

GRANT BRIEFING DOCUMENT

rev. 2/13/13

From:

Name: Theresa Wellman Dept: Planning Phone: 7798

This is a request to

- review, approve, and/or sign a grant agreement/award
- other Application


Grant title: Community Development Block Grant

Grantor: HUD Amount: \$ 249,088

Attestation:

- Match is *not* required.
- Match is required. Match will be met in the form of ¹ _____

I attest that this asset has been approved/appropriated in ² _____

 Planning & Zoning 4/19/16
 Department Director signature Dept Date

Routing	Initials	Date		Comments
		In	Out	
<input checked="" type="checkbox"/> originating Dept Director	<u>TC</u>	<u>4/18/16</u>	<u>4/18/16</u>	_____
<input checked="" type="checkbox"/> Grants Coordinator	<u>ADP</u>	<u>4/28</u>	<u>4/28</u>	_____
<input checked="" type="checkbox"/> Finance Director	<u>SM</u>	<u>4/28</u>	<u>4/28</u>	_____
<input checked="" type="checkbox"/> City Attorney	_____	_____	_____	_____
<input checked="" type="checkbox"/> City Manager	_____	_____	_____	_____
<input checked="" type="checkbox"/> Mayor	_____	_____	_____	_____
<input checked="" type="checkbox"/> City Clerk	_____	_____	_____	_____
<input checked="" type="checkbox"/> Finance Committee	_____	_____	_____	_____
<input checked="" type="checkbox"/> Finance Dept	_____	_____	_____	_____

Return to Originating Department



Grant Title Community Development Block Grant

Grant Award (\$) 249,088.00

Originating Department(s): Planning and Zoning

Dept Contact (Name/Phone): Theresa Wellman 7798

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries					0.00	
Benefits					0.00	
Overtime					0.00	
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services					0.00	
Capital Outlay					0.00	
CDBG Entitlement	249,088.00	0.00	0.00	0.00	249,088.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
Total	249,088.00	0.00	0.00	0.00	249,088.00	

TOTAL EXPENDITURES*: 249,088.00

* May be different from Grant Award \$ if there is a match requirement.

Match is not required.


Department Director Signature/Date

Planning and Zoning
Department

Match is required. Match will be met in the form of ⁽¹⁾ _____

I attest that this asset has been approved/appropriated in ⁽²⁾ _____

Department Director Signature/Date

Department

COMMENTS:

CDBG Entitlement Funds

⁽¹⁾ Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

⁽²⁾ Examples: FY__ operating budget, a memorandum of understanding, City Council resolution/ordinance.

Application for Federal Assistance SF-424		Version 02
*1. Type of Submission <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application *If Revision, select appropriate letter(s): <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation * Other (Specify) <input type="checkbox"/> Revision	
*3. Date Received:		4. Application Identifier:
5a. Federal Entity Identifier:	*5b. Federal Award Identifier:	
State Use Only:		
6. Date Received by State:	7. State Application Identifier:	
8. APPLICANT INFORMATION:		
* a. Legal Name: City of Annapolis		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 52-6000764	*c. Organizational DUNS: 074922246	
d. Address:		
*Street1: 160 Duke of Gloucester Street Street 2: *City: Annapolis County: Anne Arundel *State: Maryland Province: Country: USA *Zip/ Postal Code: 21401		
e. Organizational Unit:		
Department Name: Planning and Zoning	Division Name: Community Development	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Ms. First Name: Theresa Middle Name: C. *Last Name: Wellman Suffix: Title: Community Development Administrator		
Organizational Affiliation:		
*Telephone Number: 410-263-7961 Fax Number: 410-263-1129		
*Email: tcw@annapolis.gov		

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type: C. City or Township Government

Type of Applicant 2: Select Applicant Type:
C. City or Township Government

Type of Applicant 3: Select Applicant Type:
C. City or Township Government

*Other (specify):

*10. Name of Federal Agency:
U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant

*12. Funding Opportunity Number:

*Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Annapolis

*15. Descriptive Title of Applicant's Project:

Housing and Community Development Activities

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424		Version 02
16. Congressional Districts Of: Maryland		
*a. Applicant		*b. Program/Project:
Attach an additional list of Program/Project Congressional Districts if needed.		
17. Proposed Project:		
*a. Start Date: July 1, 2016		*b. End Date: June 30, 2017
18. Estimated Funding (\$):		
*a. Federal	\$249,088.00	
*b. Applicant		
*c. State		
*d. Local		
*e. Other		
*f. Program Income	\$0.00	
*g. TOTAL	\$249,088.00	
*19. Is Application Subject to Review By State Under Executive Order 12372 Process?		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372		
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)		
<input checked="" type="checkbox"/> **I AGREE		
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.		
Authorized Representative:		
Prefix: Mr.	*First Name: Michael	
Middle Name: J.		
*Last Name: Pantelides		
Suffix:		
*Title: Mayor		
*Telephone Number: 410-263-7997	Fax Number: 410-216-9284	
*Email: mayor@annapolis.gov		
*Signature of Authorized Representative:	Date Signed:	

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

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 antidisplacement 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.

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

1. 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;
2. 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
3. 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.

Michael J. Pantelides, Mayor

Date

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:

1. 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);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) FFY2016 _____ , _____ (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;
3. 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:

1. 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

2. 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 24 CFR Part 35, subparts A, B, J, K and R;

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

Michael J. Pantelides

Date

Mayor

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

A. 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.

ACCEPTED 4/16/16
ANNAPOLIS CITY COUNCIL

HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE

RECOMMENDATION FOR ACTION

March 18, 2016

The Housing and Community Development Committee hereby submits to the City Council the following matter for the action indicated:

Allocation of FY 2017 Community Development Block Grant funding for Capital and Public Service Projects

As per the U.S. Department of Housing and Urban Development (letter attached), the amount available to fund the City's Community Development Block Grant projects for FY 2017 is \$249,088. Proposals for capital and community service projects were presented to the Housing and Community Development Committee at a public hearing on February 16, 2016. At the regular meeting of the Committee on March 15, 2016, the Committee voted to recommend the allocation of funds as shown on the attached worksheet.

RECOMMENDATION: Approve the Housing and Community Development Committee's allocations of CDBG funds to capital and service projects as voted on March 15, 2016.

2016 APR 14 PM 2:51

PLANNING & ZONING

HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE
 COMMUNITY DEVELOPMENT BLOCK GRANT RECOMMENDATIONS (CDBG)

FY 2017

HUD ENTITLEMENT ALLOCATION

\$249,088

Available for Public Services

15%

\$37,363

Available for Capital Projects

85%

\$211,725

ORGANIZATION	DESCRIPTION	FY 2017 REQUESTED	FY 2017 RECOMMENDED
PUBLIC SERVICE PROJECTS			
Anne Arundel County Community Action	Housing Counseling	\$7,500	\$2,063
Blessed In Tech	Homeless and Crime Prevention	\$7,000	\$2,000
Center of Help/ Light House Shelter	Referral and Information	\$20,000	\$10,500
OIC	Case Management	\$10,000	\$6,000
OHLA	Job Preparation Training	\$20,000	\$6,500
Restoration Community Dev. Corp.	Referral and Information	\$3,000	\$1,000
Samaritan House	Mentoring Project Counseling	\$15,000 \$10,000	\$6,300 \$3,000
	Subtotal	\$92,500	\$37,363
CAPITAL PROJECTS			
Arundel Lodge	Facility Rehab	\$21,114	\$21,114
Newtowne CDC	Microenterprise	\$10,000	\$3,000
Housing Rehabilitation	Owner Occupied Rehab.	\$120,000	\$120,000
Housing Rehabilitation	Project Administration	\$50,000	\$42,611
Samaritan House	Facilities Improvements	\$25,000	\$25,000
	Subtotal	\$226,114	\$211,725
	GRAND TOTAL	\$318,614	\$249,088



U.S. Department of Housing and Urban Development

Baltimore Office
City Crescent Building
10 South Howard Street, 5th Floor
Baltimore, MD 21201-2528

FEB 24 2016

Mr. C. Pete Gutwald
Director
Department of Planning and Zoning
145 Gorman Street 3rd Floor
Annapolis, MD 21401

Dear Mr. Gutwald:

SUBJECT: 2016 Action Plan and CDBG Program Funding
Annapolis, Maryland
Federal Fiscal Year (FFY) 2016 Allocation and Other Issues Related to the
Timely Submission and Review of Plans for FFY 2016.

On February 16, 2016, Harriet Tregoning, Principal Deputy Assistant Secretary for Community Planning and Development (CPD), announced the FFY 2016 formula grant allocations. These allocations were also posted on the Office of Community Planning and Development web site. This information is also being communicated by HUD Headquarters in a letter to the chief elected official of each formula grantee.

Our letter confirms the allocations and also addresses several important issues pertinent to facilitating our formula grantees submitting timely and complete action plans for FFY 2016 funding to the HUD Baltimore Office CPD Division. These issues include the timing and format of plan submission and pre-award costs.

FFY 2016 Formula Allocations

HUD announced the FFY 2016 allocations on February 16, 2016. The City's FFY 2016 CPD formula program funding is as follows:

Community Development Block Grant (CDBG) Program	\$249,088
--	------------------

Please submit a 2016 action plan which reflects these allocations. As a precondition to HUD's approving an action plan, the total funding for all of the projects listed in the action plan and the total funding found on the Form SF-424 must equal the pertinent allocation listed above plus any program income anticipated. This policy is reiterated in Notice CPD-16-01, "Guidance on Submitting Consolidated Plans and Annual Action Plans for Fiscal Year (FY) 2016."

In 2016, Annapolis, Anne Arundel County, Baltimore, Cumberland, Frederick, Hagerstown, Harford County, Salisbury, and the State of Maryland each will be submitting a 2016 action plan as part of its most recently approved Consolidated Plan. Baltimore County and Howard County will be submitting a new five-year Consolidated Plan covering Program Years 2016-2020; this submission must include a 2016 action plan. These two grantees will use the eCon Planning Suite software embedded in the Integrated Disbursement and Information System (IDIS) to submit a consolidated planning document for the first time in 2016.

