b>\$355,837.00</b>	<b>\$88,959.25</b>	<b>\$0.00</b>	<b>\$324,796.25</b>

**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 Receipted Program Income will be used toward the future affordable housing project.