




Howard County
Internal Memorandum

Subject: Testimony and Fiscal Impact Statement for:
Resolution No. ____-2015
Adopting the FFY2015 Action Plan for Community Development Block Grant
(CDBG) & Home Investment Partnership Grant (HOME)

To: Lonnie Robbins
Chief Administrative Officer

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

Date: March 23, 2015

Resolution No. ____-2015 approves the FFY2015 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 2015, which will begin on July 1, 2015, 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 FFY15 Action Plan is the fifth

and final Action Plan under the current Consolidated Plan covering FFY11 – FFY15. 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 on January 13, 2015. The meeting was held to provide an overview of the Action Plan RFP process and to distribute the Community Development Block Grant (CDBG) and Home Investment Partnership Grant (HOME) applications for funding. Additionally, the first of three (3) Public Hearings was held on March 9, 2015, for local service providers and the community at large. The purpose of the Public Hearing was to review the proposed budget for the FFY15 Action Plan.

There were no attendees at either the Public Meeting or Public Hearing. Both were advertised in the Columbia Flier and Howard County Times, as well as posted on the Howard County Housing Department's web page.

The draft Action Plan will be distributed and available for the required 30-day public review and comment period in Howard County libraries and at Howard County Housing's offices at the Gateway building and Guilford Road beginning on March 23, 2015 and concluding on April 24, 2015. The Plan will also be available on the County's website on the department's web page at www.howardcountymd.gov.

FISCAL IMPACT STATEMENT

The entitlement awards to Howard County will provide funding in the amount of \$1,316,505.00 (CDBG-\$1,005,824; HOME-\$310,681). The grants cover both program and related administrative costs. The award amounts have been incorporated into the County Fiscal Year 2016 budget for Howard County Housing.

The Administration recommends approval of this Resolution.

cc: Allan H. Kittleman, Howard County Executive (w/draft Action Plan)
B. Diane Wilson, Chief of Staff (w/draft Action Plan)
Jennifer Sager, Legislative Coordinator (w/draft Action Plan– 8 copies)
Holly Sun, Budget Administrator
Shirelle M. Bennett, Deputy Director
Ada Best, Chief Financial Officer
Angela Frantom, Grants Administrator
Housing and Community Development Board

Attachments:
Draft FFY2015 Action Plan (8 copies)
Action Plan Schedule



Program Year 2015 Action Plan Schedule-Public Copy

January 1, 2015	Public Notice published in newspapers (Howard Times / Columbia Flyer)
January 13, 2015	Public Meeting and Application for Funding (RFP) - Gateway Housing Board Room 2:00-5:00 pm
February 11, 2015	RFP Application Submission Deadline 4:00 PM
February 19, 2015	Notice of Public Hearing (PH#1) published in newspapers (Howard Times / Columbia Flyer)
March 9, 2015	Public Hearing #1 – Housing & Community Development – Housing Board Room 6:00 PM – 7:00 PM
March 10, 2015	Notice of conditional selection/rejection to applicants
March 23, 2015	FFY15 DRAFT Action Plan public comment period begins (30-day review period)
March 26, 2015	Council Resolution regarding DRAFT Action Plan Introduced at County Council Meeting
April 20, 2015	Public Hearing #2 - County Council Hearing -Testimony on DRAFT Action Plan
April 21, 2015	Public Hearing #3 - HCD Board to vote on Action Plan submission
April 24, 2015	Public comment period ends
May 4, 2015	County Council vote on resolution regarding DRAFT Action Plan
May 15, 2015	FINAL Action Plan due to HUD (45 days prior to end of fiscal year)
July 1, 2015	CDBG / HOME Award Notice received from HUD