HUD Office of Community Planning and Development Priorities for FY 2016

The Tregoning funding announcement highlights several important points related to these programs. First, Secretary Julián Castro is committed to making HUD the “Department of Opportunity” and is establishing a number of initiatives intended to achieve that goal. In 2015, we celebrated the 50th anniversary of the Department’s establishment and these initiatives will build on HUD’s mission to promote homeownership, support community development, and increase access to affordable housing free from discrimination. The Department looks forward to working with grantees on these key goals and urges you to review the entire plan at: <http://portal.hud.gov/hudportal/HUD?src=/hudvision>. In an era when the nation’s severe shortage of affordable rental housing creates substantial housing instability—contributing to homelessness, family mobility and unequal educational attainment—Ms. Tregoning is particularly interested in working with grantees to increase affordable housing production through the CPD formula programs.

Second, HUD recommends that grantees effectively plan and implement programs that leverage these critical Federal financial resources to achieve the greatest possible return for the communities and individuals they are intended to assist. If you would like assistance from CPD in redesigning, prioritizing or targeting your programs, please contact this Office.

- HUD urges grantees to consider using CDBG funds, to the extent possible, to support investments in predevelopment activities for infrastructure and public facilities that can provide multiple benefits for communities.
- HUD has created a Renewable Energy Toolkit specifically tailored to CPD grantees. To the extent that grantees are interested in using funds for renewable energy projects, please feel free to access that toolkit online at www.hudexchange.info.
- If your community would like assistance from CPD in redesigning, prioritizing, or targeting your programs, either you or the head of another agency that administer a formula grant program may request assistance through this Office.

Third, CPD is asking grantees to renew their focus on administration and management of formula grant programs as part of an effort to ensure effective use of the funds. Throughout 2016, CPD and HUD’s Office of the Inspector General expect to issue a range of guidance that will highlight particular areas where grantees commonly stumble. Ms. Tregoning urges grantees

to actively review their policies and procedures governing these programs and to strengthen management practices, particularly with regard to recordkeeping, in order to avoid problems that might risk this vital funding. This focus on administration is critical because the Integrated Disbursement and Information System (IDIS), which is HUD's financial and data system for managing these formula programs, will no longer commit and disburse funds on a first-in, first-out (FIFO) basis beginning with the FFY 2015 grants awarded last year. All FFY 2015 and future grants will be committed and disbursed on a grant-specific basis.

The Office of Community Planning and Development is looking forward to working with you to promote simple steps that will enhance the viability and performance of these critical programs and successfully meet the challenges that our communities face. Please contact this Office if you or your staff has any questions or comments.

However, please appreciate that the recommendations above are just that, only recommendations. It is the genius of CPD's formula grant programs that not only can the funds be used for a variety of activities and purposes but also that decisions on the use of these funds are to be made by the grantees based upon their own local goals and priorities. HUD's suggestions do not supersede the responsibility of our formula grantees to determine how to use these funds to meet local needs in conformance with specific program requirements.

Timing of Plan Submissions

In recent years the formula grant allocations were announced well after the beginning of the pertinent Federal Fiscal Year. Consequently, it has been difficult for formula grantees nationally to have sufficient time before the beginning of their program year to submit action plans with the actual allocations in a timely manner.

For this reason, HUD published Notice CPD-16-01, "Guidance on Submitting Consolidated Plans and Annual Action Plans for Fiscal Year (FY) 2016" (January 28, 2016). The notice addressed circumstances when the allocations are announced 60 days or less before the beginning of a formula grantee's program year. HUD also issued the September 9, 2015 memorandum, "Waiver of 24 CFR 570.200(h) regarding FY 2016 Action Plans Community Development Block Grant (CDBG) Program," and the January 6, 2016 memorandum, "Waiver of 24 CFR 92.212(b) regarding FY 2016 Action Plans HOME Investment Partnership Program (HOME) Program." These issuances are included as Attachments A and B to Notice CPD-16-01. This notice was transmitted electronically to its formula grantees by a February 3, 2016 email. The web address where this Notice may be accessed is shown further down in this letter.

The notice and the memoranda allow for treating the effective date of the grant agreement as the program year start date or the date that the consolidated plan/action plan (with actual allocation amounts) is received by HUD, whichever is earlier. However, the provisions of the notice and the memoranda regarding the effective date of grant agreements only apply if the formula grant allocations are announced 60 days or less before a formula grantee's program year start date. The program year start date for all of this Office's formula grantees is July 1, 2016. The formula grant allocations were announced on February 16, 2016, which is more than 60 days before that July 1, 2016 program year start date. Because of this relatively early announcement

of formula allocations, none of CPD Baltimore's formula grantees is impacted by the provisions of Notice CPD-16-01 or the waivers included in the memoranda regarding the effective date of grant agreements.

Regulatory Submission Date and HUD's 45-Day Plan Review Period

The standard submission date for an action plan is 45 days prior to the start of a grantee's program year. Because all of this Office's grantees have a July 1 start date, plans are due on May 17. In 2016, May 17th is a Tuesday. Please submit your 2016 plan submission to this Office no later than Tuesday, May 17, 2016. Grantees should be aware that whenever the plan is submitted, that submission date will not affect HUD's 45-day period after submission to determine whether the plan is complete. CPD Baltimore will not shorten this review period due to any delayed submissions.

Use of eCon Planning Suite Software for Preparation of 2014 Action Plan

Formula grantees were advised in 2012 that HUD made the eCon Planning Suite software accessible in the Integrated Disbursement and Information System (IDIS). This software can be used to prepare the Consolidated Plan, the Action Plan, and the Consolidated Performance and Evaluation Report (CAPER). All formula grantees were required to utilize this software to prepare their next scheduled Consolidated Plan. However, grantees could elect to use this software to prepare an action plan in advance of their next Consolidated Plan.

HUD has provided Field Offices with several guidance issuances to facilitate review of plans submitted using the eCon Planning Suite. HUD Headquarters has issued a Consolidated Plan review checklist and an Action Plan review checklist based on the new software for Field Office use. To facilitate formula grantee preparation of the 2016 plans using the eCon Planning Suite software, these checklists will be transmitted electronically to our formula grantees.

Forms of Plan Submission; Impact of *Thompson v. U.S.*

Since all of our grantees will be using the eCon Planning Suite software, they will be submitting the plan electronically and also will be providing this Office with hard copies of the plan. Until recently we had requested receiving three hard copies of the plan submission. We still request three hard copies from some of our formula grantees. However, a number of our grantees are being requested to submit four hard copies (instead of three hard copies) of the 2016 plan submission in order to assist HUD with its responsibilities under the *Thompson v. U.S.* settlement. These grantees are Annapolis, Anne Arundel County, City of Baltimore, Baltimore County, Harford County, Howard County, and the State of Maryland. We are also asking these seven grantees to transmit to this Office the Word file of the plan submission.

Plan Submission Extensions

Section 91.20 authorizes HUD Field Offices to grant an exception from the plan submission deadline for good cause as determined by the Field Office. If a formula grantee believes that it will be impossible to submit its plan by May 17, 2016, it may submit a request for a submission extension to CPD Baltimore, citing the circumstances causing the delay and

describing how these circumstances constitute good cause for our approval of any submission date extension. We encourage the submission of any such request as early as possible prior to May 17th. [Please note, however, the statutory prohibition against submitting the plan after August 16, 2016; this prohibition is found in the Con Plan final rule at paragraph 91.15(a)(1).]

Plan Submission Date and Incurring Costs

CDBG Entitlement grantees should remember that they may begin incurring costs for the CDBG projects included in an action plan on the latter of the date on which the plan is submitted or the first day of its program year. If a plan is submitted on any date through July 1, 2015, the grantee will be able to begin incurring costs for their CDBG projects on July 1, 2015, whether or not that plan has been approved. If a plan is submitted later than July 1, 2015, the grantee may begin to incur CDBG costs beginning on that submission date. [NOTE: For HOME and the other formula grant programs, costs may be incurred beginning on the approval date (Congressional Release Date) of the grant. That date will be the date on the grant agreements and the approval letter.]

Pre-Award Costs

Special attention must be paid to situations in which a grantee wishes to incur costs prior to grant award. For example, under certain programs, a grantee may want to execute annual renewals of agreements with social service providers in order to prevent interruption of social services. The annual performance cycle of these agreements might normally begin after the grantee's official program year start date, but under Notice CPD-16-01 the grantee cannot even submit its Action Plan until after the date that the agreements need to be executed. Thus, the timing instructions in this Notice may cause some program costs to be classified as pre-award costs where they would otherwise not have been.

The government-wide Uniform Administrative Requirements, Cost Principles and Audit Requirements regulation, at 2 CFR Part 200, contains language concerning agency approval of pre-award costs. The language at 2 CFR 200.458 applies to any program that does not have its own separate provisions concerning authorization of pre-award costs:

§ 200.458. Pre-award costs. Pre-award costs are those incurred prior to the effective date of the Federal award directly pursuant to the negotiation and in anticipation of the Federal award where such costs are necessary for efficient and timely performance of the scope of work. Such costs are allowable only to the extent that they would have been allowable if incurred after the date of the Federal award and only with the written approval of the Federal awarding agency.

The BSG, HOPWA and HTF program regulations do not contain program-specific language establishing pre-award cost requirements for those programs; the CDBG and HOME program regulations do contain pre-award cost requirements unique to those programs. (However, the HOME requirements apply only to certain types of pre-award costs.) The following guidance, found in Notice CPD-16-01, applies to all five programs.

The Part 91 Consolidated Plan regulations make distinctions between a “proposed plan” and a “plan.” Most notably, 24 CFR 91.105(b) and 91.115(b) describe the citizen participation requirements for a grantee’s proposed plan. For purposes of this Notice regarding pre-award costs, HUD considers a grantee’s plan to have moved from being “a proposed plan” to being “a plan” once a grantee has completed the publication, public hearing and public comment requirements at 24 CFR 91.105(b)(2), (3) and (4) or 91.115(b)(2), (3) and (4), and has developed its written summary of comments received pursuant to 24 CFR 91.105(b)(5) or 91.115(b)(5).

To minimize additional workload on grantees and HUD field offices, the Notice establishes the following procedures implementing the 2 CFR 200.458 requirements cited above. This Notice provides HUD approval to incur pre-award costs if and when the grantee completes the following documentation in its local files:

1. The grantee documents that the costs incurred prior to grant award are necessary for efficient and timely performance of the activity in question.
2. The grantee documents that the costs are for eligible activities under the regulations for the applicable funding program;
3. The grantee documents that the grantee has complied with all other requirements for pre-award costs under the regulations for the applicable funding program or as described in the Notice;
4. The activity for which costs will be incurred is included in a consolidated plan/action plan;
5. The grantee documents completion of its citizen participation process by including in its files a written, *dated* summary of citizen participation comments received on its plan, pursuant to 24 CFR 91.105(b)(5) or 91.115(b)(5) as applicable.

