

# City of Annapolis

## HOUSING AND COMMUNITY DEVELOPMENT ACTION PLAN

Local Fiscal Year 2014



May 2013

**DRAFT**

Prepared by the  
Department of Planning and Zoning  
Community Development Division





# SF 424

The SF 424 is part of the CPMP Version 2 Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

## SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted May 31, 2013	Applicant Identifier	<b>Type of Submission</b>	
Date Received by state	State Identifier	<b>Application</b>	<b>Pre-application</b>
Date Received by HUD	Federal Identifier	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
<b>Applicant Information</b>			
<b>City of Annapolis</b>		B-10-MC0014	
160 Duke of Gloucester Street		Organizational DUNS: 074922246	
		Organizational Unit:	
Annapolis	Maryland	Department of Planning and Zoning	
21401-2517	USA	Community Development Division	
<b>Employer Identification Number (EIN): 52-6000764</b>			
		Project start date: 7/1/2013	
<b>Applicant Type:</b>		<b>Specify Other Type if necessary:</b>	
Local Government: City of Annapolis			
<b>Program Funding</b>		<b>U.S. Department of Housing and Urban Development</b>	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
<b>Community Development Block Grant</b>		14.218 Entitlement Grant	
CDBG Project Titles		Description of Areas Affected by CDBG Project(s): City of Annapolis	
CDBG Grant Amount	Additional HUD Grant(s) Leveraged	Describe	
Additional Federal Funds Leveraged		Additional State Funds Leveraged	
Locally Leveraged Funds		Grantee Funds Leveraged	
Anticipated Program Income:		Other (Describe)	
Total Funds Leveraged for CDBG-based Project(s)			
<b>Home Investment Partnerships Program</b>		14.239 HOME	
HOME Project Titles		Description of Areas Affected by HOME Project(s)	
HOME Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	

\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOME-based Project(s):			
<b>Housing Opportunities for People with AIDS</b>		14.241 HOPWA	
HOPWA Project Titles		Description of Area Affected by HOPWA Project(s):	
HOPWA Grant Amount:	Additional HUD Grant(s) Leveraged	Describe	
Additional Federal Funds Leveraged		Additional State Funds Leveraged	
Locally Leveraged Funds		Grantee Funds Leveraged	
Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
<b>Emergency Shelter Grants Program</b>		14.231 ESG	
ESG Project Titles		Description of Areas Affected by ESG Project(s)	
ESG Grant Amount:	Additional HUD Grant(s) Leveraged	Describe	
Additional Federal Funds Leveraged		Additional State Funds Leveraged	
Locally Leveraged Funds		Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts	Project Districts		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
Theresa Wellman		
Department of Planning and Zoning		
tcw@annapolis.gov	TEL: (410) 263-7961	Fax: (410) 263-1129
Signature of Authorized Representative: Mayor Joshua Cohen		Date Signed

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# Fourth Program Year Action Plan

The CPMP Fourth Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

## Narrative Responses

### GENERAL

#### Executive Summary

#### 1. Program Year 4 Action Plan Executive Summary

##### A. Purpose of Annual Plan

The City of Annapolis has prepared the Year 4 Action Plan as required by 24 CFR 91.220. The Action Plan for FY 2014 identifies the activities to be funded with the City's Community Development Block Grant (CDBG) estimated entitlement amount of \$201,600.

##### B. Objectives and Outcomes

The City of Annapolis is committed to allocating funds that serve the needs of the lowest income and most disadvantaged residents. Households with incomes less than 80% of the area median income, particularly those with extremely low incomes (less than 30% of area median income), are particular priorities. The City has also identified special needs individuals as among those who face the greatest challenges and who should receive high priority in the expenditure of federal funds, including at-risk children and youth, low-income families, the homeless and persons threatened with homelessness, and persons with disabilities. The following needs address this priority:

- Affordable housing;
- Homeless prevention programs;
- Decent job creation and improved economic opportunities; and
- Supportive services to maintain independence.

By focusing on these needs, Annapolis seeks to address community concerns such as:

- A need for additional affordable housing to address the growing gap between housing costs and local incomes;
- Programs that improve recreational facilities and services, particularly in low-income areas;

- A network of shelter, housing, and support services to prevent homelessness, move the homeless to permanent housing and independence, and eliminate chronic homelessness;
- Programs that promote economic development, create decent jobs, and increase the job skills level of potential employees; and
- Supportive services that increase the ability of seniors, persons with disabilities, and others with special needs to live independently thus avoiding institutions.

The CP requires Annapolis to address specific needs and proposed strategies in the following four areas: housing, homelessness, special needs, and community development.

### ***Priority Housing Needs***

High housing costs reduce economic opportunities, access to jobs and services, and the ability of lower income households, including persons with disabilities, to live in the communities and neighborhoods of their choice. The affordability gap results in a concentration of lower income households in older neighborhoods that have higher levels of substandard housing and overcrowding.

HUD regulatory requirements are restricted to assisting households at 80% of the area median income or lower. Given the current economic conditions and traditional housing market in the City, homeownership costs remain high. As a result, Annapolis continues to focus its CDBG funds to support activities across the housing spectrum to increase and improve the existing housing stock, increase homeownership, particularly among low income and first time homebuyers, and affirmatively further fair housing. Outcomes for each objective are indicated in the project tables in Appendix A

Providing assistance to low income homeowners for housing rehabilitation: In addition to improving health and safety, preservation protects the investment of low-income property owners and may promote historic preservation. Among LMI homeowners in Annapolis, CHAS Data 2000 reported that a majority (59%) had a housing problem.

- Preserve and expand the supply of affordable rental and owner-occupied housing through acquisition with rehabilitation and/or new construction: The creation of new housing in Annapolis, through either substantial rehabilitation or construction, is expensive. While the rate of homeownership in Annapolis has increased from 47.8% in 1990 to 58.1% in 2008, these rates are still significantly below both those in Anne Arundel County and Maryland. Homeownership in the City is particularly low among minority households, with African Americans only comprising approximately 20% of homeowners.
- Provide opportunities for first-time homebuyers: While housing costs in Annapolis remain steady, there is a housing shortage within the affordability range of low and moderate-income households. To expand the supply of affordable for-sale housing, the City has adopted a Moderately Priced Dwelling Units Ordinance (MPDU), which is applicable to new developments containing ten or more dwelling units. Although this creates an affordable housing inventory, economic conditions and poor credit history still affect LMI households.

- Support housing counseling for first-time low-income homebuyers for homeownership and other issues: Potential low-income homebuyers have credit problems that reduce their ability to qualify for mortgages. First time buyers also need assistance with learning to work with a realtor, understanding lending terms, and how to budget and manage their money.

### ***Homeless Needs and Strategies***

The recognition that homelessness results from more than simply a lack of affordable housing (although providing housing is the ultimate objective) is the basis of the City's priorities for ending homelessness. The housing and services for the homeless and at-risk of homelessness (Continuum of Care) are available through a collaborative of service providers, many of whom participate in the Annapolis and Anne Arundel County Partnership to End Homelessness (Homeless Community Partnership).

### ***Priority Homeless Needs***

The Homeless Community Partnership has identified the following strategies for addressing homeless needs in Annapolis and throughout its service area. The following goal statements represent priority objectives for the homeless population in Anne Arundel County developed through the Continuum of Care process:

- Establish a baseline of the number of chronically homeless persons through homeless population counts;
- Focus on ways to ensure that the chronically homeless and "traditionally underserved individuals" can access supportive permanent housing and services;
- Prevent individuals at high risk of becoming chronically homeless and continue to ensure adequate discharge planning for individuals exiting from institutions;
- Engage chronically homeless persons in the community through continued operation and expansion of the current homeless mobile outreach team;
- Improve linkages to mainstream resources and supportive services, which includes ensuring that case management services are provided to chronically homeless persons as a component of all shelter and transitional housing programs; and
- Maintain emergency shelter and transitional housing programs to ensure that individuals can access interim housing and services, and receive short-term relief in the form of transportation vouchers.

The City of Annapolis has determined that the following homeless needs and strategies have a high priority and will be the emphasis of CDBG funding. Outcomes for each objective are indicated in the project tables in Appendix A.

- *Continue financial support to homeless shelter programs:* While housing for the homeless is available, there continues to be the need for funds to operate the housing. The City recognizes the need to provide financial assistance to nonprofit organizations such as Light House Inc. for operation of the Light House Shelter in Annapolis.

- *Continue support for prevention of homelessness:* Households, particularly those that are low and moderate income and living paycheck to paycheck, can lose their housing due to a crisis that requires significant out of pocket funds. These households often need limited assistance with rent to avoid homelessness. The City recognizes the need to provide financial resources to public and nonprofit agencies offering homelessness prevention services to households at-risk of becoming homeless.

### ***Non-Homeless Special Needs***

The City of Annapolis determined that the primary non-homeless special needs population was the physically and developmentally disabled populations. Although there are significant populations of both the elderly and public housing residents that require affordable housing, there are a reasonable number of units to accommodate a significant percentage of these groups. Developmentally and physically disabled individuals, however, have far less accessible housing available to them as a percentage of total need. The City of Annapolis will work towards providing supportive housing and services for various non-homeless special needs populations, while concentrating on those with the greatest need. Outcomes for each objective are indicated in the project tables in Appendix A

### ***Community Development Needs and Strategies***

Based upon outreach efforts, the following community development needs were determined to have a high priority and will be the emphasis of CDBG funding. Outcomes for each objective are indicated in the project tables in Appendix A:

- *Providing improvement or construction of recreational facilities serving low and moderate income neighborhoods:* public facilities in Annapolis are important to supporting the safety and livability of neighborhoods, as well as providing spaces that bring the community together;
- *Supporting public services that promote family stability and address the needs of children, youth, and families:* to ensure that individuals and households can sustain themselves and live independently through programs including mentoring, job skills, and computer training for LMI households and individuals;
- *Supporting economic development and creation of decent jobs:* positions in Annapolis' fastest-growing employment industry, food and drinking establishments, provide an average income that barely covers living expenses for workers. In addition, there is a need to retain existing businesses and attract new businesses that provide decent paying jobs.

## **C. Evaluation of Past Performance**

In FY 2012, all CDBG funds expended for activities met one of the national objectives as defined under the CDBG regulations. CDBG-funded activity expenditures totaled \$456,982 with 100% benefiting low and moderate-income persons.

The City of Annapolis prepared a Consolidated Annual Performance and Evaluation Report (CAPER) for FY 2012 (July 1, 2011 to June 30, 2012). This CAPER was the first for the new Consolidated Plan five-year period and reported the FY 2012 and Five-year accomplishments of Annapolis' CDBG Program.

During FY 2012, the City of Annapolis received \$310,449 in CDBG Entitlement funds. and \$52,417 in program income Expenditures exceeded grant funds received. The City met the timeliness goals set by HUD at 1.5 times the City's allocation. In the FY 2012 and FY 2013 program years, all activities were on schedule.

The CDBG funds were spent on a variety of activities in the following eligible categories:

• Public Services	\$ 60,960
• Public Facilities	\$ 11,725
• Housing Rehabilitation	\$170,062
• Microenterprise	\$ 20,000
• Administration	\$ 62,088
<b>Total</b>	<b>\$324,835</b>

The City of Annapolis was also the recipient of \$30, 500 in Emergency Solution Grants. via a competitive State programs. In FY 2012, all CDBG funds expended for activities met one of the national objectives as defined under the CDBG regulations. In FY 2012, CDBG-funded activity expenditures totaled \$456,982, with 100% benefiting low and moderate-income persons.

#### **D. Citizen Participation and Consultation Process**

To develop the Action Plan for FY 2014, Annapolis considered the priority needs identified in the new Five-Year Consolidated Plan for FY 2010-2015. Annapolis conducted three public hearings to solicit input into the preparation the Action Plan. In addition to public advertisements notices also appeared in the Annapolis City Hall and on the City's website, [www.annapolis.gov](http://www.annapolis.gov).

The Housing and Community Development Committee held the first public hearing on November 5, 2012 to determine needs. The Committee also held a public meeting February 4, 2013 at which time the organizations that applied for CDBG funds made presentations on proposed projects. The Committee held a public hearing on \_\_\_\_\_, 2013 on the Action Plan at which time they approved the Plan. All public hearings were in City Hall Council Chambers.

Consultation with the Housing Authority of the City of Annapolis (HACA) occurred to obtain data on the public housing inventory and the Section 8/Housing Choice Voucher Program and to discuss HACA's plans for public housing development activities. The City has also solicited input from social service and homeless agencies that provide housing assistance and related services to low and moderate income persons.

Besides posting the Action Plan on the City's website, copies of the Plan were distributed to various locations for public review and comment during the display period from April 1, 2013 to April 30, 2013. Copies of the Action Plan were placed at the following locations in Annapolis for public review:

- Department of Planning and Zoning  
145 Gorman Street  
Annapolis, MD 21401

- Housing Authority of the City of Annapolis  
1217 Madison Street  
Annapolis, MD 21403
- Anne Arundel County Public Library  
1410 West Street  
Annapolis MD 21401

The Housing and Community Development Committee held a public hearing and voted to adopt the Action Plan on May 6, 2013 with a subsequent submission to HUD by May 15, 2013. Copies of sign-in sheets and minutes from the public meetings are included in Appendix B.

### **E. Summary of Efforts Made to Broaden Public Participation**

The City began preparing the Annual Action Plan by mailing its CDBG application and application guidelines to approximately sixty community organizations. The application guidelines contain information on the CDBG Program, the budget and selection process, the Consolidated Plan goals and objectives, and the public hearing schedule. In addition, the City posted a legal ad announcing the opening of the program, and posted the meeting on its web site ([www.annapolis.gov](http://www.annapolis.gov)) and in City Hall.

The City's Housing and Community Development Committee, which is responsible for planning and implementing the City's housing and community development projects, held two public hearing on November 5, 2012 and February 4, 2013. The purpose of these hearings was to solicit from the organizations their priorities for investment in FY2014 and their proposed programs for prospective funding. The following ten organizations participated in the public hearing:

- Arundel Lodge, Inc.
- ARC
- Community Action Agency (CAA)
- Centro de Ayuda (Center of Help)
- Light House Inc.
- Newtowne Community Development Corporation
- OIC Job Readiness Center
- OHLA
- Restoration Community Development Corporation (RCDC)
- Volunteer Center of Anne Arundel County

Additionally the City consulted with the Housing Authority of the City of Annapolis, the Anne Arundel and Annapolis Homeless Community Partnership, and Arundel Community Development Services, Inc. (ACDS).

In addition to public hearings, the City's Housing and Community Development Committee meets monthly to address the City's housing and community development issues. All meetings are open to the public, and the meeting agenda appears on the City's web page and in City Hall.

### **F. Summary of Citizen Comments**

The City of Annapolis held public hearing on May 6, 2013 on the draft Action Plan.

The City received no comments at the hearing.

**G. Explanation of Comments Not Accepted**

N/A

**H. Housing & Community Development Activities**

The Fiscal Year 2014 Annual Plan for the City of Annapolis consists of 201,600 in FY 2014 CDBG entitlement funds. The City will use 100% of its CDBG funds to benefit low and moderate-income persons. The FY 2014 Annual Plan provides CDBG funds for the following activities. Please see Appendix A for Table 3C, Listing of proposed Projects:

**FY2014 Planned Expenditures – CDBG**

<b>CDBG Program Funds</b>	
<b>CDBG Projects</b>	<b>Funding Amount</b>
<b>Public Service Projects (15%)</b>	
Light House Shelter	\$3,660
Center of Help - Referral & Information	\$6,000
Community Action Agency - Housing Counseling	\$3,655
OHLA - Referral & Information	\$1,000
OIC - Job Preparation Training	\$5,255
Restoration Community Development Corporation	\$5,670
Volunteer Center of Anne Arundel County	\$5,000
<b>Subtotal</b>	<b>\$30,240</b>
<b>Capital Projects (85%)</b>	
Arundel Lodge - Public Facilities Improvements	\$16,065
ARC	\$22,935
Newtowne CDC	\$6,000
Housing Rehabilitation - Owner-Occupied Rehab	\$90,552
Rehabilitation Administration	\$35,808
<b>Subtotal</b>	<b>\$171,360</b>
<b>Total</b>	<b>\$201,600</b>

## General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low-income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
  2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a) (1)) during the next year and the rationale for assigning the priorities.
  3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
  4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.
1. Program 4 Action Plan General Question's response:

### **1. Description of the Geographic Area**

The following narrative describes the characteristics of the areas in Annapolis where a majority of low and moderate-income persons reside. Because 70% of the City's CDBG funds must benefit low and moderate-income persons, a significant portion of the City's CDBG funds may be spent in these areas. However, the City is also committed to investing CDBG resources in targeted areas and other non-impacted areas of Annapolis while continuing to benefit low and moderate-income persons.

