



Howard County

Internal Memorandum

Subject: Testimony and Fiscal Impact Statement for:
Resolution No. ___ - 2018
Adopting the FFY2018 Annual Action for Community Development
Block Grant (CDBG) & HOME Investment Partnership Program (HOME)

To: Lonnie R. Robbins
Chief Administrative Officer

From: Kelly Cimino *K. Cimino*
Director
Department of Housing and Community Development

Date: March 16, 2018

Resolution No. _____ approves the FFY2018 Annual Action for the Community Development Block Grant (CDBG) program and the Home Investment Partnership Program (HOME). The FFY2018 Annual Action Plan is required as a precondition to receiving the County's annual entitlement of CDBG and HOME Program funds from the U.S. Department of Housing and Urban Development (HUD).

BACKGROUND

In 2016, Council Resolution 51-2016 adopted Howard County's current Four-Year Consolidated Plan. The Consolidated Plan is a planning document that summarizes local housing and non-housing needs; housing market and inventory conditions; outlines a four-year strategy; identifies available federal, state and local resources needed and anticipated to implement the strategies; and presents specific goals and objectives for each strategy. The Annual Action Plan is the implementing document for the strategies in the Consolidated Plan and is required by HUD in order to obtain the CDBG and HOME Program funding.

The primary objective of the CDBG and HOME Programs is to develop viable communities by providing decent affordable housing, creating suitable living environments, and expanding economic opportunities, principally for persons of low and moderate income.

In order to receive the annual entitlement grants for FFY2018, which will begin on July 1, 2018, and to continue to be eligible as an Urban County Entitlement community, Howard County must adopt an Annual Action Plan. The attached draft Annual Action Plan outlines the proposed activities that will be undertaken for the upcoming program year.

The FFY2018 Annual Action Plan is the third Plan under the current Consolidated Plan covering FFY16-FFY19. Howard County Department of Housing and Community Development has developed the draft Action Plan in consultation with multiple county agencies, various nonprofit agencies, local advocates, the Housing and Community Development Board and several local and regional service providers of housing and human services.

Howard County, in compliance with the County's Citizen Participation Plan, advertised and held three (3) public hearings on the needs and goals of the County's CDBG and HOME Programs. The public hearings provided residents with the opportunity to discuss the programs and to offer their suggestions on future program priorities. The public hearings were advertised in The Howard County Times and Columbia Flier on November 16, 2017, December 21, 2017 and February 22, 2018.

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 21, 2017 until February 5, 2018.

The draft FFY2018 Action Plan was available for the required 30-day public review and comment period at Howard County Housing's offices at the Gateway building. The comment period ran from February 26 thru March 27, 2018. The Plan was also available on the County's website on the department's webpage at www.howardcountymd.gov.

FISCAL IMPACT

The entitlement awards to Howard County will provide funding in the total anticipated amount of \$1,438,816.00 (CDBG: \$1,082,979; HOME: \$355,837). The grants cover both program and related administrative costs. The amounts have been incorporated into the County Fiscal Year 2019 budget.

The Department recommends approval of this Resolution.

Cc: Allan H. Kittleman, Howard County Executive (w/draft Action Plan)
Lonnie R. Robbins, Chief Administrative Officer
B. Diane Wilson, Chief of Staff (w/draft Action Plan)
Jennifer Sager, Legislative Coordinator (w/draft Action Plan – 10 copies)
Gary W. Kuc, County Solicitor (w/draft Action Plan)
Holly Sun, Budget Administrator
Elizabeth Meadows, Chief, Community Planning and Grants
Housing and Community Development Board

FFY18 ACTION PLAN TIMELINE

Updated October 17, 2017

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

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