Additional pre-award cost guidance unique to each separate formula grant program is found in Notice CPD-16-01, which can be accessed at the following HUD web site:

<https://www.hudexchange.info/resources/documents/Notice-CPD-16-01-Guidance-on-Submitting-Consolidated-Plans-and-Annual-Action-Plans-for-FY-2016.pdf>

We recommend that any formula grantee which intends to incur pre-award costs prior to the award of a FFY 2016 grant contact this Office for to ensure that all requirements are being followed.

Important Change to IDIS Which Began with FFY 2015 Funding

The Tregoning funding announcement also brings to our grantees' attention a reminder of an important change with regard to IDIS, which is HUD's financial and data system for managing these formula programs. This change went into effect last year with the FFY 2015 formula grant awards. Beginning with the FFY 2015 grants, IDIS will no longer commit and disburse grant funds on a first-in first-out (FIFO) basis. Going forward, the FFY 2015 grants and all future formula grants will be committed and disbursed on a grant-specific basis. HUD has provided extensive guidance in this area and plans to provide additional guidance in the future.

If there are any questions concerning the timing of plan submission, plan contents, how these plans will be reviewed, or the CDBG Program, please contact Susan D. Taylor, Community Planning and Development Representative, by telephone at (410) 209-6616 or by e-mail at susan.d.taylor@hud.gov.

Sincerely,



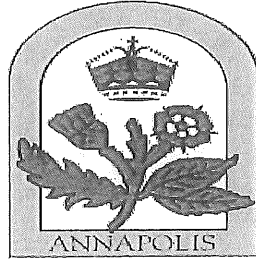
Charles Halm
Director
Community Planning and Development

cc:

Theresa C. Wellman

City of Annapolis

*160 Duke Of Gloucester Street
Annapolis, MD 21401*



Standing Committee Minutes

Tuesday, March 15, 2016

7:30 PM

Mayor John T. Chambers, Jr.
City Council Chambers

Housing and Human Welfare / Housing and
Community Development

1. Call To Order

Chairman Kirby called the meeting to order at 7:37 p.m.

Roll Call

Present: 3 - Alderman Budge, Alderman Kirby and Alderman Littmann

2. Business before Committee

a. Approval of Minutes

HHW021616 Approval of Minutes for the Regular Meeting

Attachments: HHW02.16.16

Alderman Littmann moved to approve. Seconded. CARRIED on voice vote.

Aye: 3 - Alderman Budge, Alderman Kirby and Alderman Littmann

b. Appointments and reappointments to Committees

AP-10-16 The Appointment of Christopher B. Flynn to the Housing Authority City of Annapolis (HACA) Board

Attachments: AP-10-16Appointmentletter/Resume

AP-10-16 signed

Christopher B. Flynn, 548 Bowline Road, Severna Park, Maryland 21146 was present and addressed his appointment to the Housing Authority City of Annapolis Board. Robert Eades, 32 Pleasant St. Annapolis, Maryland 21401 was present and spoke on the appointment.

Alderman Littmann moved to recommend favorably. Seconded. CARRIED on voice vote.

Alderman Finalyson was present and spoke on Volunteering, Plans for Public Housing in the City of Annapolis.

Aye: 2 - Alderman Budge and Alderman Littmann

Abstain: 1 - Alderman Kirby

AP-11-16 The Appointment of Martin L. Doordan to the Housing Authority City of Annapolis (HACA) Board

Attachments: AP-11-16Appointmentletter/Bio/Resume

AP-11-16 Signed

Martin L. "Chip" Doordan was present and addressed the committee regarding his appointment to the Housing Authority City of Annapolis. Jonette Hahn, 4 Chesapeake

Landing, Annapolis, Maryland 2140, Kate Rollason, 413 Jefferson Street, Annapolis, Maryland 21401 and Jackie Wells, Bloomsbury Square, Annapolis, Maryland 21401 were present and spoke on the discussion topic.

Alderman Littmann moved to recommend favorably. Seconded. CARRIED on voice vote.

Alderwoman Finlayson was present and spoke on the appointment.

Aye: 2 - Alderman Budge and Alderman Littmann

Abstain: 1 - Alderman Kirby

3. General Discussion

ID-100-16 Selection of FY 2017 CDBG Projects

Chief of Community Development Wellman gave a presentation on the discussion topic and answered questions from the committee.

This Informational Item was presented with the following amendments:

Amendment # 1 reduce OIG recommended allowance from \$8,000 to \$6,500

Amendment # 2 increase Center of Help recommended allowance from \$9,000 to \$10,500

ID-101-16 Complete Draft Action Plan FY 2017

Chief of Community Development Wellman gave an overview of the discussion topic and answered questions from the committee.

This Informational Item was presented

4. Adjournment

Upon motion duly made, seconded and adopted, the meeting was adjourned at 9:37 p.m.

**Cyndi Gaines
City Council Associate**



The City of
ANNAPOLIS
Maryland

**Annual Housing and Community
Development Block Grant Plan**

*Federal Fiscal Year 2016
Local Fiscal Year 2017*

DRAFT

Submitted to

The U.S. Department of Housing and Urban Development

May 15, 2016

Prepared by:

Department of Planning and Zoning
Community Development Division

City of Annapolis

Five-Year Consolidated Housing and Community Development Plan

Mayor

Michael J. Pantelides

City Council

Joe Budge, Ward One
Frederick M. Paone, Ward Two
Rhonda Pindell Charles, Ward Three
Sheila M. Finlayson, Ward Four
Jared Littmann, Ward Five
Kenneth A. Kirby, Ward Six
Ian Pfeiffer, Ward Seven
Ross H. Arnett, III, Ward Eight

Director, Department of Planning and Zoning

C. Peter Gutwald, AICP

For more information contact:

Department of Planning and Zoning
Community Development Division
145 Gorman Street 3rd Floor
Annapolis, Maryland 21401
410-263-7961

Housing and Community Development Committee
FY 2016

Joe Budge, Ward One

Jared Littmann, Ward Five

Kenneth A. Kirby, Ward Six

Jacqueline Wells, Housing Authority

Theresa Von Adelung Bond

Jonette Hahn

Community Development Administrator

Theresa C. Wellman

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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Annapolis, Maryland is an entitlement community under the U.S. Department of Housing and Urban Development's (HUD's) Community Development Block Grant (CDBG) Program. In compliance with HUD regulations, the City of Annapolis has prepared this Federal Fiscal Year (FFY) 2016 Annual Action Plan for the period of July 1, 2016 through June 30, 2017. This plan is a strategic plan for implementing the City's CDBG Program for housing, community, and economic development activities outlined in the City's Five Year Consolidated Plan. The Community Development Division of the Planning and Zoning Department is the administering agency of the CDBG program for the City of Annapolis.

The Five Year Consolidated Plan establishes the City's goals for the next five (5) year period and outlines the specific initiatives the City will undertake to address its needs and objectives by promoting: the rehabilitation and construction of affordable, decent, safe, accessible, and sound housing; homeownership, homeless prevention, rapid rehousing, operations and support services; creating a suitable living environment; public and community facility improvements; infrastructure; public safety; revitalization; promoting fair housing; improving public services; expanding economic opportunities; and principally benefitting low- and moderate-income persons. These goals form the basis of this Annual Action Plan, which allocates the city's FFY 2016 resources to address the needs of the city's low and moderate-income residents.

This Five Year Consolidated Plan was written as a collaborative effort of the City of Annapolis, Anne Arundel County, the community at large, social service agencies, housing providers, community development agencies, and economic development groups. The planning process was accomplished through a series of public meetings, stakeholder interviews, resident surveys, statistical data, and review of the City's Comprehensive Plan and other community plans.

2. Summary of the objectives and outcomes identified in the Plan

The following six (6) priorities and subsequent goals/strategies have been identified for the City of Annapolis for the period of FFY 2016 for the Community Development Block Grant (CDBG) Program. These priorities were based on a needs assessment, market analysis, and information gained through the public participation process.

A. HOUSING PRIORITY – (High Priority)

Increase the amount of decent, safe, sound, and accessible housing for homeowners, renters, and homebuyers that is affordable to low- and moderate-income persons and families by improving the quality of the existing housing stock and increasing the supply of affordable housing.

Goals	Strategies
HS-1 Housing Rehabilitation	Continue to provide financial assistance to low- and moderate-income homeowners to rehabilitate their existing owner-occupied housing.
HS-2 Rental Rehabilitation	Provide support to affordable housing developers/owners to rehabilitate housing units that are rented to low- and moderate-income tenants.
HS-3 Housing Construction	Increase the supply of decent, safe, sound, and accessible housing that is affordable to owners and renters in the community through rehabilitation of vacant buildings and new construction.
HS-5 Home Ownership	Assist low- and moderate-income households to become homeowners by providing down payment assistance, closing cost assistance, and requiring housing counseling training.
HS-6 Public Housing	Support the local public housing authority in its efforts to improve and maintain the existing public housing communities, and promote homeownership programs using Section 8 Vouchers for home purchase.

B. HOMELESS PRIORITY – (High Priority)

Provide housing and support services for homeless persons, and persons who are at-risk of becoming homeless.

Goals	Strategies
HO-1 Support the Continuum of Care (CoC)	Support the local CoC’s efforts to provide emergency shelter, transitional housing, and permanent supportive housing to persons and families who are homeless or who are at risk of becoming homeless.
HO-2 Homeless Operation/Support	Assist providers in the operation of housing and support services for the homeless and persons at-risk of becoming homeless.
HO-3 Prevention and Housing	Continue to support the prevention of homelessness and programs for Rapid Re-Housing.
HO-4 Permanent Housing	Support the development of permanent supportive housing for homeless individuals and families.

C. OTHER SPECIAL NEEDS PRIORITY - (High Priority)

Provide affordable housing, services, and facilities for persons with special needs and the disabled.

Goals	Strategies
SN-1 Housing	Increase the supply of affordable, decent, safe, sound, and accessible housing for the elderly, persons with disabilities, and persons with other special needs through rehabilitation of existing buildings and new construction.
SN-2 Accessibility	Improve the accessibility of renter occupied housing by making reasonable accommodations for the physically disabled.

D. COMMUNITY DEVELOPMENT PRIORITY – (High Priority)

Improve the public and community facilities, infrastructure, public services, and the quality of life for all residents in the community.