The City of Annapolis is more racially diverse than Anne Arundel County, but less so than the state of Maryland. This is the result of dramatic shifts in population during the last twenty years. Between 1990 and 2000, Annapolis' racial minority population increased by 1,510 individuals (a 12.9% increase), rising from 35.4% to 37.0% of the population. Most of this increase was in the number of persons who describe their race as "Other" and those who describe themselves as being of "two or more races," which was not documented in the 1990 Census. Between 2000 and 2008, the number of minorities in Annapolis fell from 13,248 to an estimated 11,067, a difference of 16.5%. Details appear in the following table.

Persons of Hispanic origin may give their race as White, Black, or another race. Between 1990 and 2000, the Hispanic population grew by 1,698 individuals (an increase of 288.8%), from 588 individuals representing 1.8% of the population, to 2,286 persons representing 6.4% of the population. A population estimate for 2008 was not available.

Location	Total Population	Persons of One Race										Persons of Two or More Races*		Persons of Hispanic Origin**		
		White		Black		American Indian / Alaskan Native		Asian / Pacific Islander		Other		#	%	#	%	
		#	%	#	%	#	%	#	%	#	%					
<b>1990</b>																
Maryland	4,781,468	3,393,964	71.0%	1,189,899	24.9%	12,972	0.3%	139,719	2.9%	44,914	0.9%	---	---	125,102	2.6%	
Anne Arundel County	427,239	365,953	85.7%	50,525	11.8%	1,292	0.3%	7,675	1.8%	1,794	0.4%	---	---	6,815	1.6%	
Annapolis***	33,187	21,449	64.6%	11,009	33.2%	53	0.2%	472	1.4%	204	0.6%	---	---	588	1.8%	
<b>2000</b>																
Maryland	5,296,486	3,391,021	64.0%	1,468,243	27.7%	15,651	0.3%	211,743	4.0%	96,773	1.8%	113,055	2.1%	227,105	4.3%	
Anne Arundel County	489,656	397,893	81.3%	65,280	13.3%	1,533	0.3%	11,632	2.4%	4,007	0.8%	9,311	1.9%	13,191	2.7%	
Annapolis***	35,806	22,558	63.0%	11,026	30.8%	71	0.2%	580	1.6%	817	2.3%	754	2.1%	2,286	6.4%	
<b>2008</b>																
Maryland	5,618,250	3,438,069	61.2%	1,615,169	28.7%	14,066	0.3%	279,996	5.0%	158,112	2.8%	112,838	2.0%	358,504	6.4%	
Anne Arundel County	510,778	399,891	78.3%	74,455	14.6%	1,055	0.2%	15,620	3.1%	7,060	1.4%	12,697	2.5%	21,522	4.2%	
Annapolis***	34,281	23,214	67.7%	8,168	23.8%	81	0.2%	767	2.2%	1,526	4.5%	525	1.5%	---	---	

\* Persons of Two or More Races were not documented in the 1990 Census  
 \*\* Data regarding the Hispanic populations in Annapolis in 2007 cannot be displayed because the number of sample cases is too small.  
 \*\*\* For consistency, Annapolis as a CDBG Place designation was used for 1990, 2000, and 2008, although statistics for this designation do not coincide with statistics based on census tracts.  
 Source: 1990 U.S. Census, SF1 (P1,P8,P10); Census 2000, SF3 (P6,P7); and 2006-08 American Community Survey 3-Year Estimates (B02001,B03002)

**Concentrations of Minority and Hispanic Persons**

The following table presents population by race and Hispanic origin. The data is presented by census tract for 50,905<sup>1</sup> residents in Annapolis in 2000. HUD defines areas of racial or ethnic concentration as geographical areas where the percentage of minorities or ethnic persons is at least 10 percentage points higher than in the City overall.

In the City of Annapolis, minority persons comprised 30.0% of the population. More specifically: Blacks comprised 24.2% of the population (34.2% threshold); Asians comprised 1.7% (11.7% threshold) and all other minority groups combined comprised 4.0% (14.0% threshold). In Annapolis, two census tracts meet the criteria for areas of racial concentration. They include:

- Census Tract 7025 – 56.3%
- Census Tract 7064.02 – 41.8%

In addition, persons of Hispanic origin represented 5.5% of the population in the City of Annapolis. Therefore, an area of ethnic concentration includes the census tracts where the percentage of Hispanics is 15.5% or higher. There was one census tract in Annapolis that fits this criterion:

- Census Tract 7064.01 – 18.3%

Geography	Total population	Racial Minority								Hispanic Origin	
		White		Black		Asian / Pacific Islander		Other / Two or More Races		#	% of Total Population
		#	%	#	%	#	%	#	%		
Anne Arundel County, Maryland	489,656	397,893	81.3%	65,280	13.3%	11,632	2.4%	14,851	3.0%	13,191	2.7%
Annapolis, Maryland	50,905	35,625	70.0%	12,343	24.2%	879	1.7%	2,058	4.0%	2,815	5.5%
Census Tract 7025	5,251	1,721	32.8%	2,954	56.3%	134	2.6%	442	8.4%	584	11.1%
Census Tract 7026.01	5,709	4,762	83.4%	812	14.2%	34	0.6%	101	1.8%	123	2.2%
Census Tract 7026.02	5,754	4,829	83.9%	789	13.7%	42	0.7%	94	1.6%	103	1.8%
Census Tract 7061.01	3,625	2,616	72.2%	845	23.3%	64	1.8%	100	2.8%	43	1.2%
Census Tract 7063	7,828	6,283	80.3%	1,292	16.5%	99	1.3%	154	2.0%	171	2.2%
Census Tract 7064.01	5,698	3,771	66.2%	1,214	21.3%	196	3.4%	517	9.1%	1,040	18.3%
Census Tract 7064.02	3,288	1,752	53.3%	1,375	41.8%	55	1.7%	106	3.2%	54	1.6%
Census Tract 7065	4,337	2,689	62.0%	1,379	31.8%	68	1.6%	201	4.6%	262	6.0%
Census Tract 7066	5,151	3,541	68.7%	1,455	28.2%	25	0.5%	130	2.5%	142	2.8%
Census Tract 7067	4,264	3,661	85.9%	228	5.3%	162	3.8%	213	5.0%	293	6.9%

Source: Census 2000, SF3 (P6,P7)

<sup>1</sup> Because Annapolis is not large enough to qualify as a County Subdivision for U.S. Census purposes, City population information was obtained through the "CDBG Place" designation. Because they do not exactly coincide, this resulted in different data than the totals produced by summation of census tract data.

**Low and Moderate Income Areas**

The following table presents information regarding low and moderate-income (LMI) persons in Annapolis. LMI persons, as determined by HUD, have incomes at or below 80% of the median family income (MFI). In its 2009 estimates, HUD determined there were 15,165 LMI persons in Annapolis, equivalent to 42.1% of the population for whom this rate was determined. HUD reported that the FY2009 MFI in Annapolis was \$82,100.

HUD defines an LMI census tract as one in which 51% or more of the population have incomes of 80% or less of MFI. According to these criteria, eight of the City's 27 block groups qualify as LMI areas. All census tracts that include qualifying LMI areas are detailed in the following chart.

Census Tract	Block Group	Number of LMI Persons	% LMI Persons
7025.00	1	339	41.9%
	2	2,062	64.0%
7026.01	1	673	26.9%
7026.02	1	8	32.0%
7061.01	1	471	39.3%
	2	681	92.5%
	3	303	21.7%
7063.00	1	291	23.8%
	2	727	32.7%
	3	1,413	59.3%
	4	385	30.4%
7064.01	1	967	42.2%
	2	773	39.7%
	3	661	52.9%
7064.02	1	394	36.8%
	2	1,199	56.1%
7065.00	1	428	57.2%
	2	162	23.0%
	3	453	30.2%
	4	356	26.5%
7066.00	1	96	13.6%
	2	421	24.6%
	3	387	60.3%
	4	253	28.5%
	5	1,167	97.5%
7067.00	1	95	16.9%
	3	-	0.0%

Source: U. S. Department of Housing and Urban Development

**Concentrations of LMI Persons, Minority Persons, and Hispanics**

There were seven census tracts identified as having at least one LMI block group, with none of those tracts having all block groups as LMI areas. Of the seven census tracts with LMI block groups, three were also noted to be areas of minority/Hispanic concentration. They are:

- Census Tract 7025
- Census Tract 7064.01
- Census Tract 7064.02

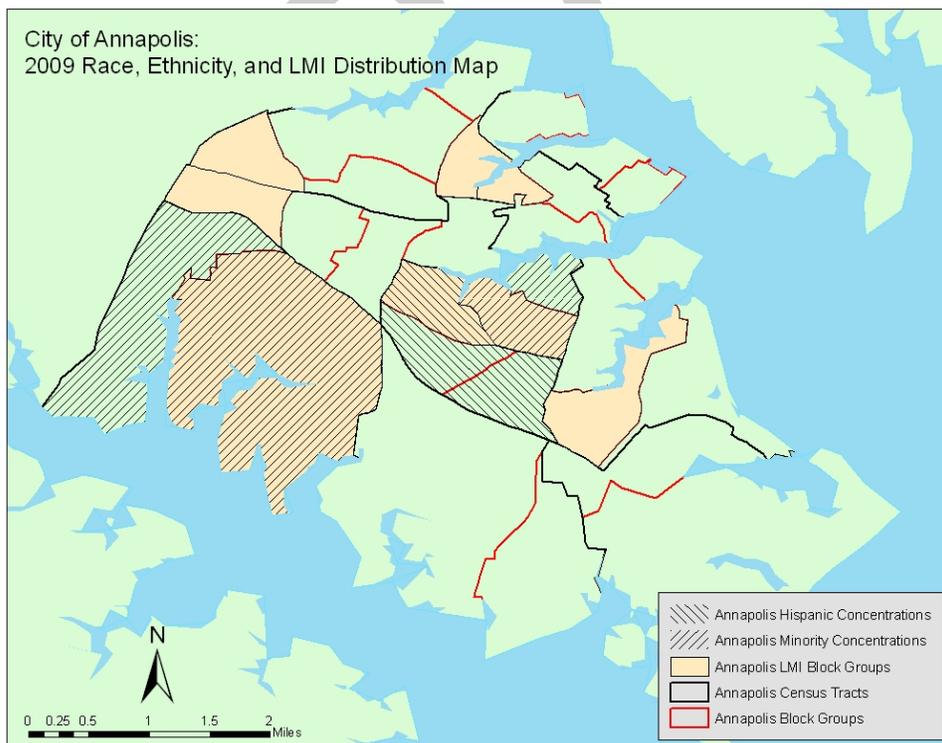
## 2. Basis for Allocating Investments Geographically

The intent of Federal CDBG funds is to provide low and moderate-income households with viable communities, including decent housing, a suitable living environment, and expanded economic opportunities. Eligible activities include community facilities and improvements, housing rehabilitation and preservation, affordable housing development activities, public services, economic development, planning, and administration. The City of Annapolis has identified its priorities throughout the plan with regard to allocating investment geographically.

The City will base its selection of projects on the following criteria:

- Meets the statutory requirements of the CDBG program
- Meets the needs of LMI residents
- Focuses on low and moderate-income areas or neighborhoods
- Coordinates and leverages resources
- Responds to expressed needs
- Is sustainable and/or has long-term impact; and
- Demonstrates measurable progress and success

The City invests its CDBG funds in targeted areas in Annapolis. The following map describes the distribution of the areas in Annapolis with an LMI majority and ethnic concentrations. Because 70% of the City's CDBG funds must benefit low and moderate-income persons, the City will spend a significant portion of its CDBG funds in these areas. The neighborhoods that received priority attention were Eastport, Parole, and Clay Street. These neighborhoods are small, cohesive geographic areas, which have the highest minority concentration, the highest number of people below the poverty level, and the greatest housing rehabilitation needs.



### **3. Obstacles to Meeting Underserved Needs**

The primary obstacle to meeting underserved needs is the limited resources available to address identified priorities. The City of Annapolis collaborates with other public agencies and nonprofit organizations, when feasible, to leverage resources and maximize outcomes involving housing and community development activities. In addition, several other obstacles to meeting underserved needs include:

- *Increased need for affordable housing and supportive services resulting from economic downturn:* while budgets for projects are often thin in good economic conditions, the recent economic downturn has exacerbated these issues and concerns.
- *High cost of housing in Annapolis:* in addition to the community implications of the recent economic downturn, owner-occupied housing in the City continues to be prohibitively expensive, due to the limited supply of land and high demand. This results in a lack of homeownership opportunities and limited opportunities for new affordable unit construction.

### **4. Funds Expected to be Available**

#### ***Federal Resources***

##### **CDBG**

The national Community Development Block Grant (CDBG) continues to be the principal revenue source for the City to address the needs of its low to moderate-income residents.

Annapolis will have \$201,600 in CDBG program funds to finance its FY 2014 community development program. Due to turn down in the housing market, the city does not expect to receive any program income in FY 2014. The City anticipates that 100% of its CDBG resources this year, will be spent to benefit low and moderate-income residents. Moreover, the city will not request funding for administration.

##### **Section 8**

The Housing Authority of the City of Annapolis (HACA) expects to receive \$4,044,000 in Section 8 Tenant Based Rental Assistance, \$636,000 in Project Based Assistance in FY 2014. They will not receive any Section 8 Substantial Rehabilitation funds.

##### **LIHTC**

The Federal Low-Income Housing Tax Credit (Tax Credit) was created by the Tax-Reform Act of 1986 and extended by the revenue Reconciliation Acts of 1989 and 1992 to encourage the private sector to invest in the construction and rehabilitation of housing for low and moderate-income families. The law gives states an annual tax credit allocation based on population. Tax Credits are awarded on a competitive basis to nonprofit and for-profit sponsors of eligible housing projects. Awards are based on the criteria outlined in the State's Allocation Plan. Projects financed with tax-exempt bonds may be eligible for Tax Credits outside of the competitive process. Project sponsors or investors claim the Tax Credit on their federal income tax return.

HACA recently completed construction of 63 units of Obery Court - College Creek Terrace-Phase II. In FY 2011 the Authority and its development partners secured \$876,998 in Low Income Housing Tax Credit Equity. HACA plans to apply for

funding for the final phase (Phase III), which includes 61 units in the fall of FY 2014.

The National Foundation for Affordable Housing Solutions plans to rehabilitate Timothy House and Timothy Gardens, two project based Section 8 developments with 61 units in the Clay Street neighborhood. The project financing application includes request for \$4 M in tax credits, \$11.5 M in tax-exempt bonds and \$1.3M in Rental Housing Works funds from the state.

#### **McKinney-Vento Homeless Assistance Act Funds**

The McKinney Act consists of several programs that provide a range of services to homeless people, including the Continuum of Care Programs the Supportive Housing Program, the Shelter Plus Care Program, and the Emergency Solutions Grant Program. The City of Annapolis participates in the Anne Arundel County Continuum of Care Program, which administers the Continuum of Care Programs, the Supportive Housing Program, and the Shelter Plus Program.

Last year, Anne Arundel County applied through the 2012 federal competitive application process and received \$ 1,859,709 in Supportive Housing Program (SHP) and \$399,354 in Shelter Plus Care Program (SPC) funds.

Although the City is not a direct recipient of Emergency Solutions Grant (ESG) funds, it competes for ESG funding through DHCD's ESG program. DHCD awarded the City \$50,625 in FY 2013 in ESG operating funds for the Light House Emergency Shelter. Additional \$21,000 was awarded for homeless prevention. The City will apply for ESG funds in July 2013 and hopes to receive a similar award.

#### ***State Resources***

##### **Community Legacy Funds (DHCD)**

DHCD recently awarded City \$50,000 in Community Legacy funds to assist the Boys and Girls Club with renovating its athletic fields at the Bates Heritage Park. The Club expects to complete construction of the \$1.3 million dollar park in the spring of 2014.

