




Howard County

Internal Memorandum

Subject: Testimony and Fiscal Impact Statement for:
Resolution No. ____-2014
Adopting the FFY2014 Action Plan For Community Development Block Grant
(CDBG) & Home Investment Partnership Program (HOME)

To: Lonnie Robbins
Chief Administrative Officer

From: Thomas P. Carbo 
Director
Department of Housing and Community Development

Date: March 18, 2014

Resolution No. ____-2014 approves the FFY2014 Action Plan for Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME). The Annual Action Plan is required as a precondition to receiving the County's annual entitlement of CDBG and HOME funds from the U.S. Department of Housing and Urban Development (HUD).

BACKGROUND

In 2011, Council Resolution 45-2011 adopted Howard County's current Consolidated Plan, a five-year strategic plan stipulating a course of action for the use of CDBG and HOME funds. The Consolidated Plan is a planning document that summarizes local housing and non-housing needs, housing market and inventory conditions; outlines a five-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, the implementing document for the Consolidated Plan, is required by HUD in order to obtain the annual entitlement of Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) Funds.

The primary objectives of the CDBG and HOME Programs are 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 FFY 2014 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. Howard County Housing has developed the draft Action Plan in

consultation with county agencies, the Housing and Community Development Board and several local and regional service providers of housing and human services.

The attached schedule identifies the various milestones in the Action Plan development process, including funding solicitations and required Public Notices and Public Hearings.

Specific to the funding solicitation process, Howard County Housing conducted a public meeting and public hearing for local service providers and the community at large. Attendees included Howard Community College Educational Foundation, Inc., Bridges to Housing Stability, Inc., Department of Recreation and Parks, Office of Human Rights, Community Action Council, Making Change, Inc., Consumer Credit Counseling Services, the Domestic Violence Center of Howard County and Grassroots Crisis Intervention Center. All proposed projects/activities listed in the draft Action Plan are consistent with one or more of the goals of the current five-year Consolidated Plan.

The draft Action Plan will be distributed and available for public review in Howard County Public Libraries and at the Howard County Housing office beginning on March 21, 2014 and concluding on April 22, 2014. The Plan will also be available on the County's website under the Howard County Housing link at www.howardcountymd.gov.

FISCAL IMPACT STATEMENT

The projected entitlement awards to Howard County will provide funding in the amount of \$1,349,851 (CDBG-\$1,001,886; HOME-\$347,965). The grants cover both program and related administrative costs. The amounts reflect anticipated level funding although the possibility exists that funding reductions may be imposed at any time during or after the Action Plan approval process has been completed. The projected award amounts have been incorporated into the Fiscal 2014 budget for Howard County Housing.

The Administration recommends the approval of this Resolution.

cc: Ken Ulman, Howard County Executive (w/draft Action Plan)
Jessica Feldmark, Chief of Staff (w/draft Action Plan)
Jennifer Sager, Legislative Coordinator (w/draft Action Plan– 8 copies)
Ray Wacks, Budget Administrator
Shirelle M. Bennett, Deputy Director
Ada Best, Chief Financial Officer
Angela Frantom, Grants Administrator
Housing and Community Development Board

Attachments:
Draft FFY2014 Action Plan (8 copies)
Action Plan Schedule

Program Year 2014 Action Plan Schedule-Publication Copy

December 26, 2013	Public Notice published in newspapers (Howard Times / Columbia Flyer)
January 13, 2014	Initial Public Meeting (#1) and Application for Funding released (RFP) - Gateway Building Room #401 - 6:00 pm
January 23, 2014	Notice of Public Hearing (PH#1) published in newspapers (Howard Times / Columbia Flyer)
February 3, 2014	RFP Submission Deadline
February 14, 2014	Public Hearing #1 - Housing & Community Development - Gateway Building Room #303 - 6:00 pm
March 4, 2014	Funding Recommendations Review with (Director, Deputy Director, Grants Administrator)
<u>March 7, 2014</u>	Notice of conditional selection/rejection to applicants
March 20, 2014	Deadline Pre-file Package to Legislative Coordinator
March 20, 2014	Public Notice (DRAFT Action Plan for review) published in newspapers (Columbia Flier/Howard Times) (Distribute Drafts to Libraries)
March 21, 2014**	Preliminary Action Plan public comment period begins (30-day review period)
March 27, 2014	Council Resolution pre-filed through Legislative Coordinator
April 3, 2104	Notice of Public Hearing (Public Hearing #2, Public Hearing #3) published in newspapers (Columbia Flier/Howard Times) (Distribute Drafts to Libraries)
April 7, 2014	Council Resolution regarding Action Plan Introduced to County Council
April 21, 2014	Public Hearing #2 - County Council Hearing -Testimony on Proposed Action Plan
April 22, 2014	Public Hearing #3 - HCD Board to vote on Action Plan submission, 7:30 pm
April 22, 2014	Public comment period ends
May 5, 2014	County Council vote on resolution regarding Action Plan*
May 15, 2014	FINAL Action Plan due to HUD (45 days prior to end of fiscal year)
July 1, 2014	CDBG / HOME Award received from HUD

* Council has the authority to delay vote until their next legislative session on June 3, 2014.

** County Council to receive FFY2014 Draft Action Plan on the same date as general public/libraries.