Goals	Strategies
CD-1 Community Facilities	Support improvement or construction of public facilities serving low and moderate-income neighborhoods.
CD-2 Public Services	Support Vital Public Services concerned with assisting children and youth, providing persons with office skills training and job training, providing persons with information and referral and other services that promote family stability and self-sufficiency.

E. ECONOMIC DEVELOPMENT PRIORITY – (High Priority)

Increase employment and economic empowerment of low and moderate-income residents in the community.

Goals	Strategies
ED-1 Employment	Support job creation and economic development by assisting microenterprises.

F. ADMINISTRATION, PLANNING, AND MANAGEMENT PRIORITY – (High Priority)

Implement planning, administration, management, oversight of federal, state, and locally funded programs, and promoting fair housing.

Goals	Strategies
AM-1 Overall Coordination	Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing, and compliance with all Federal, state, and local laws and regulations.

3. Evaluation of Past Performance

According to the 2015 monitoring letter, HUD's assessment has included reviews of the City's management of grant funds, progress in carrying out local policies and program activities, compliance with program requirements, the accuracy of performance reports, and accomplishments in meeting housing and community development objectives. HUD has determined that the City's overall progress is satisfactory and that Annapolis has the capacity to continue implementing and administering City's Consolidated Plan program activities in accordance with the applicable statutory requirements.

The City's Annual Action Plan (AAP) for Program Year (PY) 2014 was consistent with the goals and objectives established in the five-year plan, which addresses the City's housing, and community development needs. The PY 2014 AAP included the following key priority goals and objectives:

- Provide for additional affordable housing to address the growing gap between housing costs and local incomes;
- Provide programs that improve recreation facilities and services particularly in low-income areas;
- Provide a network of shelter, housing and support services to prevent homelessness, move the homeless to permanent housing and independence and to eliminate chronic homelessness;
- Provide programs that promote economic development, create decent jobs and increase the job skills level of potential employees; and
- Provide supportive services that increase the ability of seniors, persons with disabilities and others with special needs to live.

HUD's review of the City's most recently submitted CAPER determined that Annapolis followed its five-year plan and the PY 2014 Annual Action Plan. The activities undertaken during the year were consistent with the goals, objectives, and priorities established in the five-year Consolidated Plan.

According to HUD, the City of Annapolis carried out its CDBG Program in a timely manner, in a manner consistent with the Consolidated Plan and Annual Action Plan, and in substantial compliance with program requirements. It also administered its CDBG-R grant in a similar manner. The City had no outstanding A-133 or OIG audit findings. During HUD's review of the City's 2014 action plan, HUD accepted the City's certification to affirmatively further fair housing. The City has no open compliance issues concerning other FHEO areas, Part 58 compliance, Davis-Bacon compliance, or other Federal requirements.

4. Summary of citizen participation process and consultation process

The City of Annapolis has followed its Citizen Participation Plan in the planning and preparation of the AAP by holding three (3) public hearings and a 30-day comment period. The first public hearing on the needs of the community and its residents was held on November 17, 2015. This provided the residents, agencies, and organizations with the opportunity to discuss the City's CDBG Program and to provide suggestions for future CDBG Program priorities and activities.

A copy of the "Draft FFY 2016 Annual Action Plan" was placed on public display for review by the general public agencies and organizations in the community. A newspaper notice announcing that these documents were placed on public display was published in the "Capital Gazette," the newspaper of general circulation in the area. The "Draft FFY 2016 Annual Action Plan" was on public display from April 1, 2016 until April 30, 2016 at the following locations:

- City of Annapolis Department of Planning and Zoning, 145 Gorman Street, 3rd Floor, Annapolis, Maryland 21401
- HACA, 1217 Madison Street, Annapolis, MD 21403
- Anne Arundel County Public Library, 1410 West Street, Annapolis, MD 21401
- City of Annapolis website, Annapolis.gov

5. Summary of public comments

The City of Annapolis held its first public hearing on November 17, 2015 at 7:30 PM. No comments were received at that public hearing. A second public hearing was held on February 16, 2016 to solicit information on low and moderate-income community needs. Representatives from respective programs organization that provide services to low and moderate income persons made presentations to the Housing and Community Development Committee on their respective programs.

The FFY 2016 Annual Action Plan was placed on public display from April 1, 2016 to April 30, 2016. A third public Hearing was held on April 19, 2016. Comments _____.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments and views were incorporated into this plan.

7. Summary

The main goals of the Five Year Consolidated Plan are to improve the living conditions of all residents in the City of Annapolis, create a suitable and sustainable living environment, and to address the housing and community development needs of the City's residents.

The AAP is a single document which outlines the City's strategies and goals to address housing needs; establish and maintain a suitable living environment; and to encourage economic opportunities for every resident. The City will use the AAP Plan goals to allocate CDBG funds over the next year and to provide direction to its strategic partners, participating agencies, and stakeholder organizations to address the housing and community development needs of the low and moderate-income residents of the City of Annapolis. HUD will evaluate the City's performance based on the goals established in the AAP.

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

The following are the agencies/entities responsible for preparing the AAP and those responsible for administration of each grant program and funding source.

Table 1 – Responsible Agencies

Agency Role	Name	Department/Agency
City Of Annapolis	Community Development Administrator	Planning and Zoning

Narrative

The City of Annapolis' Planning and Zoning Department Community Development Division is the administrating agency for the CDBG program. This Division prepares the Five Year Consolidated Plans, Annual Action Plans, Environmental Review Records (ERR's), the Consolidated Annual Performance Evaluation Reports (CAPER), monitoring, pay requests, contracting, and oversight of the programs on a day-to-day basis.

Consolidated Plan Public Contact Information

Theresa C. Wellman
Community Development Administrator
City of Annapolis
Planning and Zoning Department
145 Gorman Street
Annapolis, MD 21401
410-263-7961 x 7798
tcw@annapolis.gov

AP-10 Consultation - 91.100, 91.200(b), 91.215(I)

1. Introduction

The City of Annapolis has sole responsibility for formulating and administering its community development, housing, and economic development programs. The City interacts with 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)
- Arundel Community Development Services (ACDS) (weekly)
- Housing Authority of the City of Annapolis (HACA) (monthly)
- Community Action Agency (monthly)
- Habitat for Humanity of the Chesapeake (monthly)

The Community Development Administrator 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 its staff. 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 taken into account. 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.

HACA is an important housing provider primarily assisting extremely low-income households. The Mayor appoints HACA's Board and the Chairman of the Board or his/her designee 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. Consultation with 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 Community Development Administrator also participates in the Continuum of Care partnership.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).

The City of Annapolis works with the following agencies to enhance coordination:

- City of Annapolis Planning and Zoning Department - Oversees the CDBG Program.
- HACA – Coordination with the Section 8 Housing Choice Vouchers and improvements to public housing communities
- Social Services Agencies – Provides funds to improve services to low and moderate income persons.
- Housing Providers – Provides funds to rehabilitate and develop affordable housing and provide housing opportunities for low and moderate-income households.
- Anne Arundel County Continuum of Care - Oversees the Continuum of Care funds.

Each year, as part of the CDBG application planning process, local agencies, and organizations are invited to submit proposals for CDBG funds for eligible activities. These groups participate in the planning process by attending the public hearings, and informational meetings.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

The City of Annapolis is a member of the Anne Arundel County Continuum of Care (CoC). The CoC, called the Anne Arundel County and Annapolis Coalition to End Homelessness (Homeless Coalition) includes representatives from (i) the State, County, and City of Annapolis agencies administering mainstream resources; (ii) shelter and nonprofit services providers; (iii) organizations representing individuals diagnosed with mental health disorders, substance abuse, HIV/AIDS; and (iv) formerly homeless persons, advocates, and others with roles, interests and responsibilities in addressing issues associated with homelessness in the County. The Coalition meets monthly and develops policies and procedures for operations, including the adoption of a Governance Charter.

The goals and strategies developed by the Homeless Coalition and its planning process served as the basis for the homeless goals within the strategic plan. The Homeless Coalition was an active participant in reviewing and finalizing all of the goals and strategies outlined in this Consolidated Plan. The City's Community Development Division is an active member of the Homeless Coalition and serves on the board of directors.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

Although the City is not a direct recipient of Emergency Solutions Grant (ESG) funds, it competes for ESG funding through the Maryland Department of Housing and Community Development's (DHCD) ESG program. DHCD awarded the City \$112,650 in FFY 2015 in ESG operating funds for the Light House Emergency Shelter. The City will apply for ESG funds in July 2016 and hopes to receive a similar award.

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 ShelterPlus Program. The Homeless Coalition is responsible for funding decisions that affect residents of Annapolis. In compliance with HUD mandate, the Homeless Coalition developed a Homeless Management

Information System (HMIS). Many agencies in Anne Arundel County, which offer housing and services to people who are homeless, participate in this data system. It helps homeless agencies collaborate, coordinate care, and manage services. The value of this data system is to produce an unduplicated count of homeless persons, understand patterns of service use, and measure the effectiveness of homeless programs in Anne Arundel County.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities.

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	OIC
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	OIC was consulted for information regarding housing and community development in the City of Annapolis.
2	Agency/Group/Organization	Anne Arundel County Community Action Agency
	Agency/Group/Organization Type	Services - Housing Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Economic Development Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Anne Arundel County Community Action Agency was consulted for information regarding housing and community development in the City of Annapolis.

3	Agency/Group/Organization	Homes For America, Inc
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Families with children Homelessness Needs - Veterans Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	HFA was consulted for information regarding housing and community development in the City of Annapolis.
4	Agency/Group/Organization	Anne Arundel Department of Social Services
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Services - Victims Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Department was consulted for information regarding housing and community development in the City of Annapolis.

5	Agency/Group/Organization	Center of Help, Inc.
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Anti-poverty Strategy Hispanic/Latino issues
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Center of Help/Centro de Ayuda was consulted for information regarding housing and community development in the City of Annapolis.
6	Agency/Group/Organization	Light House Inc
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Light House was consulted for information regarding housing and community development in the City of Annapolis.

7	Agency/Group/Organization	Newtowne Community Development Corporation
	Agency/Group/Organization Type	Planning organization Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Newtowne CDC was consulted for information regarding housing and community development in the City of Annapolis.
8	Agency/Group/Organization	ACDS
	Agency/Group/Organization Type	Services - Housing Services-homeless Planning organization CoC lead agency.
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	ACDS was consulted for information regarding housing and community development in the City of Annapolis.
9	Agency/Group/Organization	Housing Authority of the City of Annapolis
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Economic Development Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	HACA was consulted for information regarding housing and community development in the City of Annapolis.