The City will seek FY 2014 Community Legacy funds in October to continue its revitalization efforts in the Clay Street neighborhood.

##### **HOME Initiatives**

The Bowman Community Development Corporation applied for \$300,000 in HOME funds to rehabilitate a vacant building in the Clay Street neighborhood for six units of subsidized housing for veterans. The City will seek HOME funds in FY 2014 if it has identified a project that would be eligible for HOME funding.

##### **Maryland Housing Rehabilitation Program (DHCD)**

The City has an agreement with Arundel Community Development Services (ACDS) to administer the Maryland Housing Rehabilitation Program-Single Family for the city. The purpose of this program is to preserve and improve single-family properties and one-to-four unit rental properties. MHRP-SF is a program designed to bring properties up to applicable building codes and standards. Arundel Community Development Services, Inc. (ACDS), which administers the City's Housing Rehabilitation Program, leverages approximately \$150,000 annually for Annapolis owner occupied property rehabilitation.

**Multifamily Rental Program (DHCD)**

DHCD provided \$3,657,500 in Rental Housing Funds for the Obery Court/College Creek Terrace Phase II project. HACA and its partner will apply again in FY 2014 to complete the final phase of the redevelopment, which include new construction of 61 units.

**Rental Allowance Program (DHCD)**

The Rental Allowance Program (RAP) provides monthly rent assistance for low-income families who are homeless or have an emergency housing need. The monthly payments are fixed amounts, depending upon the size of the family and the location of the rental-housing unit in the State. Payments can be received for up to 12 months, and may be extended under special circumstances. The City expects to receive approximately \$25,895 from the State in FY 2014.

***County Programs***

City residents also participate in Anne Arundel County's Homeownership Counseling Program and the County's Mortgage Assistance Program. The County's Homeownership Counseling Program helps prepare low and moderate-income renters for homeownership. The County uses CDBG and general funds for the program. The County also provides up to \$30,000 of mortgage assistance to low and moderate income first-time homebuyers.

**City of Annapolis Table 3A Summary of Specific Annual Objectives FY 2014**

HUD Objective	Local Goals	Local Objectives	Outcomes	Outcome Indicators
Decent Affordable Housing	Retain Affordable Housing Stock and Increase Availability of Affordable Owner-occupied Permanent Housing	1. Provide assistance to low income homeowners for housing rehabilitation	Affordability	# Units assisted with housing code violations/moved from substandard to standard -4
		2. Preserve and expand the supply of affordable owner-occupied housing	Affordability	# of affordable units 1
		3. Provide opportunities for first time home buyers	Affordability	# 1 <sup>st</sup> time homebuyers 1
		4. Support housing counseling for first time low and moderate income homebuyers and other housing issues	Accessibility	# of buyers receiving housing counseling. 100
	Assist with addressing the needs of the homeless and end chronic homelessness	5. Continue financial support to homeless shelter programs and homeless prevention.	Affordability	# of persons sheltered 200
	Assist with Housing and Supportive Needs for Persons with Special Needs who are not homeless	6. Provide assistance to supportive housing providers	Affordability	# of persons that are served by a public facility that is no longer substandard. 15
Suitable Living Environment	Improve the Safety and Livability of Neighborhoods	7. Support improvement or construction of recreational facilities serving low and moderate income neighborhoods	Sustainability	# new or improved recreational facilities 1
Economic Opportunity	Provide Public Services Concerned with Employment, Empowerment, and Self-Sufficiency	8. Support vital public services addressing the needs of children, youth, families, and other initiatives that promote family stability	Sustainability	# of persons receiving counseling and achieving resolution of service needs. # that complete ESL, GED, and office skills training. 1130
		9. Support Economic Development and Creation of Decent Jobs	Sustainability	# of individual or businesses assisted 1
		10. Support technical assistance for neighborhood revitalization	Sustainability	% increase in property values % change in housing conditions % change in housing tenure

## Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

1. Program Year 4 Action Plan Managing the Process response:

### 1. Lead Agency

The City designated the Department of Planning and Zoning, which administers the CDBG program, as the lead agency for preparing the CP under the direction of the City's Housing and Community Development Committee.

### 2. Significant Aspects of the Process

The City made the decision to encourage a high level of agency consultation in an effort to demonstrate its commitment to identifying priority needs and engaging the participation of citizens, public agencies, and nonprofit organizations in a positive and collaborative manner. A list of stakeholders and affordable housing providers includes public agencies and private nonprofit organizations, whose missions include the provision of affordable housing and human services to LMI households and persons.

The City held three public hearings on the Consolidated Plan and Action Plan. The two hearings were held on November 5 2012 and February 4, 2013 before the Housing and Community Development Committee, which oversees the City's housing and community development programs and activities. The third public hearing on the Action Plan was held on May 6, 2013. The community voiced a number of concerns and issues regarding the need for more funding in light of the current economic times at the February hearing. Minutes of the three hearings are included in Appendix B. A draft the Annual Plan for FY 2014 was on public display for 30 days beginning April 1, 2013 and ending April 30, 2013. No comments were received by the city staff or Housing and Community Development Community during the 30-day comment period.

### 3. Actions to Enhance Coordination

The City of Annapolis has sole responsibility for formulating and administering its community development, housing, and economic development programs. Annapolis's entitlement program is administered in agreement with its Citizen Participation Plan adopted in agreement with 24 CFR 91.115(e). The Citizen Participation Plan implements HUD's goals of providing for citizen input in the community development program. The City of Annapolis continues to interact with the various public and non-profit institutions that provide housing and supportive services to low and moderate income residents. Although the agencies are independent of one another, they work together to ensure that their programs and

services are coordinated and that residents are served. The City's primary means of connecting and networking with housing and service providers in Annapolis is through the following organizations.

- Annapolis and Anne Arundel County Partnership to End Homelessness (bi-monthly)
- Anne Arundel Affordable Housing Coalition (quarterly)
- City Housing and Community Development Committee (monthly)
- ACDS (weekly)
- HACA (weekly)
- Community Action Agency (monthly)
- Habitat for Humanity of the Chesapeake (monthly)

The Chief of Community Development is available to offer technical assistance and assistance with developing applications for funding. The City will provide strong leadership and planning to coordinate activities and functions and facilitate communication between City departments and their staffs. Through public meetings and hearings on projects and applications for funding, the City of Annapolis will continue to provide a forum where private and public entities can discuss community development, housing, and other issues. The City will consider its activities in relation to Federal, State and County agencies to ensure that all-available programs are considered. The City will consider opportunities to work with County and local non-profit agencies to coordinate efforts to provide necessary services. These coordinated efforts will provide affordable housing opportunities to low and moderate income persons.

## **Citizen Participation**

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

1. Program Year 4 Action Plan Citizen Participation response:

### **1. Summary of Citizen Participation Process**

In agreement with 24 CFR 91.115(e) Annapolis has adopted a Citizen Participation Plan describing the citizen participation requirements of its CDBG program. The Citizen Participation Plan is on file at the City's Department of Planning and Zoning. The primary goals of the Citizen Participation Plan are:

- to provide for and encourage citizens to participate in the development of the CP, emphasizing participation by low and moderate-income residents;

- give citizens timely and reasonable access to meetings and information relating to the use of funds;
- give citizens information regarding the amount of funds, type of activities, and anticipated benefits to be achieved;
- provide technical assistance to groups seeking program funding;
- hold public hearings to obtain citizens' views; and
- give citizens reasonable advance notice and opportunity to comment on proposed program actions and activities.

The City conducts at least two public hearings annually to review the status of activities undertaken during the program year, to invite ideas on the proposed Action Plan, and to provide the public access to staff persons most knowledgeable about the CDBG program. The Annual Action Plan is subject to a public hearing and a 30-day public comment period. The City of Annapolis has followed these procedures in advertising the amount of financial assistance expected and the range of activities proposed for the fiscal year, including the estimated benefits for low and moderate-income populations.

The City made copies of the draft Action Plan available for public review and comment for 30 days and posted it on the City's website, [www.annapolis.gov](http://www.annapolis.gov). The draft Action Plan was available at the following locations, in accordance with Annapolis' Citizen Participation Plan:

- Department of Planning and Zoning  
145 Gorman Street  
Annapolis, MD 21401
- Housing Authority of the City of Annapolis  
1217 Madison Street  
Annapolis, MD 21403
- Anne Arundel County Public Library  
1410 West Street  
Annapolis, MD 21401

The required public needs hearings occurred on November 5, 2012 and February 4, 2013 and the required Action Plan hearing occurred on May 6, 2013. All hearings took place in the City Hall. The hearings happened in accordance with the City's Citizen Participation Plan. Public notices for the hearings appeared in *The Annapolis Capital Newspaper*, a copy of which is included in Appendix B. Notices also appeared in the Annapolis City Hall and on the City's website, [www.annapolis.gov](http://www.annapolis.gov).

## **2. Summary of Citizen Comments**

The minutes of the February 4, 2013 meeting are included in Appendix B. No comments were made at the other hearings or during the 30-day comment period.

## **3. Summary of Efforts Made to Broaden Public Participation**

The City begins preparing the Annual Action Plans by mailing its CDBG application and application guidelines to approximately sixty community organizations. The application guidelines contain information on the CDBG Program, the budget and selection process, the Consolidated Plan goals and objectives, and the public hearing schedule. In addition, the City posted a legal ad announcing the opening of the

program, and posted the meeting on its web site ([www.annapolis.gov](http://www.annapolis.gov)) and in City Hall.

The City's Housing and Community Development Committee, which is responsible for planning and implementing the City's housing and community development projects, held two public hearings. The purpose of these hearings was to solicit from the organizations their priorities for investment in FY 2014 and their proposed programs for prospective funding. The following nine organizations participated in the public hearings:

- Arundel Lodge, Inc.
- ARC
- Annapolis Youth Services Bureau (AYSB)
- Community Action Agency (CAA)
- Centro de Ayuda (Center of Help)
- Light House Inc.
- OIC Job Readiness Center
- OHLA
- Restoration Community Development Corporation (RCDC)
- Volunteer Center of Anne Arundel County

The Housing and Community Development Committee held a third public hearing on May 6, 2013 at which time they approved the plan. Additionally the City consulted with the Housing Authority of the City of Annapolis, the Anne Arundel and Annapolis Homeless Community Partnership, and Arundel Community Development Services, Inc. (ACDS).

In addition to public hearings, the City's Housing and Community Development Committee meets monthly to address the City's housing and community development issues. All meetings are open to the public and the meeting agenda is posted on the City's web page and in City Hall.

#### **4. Explanation of Comments Not Accepted**

The City of Annapolis accepted all comments at the public hearings.

### **Institutional Structure**

1. Describe actions that will take place during the next year to develop institutional structure.

1. Program Year 4 Action Plan Institutional Structure response:

#### **1. Institutional Structure**

##### ***PUBLIC INSTITUTIONS***

##### ***Annapolis City Government***

The City of Annapolis is the clearinghouse and facilitator for the activities described by this Plan. As the local unit of government, the City of Annapolis is empowered to apply for and administer CDBG funds and other grants. The City of Annapolis also supports other activities by providing certifications of consistency with the

Consolidated Plan. The following describes the City's institutional structure for administration of its entitlement program:

*Department of Planning and Zoning*

With guidance from the City's Housing and Community Development Committee, the Department of Planning and Zoning oversees the administration of the CDBG entitlement program. The Department of Planning and Zoning also applies for and administers other funding sources, ensuring efficient integration and administration of all resources.

The Department is responsible for the following:

- Program management and oversight;
- Inter-Department/Agency Coordination;
- Subrecipient contract administration and monitoring;
- Program evaluation;
- Report preparation and submission;
- Public education and participation;
- Special project development;
- Consolidated Plan preparation, monitoring, and evaluation;
- Housing programs; and
- Community Revitalization Initiatives.

The daily oversight of activities for all programs and initiatives comes under the management of the Chief of Community Development. In addition to community development and housing support, City staff assists subrecipients of grants and loans and assists with leveraging other funds that support their activities. The Department of Planning and Zoning is also responsible for all current and long-range planning for development, redevelopment, community development, and preservation activities within the City. In this capacity, the Department of Planning and Zoning: 1) prepares necessary plans, studies, and programs to implement the City's Comprehensive Plan; 2) administers and enforces the City's zoning ordinance and subdivision regulations including the Moderately Priced Dwelling Units Ordinance; and 3) engages in special studies and projects impacting on future growth, development and quality of life.

Other City agencies that participate with housing, community development, and economic development in Annapolis are as follows:

- Department of Neighborhood and Environmental Programs addresses issues related to quality of life through its two divisions: 1) Code Enforcement is responsible for licensing, permitting, and inspections relating to all facets of code enforcement including, but not limited to, construction, rental housing, zoning, construction trades, and wastewater pretreatment; 2) Environmental Programs is responsible for the enhancement of the environment through projects and programs including, but not limited to, urban forest, "Clean Air Initiates", "Keep It Clean" campaign, storm water management, and trail systems.
- The Mayor's Office has several staff persons that are responsible for ensuring quality of community related programs and services to Annapolis City residents. The Director of Services serves as the City's services coordinator, oversees grants, Boards and Commissions, is liaison with HACA, and represents the Mayor

on issues related to other programs serving low-income residents and the homeless. This office provides residents with a gateway to connect to all social services and financial support provided by Local, State, and federal government agencies, as well as private and charitable agencies, and helps to facilitate the development of programs to empower communities to strengthen families and neighborhoods.

- Department of Recreation and Parks, Stanton Community Center, is the hub of activity and community involvement for the Clay Street neighborhood and offers a myriad of services to neighborhood youth and families and other low and moderate-income residents. The Center has many programs such as computer classes, After-School Homework Club, Start the Initiative in Reading (STAIR), Friday Night Out, Friday Night Splash, Basics Program, Kids of Honor Program, Chess Class for Beginners, Save Adolescents for Empowerment (SAFE), a Youth Indoor Soccer League, Preschool physical education classes, Tiny Tots Play Time, a Co-ed Basketball League, a Boys Basketball League, Competitive Cheering and the Wellness Center, sponsored by the Anne Arundel Medical Center (AAMC). The Wellness Center provides free medical services, such as health screening, health risk appraisals, nutrition counseling and information, and diabetes and exercise information and dental care.
- Housing and Community Development Committee oversees all the housing and community development activities in the City. The Committee has seven members, including the members of the Aldermanic Housing and Human Welfare Committee, the Chair of the Housing Authority or his/her designee, and three residents who have a demonstrated interest in advancing housing and community development activities in the City. These members recommend all CDBG projects to the City Council before they are included in the annual Action Plan. In addition, the Committee may exercise all of the powers and functions of redevelopment and urban renewal when needed.
- The Housing Authority of the City of Annapolis is an important housing provider primarily assisting extremely low-income households. The Mayor appoints HACA's Board and the Chairman of the Board is a member of the City's Housing and Community Development Committee. HACA hires its own staff and handles all its contracting, procurement, and management issues. Housing activities provided by HACA are as follows:
  - Public housing units
  - Section 8 rental assistance
  - Homeownership opportunities for residents in public housing
  - Housing for elderly not in need of supportive services
  - Housing for disabled persons

### ***County and State Government***

**Anne Arundel County** provides and shares its resources and programs with the City and has a role in the City's Consolidated Plan. Various human services providers, including the Departments of Social Services, Aging and Disabilities, Health and the Partnership for Children, Youth, and Families, administer the contributions.

**Maryland Department of Environment's** Lead Poisoning Prevention Program serves as the coordinating agency of statewide efforts to eliminate childhood lead

poisoning. MDE assures compliance with mandatory requirements for lead risk reduction in rental units built before 1950; maintains a statewide listing of registered and inspected units; and, provides blood-lead surveillance through a registry of test results of all children tested in Maryland. The Lead Program also oversees case management follow-up by the Anne Arundel County Health Department for children with elevated blood-lead levels; certifies and enforces performance standards for inspectors and contractors working in lead hazard reduction; and performs environmental investigations for lead poisoned children. The Lead Program provides oversight for community education to parents, tenants, rental property owners, homeowners, and health care providers to enhance their role in lead poisoning prevention.

**The Maryland Department of Housing and Community Development** provides numerous funding opportunities for housing and community development projects including the following programs:

- Maryland Housing Rehabilitation Program - Single Family (MHRP-SF)
- Lead Hazard Reduction Grant and Loan Program
- Weatherization Assistance Program (WAP)
- Accessible Homes for Seniors Program
- Rental Allowance Program (RAP)
- Homeownership for Individuals with Disabilities Program
- Emergency Solutions Grant Program (ESG)
- Group Home Financing Program (GHFP)
- Shelter and Transitional Housing Facilities Grant Program (STHGP)
- Maryland Affordable Housing Trust (MAHT)
- Low Income Housing Tax Credits
- Partnership Rental Housing
- Rental Housing Works
- Neighborhood BusinessWorks
- Community Legacy
- Main Street Maryland
- HOME Initiatives

### **The Federal Government**

**The U.S. Department of Housing & Urban Development (HUD)** provides entitlement grant funds through the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), Housing Opportunities for Persons with HIV/AIDS (HOPWA), and Emergency Solutions Grant (ESG). Aside from CDBG funds, any money from these federal programs received by nonprofits or the City comes through the State and County governments.

### ***Private Nonprofit Organizations***

Nonprofit housing developers and community-based nonprofit organizations represent an important part of the institutional structure for affordable housing and community development in Annapolis. The community-based organizations operate either geographically or programmatically. Some of the city's nonprofit organizations limit their efforts to a small geographic area, such as a neighborhood, for maximum impact. The focus tends to be on a particular type of housing (e.g. new units for small families) or on meeting a particular need (e.g. rehabilitation of existing units for very LMI households). The City has only one nonprofit housing developer

(Homes for America) located in the city. The City works with the following organizations:

- Homes for America
- Habitat for Humanity of the Chesapeake
- Bowman Community Development Corporation
- Newtowne Community Development Corporation
- YWCA
- Family Support Center
- The Light House Inc.
- Arundel Lodge, Inc.
- OIC Job Readiness Center
- ARC of Anne Arundel County
- Restoration Community Development Corp.
- Annapolis Senior Center
- Volunteer Center of Anne Arundel County
- Planning Action Committee
- Business and Workforce Exchange
- Center of Help
- Organization of Hispanic and Latin Americans (OHLA)
- Community Action Agency
- We Care and Friends
- Town Pines Court Homeowners Association
- Clay Street Public Safety Team
- National Foundation for Affordable Housing Solutions
- Community Preservation and Development Corporation

### ***Private Industry***

#### **For-Profit Developers**

Nonprofit housing providers account for a significant percentage of the affordable housing units created in Annapolis; for-profit developers provide the remaining majority. These range from small property owners with individual buildings of three or more units to investors/developers with projects of 10 to 20 or more units. HACA contracted with Pennrose Development, a for-profit developer, to demolish and rebuild two public housing developments (164 units), Obery Court, and College Creek Terrace. One hundred and thirteen of the units have been constructed. In addition, HACA collaborated with Landex Corporation to rehabilitate 150 deteriorated public housing units at Annapolis Gardens and Bowman Court and to rehabilitate its community center. The project is finished and fully occupied.

In 2004, the City of Annapolis adopted a Moderately Priced Dwelling Units (MPDU) Ordinance that is applicable to developments containing ten or more dwelling units. The MPDU requires that at least 12% of the units in for-sale residential developments, and at least six percent of the units in for-rent residential developments, be affordable to households at 100% and below of the median income for the MSA. A more detailed description of this program is included in the Barriers to Affordable Housing section. The City currently has 18 rental MPDU's at The Point in Annapolis. Uptown at Murray Hill has three for-sale MPDU units under contract and there are currently five for sale units available in the Eastport neighborhood.

## Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

1. Program Year 4 Action Plan Monitoring response:

### 1. Monitoring of Activities

The City of Annapolis conducts annual monitoring reviews to determine whether its programs are in accordance with its Consolidated Plan. While other City agencies will be responsible for day-to-day implementation in various program areas, and other organizations may act as sub-grantees in carrying out specific projects, the Department of Planning and Zoning will monitor the progress of these participating agencies and organizations in carrying out activities and achieving objectives described in the CP. The Department of Planning and Zoning completes the reviews, as this department is responsible for the administration of grant funds.

### Monitoring of Housing Programs

- The Department of Planning and Zoning will continue to require and conduct a review of quarterly reports submitted by the housing agencies and organizations.
- The Department of Planning and Zoning will review and approve bills before payment on an ongoing basis.
- The Department of Planning and Zoning will meet and discuss figures and goals of the program on an ongoing basis.
- The Department of Planning and Zoning will conduct an annual assessment of the program's progress.

### Monitoring of Community Development Programs

- The Department of Planning and Zoning will review and approve bills before payment on an ongoing basis.
- The Department of Planning and Zoning will meet and discuss figures and goals of the programs with other Department Heads and Administration.
- The Department of Planning and Zoning will conduct an annual assessment of the programs' progress.

## Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

1. Program 4 Action Plan Lead-based Paint response:

### 1. Actions to Evaluate and Reduce Lead-Based Paint Hazards

The Maryland Department of the Environment manages a lead poisoning prevention program that forms the basis for the lead reduction and elimination strategy in Annapolis. The State has several on-going efforts to reduce risk of children's lead exposure and to detect lead exposure as follows:

- Under Maryland State Law "Lead Risk Reduction in Housing" owners of rental property built before 1950 must register their units with the Maryland Department of the Environment (MDE), distribute materials from MDE informing tenants of the hazards of lead-based paint, and meet specific lead paint risk reduction standards, in return for liability protection. The Law also requires landlords to perform lead hazard reduction treatments at each turnover in rental housing built before 1950. The protection also is available for owners of rental units built after 1950, if they choose to meet the requirements.
- Grants and loans for hazard reduction
- Locally based outreach programs to parents, health care providers, and property owners.
- Targeted intensive outreach for blood lead testing for early detection and early intervention in at-risk areas

Statewide, the following blood lead testing requirements are in effect:

- Mandatory blood lead testing at age one and two of children enrolled in Medicaid (Federal Early Prevention Screening and Detection Treatment or "EPSDT" requirements)
- Mandatory evidence of screening within 30 days of entry into daycare for newborn children to six years of age with either a blood-lead test or risk assessment questionnaire
- Mandatory testing of children by age 12 months and by age 24 months living in an at-risk area
- Recommendations for medical and public health follow-up based on the Centers for Disease Control and Prevention (CDC) guidance in "Screening Young Children for Lead Poisoning, Guidance for State and Local Public Health Officials" and "Managing Elevated Blood-Lead Levels Among Young Children: Recommendations from the Advisory Committee on Childhood Lead Poisoning Prevention"

Lead based paint hazard reduction continues to be integral in the City's housing policies and programs as follows:

- The guidelines for the City's Housing Rehabilitation Program comply with the lead based paint hazards at 24 CFR Part 35.
- ACDS staff test for lead contamination and include the containment of lead paint in all housing rehabilitation activities. Lead paint hazard reduction is an eligible rehabilitation activity funded by the Housing Rehabilitation Program.
- ACDS has a certified firm for testing, risk assessment, and clearance. All contractors are lead-based paint abatement certified.
- ACDS staff includes information regarding lead paint contamination in all its community outreach efforts.
- The Anne Arundel County Health Department keeps current with changing regulations and keeps updated lists of firms certified in testing and abatement of lead-based paint hazards.

## HOUSING

### Specific Housing Objectives

\*Please refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

1. Program Year 4 Action Plan Specific Objectives response:

#### 1. Specific Priorities and Objectives

The City of Annapolis will invest its entitlement funds to create new and preserve existing affordable housing for households below 80% of median income in targeted neighborhoods. Towards this end, the City has established the following housing priorities and objectives:

- **Priority Activity #1:** Provide assistance to low income homeowners for house rehabilitation. This objective will consist of providing deferred loans to assist with code deficiencies, weatherization improvements, treatment of lead paint, adaptive modifications, and accessibility improvements. The Year 3 objectives are:
  - Assist **4** homeowners
- **Priority Activity #2:** Preserve and expand the supply of affordable housing through acquisition with rehabilitation and/or new construction. Identify both existing substandard housing units suitable for rehabilitation and vacant in-fill sites suitable for new construction as an appropriate strategy to expand and preserve affordable housing for home ownership. The Year 4 objectives are:
  - Rehabilitate at least **1** unit for homeownership; and
  - Continue aggressive code enforcement
  - Acquire and rehabilitate 1 unit for sale to a LMI household
- **Priority Activity #3:** Provide opportunities for first-time homebuyers. This includes the provision of subsidies for closing costs to first-time homebuyers. The Year 4 objectives are:
  - No activity planned in program year 4.
- **Priority Activity #4:** Support housing counseling for first-time low-income homebuyers for homeownership and other housing issues. Provide assistance to appropriate HUD-certified counseling agencies to prepare households for the responsibilities of home ownership by offering training sessions on credit repair, budgeting, working with a real estate agent, mortgage financing, mortgage products, home inspections, avoiding default, and fair housing

rights. The Year 4 objectives are:

- Assist **100** LMI households

## **2. Resources Expected to be Available**

The City of Annapolis has identified several resources that can be invested to support the City's affordable housing initiatives. A summary of these resources, focusing on housing, is included below:

### ***Federal Programs***

- Community Development Block Grant (including program income)
- Section 8 Housing Choice Voucher
- Section 202 Supportive Housing for the Elderly
- Public Housing HOPE VI Grants
- Public Housing Capital Funds
- Low Income Housing Tax Credits
- Economic Development Administration Public Works Program

### ***State Resources***

- State Low Income Housing Tax Credits
- Affordable Housing Program
- Maryland Mortgage Program
- Homeless Housing Assistance Program
- Maryland Housing Rehabilitation Program
- HOME Options Program
- Community Legacy Program
- Maryland Housing Rehabilitation Program - Single Family (MHRP-SF)
- Lead Hazard Reduction Grant and Loan Program
- Weatherization Assistance Program (WAP)
- Accessible Homes for Seniors Program
- Rental Allowance Program (RAP)
- Special Needs Housing
- Homeownership for Individuals with Disabilities Program
- Emergency Solutions Grant Program (ESG)
- Group Home Financing Program (GHFP)
- Shelter and Transitional Housing Facilities Grant Program (STHGP)
- Maryland Affordable Housing Trust (MAHT)

### ***Anne Arundel County Resources***

- Housing Implementation Funds
- New Homes Land Acquisition Funds
- Mortgage Assistance Program
- Housing Counseling
- Foreclosure Prevention

### ***Private Resources***

- Federal Home Loan Bank
- Habitat for Humanity of the Chesapeake

Table 3B

Grantee Name: <b>City of Annapolis</b> <b>Local Year 2014</b> <b>Program Year: 2013</b>	Expected Annual Number of Units To Be Completed	Actual Annual Number of Units Completed	Resources used during the period			
			CDBG	HOME	ESG	HOPWA
<b>BENEFICIARY GOALS (Sec. 215 Only)</b>						
Homeless households	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households	5		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Sec. 215 Beneficiaries*</b>	9		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>RENTAL GOALS (Sec. 215 Only)</b>						
Acquisition of existing units	0		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units	0		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	5		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	0		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>Total Sec. 215 Affordable Rental</b>	5		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>HOME OWNER GOALS (Sec. 215 Only)</b>						
Acquisition of existing units	0		<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units	0		<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Homebuyer Assistance	0		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>Total Sec. 215 Affordable Owner</b>	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)</b>						
Acquisition of existing units	0		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units	0		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	9		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	0		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Homebuyer Assistance	0		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>Combined Total Sec. 215 Goals*</b>	9		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)</b>						
Annual Rental Housing Goal	5		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Overall Housing Goal</b>	9		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

1. Program 4 Action Plan Public Housing Strategy response:

### 1. Public Housing Activities

The agency in charge of public housing in Annapolis, Housing Authority of the City of Annapolis (HACA), is also the largest provider of assisted housing in the City. The Mayor appoints HACA's Board, although it hires its own staff and handles all its contracting, procurement, and management issues. HACA plays an important role in maintaining and managing housing for low-income households in the community. HACA primarily serves extremely low-income renter households consisting of those with incomes below 30% of the area median income. HACA's housing program serves as the major source of housing for extremely low-income households in the City of Annapolis. Most of the public housing units are available to both family households and elderly households, although Morris H. Blum Senior Apartments (formerly Glenwood high-rise) is available for only elderly and disabled persons.

HACA owns and manages 790 assisted-rental housing units in the City. The public housing units are 12.8% of the 6,168 rental housing units in the City identified by the 2008 American Community Survey. In addition, HACA manages 333 Section 8/Housing Choice Vouchers and 51 Project-based Vouchers throughout Annapolis. HACA utilizes HUD guidelines for income targeting as a means of serving lower income City residents.

Concerning maintaining a suitable living environment for its residents, HACA strives to maintain high quality management and operation of its public housing programs and units. HACA uses various HUD-devised regulations and manuals in implementing its management and maintenance policies including Admissions and Continued Occupancy Handbook, PH Maintenance Plan Document, FSS Action Plan, Public Housing Assessment System Manual, Section 8 Administrative Plan, Housing Inspection Manual, Section 8 and Voucher Program Master Book, HUD Handbook 7420.7 and industry best practices.

HACA has resident councils at each of its developments in the City. The resident councils continue to offer input on management operations, modernization needs, family self-sufficiency programs, and the homeownership program through formal public hearings and during formation of its annual Agency Plan. The Mayor has assigned a staff person to work with HACA's to help strengthen its resident councils through leadership training.

The Mayor's Human Services Officer and Community Relations Specialist regularly attend and update HACA Board of Commissioners on issues relating to HACA and

City of Annapolis and the Community Relations Specialist continues to providing training to the Resident Advisory Board members and officers of the HACA Tenant Councils. And the City of Annapolis was a major partner in the Second Annual Pathways to Opportunities Family Self-Sufficiency Conference hosting the event at the Pip Moyer Recreation Center.

The City of Annapolis Mayor's Office and HACA have jointly funded the position of Community Engagement Specialist for the purpose strengthening communication and develop problem-solving partnerships among HACA administration, Board of Commissioners, the City of Annapolis administration and City Council and residents of HACA communities, and they established the Martha Wood Leadership Award. A committee nominates and selects individuals or groups monthly who have made a difference in the quality of life for residents of the public housing community. The Mayor, Alderman of the Ward and representatives of the HACA administration present a Mayoral Citation monthly at the City Council meeting.

HACA has approximately 647 youth under 16 years of age residing in public housing. This group needs positive role models interacting with them in the various communities. Therefore, the City has made a major commitment to HACA concerning youth recreation in both the new Pip Moyer Recreation Center and the Stanton Community Center, which is in the Clay Street neighborhood.

The City Department Recreation and Parks is providing youth programs at the new city recreation center. The center offers the following programs for HACA residents:

- jazz/hip hop dance class
- rock climbing lessons
- older adult walking program
- 17 and under Summer Basketball League
- floor hockey
- volleyball
- indoor soccer

All public housing residents can participate in homeownership programs offered by the City of Annapolis provided they qualify for a mortgage.

HACA administers the Pathways to Opportunities Family Self Sufficiency (PTO-FSS) program working with national, federal, state, county, and local service providers and partners. Under PTO-FSS, HACA coordinates supportive services (computer training, after-school programming, GED, college scholarships, homeownership, skills-development, health, and wellness) through the Resident Opportunities and Self-Sufficiency (ROSS) Grant to support families seeking self-sufficiency. Additionally, HACA administers the Section 8 Homeownership Program

## **2. Troubled Status**

HACA is not on the troubled list.