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

All agency types were consulted and contacted during the planning process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Anne Arundel and Annapolis Coalition To End Homelessness CoC	The Anne Arundel and Annapolis Coalition to End Homelessness CoC is the primary provider of housing and supportive services for the City of Annapolis homeless and at risk of being homeless population. The goals of the City and the CoC are complementary.
2016 PHA Annual and Five Year Plan	Housing Authority of the City of Annapolis	The Housing Authority of the City of Annapolis is the lead agency providing public housing assistance and Section 8 vouchers in the City of Annapolis. The goals of the City and HACA are complementary.
2009 Comprehensive Plan	City of Annapolis	The 2009 Comprehensive Plan was developed by the City to chart the City's direction for the next ten years, respond to relevant State law, and replace the 1998 Comprehensive Plan. The goals of the plans are complementary.

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))

The City of Annapolis Community Development Division is the lead planning and administrating agency for the City's CDBG program. Close coordination is maintained between the Division and other City departments to ensure the needs for affordable housing and community development are being met.

Cooperation extends beyond the City limits to the county and state level. Communication between the City's CDBG program and the County's CDBG program exist to ensure activities are coordinated and efficiently utilize federal funds. The City of Annapolis applies for ESG, Community Legacy, Maryland Housing Rehabilitation Program, and Rental Allowance Program funds through the Maryland Department of Housing and Community Development.

Narrative (optional):

AP-12 Participation

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The City of Annapolis has followed its Citizen Participation Plan in the planning and preparation of the AAP. Three public hearings were held to discuss and assess the housing and community needs of the City and its residents.

The City held its first public hearing on the needs of the community and its residents on November 17, 2015. This provided the residents, agencies, and organizations with the opportunity to discuss the City's CDBG Program and to provide suggestions for future CDBG Program priorities and activities.

A copy of the FFY 2016 Annual Action Plan" was placed on public display for review by the general public agencies and organizations in the community. A newspaper notice announcing that these documents were placed on public display was published in the "Capital Gazette," the newspaper of general circulation in the area. The "Draft FFY 2016 Annual Action Plan" was on public display from April 1, 2016 to April 30, 2016 at the following locations:

- City of Annapolis Department of Planning and Zoning, 145 Gorman Street, 3rd Floor, Annapolis, Maryland 21401
- HACA, 1217 Madison Street, Annapolis, MD 21403
- Anne Arundel County Public Library, 1410 West Street, Annapolis, MD 21401
- City's website, Annapolis.gov

The FFY 2016 Annual Action Plan was developed in conjunction with residents and organizations through the City's public participation process. Specific actions taken to encourage citizen participation during the development of the FFY 2016 Annual Action Plan were public meetings and consultations.

Citizen Participation Outreach

Table 4 – Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Minorities, Persons with disabilities, Non-targeted/ broad community, Residents of Public and Assisted Housing	A public hearing was held on November 17, 2015 to discuss the City progress in addressing its goals.	No comments were received	Not Applicable	Not Applicable
2	Public Meeting	Minorities, Persons with disabilities, Non-targeted/ broad community, Residents of Public and Assisted Housing	A public hearing was held on February 16 to discuss the proposed projects for the Annual Action Plan.	Meeting minutes can be found on the City's web page annapolis.gov	All comments were accepted.	Not Applicable
3	Public Meeting	Minorities, Persons with disabilities, Non-targeted/ broad community, Residents of Public and Assisted Housing	A public hearing was held on April _____ to discuss the the Annual Action Plan,	Meeting minutes can be found on the City's web page annapolis.gov	All comments were accepted.	Not Applicable

Annual Action Plan

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

Introduction

The City of Annapolis is receiving \$249,088 from CDBG funds for the FFY 2017 program year. The program year goes from July 1, 2016 through June 30, 2017.

The accomplishments of these projects/activities will be reported in the FFY 2016 Consolidated Annual Performance and Evaluation Report (CAPER).

Anticipated Resources

Table 5 - Expected Resources – Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	249,088	9,000	0	258,088	0	Funding will be allocated to various local projects. The City expects to expend all this year's allocation within the current 5 yr. consolidated Plan

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.

To leverage additional funds from other sources and work toward meeting the goals and objectives of the City of Annapolis Annual Action Plan, the City works with many partners including the county government, the state, nonprofit organizations and other companies and agencies who are able to bring additional resources to desired projects and programs.

During the Consolidated Plan period, the City and its partners will focus on the following potential sources of leveraged funds:

- ESG from the Maryland Department of Housing and Community Development
- Maryland Housing Rehabilitation funds and Lead Paint funds for the City's Housing Rehabilitation Program

- Low Income Housing Tax Credits
- Anne Arundel County Continuum of Care (CoC)
- Rental Allowance Program
- Community Legacy Program
- Technical Assistance Program
- HOME Initiatives Program
- Maryland Affordable Housing Trust
- Strategic Demolition Program
- Habitat for Humanity

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.

Not applicable

Discussion

The city will continue to explore options to leverage its CDBG funds to provide the highest and best use of project/activity funding to address the housing, community development, and economic development needs of the city. The city considers its CDBG allocation as one tool in a toolbox to be used by the city to provide decent housing, a suitable living environment, and expand economic opportunities for low- and moderate-income persons. The following additional financial resources will be utilized by the city:

Federal Resources

Section 8

HACA expects to receive \$3,897,010 in Tenant Based Rental Assistance and \$350,789 in Project Based Assistance in FFY 2016.

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.

Homes for America received \$750,000 in LIHTC funding to rehabilitate Timothy House and Gardens, two project based Section 8 developments with 61 units in the Clay Street neighborhood.

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.

Anne Arundel County applied through HUD's 2014 federal competitive application process and was awarded a total of \$2,451,633 in competitive 2014 Continuum of Care (CoC) funds. Specifically, \$1,914,822 in CoC funds were awarded in order to continue funding 11 permanent supportive housing programs and \$506,269 will be used to fund three transitional housing programs.

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 \$112,650 in FFY 2015 in ESG operating funds for the Light House Emergency Shelter. The City will apply for ESG funds in July 2016 and hopes to receive a similar award.

State Resources

Community Legacy Funds (DHCD)

The City will seek FY 2017 Community Legacy funds in July to continue its revitalization efforts in the Clay Street neighborhood.

HOME Initiatives

The state DHCD suspended its HOME Initiative Program for FY 2016.

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 three annually for Annapolis owner occupied property rehabilitation.

Multifamily Rental Program (DHCD)

The State awarded \$2.6 million in State funding to rehabilitate Timothy House and Gardens, two project based Section 8 developments with 61 units in the Clay Street neighborhood.

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 2017.

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.

Local Programs

Each year the City Council provides operating funds through the City's General Fund to many city organizations. These are groups that display creative ways of helping people help themselves, provide activities in support of the City's goal of providing a system in which all residents of the City of Annapolis have access to services that sustain and enhance the quality of life and are equitable, effective, accountable, and responsive to changing community needs. This year, the city will allocate approximately \$225,000 to fund organizations, many of which provide services to the city's low-income residents.

AP-20 Annual Goals and Objectives

Goals Summary Information

Table 6 – Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	HS-1 Housing Rehabilitation	2016	2017	Affordable Housing	Citywide	Housing Priority	CDBG: \$162,611	Homeowner Housing Rehabilitated: 3 Household Housing Unit Other: 1 Other
2	HO-2 Operation/Support	2016	2017	Homeless	Citywide	Homeless Priority	CDBG: \$6,000	Homelessness Prevention: 80 Persons Assisted
3	HO-4 Permanent Housing	2016	2017	Homeless	Citywide	Homeless Priority	CDBG: \$0	Housing for Homeless added: 4 Household Housing Unit
4	SN-1 Housing	2016	2019	Non-Homeless Special Needs	Citywide	Other Special Needs Priority	CDBG: \$63,725	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 12 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	SN-2 Accessibility	2016	2019	Non-Homeless Special Needs	Citywide	Other Special Needs Priority	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4 Persons Assisted
6	CD-1 Community Facilities	2016	2019	Non-Housing Community Development	Citywide	Community Development Priority	CDBG:\$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 588 Persons Assisted
7	CD-2 Public Services	2016	2019	Non-Housing Community Development	Citywide	Community Development Priority	CDBG:\$37,363	Public service activities other than Low/Moderate Income Housing Benefit: 1752 Persons Assisted
8	ED-1 Employment	2016	2019	Non-Housing Community Development	Citywide	Economic Development Priority	CDBG:\$3,000	Businesses assisted: 5 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
9	AM-1 Overall Coordination	2016	2019	Administration, Planning, and Management	Citywide	Administration, Planning, and Management Priority	CDBG: \$0	Other: 100 Other

Goal Descriptions

1	Goal Name	HS-1 Housing Rehabilitation
	Goal Description	Continue to provide financial assistance to low- and moderate-income homeowners to rehabilitate their existing owner-occupied housing.
2	Goal Name	HO-2 Operation/Support
	Goal Description	Assist providers in the operation of housing and support services for the homeless and persons at-risk of becoming homeless.
3	Goal Name	HO-4 Permanent Housing
	Goal Description	Support the development of permanent supportive housing for homeless individuals and families.
4	Goal Name	SN-1 Housing
	Goal Description	Increase the supply of affordable, decent, safe, sound, and accessible housing for the elderly, persons with disabilities, and persons with other special needs through rehabilitation of existing buildings and new construction.
5	Goal Name	SN-2 Accessibility
	Goal Description	Improve the accessibility of renter occupied housing by making reasonable accommodations for the physically disabled.
6	Goal Name	CD-1 Community Facilities
	Goal Description	Support improvement or construction of public facilities serving low and moderate-income neighborhoods.
7	Goal Name	CD-2 Public Services
	Goal Description	Support Vital Public Services concerned with assisting children and youth, providing persons with office skills training and job training, providing persons with information and referral and other services that promote family stability and self-sufficiency.

8	Goal Name	ED-1 Employment
	Goal Description	Support job creation and economic development by assisting microenterprises.
9	Goal Name	AM-1 Overall Coordination
	Goal Description	Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing, and compliance with all Federal, state, and local laws and regulations.

AP-35 Projects – 91.220(d)

Introduction

The City of Annapolis is proposing the following projects for its FFY 2016 Annual Action Plan.

Projects

Table 7 – Project Information

#	Project Name
1	Blessed in Tech, Inc.
2	Center of Help, Inc.
3	The Light House, Inc.
4	OIC of Anne Arundel County, Inc.
5	Restoration Community Development Corporation, Inc.
6	Samaritan House, Inc.
7	Samaritan House, Inc. Capital
8	Arundel Lodge, Inc.
9	Anne Arundel County Community Action Agency, Inc.
10	Organization of Hispanic/Latin Americans of Anne Arundel County
11	Newtowne Community Development Corporation, Inc.
12	Owner Occupied Housing Rehabilitation Program
13	Owner Occupied Housing Rehabilitation Program Administration

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs.

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

AP-38 Project Summary

Project Summary Information

1	Project Name	Blessed in Tech, Inc.
	Target Area	Citywide
	Goals Supported	CD-2 Public Services
	Needs Addressed	Community Development Priority
	Funding	CDBG:
	Description	Support Vital Public Services by providing life skills counseling including information and referral services, creation of Individual Development Plans, computer skills training and mentoring for homeless, first-time offenders, at risk youth, and other clients in need of the services provided by this organization.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	57 persons
	Location Description	Citywide
	Planned Activities	Matrix Code: 05 Public Services (General) 570.201(e) National Objective: LMC Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low/mod income. 570.208(a)(2)
2	Project Name	Center of Help, Inc.
	Target Area	Citywide
	Goals Supported	CD-2 Public Services
	Needs Addressed	Community Development Priority
	Funding	CDBG:
	Description	Support Vital Public Services by providing persons with information and referral and other services that promote family stability and self-sufficiency for local Hispanic individuals and families in the Annapolis area.
	Target Date	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	1,050 LMI people
	Location Description	1906 Forest Drive, Annapolis, MD
	Planned Activities	Matrix Code: 05 Public Services (General) 570.201(e) National Objective: LMC Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low/mod income. 570.208(a)(2)
3	Project Name	The Light House, Inc.
	Target Area	Citywide
	Goals Supported	HO-2 Operation/Support
	Needs Addressed	Homeless Priority
	Funding	CDBG: \$6,000
	Description	Assist providers in the operation of housing and support services for the homeless and persons at-risk of becoming homeless by providing case management services which include a comprehensive array of support services to homeless individuals and families, chronically homeless or those at risk of becoming homeless.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	48 homeless persons
	Location Description	10 Hudson Street, Annapolis, MD
	Planned Activities	Matrix Code: 05 Public Services (General) 570.201(e) National Objective: LMC Presumed Benefit Low/mod limited clientele benefit: activities that benefit a clientele generally presumed to be principally low/mod persons. 570.208(a)(2)(i)(A)
4	Project Name	OIC of Anne Arundel County, Inc.
	Target Area	Citywide
	Goals Supported	CD-2 Public Services
	Needs Addressed	Community Development Priority

	Funding	CDBG: \$6,500
	Description	Support Vital Public Services by providing persons with office skills training and job training, and pre-vocational development including, ABE, ESOL, and marketable occupational skills programs to individuals in the Annapolis area.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	16 LMI people
	Location Description	2600 Solomon's Island Road, Edgewater, MD
	Planned Activities	Matrix Code: 05H Employment Training 570.201(e) National Objective: LMC Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low/mod income. 570.208(a)(2)
5	Project Name	Restoration Community Development Corporation, Inc.
	Target Area	Citywide
	Goals Supported	CD-2 Public Services
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$6,300
	Description	Support Vital Public Services concerned with assisting children and youth, that promote family stability and self-sufficiency by providing mentoring services to low income youth from public and subsidized housing to help them find employment in the health care industry.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	9 LMI youth
	Location Description	Phoenix Academy, 1411 Cedar Park Road, Annapolis, MD

	Planned Activities	Matrix Code: 05D Youth Services 570.201(e) National Objective: LMC Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low/mod income. 570.208(a)(2)
6	Project Name	Samaritan House, Inc.
	Target Area	Citywide
	Goals Supported	CD-2 Public Services
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$3,000
	Description	Support Vital Public Services by providing services that promote family stability and self-sufficiency through addictions counseling focusing on relapse prevention. Services also include referrals to mental health providers, workforce development programs, and nicotine cessation.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	22 persons
	Location Description	2610 Greenbriar Lane, Annapolis, MD
	Planned Activities	Matrix Code: 05F Substance Abuse 570.201(e) National Objective: LMC Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low/mod income. 570.208(a)(2)
7	Project Name	Samaritan House - Capital
	Target Area	Citywide
	Goals Supported	SN-1 Housing
	Needs Addressed	Other Special Needs Priority
	Funding	CDBG: \$25,000

	Description	Increase the supply of affordable, decent, safe, sound, and accessible housing for the elderly, persons with disabilities, and persons with other special needs through rehabilitation of existing buildings and new construction by improving residential facilities occupied by persons with substance abuse problems
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	66 persons
	Location Description	2610 Greenbriar Lane, Annapolis, MD
	Planned Activities	Matrix Code: 05F Substance Abuse 570.201(e) National Objective: LMC Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low/mod income. 570.208(a)(2)
8	Project Name	Arundel Lodge, Inc.
	Target Area	Citywide
	Goals Supported	SN-1 Housing
	Needs Addressed	Other Special Needs Priority
	Funding	CDBG: \$21,114
	Description	Increase the supply of affordable, decent, safe, sound, and accessible housing for the elderly, persons with disabilities, and persons with other special needs through rehabilitation of existing buildings and new construction by improving four residential facilities occupied by 12 mentally ill individuals.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	12 persons with special needs
	Location Description	Address suppressed

	Planned Activities	Matrix Code: 03B Handicapped Centers 570.201(c) National Objective: LMC Presumed Benefit Low/mod limited clientele benefit: activities that benefit a clientele generally presumed to be principally low/mod persons. 570.208(a)(2)(i)(A)
9	Project Name	Anne Arundel Community Action Agency
	Target Area	Citywide
	Goals Supported	CD-2 Public Services
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$2,063
	Description	Support Vital Public Services by providing services that promote family stability and self-sufficiency by providing financial literacy, credit repair, financial planning and
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	45
	Location Description	251 West Street, Annapolis MD 21401
	Planned Activities	Matrix Code: 05 Public Services (General) 570.201(e) National Objective: LMC Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low/mod income. 570.208(a)(2)
10	Project Name	Organization of Hispanics/Latin Americans of Anne Arundel County
	Target Area	Citywide
	Goals Supported	CD-2 Public Services
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$1,000
	Description	Support Vital Public Services by providing persons with information and referral and other services that promote family stability and self-sufficiency for local Hispanic individuals and families in the Annapolis area.
	Target Date	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	850 LMI people
	Location Description	1906 Forest Drive, Annapolis, MD
	Planned Activities	Matrix Code: 05 Public Services (General) 570.201(e) National Objective: LMC Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low/mod income. 570.208(a)(2)
12	Project Name	Newtowne Community Development Corporation, Inc.
	Target Area	Citywide
	Goals Supported	ED-1 Employment
	Needs Addressed	Economic Development Priority
	Funding	CDBG: \$3,000
	Description	Supporting job creation and economic development by assisting five microenterprises with legal, financial marketing and recordkeeping technical assistance
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	5 microbusinesses
	Location Description	703 C Newtowne Drive, Annapolis, MD
	Planned Activities	Matrix Code: 18C ED Micro-Enterprise Assistance 570.201 National Objective: LMCMC Low/mod limited clientele, Microenterprise: microenterprise activities that are carried out under 24 CFR 570.201(o) and the owner(s)/developer(s) are low/mod income. 570.208(a)(2)(iii)
13	Project Name	Owner Occupied Housing Rehabilitation Program
	Target Area	Citywide
	Goals Supported	HS-1 Housing Rehabilitation
	Needs Addressed	Housing Priority
	Funding	CDBG: \$120,000

	Description	Continue to provide financial assistance to low- and moderate-income homeowners to rehabilitate their existing owner-occupied housing by funding the City's Owner Occupied Housing Rehabilitation Program that provides up to \$40,000 to low-income homeowners for housing repairs. Arundel Community Development Services, Inc. administers the program on a first come first served basis. The city provides a \$40,000 deferred loan without payments or interest over 15 years at which time the note is forgiven.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	3 LMI Households
	Location Description	Citywide
	Planned Activities	Matrix Code: 14A Rehab: Single-Unit Residential 570.202 National Objective: LMH Low/mod housing benefit: activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households. 570.208(a)(3)
14	Project Name	Owner Occupied Housing Rehabilitation Program Administration
	Target Area	Citywide
	Goals Supported	HS-1 Housing Rehabilitation
	Needs Addressed	Housing Priority
	Funding	CDBG: \$42,611
	Description	Continue to provide financial assistance to low- and moderate-income homeowners to rehabilitate their existing owner-occupied housing through the City's Owner Occupied Housing Rehabilitation Program by providing funds to Arundel Community Development Services, Inc. for staff costs associated with administering the program for the City.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	3 LMI Households
	Location Description	Citywide

	Planned Activities	Matrix Code: 14H Rehabilitation Administration 570.202 National Objective: LMH Low/mod housing benefit: activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households. 570.208(a)(3)
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AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

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 areas with minority and poverty concentrations. 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.

Geographic Distribution

Table 8 - Geographic Distribution

Target Area	Percentage of Funds
Citywide	100%

Rationale for the priorities 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

Discussion

Under the FFY 2016 CDBG Program, the City of Annapolis will receive a grant in the amount of 249,088. The City will budget \$37,363 for Public Services (15%) and \$211,725 for Capital Projects (85%).

AP-55 Affordable Housing – 91.220(g)

Introduction

The city of Annapolis will utilize its CDBG funds to rehabilitate existing affordable housing units, support the construction of new affordable housing units, and to provide down payment/closing cost assistance to facilitate housing affordability

Table 9 - One-Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	3
Special-Needs	0
Total	3

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	3
Acquisition of Existing Units	0
Total	3

Discussion

The one-year projects for affordable housing funded by the city for FFY 2016 CDBG funds are as follows:

- CD-16-13 Housing Rehabilitation - Owner Occupied Rehabilitation
- CD-_____Samaritan House

AP-60 Public Housing – 91.220(h)

Introduction

The Housing Authority of the City of Annapolis (HACA) strives to provide quality, affordable housing in safe, attractive communities for eligible families, the elderly, and persons with disabilities based on need and income.