## **Barriers to Affordable Housing**

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

1. Program Year 4 Action Plan Barriers to Affordable Housing response:

**1. Proposed Actions to Remove Barriers to Affordable Housing**

In recognition of the financial barriers that limit affordable housing opportunities among low-income households, the City of Annapolis has devised a strategy for expanding housing opportunities as follows:

- Offer closing cost and mortgage write-down assistance through a First-Time Homebuyer Program. All participants in the program are required to attend homeownership-counseling classes that educate first-time homebuyers on the mechanics of the home purchase process including budgeting, resolving credit issues, and negotiating the contract. The City has used CDBG funds to support the Housing Counseling Program at the Community Action Agency, which has HUD-certified instructors. ACDS, also, HUD certified, provides homeownership-counseling services to City residents.
- Provide assistance with improvements through its Housing Rehabilitation Program, ACDS administers for Annapolis.
- Continue to work with nonprofit housing providers providing assistance with acquisition and rehabilitation of units sold to low and moderate income first-time homebuyers.
- Provide funds to the Community Action Agency to support the agency's Home Ownership Counseling Program that educates first-time homebuyers on the mechanics of the home purchase process including budgeting, resolving credit issues, and negotiating the contract. HUD-certified instructors teach the program. Successful completion of the program is required from all households receiving assistance from the City through its homeownership programs. CAA's counselors are also available to assist renters.
- Continue the Moderately Priced Dwelling Unit Program that is applicable to developments containing ten or more dwelling units. The MPDU requires that at least 12% of the units in for-sale residential developments, and at least six percent of the units in for-rent residential developments, be affordable to households at 80% of the median income for the MSA. To ensure the long-term affordability of the units, for-sale units require affordability controls for up to 10 years from initial occupancy and for-rent units require 20 years. In exchange for the set-aside, the City permits a density bonus beyond the minimum density in the zone. The density bonus is 15% in for-sale housing and 10% in for-rent housing. There is also an expedited review process. The City adopted the MPDU ordinance in 2004. The city currently has 18 rental MPDUs and development applications before the City have the potential to create 60 affordable for-sale units. MPDU represents a considerable effort by the City to expand affordable housing stock through the private market.
- The City's Fair Housing Ordinance is equivalent to both the state and federal law. The City added the following protected classes to its Fair Housing Ordinance: disability, familial status, sexual orientation, marital status, sex, lawful income.

The City also participates as a member of the Anne Arundel Affordable Housing Coalition, and the Anne Arundel Continuum of Care Planning Group, which are responsible for funding decisions that affect residents of Annapolis.

The City of Annapolis has a Human Relations Commission, which enforces the fair housing law and handles formal complaints. The Human Relations Commission continues to provide information on fair housing in their public events. There are no court orders, consent decrees, or sanctions against the City of Annapolis from HUD or any other organization regarding housing and related services.

The City of Annapolis will continue to promote, foster, and maintain affordable housing throughout the city.

DRAFT

## HOMELESS

### Specific Homeless Prevention Elements

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state, local, and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2014. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

1. Program Year 4 Action Plan Special Needs response:

#### 1. Source of Funds

The City of Annapolis participates in Anne Arundel County's collaborative and well-coordinated community based planning process that seeks to ensure the needs of persons who are homeless within the County are being met. The County makes a continuum of services available for the homeless. The services include prevention, outreach, and supportive services, as well as emergency, transitional, and permanent housing. ACDS, with support from the Anne Arundel County Department of Social Services (DSS), coordinates the Continuum of Care Planning Group, which is responsible for developing the continuum of care and plan to end chronic homelessness in Anne Arundel County, including the City.

The Continuum of Care Planning Group, called the Anne Arundel and Annapolis Community Partnership to End Homelessness (Homeless Partnership), consists of over 50 County and City of Annapolis agencies, concerned citizens, nonprofit homeless service providers, private nonprofit organizations serving special needs clientele, as well as others with interests and roles in ending homelessness in the County.

The Homeless Partnership has continually assisted the County in submitting successful applications for federal funds and developing new programs and services to address the needs of the homeless population. For example, last year, Anne Arundel County applied through HUD's 2012 federal competitive application process and was awarded a total of \$2,259,063 in Continuum of Care funds. Specifically, \$1,859,709 in SHP funds was awarded to continue to fund: (i) nine permanent supportive housing programs; (ii) a supportive services program; and (iii) three transitional housing programs. Additionally, \$399,354 was awarded to the Maryland Mental Hygiene Administration to continue the Shelter Plus Care program in the County.

The city allocates CDBG funds and competes each year for state Emergency Solutions Grants funds. This program year, DHCD awarded the city \$50,625 for operating costs of the Light House Shelter.

## **2. Homelessness**

In order to identify the service and housing needs of the County's homeless population, the County conducts an annual point-in-time count, analyzes data collected through the County's HMIS system, and obtains and reviews other relevant data. This information is the foundation of the County's planning process and is used to develop new projects and programs, as well as to evaluate the ongoing need of established programs.

On January 30, 2013, the County completed its yearly count of homeless clients in all of the County's emergency shelter facilities and transitional housing programs through the County's Homeless Management Information System (HMIS). In addition, the County counted as many of the unsheltered homeless as possible on this same date. The purpose of the survey was to obtain a point-in-time count of the sheltered and unsheltered homeless population and identify various sub-populations. The survey was designed to reduce duplication, as well as to ensure those counted met HUD's definition of homeless.

As identified in the following table, on Wednesday, January 30, 2013, 350 homeless persons in need of housing related assistance were identified in the County. Two hundred and Six (206) persons, including children, were housed in emergency shelters and 59 persons, including children, were housed in transitional shelters. Approximately 85 homeless individuals were identified as residing on the street, in cars, or living in other places not meant for human habitation. Further, of those individuals sheltered in either emergency or transitional housing programs, 63 persons were identified as mentally ill, 40 persons were identified with chronic substance abuse issues, 16 persons were identified as veterans, two individuals were identified with HIV/AIDS, and 37 persons were identified as victims of domestic violence. Of the total, approximately 48 would meet HUD's definition of chronically homeless.

**Homeless Point-in-Time Count, January 30, 2013**

<b>HOMELESS POPULATION</b>	<b>SHELTERED</b>		<b>UNSHELTERED</b>	<b>TOTAL</b>
	<b>Emergency</b>	<b>Transitional</b>		
Families with Children	19	15	2	36
Persons in Families with Children	58	48	8	114
Single Individuals and Persons in Households without Children	148	11	77	236
<b>Total</b>	<b>206</b>	<b>56</b>	<b>85</b>	<b>350</b>
<b>HOMELESS SUBPOPULATIONS</b>	<b>SHELTERED</b>		<b>UNSHELTERED</b>	<b>TOTAL</b>
Chronically Homeless	26		10	47
Seriously Mentally Ill	63			
Chronic Substance Abuse	40			
Veterans	16			
Persons with HIV/AIDS	2			
Victims of Domestic Violence	37			
Unaccompanied Youth (Under 18)	0			

As this count reflects a specific point in time, it is only a simple snapshot of the homeless population on that date. It is not a total count of the number of homeless in the County, as it is limited to HUD's definition of homelessness. For instance, the Anne Arundel County Public School's Homeless Coordinator continues to serve children that are living doubled up with family or friends, and are not in the County's shelter system. This number also does not include the many extremely low-income households paying more than 50 percent of their income for housing costs and at risk of homelessness.

Based on the annual point-in-time count and other relevant data, the County has developed a continuum of services and housing to address the unique needs of the homeless population, including the needs of various subpopulations such as the chronically homeless, mentally ill, chemically dependent, victims of domestic violence, veterans, youth runaways, and persons with HIV/AIDS. The following outlines the County's action steps for reducing and ending homelessness in Local Fiscal Year 2014.

**Emergency Shelter**

As indicated in the following Table, Anne Arundel County has 53 year round and 85 seasonal emergency shelter beds for individuals, and 99 year round emergency beds for families. Typically, emergency shelter provides temporary housing for up to 90 days, along with three meals, case management, life skills, training, and housing search and other support services. The rotating church shelter, called the Winter Relief Program, provides transportation, meals, and temporary housing between the hours of 5:00 p.m. and 7:00 a.m. from November through April. An additional 54 freezing weather beds are provided by local shelters and the City of Annapolis. There are a total of 88 year round, seasonal, or overflow freezing weather beds available for chronically homeless persons in the County. The Light House Inc. (formally Annapolis Area Ministries, Inc.) operates a 65 bed homeless shelter in the

City of Annapolis. It is estimated that over 400 homeless persons will be served by The Light House, Inc., in Local Fiscal Year 2014.

In Local Fiscal Year 2014, Sarah’s House, operated by Associated Catholic Charities, Inc., will receive \$87,837 in Emergency Solutions Grant (ESG) funds from the County. Sarah’s House provides emergency shelter to the County’s homeless population, as well as a wide array of supportive services. It is estimated that 425 homeless persons, including children, will be assisted by Sarah’s House during the next year. The following table lists the emergency shelters available in Anne Arundel County, along with the providers, target populations, and corresponding number of available beds.

### Emergency Shelters

Provider Name	Facility Name	HMIS	Target Population	2013 Year-Round Units/Beds			2013 All Beds			
				Family Units	Family Bed	Individual Beds	Year- Round	Seasonal	Freezing Weather	Bed for Chronically Homeless
<b>Current Inventory</b>										
The Light House Inc.	Light House Shelter	Yes	single women, men, families w/children	5	20	45	65	0	29	0
Associated Catholic Charities, Inc.	Sarah’s House Family Shelter	Yes	families w/children, single women	26	60	6	66	0	10	3
Arundel House of Hope, Inc.	Winter Relief	Yes	single men and women	0	0	0	0	70	15	85
YWCA of Annapolis and Anne Arundel County	Arden House	No	Victims of Domestic Violence	6	19	2	21	0	0	0
<b>Total</b>				<b>37</b>	<b>99</b>	<b>53</b>	<b>152</b>	<b>70</b>	<b>54</b>	<b>88</b>

### Transitional Housing

The County has 16 transitional housing beds for individuals and a maximum of 77 transitional housing beds for families (24 units). Transitional housing provides temporary housing and intensive supportive services for up to two years. The purpose of a transitional housing program is to help families and individuals gain the skills to be successful once they move to permanent housing.

In Local Fiscal Year 2014, the County will continue to support the operation of other existing transitional housing with federally awarded CoC funds. Sarah’s House was awarded funds for \$323,698 to continue to provide transitional housing for 22 homeless families. The Light House, Inc. was awarded funds for \$41,501 to continue to operate the Anchor House Transitional Housing Program, which serves up to three families at any given time. AHOH was awarded \$127,033 in SHP funds for the Fouse Center, which provides transitional housing for approximately 10 men at any given

time, including the chronically homeless. Additionally, AHOH will continue to operate a transitional housing program for six homeless veterans. The county anticipates that approximately 93 homeless persons will be provided transitional housing in Local Fiscal Year 2014. In summary, the following table outlines the transitional housing programs available throughout Anne Arundel County.

**Transitional Housing**

Provider Name	Facility Name	HMIS*	Target Population	2013 Year-Round Units/Beds			2013 All Beds/Units	
				Family Units	Family Bed	Individual Beds	Year- Round	Beds for Chronically Homeless
<b>Current Inventory</b>								
The Light House Inc.	Anchor House	Yes	families w/children	3	11	0	11	0
Associated Catholic Charities, Inc.	Sarah's House Transitional	Yes	families w/children	21	66	0	66	0
Arundel House of Hope, Inc.	Fouse Center	Yes	single men	0	0	10	10	10
Arundel House of Hope, Inc.	Transitional Housing for Homeless Veteran	Yes	single men, veterans	0	0	6	6	0
<b>Total</b>				<b>24</b>	<b>77</b>	<b>16</b>	<b>93</b>	<b>10</b>
<b>Under Development</b>								
None								
<b>Total</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

*\*Agency participates in the County HMIS data collection system.*

As a complement to the strategy of the Homeless Community Partnership, the City of Annapolis will continue to work toward the overall goal of addressing needs of the homeless and ending chronic homelessness. The following describes the City's objectives and use of CDBG resources in addressing the objectives:

- **Priority Activity #5:** Continue financial support to homeless shelter programs – While housing for the homeless is available, there continues to be the need for funds to operate the housing. The City recognizes the need to provide financial assistance to nonprofit organizations such as Annapolis Area Ministries for operation of Light House Shelter in Annapolis. The City will support approximately 100 persons.
- **Priority Activity #6:** Continue support for prevention of homelessness – Households, particularly those that are low and moderate income and living paycheck to paycheck, can lose their housing due to a crisis that requires significant out of pocket funds. These households often need limited assistance with rent to avoid homelessness. The City recognizes the need to

provide financial resources to public and nonprofit agencies offering homelessness prevention services to households at-risk of becoming homeless. The City will support approximately 100 households.

### **3. Chronic Homelessness**

The County's Homeless Partnership has developed and implemented a strategy to eliminate chronic homelessness in Anne Arundel County. The County's plan to end chronic homelessness is developed in conjunction with, and is fully incorporated with, the County's broader plan to end homelessness, which is in the process of being updated.

The vision guiding the strategy to end chronic homelessness is to enable chronically homeless persons to access quickly permanent housing, supportive services, and linkages to mainstream resources through active engagement; and to ensure adequate prevention through proper discharge planning and provision of interim housing and supportive services.

Specifically, the County will work to end chronic homelessness by doing the following: (i) preventing individuals at high risk from becoming chronically homeless by ensuring adequate discharge planning for individuals exiting from institutions; (ii) promoting outreach in order to engage chronically homeless persons; (iii) improving linkages to mainstream resources and supportive services; (iv) maintaining housing programs to ensure individuals are provided housing and services; and (v) expanding permanent supportive housing options for at least 63 chronically homeless persons by the year 2014.

Further, several activities are designed specifically to serve the chronically homeless population and to work towards the goal of ending chronic homelessness. The County's Mental Health Agency continues to operate their outreach teams. These teams identify individuals with disabilities who are living on the street and then attempt to engage and build relationships with them. They help individuals apply for entitlements, access services for emotional illness and psychosocial needs, develop treatment plans, and work with local housing providers to help link clients to appropriate housing.

In Local Fiscal Year 2014, the County will continue to target rental assistance and support services to chronically homeless persons through the Mental Health Agency's Supportive Housing Opportunity Program, the Samaritan Housing Program, the Mental Hygiene Administration's Shelter Plus Care Program, the Housing Commissions Permanent Supportive Housing Program, and the Anne Arundel Partnership for Permanent Housing Program.

People Encouraging People, Inc. (PEP) will continue to operate both the Housing First I Program and Housing First II Program. These programs will provide tenant based rental assistance and intensive case management services to 12 chronically homeless persons.

Arundel House of Hope, Inc. (AHOH) will continue the operation of the Safe Haven I, Safe Haven II, WISH Programs, and Community Housing program. These group homes provide permanent housing and support services to chronically homeless individuals. The County will apply for new permanent supportive housing for the chronically homeless in future applications for federal SHP funds.

AHOH will also continue operation of the Homeless Resource and Outreach Center, offering case management, day shelter, information and referral services, housing search, and links to mainstream resources. The Center will act as the Winter Relief Intake Center between November and April. The Winter Relief emergency rotating shelter serves a significant number of persons meeting the HUD definition of a chronically homeless person.

Additionally, The Light House, Inc. will continue to operate the new shelter in the City of Annapolis. This shelter provides food and clothing, job training, 45 year round shelter beds for homeless individuals (many whom may be chronically homeless) and five apartments for homeless families.

#### **4. Homelessness Prevention and Outreach**

##### *Outreach Services*

As Anne Arundel County is primarily a suburban County, outreach efforts to the homeless, especially the unsheltered homeless, are difficult because the homeless are often widely dispersed throughout the County and not highly visible. Most outreach occurs in Glen Burnie and in downtown Annapolis where groups of homeless persons typically congregate. Anne Arundel County has several programs in place that outreach to homeless persons living on the streets and other homeless households. The County's Mental Health Agency continues to administer several programs that are critical to the County's outreach efforts. The major outreach program for the County is the Assertive Community Treatment Program together with Consumer Outreach, Entitlements, & Care Coordination (COOECC), which engages and provides services to 110 mentally ill persons at a time. The Assertive Community Treatment Program receives referrals from all of the County's shelters and homeless providers in addition to other sources. The Mental Health Agency's other outreach vehicle, the COOECC, works in collaboration with the mobile crisis teams as part of the comprehensive Crisis Response System (CRS). The CRS has contact with all of the County's shelters and the drop in center. The Community Outreach Team primarily targets individuals living with mental illness or with a dual diagnosis, but will also provide referral services to any homeless individuals needing linkage to community resources.

Arundel House of Hope, Inc. (AHOH) operates the Homeless Resource and Day Center, which offers case management, day shelter, information and referral services, housing search, and links to mainstream resources. On average, more than 600 homeless persons or those at-risk of homelessness are served each year. In Local Fiscal Year 2014, the County will provide \$35,000 in CDBG funds to assist with the operation of the AHOH Homeless Resource and Day Center. AHOH expects to reach out and serve to over 100 persons by this program during this period. The Day Center also acts as the central intake for the Winter Relief Shelter, the County's seasonal homeless shelter that operates between November and April. In summary, the following table outlines all of the outreach services available to the homeless in Anne Arundel County.

**Outreach Services**

Service Description	Service Provider	Program
<b>Assertive Community Treatment Programs:</b> programs which address medical, psychiatric, employment, housing, and substance abuse issues through a long term team treatment approach.*	Anne Arundel Mental Health Agency	♦ • Assertive Community Treatment Program (ACT) ♦ • Consumer Outreach, Entitlements, & Care Coordination (COECC)
	People Encouraging People, Inc.	♦ Assertive Community Treatment Team (ACT)
<b>Outreach to the Street Homeless in Annapolis:</b> program which assist homeless people linked to drug treatment programs, temporary shelter, and food.*	We Care & Friends	♦ We Care & Friends
<b>Resource Centers:</b> program which provide services for the homeless, including telephone services, mail collection, showers, case management services, and other support services.*	Arundel House of Hope, Inc.	♦ Resource and Day Center for homeless persons
	Annapolis Area Ministries, Inc.	♦ Light House – A Homeless Prevention Support Center
<b>Annual Outreach Event:</b> an event which outreaches to the homeless and offers a wide array of services including but not limited to medical, dental, eye care, veterans, Social Security, hair cuts, help obtaining identification, birth certificates, food, mainstream benefits, legal services, credit counseling.*	Anne Arundel County Department of Social Services	♦ Homeless Resource Day

\* Services assist the chronically homeless

**Prevention Services**

Low-income households frequently live from paycheck-to-paycheck and the loss of income, a medical emergency, or unexpected expenses may cause a household to fall behind in their rent or utility payments. One of the County’s key strategies for ending homelessness is to prevent individuals from becoming homeless in the first place. A number of County agencies assist households in avoiding homelessness by providing financial assistance to prevent eviction as well as to help them prevent the disconnection of utilities. The County uses CDBG, FEMA, State, and private funds to provide this assistance. The following table outlines all of the prevention services available to County residents.

In Local Fiscal Year 2014, the County will provide CDBG funds to both the Community Action Agency (\$20,000) and Calvary Economic Development Corporation (\$20,000) to provide emergency financial assistance to prevent

households from becoming homeless. It is anticipated that over 100 households will be served through the two programs.

**Prevention Services**

Service Description	Service Provider	Program
<b>Eviction and Foreclosure Prevention:</b> financial assistance provided to households to avoid homelessness by preventing eviction and the disconnection of utilities.	Annapolis Area Ministries, Inc.	◆ Financial Emergency Assistance Program
	Anne Arundel County Department of Social Services	◆ Family Flex Funds, HELP Grant Program
	Arundel House of Hope, Inc.	◆ Eviction Prevention Program
	Calvary Economic Development Corporation	◆ Housing and Rental Counseling Program
	Community Action Agency	◆ Maryland Energy Assistance Program (MEAP) ◆ Emergency Assistance Program
	North County Emergency Outreach Network, Inc.	◆ Financial Emergency Assistance Program
	Salvation Army in Annapolis and Glen Burnie	◆ Eviction Prevention Program
	Severna Park Assistance Network	◆ Financial Emergency Assistance Program
	St. Vincent de Paul Society of Annapolis	◆ Financial Assistance Program
<b>Assistance with Security Deposit and First Months Rent:</b> financial assistance provided to homeless households to assist with security deposits and first months rent payments.	Anne Arundel County Department of Social Services	◆ Family Flex Funds ◆ HELP Grants
	Arundel House of Hope, Inc.	◆ Private Funds
	Community Action Agency	◆ Emergency Assistance Program
	Calvary Economic Development Corporation	◆ Housing and Rental Counseling Program
<b>Discharge Services:</b> programs which assist individuals being discharged from institutions such as jail, mental institutions, and foster care.*	Anne Arundel County Detention Center	◆ Case Management
	Anne Arundel County Mental Health Agency	◆ After Care Specialist Program
	Department of Social Services (DSS)	◆ Foster Care Program
	Second Genesis, Inc.	◆ Drug Program for Detainees
	State Mental Hygiene Administration – Mental Health Jail Project	◆ Mental Health Jail Project
<b>Foreclosure Prevention Counseling:</b> programs that assists households facing financial difficulties to prevent foreclosure.	Arundel Community Development Services, Inc. (ACDS)	◆ Homeowner and Foreclosure Prevention Counseling Program
	Community Action Agency	◆ Housing Counseling Program

## 5. Discharge Planning

### *Foster Care*

The County has plans in place to ensure that children leaving the foster care system do not become homeless. Approximately 15 children age out of foster care on any given year in Anne Arundel County. DSS is responsible for implementing discharge planning for children in foster care. The County's goal is to make sure that every child has a permanent supportive connection before the child ages out of care. As policy, if youth leave after they turn 18, they can return until they are 21 and receive after care assistance including housing. Other activities used to prevent homelessness among youth aging out of foster care include: (i) providing an annual allotment of 10 Housing Vouchers specifically for children leaving the foster care system; (ii) employment training and career planning through the County's Workforce Development Corporation; (iii) at 17, youth must participate in a team decision making meeting to talk about a plan for transitioning out of care; (iv) an Independent Living Coordinator begins working with youth in the foster care system at age 14 to initiate independent living skills training and begin permanency planning; (v) providing a youth lead permanency team as a support network; (vi) connecting youth to family finder and kinship programs helping to connect youth to family supports; and (vii) providing aftercare services. Youth attending schools are eligible for up to \$5,000 per year to help pay for school or related living costs.

### *Health Care*

Although, there are no publicly funded hospitals or health care facilities in the County, the two privately funded hospitals have agreed to work with the DSS, on behalf of the County, to help ensure individuals are not released to homelessness. The Baltimore/Washington Medical Center in Glen Burnie, a quasi-public/private hospital, employs six caseworkers to work with patients exiting the hospital. Anne Arundel Medical Center, a privately funded hospital in Annapolis, also employs social workers to link patients to services prior to discharge. The Mental Health Agency also employs discharge workers to help link hospitalized individuals with mental illnesses to services, crisis beds, and housing.

### *Mental Health*

The Health General Article, 10-809, Annotated Code of Maryland prohibits discharges from state facilities to homelessness. Approximately 40 County residents remain in a State funded mental health facility. Each facility is required to prepare a written discharge plan. The inpatient hospital social worker or treatment team complete a needs assessment upon entry into the hospital and develop a treatment plan that addresses needs such as mental health, housing, substance abuse, job skills, and life skills. A discharge plan is required before release from the hospital. Priority for services is given to those exiting State hospitals. Services include mental health treatment, housing, and other services. Anne Arundel County Mental Health Agency also employs aftercare service workers, which provide the local link between psychiatric hospitals, residential treatment facilities, and community resources to ensure effective discharge planning.

Individuals discharged from member health facilities can be housed in residential rehabilitation programs or families are offered additional support such as respite care to allow individuals to return home.

In Local Fiscal Year 2014, the Housing Commission will continue to provide tenant based rental assistance to individuals discharged from an institutionalized setting with prior year HOME funds. The Housing Commission goal is to serve six households with this program during the next year.

### *Corrections*

The County makes every effort to prevent individuals existing jail from becoming homeless on discharge. The County's Homeless Partnership tries to meet at least annually with staff of the County's Department of Detention Facilities. The Detention Centers provides case management, including discharge planning, to all individuals sentenced for a period of greater than seven days in either of the County's jails. All detainees meet with a case manager within a week of their arrival to complete a needs assessment. At that time, they begin to create a discharge plan. Detainees are referred to internal GED training; job training, drug treatment, and other life skills type courses. Mentally ill detainees are referred to the State funded Mental Health Jail Project, which link inmates to services and housing upon discharge from the jail. The Detention Center hosts on-site Community Service Fairs to help link inmates to programs, services, and housing options upon release. Additionally, inmates released from State Prisons also receive discharge-planning services. The Mental Health Agency receives notification about mentally ill prisoners with release date and documentation of disabilities. These individuals are referred to a provider who sets up three intake/case management appointments to help with housing/service planning.

## **Emergency Solutions Grants (ESG)**

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

1. Program Year 4 Action Plan ESG response:

**NOT APPLICABLE.** Although it does not receive Emergency Solutions Grants directly from the federal government, the City of Annapolis does apply through a competitive State program. This year the City received \$50,000.

## COMMUNITY DEVELOPMENT

### Community Development

\*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.  
\*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

#### 1. Program Year 4 Action Plan Community Development response:

##### 1. Priority Non-Housing Community Development Needs

The City of Annapolis' non-housing community development needs reflect the City's goals of enhancing the economic environment, upgrading the public infrastructure and public facilities, and supporting public service efforts.

The following are the overall goals by category:

**Community Development/Planning Needs and Goals:** Effective community revitalization in Annapolis requires comprehensive strategies. The rehabilitation of existing housing or the construction of new housing units without addressing the physical, social, and economic environment in which they are located does not always lead to revitalized neighborhoods.

Although the City's Clay Street Community Legacy Plan, developed in July 2001 for the Maryland Department of Housing and Community Development, only addresses one neighborhood, it encapsulates the community development needs as identified through extensive discussions with the neighborhood residents and organizations working in the community. The Plan focuses on four goals: 1) Improve the housing conditions and increase homeownership; 2) Recreate and revitalize the commercial and community core; 3) Improve public safety, facilities, and infrastructure; and 4) Strengthen community leadership.

Since the inception of the program in FY 2002, has received \$1,544,975 in Community Legacy funds for the Clay Street neighborhood. These funds do not include other public and private investments made in the neighborhood. Within the neighborhood, community development needs included improvement and rehabilitation of the housing stock, commercial revitalization, streetscape

improvements, and neighborhood patrols to reduce crime. The City will build on this progress by continuing its work with community groups and residents to support on-going neighborhood strategies. Support will include staff time and limited technical resources, such as research, mapping, and administrative support. Assistance will continue to target the Clay Street neighborhood.

**Public Facility/Parks and Recreation Needs and Goals:** The City has been working to link public facility improvements to the overall livability of the City. Public facilities in Annapolis are important to supporting the quality of life by providing spaces for provision of services and holding of events that bring the community together. They also support needs for open space and recreational needs in the urban setting.

In its previous Five-Year Consolidated Plan, the City identified the need to create three parks or playgrounds. The recently completed “Pip” Moyer Recreation Center highlights the kind of projects the City envisions bringing the community together and providing an important quality of life for its residents. Improving and increasing recreational facilities, particularly in lower-income neighborhoods, will promote this goal. The City will continue to support these community development needs by working with the Housing Authority of the City of Annapolis, to improve community parks and playgrounds.

**Public Service Needs and Goals:** There are varied public services available in the community to address human service needs. There continues to be service needs that are important to the long-term ability of persons to sustain themselves and in support of their ability to live independently. In its most recent CAPER (FY2011), the City targeted approximately 1,500 adults and youth for public services concerning employment, empowerment, and self-sufficiency. Funds provided to public service providers actually assisted nearly 2,800 clients, indicating there is still a significant need for these types of programs. The recent economic downturn has likely increased this need.

The City of Annapolis will continue to support innovative services that address outstanding needs that promote families. The City will continue to provide public services concerned with employment, empowerment, and self-sufficiency.

## **2. Specific Short-Term and Long-Term Objectives**

The City of Annapolis has identified the following non-housing priorities over the next five years:

### ***Public Facilities Improvements (including parks)***

Public facilities in Annapolis are important to supporting the quality of life by providing spaces for provision of services and holding of events that bring the community together. They also support needs for open space and recreational needs in the urban setting. The City will continue to support these community development needs.

- **Long-Term Goals:** The City of Annapolis will continue to improve community spaces in the city, including community centers, parks, and public art projects to enhance the environment. In response to demands from its citizens, the City has created three policies towards improving existing public facilities and developing

new ones, which include completing a Citywide network of pathways, selective and strategic expansion of the parks system, and support for structured and informal recreation.

- **Short-Term Goals:** The City of Annapolis will work with HACA and nonprofit groups to improve community parks and playgrounds, as well as the safety and livability of neighborhoods.
  - **Priority Activity #5:** Over the next year, the City will support improvement or construction of recreational facilities serving LMI neighborhoods, with a goal of improving **1** park or playground

### **Public Services**

The City of Annapolis will continue to improve public services for residents of Annapolis through improved infrastructure, and increased attention to business development, particularly in the downtown area. The City also plans to work closely with a number of community organizations that provide counseling services and youth programs such as day care and after-school programs, as well as programs regarding transportation for seniors and the disabled.

- **Long-Term Goals:** The City will continue to support initiatives that increase livability and neighborhood stability for residents. The City will also promote ongoing efforts to foster the link between education and increased economic opportunities. The City will also continue to support organizations that offer programs structure to provide such improvements in decent job creation and business growth.
- **Short-Term Goals:** The City will support projects that help improve the safety and livability of neighborhoods, as well as the mobility and accessibility for all residents of Annapolis. The City will support programs that address the needs of youth and promote neighborhood and family stability. In addition, the City will foster a stronger sense of community through public engagement.
  - **Priority Activity #6:** The City will continue with its planning efforts in the Clay Street neighborhood by continued participation in organizations in the neighborhood
  - **Priority Activity #7:** The City will support programs that assist **30** children with mentoring, **100** persons with office skills training, and **1000** persons with information and referral
  - **Priority Activity #8:** Support job creation and economic development by assisting **1** microenterprise

### **Antipoverty Strategy**

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

1. Program Year 4 Action Plan Antipoverty Strategy response:

#### **1. Actions to Reduce the Number of Poverty Level Families**

Poverty is a function of income, which is related to education, job training, and employment. The City of Annapolis remains committed to addressing the needs of its citizens who live at or below the poverty level. It is also recognized that the presence of poverty and the related social and economic problems are a destabilizing element in many City neighborhoods. The City, in conjunction with the public and private agencies and institutions, provides extremely low and low-income households with the opportunity to gain the knowledge and skill, as well as the motivation, to become fully self-sufficient.

Community Action Agency, located in the heart of the City in the Inner West Street Corridor, is the designated anti-poverty agency. Community Action Agency provides Annapolis Youth Services Bureau, Case Management, Early Head Start, Fuel Fund, Head Start, Housing Counseling/Rental Assistance, Maryland Energy Assistance Program, and Senior Services.

- The Community Action Agency is the designated anti-poverty agency for Anne Arundel County. They have an annual operating budget of nearly \$5 million. Their mission is to help individuals and families living at and near poverty income levels improve their economic conditions and become self-sufficient. They have four divisions including (1) Empowerment Services (Housing, Case Management, and Micro-enterprise), (2) Energy Services (3) Children (Early Head Start, Head Start, and Extended Day), and (4) Youth Services (Annapolis Youth Services Bureau).
- Provide used "road ready" cars to homeless families and individuals, helping to increase their access to better housing, jobs, and services.
- Preventing homelessness by providing case management, budget counseling, and eviction prevention funds

## **2. Estimated Reduction in the Number of Poverty-Level Families**

The City of Annapolis, by itself, has very little control over the factors that cause poverty. Such factors include unemployment, substance abuse issues, and lack of transportation options to get to and from work, to name a few.

The percentage of Annapolis households living in poverty increased between 1990 and 2000, according to Census data. In 1990, there were 3,966 individuals living below the poverty line in Annapolis, which was 12.1% of the population for which poverty status had been determined. By 2000, that group had increased to 4,477 persons, which represented 12.7% of the population.

To address poverty, the City will continue to work with the County to pursue resources and innovative partnerships to support the development of affordable housing, rental assistance, homelessness prevention, emergency food and shelter, health care, children's services, job training and employment development, and transportation.

Through the methods described above, the City can positively influence the likelihood of poverty-stricken residents of moving up and out of poverty. Annapolis can reduce the number of residents living in poverty by minimizing threats to individual and family financial stability and by extending services that will provide adequately for those in need. Ultimately, federal and state policies on welfare, health care, and the minimum wage are crucial factors in the fight to address and reduce poverty.