HACA has identified the following FFY 2016 PHA goals and objectives:

FFY 2016 PHA GOALS AND OBJECTIVES:

Goal I: Revitalize and Enhance our Communities

- Improve the Physical Conditions and Marketability of each Community and coordinate services that promote self-sufficiency to improve the income base for HACA and/or to prepare residents to move out of public housing and federal assisted programs dependency. Complete
- Redevelopment of Obery Court Phase III
- Identify Funding Sources to redevelop Newtowne 20 & Morris Blum
- Continue to apply for grants to enhance safety on all properties
- Continue Safe Communities partnership with the Annapolis Police Department
- Maintain Excellent Site Curb Appeal for each Community
- Implement Non-Smoking Policy through-out HACA Communities
- Work with housing developers to increase number of housing units for low-income residents including veterans
- Enhance working relationships with the Housing Commission of Anne Arundel County, Anne Arundel County Public Schools and Anne Arundel County Government (Workforce Development)

Goal II: Continue to Improve Processes and Performance

- Establish a Business/ Community Advisory Board around program specific areas (i.e. grant writing)
- Successfully complete HUD Public Housing Recovery Plan Requirements
- Achieve High Performer status under the Public Housing Assessment System (Financial Assessment Sub-System, Management Assessment Sub-System and the Real Estate Assessment Sub System)
- Maintain High Performer status under the Section Eight Management Assessment System
- Reduce public housing Vacancy Rate
- Achieve an Occupancy rate of 98% or Higher
- Conduct 100% Annual Recertification for all Programs
- Reduce Outstanding Tenant Account Receivables
- Develop a Capital Fund Strategy to improve all identified HUD Real Estate Assessment Conditions Deficiencies
- HCVP participate base utility allowances on the lesser of the number of people in the household or the bedroom size
- Increase tenant integrity to reduce fraud for Public Housing and HCVP
- Continual training for all staff

Goal III: Promote Efficiency and Fiscal Responsibility

- Create alternate Funding opportunities to support the overall operation of all programs.

- Explore incentive programs to reduce energy consumption on all public housing properties
- Continue to manage performance targets under the Housing Choice Voucher Sequestration Financial Improvement Plan
- Maintain a Balance Budget
- Conduct Public Housing Program Flat Rent Analysis
- Conduct Annual Utility Allowances Review for all Programs
- Effectively manage the Annual Preventative Maintenance Program
- Complete Redevelopment of Obery Court Phase III-61 Units
- Improve system to obtain rent reasonableness for HCVP

Goal IV: Provide Enhanced Customer Service

- Promote participation in the ROSS Grants-Family Self Sufficiency (PTO-FSS) and Homeownership programs
- Develop a Mandatory Good Neighbor and Housekeeping Program
- Expand HCV program to include landlord fairs to create additional housing opportunities
- Implement Integrated Pest Management Programs
- Expand Program Coordinating Committee (PCC)
- Continue to expand Health Care and Wellness Programs throughout all HACA properties through Anne Arundel Medical Center
- Build partnerships with outside organizations who have services and programs which can benefit our clients (YMCA/YWCA)
- Expand stipend program to include Wellness and Resident Services
- Continue to increase internship opportunities with area colleges and university

Goal V: Identify and Implement Technology to Provide More Efficient and Effective Service to the Public

- Investigate and implement online access to Wait List status for applicants and tenants. (Goal IV)
- Configure and implement electronic bill payments through Visual Homes, initially for utility bills and then expand to other forms of payments. (Goal II)
- Identify two processes that can be automated and converted to paperless to increase efficiency and reduce resource consumption. (Goal III)
- Increase utilization of Visual Homes in creating and storing documents, reducing resource utilization and increasing efficiency and effectiveness. (Goal III)
- Handheld system for HCV inspections
- Purchase FSS software for all Coordinators

Actions planned during the next year to address the needs to public housing

The Housing Authority of the City of Annapolis plans to allocate the following FFY 2016 funds (Total \$1,227,246) for its public housing units:

- Operations \$180,000
- Management Improvements \$75,000
- Administration \$40,000
- Fees and Costs \$35,000
- Site Improvement \$160,000
- Dwelling Structures \$261,195
- Dwelling Equipment \$50,000

- Non-Dwelling Equipment \$35,000
- Collateralization of Debt Service Paid \$406,845

Actions to encourage public housing residents to become more involved in management and participate in homeownership.

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 City of Annapolis Mayor's Office established the Martha Wood Leadership Award. The Housing Authority and the City of Annapolis present the Martha Wood Leadership Award monthly to an individual whose actions clearly point to the recipient's desire to make our communities and our residents better.

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 Pip Moyer Recreation Center and the Stanton Community Center, which is in the Clay Street neighborhood. The City Department Recreation and Parks provides youth programs at the city recreation center. The center offers a variety of athletic programs, as well.

All public housing residents can participate in homeownership programs offered by the City of Annapolis provided they qualify for a mortgage. HACA administers four Resident Opportunity Self-Sufficiency Grants. Two of the grants are in partnership with Robinwood and Morris H. Blum Resident Councils. The third grant supports Eastport and Harbour House and the fourth grant focus is a Family Self-Sufficiency (FSS) Grant for Public Housing and Housing Choice Voucher families. These grants promote HACA's Pathways to Opportunities Family Self Sufficiency (PTO-FSS) initiative working with national, federal, state, county, and local service providers. Under PTO-FSS, HACA coordinates supportive services to include computer training, after-school programming, GED, college scholarships, homeownership, skills-development, health, and human services.

After School Meal Program sponsored by Maryland Food Bank serve meals to youth after school

program at Harbour House, Eastport Terrace and Robinwood.

S.T.A.I.R. Reading Program sponsored by Tyler Heights and Hillsmere Elementary School offers an adventure in reading program at Robinwood and the Rosalie Mitchell Community Center.

Annapolis Optimist Club help to develop leadership skills, money management, decisions making and gain self-confidence to youth ages 8 to 10.

The Bike Club volunteers from Downtown HOPE Church assist the youth with repairing bikes.

The United Methodist Church offers several programs to residents of Eastport and Robinwood, which includes The Community Arts Program, Family Night, Arts Club, Food Bank Distribution, and The Creative Arts Program.

The H2O 4 L.I.F.E (Hope House for Opportunities – Living in Faithful Expectation) Clubhouse, located in Robinwood Community Center is open to young adults between ages of 12 to 17. This program sponsored by the Restoration Community Development Corporation.

Programs are also offer by Annapolis Parks and Recreation, Kappa Alpha PSI Fraternity, Annapolis Drum and Bugle Corp., Antioch Church, Deeper Life Bible Church, Eastport, Arundel Community Development Services, Inc., Anne Arundel Community Partnership, Fort George Meade, Arundel Lodge and the Light House Shelter.

Through the recently formed Health Enterprise Zone sponsored by the State of Maryland, HACA has established in partnership with the Anne Arundel Health Systems patient-centered primary care clinic at the Morris H. Blum (formerly Glenwood) Senior Apartments. A key objective of this collaborative model is to improve the health and wellness of the residents of the Annapolis' public housing, reduce health disparities and focusing on community-centered research towards prevention activities and initiatives.

HACA is seeking to redevelop Newtowne 20, which is a 43-year multi-family property with 78 units (all 3 bedrooms) that is sited on a 5.06-acre parcel of land. Additionally, HACA in partnership with Pennrose Development have secured funding to complete Phase II of the Obery Court Project of 61 units.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable

Discussion

HACA has developed an Annual and Five Year Plan to upgrade and redevelop the aging public housing communities located in the city. HACA built an additional 61 townhouse apartments in College Creek/Obery Court in conjunction with Pennrose Development. HACA has collaborated with the Hampstead Cos. to jointly redevelop Newtowne 20 (80 units) and Woodside Gardens (142 units) into a mixed-finance and mixed-income community. HACA is also reviewing development proposals for the 154-unit Morris H. Blum Senior Apartments. HACA is utilizing the Maryland Energy Administration as a funding source to upgrade Harbour House Apartments with new heating, ventilation and air-

conditioning systems, energy-efficient appliances, and lighting. These plans in conjunction with Arundel Community Development Services represents nearly \$1,000,000 in non-HUD funding.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City of Annapolis is a member of Anne Arundel County's Continuum of Care (CoC), which is a collaborative and well-coordinated community based planning process that seeks to ensure the needs of persons who are homeless or at-risk of homelessness within the City and the County are being met. The CoC makes a continuum of housing and services available including 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, referred to as the Anne Arundel and Annapolis Coalition to End Homelessness (Homeless Coalition). The Homeless Coalition is responsible for developing the competitive Continuum of Care application and for developing the plan to end chronic homelessness in Anne Arundel County.

The Homeless Coalition 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 Coalition has continually assisted ACDS in submitting successful applications for federal funds and developing new programs and services to address the needs of the homeless population. ACDS applied through HUD's 2015 federal competitive application process and was awarded a total of \$2,075,182 in competitive 2015 Continuum of Care (CoC) funds. Specifically, \$1,990,773 in CoC funds were awarded in order to continue funding 12 permanent supportive housing programs and \$42,409 will be used to fund a transitional housing program. They are awaiting HUD's announcement of additional awards anticipated during the spring of 2016. Homeless Coalition members played an active role in the implementing the new Consolidated Plan FY 2016 – FY 2020 as well as providing input in the development of the FY 2017 Action Plan.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs.

The Anne Arundel CoC has adopted a coordinated assessment system to stream line outreach procedures, thereby helping homeless persons to easily access programs. The Community Warmline, a 24-hour, seven-day crisis hotline, is the coordinated entry point and is part of the Mental Health Agency Crisis Response System. The Warmline is marketed to the CoC, County agency heads, libraries, faith community, food pantries, and 211. It is advertised on multiple County websites. Individuals least likely to access services can reach the Warmline by phone. Depending on the situation, the Crisis Mobile Team will be sent to assess in person. Initial screening uses a modified Arizona Self-Assessment, and basic HMIS data. Individuals are referred to appropriate shelter and other services based on assessment. Homeless persons can also enter through local shelters, DSS, and day programs. All programs use VISPDAT to assess needs of homeless and create by-name vulnerability list. The CoC gives priority for shelter to homeless assessed as vulnerable and on the street or other place not fit for human habitation.

The CoC has several outreach teams that provide services to the homeless, the Crisis Response Team and two Assertive Community Treatment (ACT) Program. These teams target the homeless diagnosed

with a mental illness. One ACT team is part of a newly funded mental health grant and specifically targets the chronically homeless. The ACT Program receives referrals from the police, hospitals, and shelters when a homeless person is in crisis. AHOH and Light House operate outreach services and provide case management, day shelter, meals, and links to mainstream resources. In order to reach the street homeless, the CoC is building outreach advocacy teams to be able to build relationships and offer services to the County's most vulnerable homeless living on the street.