## NON-HOMELESS SPECIAL NEEDS HOUSING

### Non-homeless Special Needs (91.220 (c) and (e))

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

1. Program Year 4 Action Plan Specific Objectives response:

#### 1. Priorities and Objectives

The City of Annapolis has a goal of assisting persons with special needs who are not homeless with housing and supportive needs. In support of the goal, the City has established the following objective and strategy for achieving the goal.

- **Priority Activity #10:** Provide assistance to supportive housing providers.
  - **Basis for Priority:** Because the City is the urbanized area of the County, with services, transportation, and an inventory of affordable housing, persons with special needs continue to reside in the City. Persons with special needs continue to need assistance to ensure they receive safe and decent housing.
  - **Obstacles to Meeting the Priority:** There are limited resources available to the City for meeting underserved housing and supportive service needs of the special needs persons. Collaborative efforts initiated by service providers will require assistance. Escalating land and property values in Annapolis have limited the provision of housing by service providers making it more difficult to address needs, particularly in combination with limited resources.

#### *Use of Funds Reasonably Expected to Be Available to Address Objective*

The City will assist in the provision of housing options for persons with special needs by providing funding for alterations to housing units for persons who have achieved independence, and by providing financial assistance to supportive housing providers.

- **Proposed Accomplishment:** Over the next five years, the City anticipates that **four** units housing **12** persons with mental illness will be rehabilitated.

The City of Annapolis will also consider providing certifications of consistency for providers who offer housing and supportive services as identified through consultations in development of this CP. In furtherance of the goal, the City's Housing Rehabilitation Program allows use of funds to assist with modifications of owner-occupied housing for household members with long-term disabilities. The accomplishments projected to be achieved by the Housing Rehabilitation Program are identified in Section B of this Part.

## **2. Resources Expected to be Available**

It is increasingly difficult for the City of Annapolis to fund non-homeless special needs projects due to the limited amount of funding the City receives annually to support housing and community development initiatives, as well as the increasing amount of basic community needs resulting from current economic conditions. However, other resources are available on the federal, state, and local levels that area organizations can solicit to help provide affordable housing opportunities and supportive services to Annapolis' non-homeless special needs populations.

Several resources are available to support non-homeless special needs housing initiatives, including HUD Section 202 housing funds (elderly projects), HUD Section 811 housing funds (housing for people with disabilities), Section 8 tenant- and project-based rental assistance, Low Income Housing Tax Credits (LIHTC), Federal Home Loan Bank funds, funds from private foundations and other private entities, public housing funds, and other state and federal resources.

The City of Annapolis relies on area organizations, such as Anne Arundel County Department of Social Services, The Anne Arundel County Commission on Disability Issues, the Community Action Agency, Catholic Social Services, Salvation Army, Center of Help, and HACA to provide many services to the non-homeless special needs populations. The City will continue to support the efforts of these organizations and other organizations that provide housing and supportive services to non-homeless special needs individuals in Annapolis. In addition, the City will continue to support the efforts of local and regional organizations that provide housing and supportive services to non-homeless special needs individuals in Annapolis.

### **Housing Opportunities for People with AIDS**

\*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.  
Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
3. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.

4. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
5. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
6. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
7. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
8. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

1. Program 4 Action Plan HOPWA response:

**NOT APPLICABLE.**

### **Specific HOPWA Objectives**

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

1. Program Year 4 Specific HOPWA Objectives response:

**NOT APPLICABLE.**

## Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

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# CERTIFICATIONS

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# CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

- This certification does not apply.  
 This certification is applicable.

## NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official	Date
Joshua J. Cohen	
Name	
Mayor	
Title	
160 Duke of Gloucester Street	
Address	
Annapolis, MD 21401	
City/State/Zip	
410-263-7997	
Telephone Number	

- |   |
|---|
| <input type="checkbox"/> This certification does not apply.           |
| <input checked="" type="checkbox"/> This certification is applicable. |

### Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation --** It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan --** Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan --** It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds --** It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2013, 2\_\_\_\_, 2\_\_\_\_, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force --** It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

**Compliance with Laws** -- It will comply with applicable laws.

---

Signature/Authorized Official

Date

Joshua J. Cohen

Name

Mayor

Title

160 Duke of Gloucester Street

Address

Annapolis, MD 21401

City/State/Zip

410-263-7997

Telephone Number

- This certification does not apply.  
 This certification is applicable.

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

---

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.  
 This certification is applicable.

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

<hr/>	<input type="text"/>
Signature/Authorized Official	Date
<input type="text"/>	
Name	
<input type="text"/>	
Title	
<input type="text"/>	
Address	
<input type="text"/>	
City/State/Zip	
<input type="text"/>	
Telephone Number	

- This certification does not apply.  
 This certification is applicable.

### HOPWA Certifications

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

---

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.  
 This certification is applicable.

### ESG Certifications

I, \_\_\_\_\_, Chief Executive Officer of the City of Annapolis, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

---

Signature/Authorized Official	Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.  
 This certification is applicable.

**APPENDIX TO CERTIFICATIONS**

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

**Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**Drug-Free Workplace Certification**

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
Mayor's Office	160 Duke of Gloucester Street	Annapolis	Anne Arundel	MD	21401
Department of Planning and Zoning	145 Gorman Street	Annapolis	Anne Arundel	MD	21401

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the

Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

- 1. Analysis of Impediments to Fair Housing
- 2. Citizen Participation Plan
- 3. Anti-displacement and Relocation Plan

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

Joshua J. Cohen

Name

Mayor

Title

160 Duke of Gloucester Street

Address

Annapolis, MD 21401

City/State/Zip

410-263-7997

Telephone Number

# APPENDIX A

## PROPOSED PROJECTS

Table 3C

DRAFT



<b>Project Name:</b> ARC Central Chesapeake Region					
<b>Description:</b>	IDIS Project #: UOG Code: UOG Code				
Accessibility modifications to residence housing developmentally disabled and physically disabled individual.					
<b>Location:</b>	<b>Priority Need Category</b>				
	Select one: Public Facilities ▼				
	<b>Explanation:</b>				
	Provide financial aid to supportive housing providers.				
6/30/2013					
<b>Objective Category</b>					
<input checked="" type="radio"/> Decent Housing					
<input type="radio"/> Suitable Living Environment					
<input type="radio"/> Economic Opportunity					
<b>Outcome Categories</b>	<b>Specific Objectives</b>				
<input checked="" type="checkbox"/> Availability/Accessibility	1 Improve quality / increase quantity of public improvements for lower income persons ▼				
<input type="checkbox"/> Affordability	2 ▼				
<input type="checkbox"/> Sustainability	3 ▼				
<b>Project-level Accomplishments</b>	11 Public Facilities ▼	Proposed	1	Accompl. Type: ▼	Proposed
		Underway			Underway
		Complete			Complete
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed
		Underway			Underway
		Complete			Complete
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed
		Underway			Underway
		Complete			Complete
<b>Proposed Outcome</b>	<b>Performance Measure</b>	<b>Actual Outcome</b>			
10 Removal of Architectural Barriers 570.201(k) ▼	Matrix Codes ▼	Matrix Codes ▼			
Matrix Codes ▼	Matrix Codes ▼	Matrix Codes ▼			
Matrix Codes ▼	Matrix Codes ▼	Matrix Codes ▼			
<b>Program Year 4</b>	CDBG ▼	Proposed Amt.	22935	Fund Source: ▼	Proposed Amt.
		Actual Amount			Actual Amount
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.
		Actual Amount			Actual Amount
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units
		Actual Units			Actual Units
<b>Program Year 5</b>	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.
		Actual Amount			Actual Amount
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.
		Actual Amount			Actual Amount
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units
		Actual Units			Actual Units
Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
	Actual Units			Actual Units	

<b>Project Name:</b> City of Annapolis - Housing Rehabilitation					
<b>Description:</b>	<b>IDIS Project #:</b> <b>UOG Code:</b> <b>UOG Code</b>				
The housing rehabilitation program is an ongoing City program that provides up to \$40,000 to low-income homeowners for repairs. The program is administered by Arundel Community Development Services, Inc.					
<b>Location:</b> City-wide	<b>Priority Need Category</b> <b>Select one:</b> Owner Occupied Housing				
<b>Explanation:</b>					
<b>Expected Completion Date:</b> 6/30/2013	Provide assistance to low-income homeowners for housing rehabilitation.				
<b>Objective Category</b> <input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity					
<b>Outcome Categories</b> <input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability	<b>Specific Objectives</b>				
	1, Improve the quality of owner housing				
	2,				
	3,				
<b>Project-level Accomplishments</b>	10 Housing Units	Proposed	2	Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
<b>Proposed Outcome</b>	<b>Performance Measure</b>	<b>Actual Outcome</b>			
14A Rehab; Single-Unit Residential 570.202		Matrix Codes			
Matrix Codes		Matrix Codes			
Matrix Codes		Matrix Codes			
<b>Program Year 4</b>	CDBG	Proposed Amt.	90552	Fund Source:	Proposed Amt.
		Actual Amount			Actual Amount
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.
		Actual Amount			Actual Amount
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units
		Actual Units			Actual Units
<b>Program Year 5</b>	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.
		Actual Amount			Actual Amount
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.
		Actual Amount			Actual Amount
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units
		Actual Units			Actual Units
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

<b>Project Name:</b> City of Annapolis - Housing Rehabilitation - Administration						
<b>Description:</b>	IDIS Project #: UOG Code: UOG Code					
The housing rehabilitation program is an ongoing City program that provides up to \$40,000 to low-income homeowners for repairs. The program is administered by Arundel Community Development Services, Inc. CDBG funds will be used for staff costs associated with the program.						
<b>Location:</b> City-wide	<b>Priority Need Category</b> Select one: Owner Occupied Housing					
<b>Expected Completion Date:</b> 6/30/2013	Provide assistance to low-income homeowners for housing rehabilitation.					
<b>Objective Category</b> <input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	<b>Specific Objectives</b> 1, Improve the quality of owner housing 2, 3,					
<b>Outcome Categories</b> <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability						
<b>Project-level Accomplishments</b>	10 Housing Units	Proposed		Accompl. Type:	Proposed	
		Underway			Underway	
		Complete			Complete	
	Accompl. Type:	Proposed		Accompl. Type:	Proposed	
		Underway			Underway	
		Complete			Complete	
	Accompl. Type:	Proposed		Accompl. Type:	Proposed	
		Underway			Underway	
		Complete			Complete	
<b>Proposed Outcome</b>	<b>Performance Measure</b>	<b>Actual Outcome</b>				
14H Rehabilitation Administration 570.202	Matrix Codes					
Matrix Codes	Matrix Codes					
Matrix Codes	Matrix Codes					
<b>Program Year 4</b>	CDBG	Proposed Amt.	35808	Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
<b>Program Year 5</b>	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

<b>Project Name:</b> Arundel Lodge - Public Facilities					
<b>Description:</b>	IDIS Project #: UOG Code: UOG Code				
Renovate 4 bathrooms in 4 residentil units for the mentally ill					
<b>Location:</b>	<b>Priority Need Category</b>				
Arundel Lodge, 2600 Solomons Island Rd. Edgewater MD	Select one: Non-homeless Special Needs				
<b>Explanation:</b>					
<b>Expected Completion Date:</b>	Provide financial aid to supportive housing providers.				
6/30/2013					
<b>Objective Category</b>					
<input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity					
<b>Outcome Categories</b>	<b>Specific Objectives</b>				
<input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability	1 Increase range of housing options & related services for persons w/ special needs 2 Improve the quality of affordable rental housing 3				
<b>Project-level Accomplishments</b>	11 Public Facilities	Proposed	4	Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
<b>Proposed Outcome</b>	<b>Performance Measure</b>	<b>Actual Outcome</b>			
03B Handicapped Centers 570.201(c)		Matrix Codes			
Matrix Codes		Matrix Codes			
Matrix Codes		Matrix Codes			
<b>Program Year 4</b>	CDBG	Proposed Amt.	16065	Fund Source:	Proposed Amt.
		Actual Amount			Actual Amount
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.
		Actual Amount			Actual Amount
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units
		Actual Units			Actual Units
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units
		Actual Units			Actual Units

<b>Project Name:</b> Center of Help - Referral and Information						
<b>Description:</b>	IDIS Project #: UOG Code: UOG Code					
Provide information, assistance, and referrals to local Hispanic immigrants.						
<b>Location:</b>	<b>Priority Need Category</b>					
1906 Forest Drive, Annapolis MD	Select one: Public Services					
<b>Expected Completion Date:</b>	<b>Explanation:</b>					
6/30/2013	Support vital public services that address needs of children, youth, and families and other initiatives that promote family stability.					
Objective Category	<b>Specific Objectives</b>					
<input type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input checked="" type="radio"/> Economic Opportunity	1 Improve economic opportunities for low-income persons 2 Improve the services for low/mod income persons 3					
Outcome Categories						
<input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability						
<b>Project-level Accomplishments</b>	01 People	Proposed	2,000	Accompl. Type:	Proposed	
		Underway			Underway	
		Complete			Complete	
	Accompl. Type:	Proposed		Accompl. Type:	Proposed	
		Underway			Underway	
		Complete			Complete	
	Accompl. Type:	Proposed		Accompl. Type:	Proposed	
		Underway			Underway	
		Complete			Complete	
<b>Proposed Outcome</b>	<b>Performance Measure</b>	<b>Actual Outcome</b>				
05 Public Services (General) 570.201(e)			Matrix Codes			
Matrix Codes			Matrix Codes			
Matrix Codes			Matrix Codes			
<b>Program Year 4</b>	CDBG	Proposed Amt.	6000	Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
<b>Program Year 5</b>	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

<b>Project Name:</b> Restoration Community Development Corporation					
<b>Description:</b>	<b>IDIS Project #:</b> <b>UOG Code:</b> UOG Code				
Provide the "YES" program for first-time offenders. Program concentrates on reducing drug use, increasing school performance, and decreasing emotional stress.					
<b>Location:</b>	<b>Priority Need Category</b>				
1812 Virginia Avenue, Annapolis MD	<b>Select one:</b> Public Services				
<b>Explanation:</b>					
<b>Expected Completion Date:</b> 6/30/2013	Support vital public services that address needs of children, youth, and families and other initiatives that promote family stability.				
Objective Category <input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity					
<b>Specific Objectives</b>					
Outcome Categories <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	1, Improve the services for low/mod income persons				
	2, Improve economic opportunities for low-income persons				
	3,				
<b>Project-level Accomplishments</b>	01 People	Proposed	40	Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
<b>Proposed Outcome</b>		<b>Performance Measure</b>		<b>Actual Outcome</b>	
05D Youth Services 570.201(e)		Matrix Codes		Matrix Codes	
Matrix Codes		Matrix Codes		Matrix Codes	
Matrix Codes		Matrix Codes		Matrix Codes	
<b>Program Year 4</b>	CDBG	Proposed Amt.	5670	Fund Source:	Proposed Amt.
		Actual Amount			Actual Amount
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.
		Actual Amount			Actual Amount
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units
		Actual Units			Actual Units
<b>Program Year 5</b>	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.
		Actual Amount			Actual Amount
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.
		Actual Amount			Actual Amount
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units
		Actual Units			Actual Units

<b>Project Name:</b>		OHLA - Referral and Information					
<b>Description:</b>		<b>IDIS Project #:</b>		<b>UOG Code:</b>		<b>UOG Code</b>	
Provide funds for "Bridge the Gap" which gives information, help, and referrals to local Hispanic immigrants							
<b>Location:</b>		<b>Priority Need Category</b>					
80 West Street, Annapolis MD		<b>Select one:</b>		Public Services ▼			
<b>Explanation:</b>							
<b>Expected Completion Date:</b>		Support vital public services that address needs of children, youth, and families and other initiatives that promote family stability.					
6/30/2013							
<b>Objective Category</b>		<b>Specific Objectives</b>					
<input type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input checked="" type="radio"/> Economic Opportunity		1, Improve the services for low/mod income persons ▼ 2, Improve economic opportunities for low-income persons ▼ 3,					
<b>Outcome Categories</b>							
<input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability							
<b>Project-level Accomplishments</b>	01 People ▼	Proposed	2,400		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
<b>Proposed Outcome</b>		<b>Performance Measure</b>			<b>Actual Outcome</b>		
05 Public Services (General) 570.201(e) ▼				Matrix Codes ▼			
Matrix Codes ▼				Matrix Codes ▼			
Matrix Codes ▼				Matrix Codes ▼			
<b>Program Year 4</b>	CDBG ▼	Proposed Amt.	1000		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
<b>Program Year 5</b>	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

<b>Project Name:</b>		OIC of Anne Arundel County - Job Preparation Training					
<b>Description:</b>		<b>IDIS Project #:</b>		<b>UOG Code:</b>		<b>UOG Code</b>	
Pre-vocational Development; Requested funds for academic development, ABE, ESOL, and marketable occupational skills programs.							
<b>Location:</b>		<b>Priority Need Category</b>					
2600 Solomon's Island Rd.		<b>Select one:</b>		Public Services ▼			
<b>Explanation:</b>							
<b>Expected Completion Date:</b>		Support vital public services that address needs of children, youth, and families and other initiatives that promote family stability.					
6/30/2013							
<b>Objective Category</b>		<b>Specific Objectives</b>					
<input type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input checked="" type="radio"/> Economic Opportunity		1, Improve the services for low/mod income persons ▼ 2, Improve economic opportunities for low-income persons ▼ 3,					
<b>Outcome Categories</b>							
<input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability							
<b>Project-level Accomplishments</b>	01 People ▼	Proposed	75		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
<b>Proposed Outcome</b>		<b>Performance Measure</b>			<b>Actual Outcome</b>		
05H Employment Training 570.201(e) ▼				Matrix Codes ▼			
Matrix Codes ▼				Matrix Codes ▼			
Matrix Codes ▼				Matrix Codes ▼			
<b>Program Year 4</b>	CDBG ▼	Proposed Amt.	5255		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
<b>Program Year 5</b>	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

<b>Project Name:</b> Community Action Agency - Housing Counseling						
<b>Description:</b>	IDIS Project #: UOG Code: UOG Code					
Provide housing counseling for first-time homebuyers, mortgage default, households budgets, savings plans, credit reports, etc.						
<b>Location:</b>	<b>Priority Need Category</b>					
251 West Street, Annapolis MD	Select one: Public Services ▼					
<b>Explanation:</b>						
<b>Expected Completion Date:</b>	Support housing counseling for first-time low and moderate-income homebuyers for homeownership and other housing issues.					
6/30/2013						
<b>Objective Category</b>						
<input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity						
<b>Specific Objectives</b>						
<b>Outcome Categories</b>						
<input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability						
1	Improve access to affordable owner housing ▼					
2	Improve economic opportunities for low-income persons ▼					
3	▼					
<b>Project-level Accomplishments</b>	01 People ▼	Proposed	45	Accompl. Type: ▼	Proposed	
		Underway			Underway	
		Complete			Complete	
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed	
		Underway			Underway	
		Complete			Complete	
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed	
		Underway			Underway	
		Complete			Complete	
<b>Proposed Outcome</b>		<b>Performance Measure</b>		<b>Actual Outcome</b>		
05 Public Services (General) 570.201(e) ▼		Matrix Codes ▼		Matrix Codes ▼		
Matrix Codes ▼		Matrix Codes ▼		Matrix Codes ▼		
Matrix Codes ▼		Matrix Codes ▼		Matrix Codes ▼		
<b>Program Year 4</b>	CDBG ▼	Proposed Amt.	3655	Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
<b>Program Year 5</b>	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	

<b>Project Name:</b> Light House Shelter						
<b>Description:</b>	IDIS Project #: <input type="text"/> UOG Code: <input type="text"/> UOG Code: <input type="text"/>					
Provide operating funds for the Light House Emergency Homeless Shelter						
<b>Location:</b>	<b>Priority Need Category</b>					
10 Hudson Street, Annapolis MD	Select one: Public Services <input type="button" value="▼"/>					
<b>Explanation:</b>						
<b>Expected Completion Date:</b>	Continue financial support to homeless shelter programs.					
6/30/2013						
<b>Objective Category</b>						
<input type="radio"/> Decent Housing						
<input checked="" type="radio"/> Suitable Living Environment						
<input type="radio"/> Economic Opportunity						
<b>Specific Objectives</b>						
<b>Outcome Categories</b>	1 End chronic homelessness <input type="button" value="▼"/>					
<input checked="" type="checkbox"/> Availability/Accessibility	2 <input type="button" value="▼"/>					
<input type="checkbox"/> Affordability	3 <input type="button" value="▼"/>					
<input type="checkbox"/> Sustainability						
<b>Project-level Accomplishments</b>	01 People <input type="button" value="▼"/>	<b>Proposed</b> 75		Accompl. Type: <input type="button" value="▼"/>	<b>Proposed</b>	
		<b>Underway</b>			<b>Underway</b>	
		<b>Complete</b>			<b>Complete</b>	
	Accompl. Type: <input type="button" value="▼"/>	<b>Proposed</b>		Accompl. Type: <input type="button" value="▼"/>	<b>Proposed</b>	
		<b>Underway</b>			<b>Underway</b>	
		<b>Complete</b>			<b>Complete</b>	
	Accompl. Type: <input type="button" value="▼"/>	<b>Proposed</b>		Accompl. Type: <input type="button" value="▼"/>	<b>Proposed</b>	
		<b>Underway</b>			<b>Underway</b>	
		<b>Complete</b>			<b>Complete</b>	
<b>Proposed Outcome</b>		<b>Performance Measure</b>		<b>Actual Outcome</b>		
03T Operating Costs of Homeless/AIDS Patients Programs <input type="button" value="▼"/>		Matrix Codes <input type="button" value="▼"/>		Matrix Codes <input type="button" value="▼"/>		
Matrix Codes <input type="button" value="▼"/>		Matrix Codes <input type="button" value="▼"/>		Matrix Codes <input type="button" value="▼"/>		
Matrix Codes <input type="button" value="▼"/>		Matrix Codes <input type="button" value="▼"/>		Matrix Codes <input type="button" value="▼"/>		
<b>Program Year 4</b>	CDBG <input type="button" value="▼"/>	<b>Proposed Amt.</b> 3660		Fund Source: <input type="button" value="▼"/>	<b>Proposed Amt.</b>	
		<b>Actual Amount</b>			<b>Actual Amount</b>	
	Fund Source: <input type="button" value="▼"/>	<b>Proposed Amt.</b>		Fund Source: <input type="button" value="▼"/>	<b>Proposed Amt.</b>	
		<b>Actual Amount</b>			<b>Actual Amount</b>	
	Accompl. Type: <input type="button" value="▼"/>	<b>Proposed Units</b>		Accompl. Type: <input type="button" value="▼"/>	<b>Proposed Units</b>	
		<b>Actual Units</b>			<b>Actual Units</b>	
	Accompl. Type: <input type="button" value="▼"/>	<b>Proposed Units</b>		Accompl. Type: <input type="button" value="▼"/>	<b>Proposed Units</b>	
		<b>Actual Units</b>			<b>Actual Units</b>	
<b>Program Year 5</b>	Fund Source: <input type="button" value="▼"/>	<b>Proposed Amt.</b>		Fund Source: <input type="button" value="▼"/>	<b>Proposed Amt.</b>	
		<b>Actual Amount</b>			<b>Actual Amount</b>	
	Fund Source: <input type="button" value="▼"/>	<b>Proposed Amt.</b>		Fund Source: <input type="button" value="▼"/>	<b>Proposed Amt.</b>	
		<b>Actual Amount</b>			<b>Actual Amount</b>	
	Accompl. Type: <input type="button" value="▼"/>	<b>Proposed Units</b>		Accompl. Type: <input type="button" value="▼"/>	<b>Proposed Units</b>	
		<b>Actual Units</b>			<b>Actual Units</b>	
	Accompl. Type: <input type="button" value="▼"/>	<b>Proposed Units</b>		Accompl. Type: <input type="button" value="▼"/>	<b>Proposed Units</b>	
		<b>Actual Units</b>			<b>Actual Units</b>	

<b>Project Name:</b> Volunteer Center of Anne Arundel County		
<b>Description:</b>	<b>IDIS Project #:</b> <input type="text"/> <b>UOG Code:</b> <input type="text"/> <b>UOG Code:</b> <input type="text"/>	
Provide operating funds for coordination of mentors for public housing and other low-income youth.		
<b>Location:</b> All Public Housing Developments in the City of Annapolis	<b>Priority Need Category</b> <b>Select one:</b> <input type="text" value="Public Services"/> ▼	
<b>Expected Completion Date:</b> 6/30/2013	<b>Explanation:</b> Support vital public services that address needs of children, youth and families and other initiatives that promote family stability.	
Objective Category <input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	<b>Specific Objectives</b>	
Outcome Categories <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	1 <input type="text" value="Improve the services for low/mod income persons"/> ▼ 2 <input type="text"/> ▼ 3 <input type="text"/> ▼	
<b>Project-level Accomplishments</b>	01 People ▼ <b>Proposed</b> 100 <b>Accompl. Type:</b> ▼ <b>Proposed</b>	
	<input type="text"/> <b>Underway</b> <input type="text"/> <b>Underway</b>	
	<input type="text"/> <b>Complete</b> <input type="text"/> <b>Complete</b>	
	<b>Accompl. Type:</b> ▼ <b>Proposed</b> <b>Accompl. Type:</b> ▼ <b>Proposed</b>	
	<input type="text"/> <b>Underway</b> <input type="text"/> <b>Underway</b>	
	<input type="text"/> <b>Complete</b> <input type="text"/> <b>Complete</b>	
	<b>Accompl. Type:</b> ▼ <b>Proposed</b> <b>Accompl. Type:</b> ▼ <b>Proposed</b>	
	<input type="text"/> <b>Underway</b> <input type="text"/> <b>Underway</b>	
	<input type="text"/> <b>Complete</b> <input type="text"/> <b>Complete</b>	
<b>Proposed Outcome</b>	<b>Performance Measure</b>	<b>Actual Outcome</b>
05D Youth Services 570.201(e) ▼	Matrix Codes ▼	Matrix Codes ▼
Matrix Codes ▼	Matrix Codes ▼	Matrix Codes ▼
Matrix Codes ▼	Matrix Codes ▼	Matrix Codes ▼
<b>Program Year 4</b>	CDBG ▼ <b>Proposed Amt.</b> 5000 <b>Fund Source:</b> ▼ <b>Proposed Amt.</b>	
	<input type="text"/> <b>Actual Amount</b> <input type="text"/> <b>Actual Amount</b>	
	<b>Fund Source:</b> ▼ <b>Proposed Amt.</b> <b>Fund Source:</b> ▼ <b>Proposed Amt.</b>	
	<input type="text"/> <b>Actual Amount</b> <input type="text"/> <b>Actual Amount</b>	
	<b>Accompl. Type:</b> ▼ <b>Proposed Units</b> <b>Accompl. Type:</b> ▼ <b>Proposed Units</b>	
	<input type="text"/> <b>Actual Units</b> <input type="text"/> <b>Actual Units</b>	
<b>Program Year 5</b>	<b>Fund Source:</b> ▼ <b>Proposed Amt.</b> <b>Fund Source:</b> ▼ <b>Proposed Amt.</b>	
	<input type="text"/> <b>Actual Amount</b> <input type="text"/> <b>Actual Amount</b>	
	<b>Fund Source:</b> ▼ <b>Proposed Amt.</b> <b>Fund Source:</b> ▼ <b>Proposed Amt.</b>	
	<input type="text"/> <b>Actual Amount</b> <input type="text"/> <b>Actual Amount</b>	
	<b>Accompl. Type:</b> ▼ <b>Proposed Units</b> <b>Accompl. Type:</b> ▼ <b>Proposed Units</b>	
	<input type="text"/> <b>Actual Units</b> <input type="text"/> <b>Actual Units</b>	

<b>Project Name:</b> Newtowne CDC						
<b>Description:</b>	IDIS Project #: UOG Code: UOG Code					
Provide microenterprise training which consists of workforce development and computer training and includes counseling for residents of Woodside Gardens, Newtowne 20, and Homes at the Glen.						
<b>Location:</b>	<b>Priority Need Category</b>					
705 Newtowne Drive, Annapolis, MD	Select one: Economic Development ▼					
<b>Explanation:</b>						
<b>Expected Completion Date:</b>	Support economic development and creation of decent jobs.					
6/30/2013						
<b>Objective Category</b>						
<input type="radio"/> Decent Housing						
<input type="radio"/> Suitable Living Environment						
<input checked="" type="radio"/> Economic Opportunity						
<b>Outcome Categories</b>	<b>Specific Objectives</b>					
<input checked="" type="checkbox"/> Availability/Accessibility	1 Improve economic opportunities for low-income persons ▼					
<input type="checkbox"/> Affordability	2 ▼					
<input type="checkbox"/> Sustainability	3 ▼					
<b>Project-level Accomplishments</b>	08 Businesses ▼	Proposed	8	Accompl. Type: ▼	Proposed	
		Underway			Underway	
		Complete			Complete	
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed	
		Underway			Underway	
		Complete			Complete	
	Accompl. Type: ▼	Proposed		Accompl. Type: ▼	Proposed	
		Underway			Underway	
		Complete			Complete	
<b>Proposed Outcome</b>	<b>Performance Measure</b>	<b>Actual Outcome</b>				
18C Micro-Enterprise Assistance ▼	Matrix Codes ▼					
Matrix Codes ▼	Matrix Codes ▼					
Matrix Codes ▼	Matrix Codes ▼					
<b>Program Year 4</b>	CDBG ▼	Proposed Amt.	6000	Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
<b>Program Year 5</b>	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	



**APPENDIX B**

**CITIZEN PARTICIPATION**

DRAFT



***PUBLIC NOTICE***  
CITY OF ANNAPOLIS  
NOTICE OF HOUSING AND COMMUNITY DEVELOPMENT BLOCK GRANT  
PUBLIC HEARING AND COMMENT PERIOD  
ACTION PLAN FY 2014

The City of Annapolis is preparing to submit the annual Housing and Community Development Action Plan to the U.S. Department of Housing and Urban Development (HUD). The annual Action Plan outlines the projects and programs the City will support during fiscal year 2014 to further the goals of the Consolidated Plan. Funding of these projects and programs comes from the City's annual entitlement allocation of Community Development Block Grant funds from HUD. The City's estimated allocation is approximately \$206,000. However, the final allocation could differ from the estimate.

The annual Action Plan requires citizen participation in developing policies and strategies regarding discrimination in housing, management of subsidized housing, affordable housing opportunities, rehabilitation of existing housing units, services for disadvantaged segments of the population, revitalization of low and moderate-income neighborhoods, and other community development issues. The allocation of funding and resources shown in the FY 2014 Action Plan takes into consideration input provided earlier this year by citizens and community service organizations, primarily at a public hearing conducted by the City's Housing and Community Development Committee on February 4, 2013. The FY 2014 Action Plan is available for review and comment by the public from April 2, 2013 through May 2, 2013 at the Community Development Office (third floor), Planning and Zoning Department, 145 Gorman Street, Annapolis, MD 21401, the Anne Arundel County Library, 1410 West Street, Annapolis, MD 21401, the Housing Authority of the City of Annapolis 1217 Madison Street, Annapolis MD 21403 and on the City's web site at [www.annapolis.gov](http://www.annapolis.gov). Please contact Theresa Wellman, Community Development Administrator 410-263-7961 ext. 7798 to obtain a copy or to submit comments.

A public hearing to review the draft FY 2014 Action Plan will be held:

Date:	Monday, May 6, 2013
Time:	7:00 p.m.
Location:	City Council Chambers 160 Duke of Gloucester St., Annapolis, MD.

The public hearing is being conducted in a handicapped accessible location. Persons who are unable to attend this hearing are invited to direct questions or comments to Theresa Wellman 410-263-7961 ext. 7798. Any handicapped person requiring an interpreter for the hearing impaired or the visually impaired should contact Ms. Wellman least five (5) calendar days prior to the meeting and an interpreter will be provided. In addition, hearing-impaired persons may call Maryland Relay at 711. Any non-English speaking person wishing to attend the public hearing should contact Ms. Wellman at least five (5) calendar days prior to the meeting and a language interpreter will be provided.



**APPENDIX C**

**MAPS**

DRAFT