The CoC also hosts an annual Homeless Resource Day, which allows service providers to successfully reach out to the homeless and those at-risk of homelessness. This event is well publicized to the entire community. The Homeless Resource Day, offering comprehensive services, allows service providers to offer their services in a concentrated manner on one day, as well as to set up appointments for follow-up visits. Bus tokens are provided to allow participants

Addressing the emergency shelter and transitional housing needs of homeless persons

Emergency Shelter – 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 shelters provide temporary housing for up to 90 days, along with three meals, case management, life skills, training, housing search assistance, 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.

In Local Fiscal Year 2017, Sarah's House, operated by Associated Catholic Charities, Inc., will receive \$85,000 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 City will apply for ESG funds for the Light House Shelter in June 2016 and expects a similar award of approximately \$116,000, which it received last year.

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. There is generally a shortage of emergency shelter for both families and individuals in the County, especially during the summer months when the rotating shelter and freezing weather beds are unavailable.

In Local Fiscal Year 2017, CoC funds will be used to support the operation of existing transitional housing programs. The Light House, Inc. was awarded \$41,501 to continue to operate the Anchor House Transitional Housing Program which serves up to three families at any given time. Sarah's House applied for \$323,698 to continue to provide transitional housing for 22 homeless families. AHOH was awarded \$127,033 in CoC funds for the Fouse Center, which provides transitional housing for approximately 10 men at any given time, including the chronically homeless. Both Sarah's House and the Fouse Center are

awaiting notification from HUD regarding funding. Additionally, AHOH will continue to operate a transitional housing program for six homeless veterans. It is anticipated that approximately 93 homeless persons will be provided transitional housing in Local Fiscal Year 2017.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The CoC is committed to ending chronic homelessness by outreaching and developing housing options for this population. The Homeless Coalition has embraced the Housing First Model as its strategy for ending chronic homelessness. As part of the development of a Coordinated Assessment process, the Homeless Coalition adopted VI-SPDAT as its assessment tool and incorporated it into the HMIS system. The VI-SPDAT is a nationally accepted and recommended survey tool, which evaluates and ranks each homeless individual or family based on a number of risk factors and generates a centralized list of most vulnerable, chronically homeless individuals and families. Those who are ranked as the most vulnerable and chronically homeless are given priority for all of the HUD funded permanent supportive housing programs and other services. The centralized list is a coordinated waitlist for all HUD funded permanent housing programs.

The County uses a rapid re-housing strategy for homeless families and provides Emergency Solutions Grant (ESG) funded rapid re-housing to approximately 10 families per year. Additionally, the United Way of Central Maryland has funded a prevention and diversion program, including a rapid re-housing strategy, for families in the County. The rapid re-housing strategy is limited by the availability of funds. The family shelters also work to help families increase their incomes so that they can find housing. Given the high cost of housing, many homeless families stay with other family members after they leave shelter.

The CoC seeks to end homelessness among veterans as well. AHOH operates Patriot House, a Veteran's Administration (VA) per diem funded transitional housing program for homeless veterans. AHOH works closely with the Baltimore VA Medical Center to ensure each veteran receives necessary medical care, services, and access to permanent housing (through the HUD VASH program). Many graduates of the program improve their income enough to afford unsubsidized housing as well. Additionally, outreach workers from the Baltimore VA Medical Center come to the AHOH Homeless Resource Center on a monthly basis to link homeless veterans to services.

Shelters staff work to reduce recidivism. Currently, approximately 35 percent of sheltered homeless experience more than one episode of homelessness and return to shelter. This is due in part to the high cost of housing in Anne Arundel County and the difficulty of low-income individuals finding units they can afford without a subsidy. Those who enter CoC funded permanent housing seldom return to emergency shelters. The following strategies are used to reduce returns to homelessness: (1) provide comprehensive case management and continued aftercare service once a participant leaves; (2) build linkage to all mainstream resources; and (3) focus on increasing employment and income by ensuring

the homeless are linked to employment services or receive all benefits, such as SSI, for which they are eligible.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The key strategy 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 with preventing the disconnection of utilities. The County uses CDBG, FEMA, State, and private funds to provide this assistance. Additionally, the United Way has funded a prevention and homeless diversion program. In Local Fiscal Year 2017, \$35,000 in CDBG funds will be allocated to Anne Arundel County Community Action Agency and \$25,000 in CDBG funds will be allocated Calvary Economic Development Corporation to provide eviction prevention, utility turn-off as well as help with first month's rent.

The County has developed discharge plans and strategies, depending on the population being served, to prevent individuals being discharged from a publicly funded institution – such as foster care, hospitals, mental health programs, and or jail – from becoming homeless. The Department of Social Services (DSS) is responsible for implementing discharge planning for children in foster care. The County's goal is to make sure every child has a permanent supportive connection before aging out of care.

Although there are no publically funded hospitals or health care facilities in the County, the two privately funded hospitals have agreed to work with DSS to help ensure individuals leaving these facilities are not released to homelessness. Both the Baltimore/Washington Medical Center and the Anne Arundel Medical Center, employs social workers to link patients to services prior to discharge. The inpatient hospital treatment team complete a needs assessment upon entry into the facility and develops a treatment plan that addresses needs such as mental health, housing, substance abuse, job skills, and life skills. Anne Arundel County Mental Health Agency also employs aftercare service workers who provide the local link between psychiatric hospitals, residential treatment facilities and community resources to ensure effective discharge planning.

The Health General Article, 10-809 Annotated Code of Maryland, prohibits discharges from state mental health facilities to homelessness. The County makes every effort to prevent individuals exiting the County Detention Centers from becoming homeless on discharge.

The Detention Centers provide case management, including discharge planning, to all individuals sentenced for a time period of greater than seven days in either of the County's detention facilities. Detainees are referred to internal GED training; job training, drug treatment, and other life skills type courses in order to prepare for their exit from the detention center. 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 in-mates to programs, services, and housing options upon release.

Discussion

The City has allocated CDBG funds to the following FFY 2016 economic development and anti-poverty programs to address the other special needs and homeless needs:

- CD-16-01 Center of Help - Referral and Information
- CD-16-02 Light House Shelter - Case Management
- CD-16-03 OIC - Job Preparation Training
- CD-16-04 Restoration Community Development Corporation - Mentoring Project
- CD-16-05 Samaritan House - Counseling
- CD-16-12 Newtowne CDC – Microenterprise
- CD-16-13 Housing Rehabilitation - Owner Occupied Rehabilitation

ACDS has been successful at applying for the competitive CoC funds and has built an inventory of 221 permanent supportive housing beds, most targeted to chronically homeless. During Local Fiscal Year 2017, the following housing programs will be offered to the homeless. All of these supportive housing programs will provide intensive case management and supportive services.

Rapid Re-Housing Program – \$64,524 in County ESG funds is allocated to Arundel House of Hope, Inc. (AHOH) to help eight homeless families quickly access permanent affordable housing.

Women in Safe Haven (WISH) Program – AHOH was awarded \$59,073 in CoC funds to continue to operate the WISH Program which provides permanent supportive housing for five chronically homeless women.

Safe Haven I – AHOH was awarded \$56,395 in CoC funds to provide permanent supportive housing to four chronically homeless men.

Safe Haven II – AHOH was awarded \$59,231 in CoC funds to provide permanent supportive housing to four chronically homeless men.

Community Housing Program – AHOH was awarded \$58,813 in CoC funds to provide permanent supportive housing to six chronically homeless men and women.

Housing First I: People Encouraging People, Inc. (PEP) was awarded \$65,712 in CoC funds in and will provide tenant based rental assistance and intensive case management services to five chronically homeless persons.

Housing First II: PEP was awarded \$119,828 in CoC funds in and will provide tenant based rental assistance and intensive case management services to eight chronically homeless persons.

Supportive Housing Opportunity Program (SHOP): The Anne Arundel Mental Health Agency was awarded \$198,727 in CoC funds to tenant based rental assistance and intensive support services for

eight homeless households diagnosed with a mental illness.

Samaritan Housing Program: The Mental Health Agency was awarded for \$65,642 in CoC funds to provide five tenant based rental subsidies and supportive services to chronically homeless individuals diagnosed with a mental health issue.

ShelterPlus Care: The Maryland Mental Hygiene Administration was awarded \$412,855 in CoC funds to continue the ShelterPlus Care Program providing tenant based rental assistance and supportive services to 26 homeless households.

Permanent Supportive Housing Program: The Housing Commission of Anne Arundel County was awarded \$391,501 to provide approximately 25 rental vouchers and supportive services for chronically homeless households with disabilities.

Anne Arundel Partnership for Permanent Housing Program – ACDS was awarded \$467,837 in CoC funds to administer a permanent housing program, which is operated through a partnership between the Housing Commission, AHOH, and Community Residences, Inc. The program targets participants who are considered either hard to serve or are chronically homeless and provides intensive case management and supportive services. Approximately 25 households, including children, are expected to be served annually by this program.

In addition to striving to end homelessness and to meet the needs of those who are homeless, the County will also continue to address the housing needs of other special needs population, such as those with diagnosed with HIV/AIDs, the disabled, and elderly. At a minimum, the following actions will be taken in Local Fiscal Year 2017: (i) one unit will be acquired through the CHDO Housing Acquisition/Rehab Program; (ii) 45 households will be assisted through the Housing Commission's HOPWA funded Rental Assistance Program; and (iii) three homes will be modified for persons with disabilities through the CDBG funded Accessibility Modification Program.

AP-75 Barriers to Affordable Housing – 91.220(j)

Introduction:

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, four (4) for sale MPDUs, and development applications before the City have the potential to create 45 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.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The city of Annapolis updated its Analysis of Impediments to Fair Housing Choice in conjunction with the preparation of the Five Year Consolidated Plan. The city of Annapolis' FFY 2015-2019 Analysis of Impediments to Fair Housing Choice has identified the following impediments, along with the goals and strategies to address those impediments. Impediment #2 addresses public policies and regulations.

Impediment 1: FAIR HOUSING EDUCATION AND OUTREACH – There is a need to educate members of the community concerning their rights and responsibilities under the Fair Housing Act and to raise awareness, especially for low-income households, that all residents of the city have a right under federal law to fair housing choice.

Goal: Improve the public's knowledge and awareness of the Federal Fair Housing Act, and related laws, regulations, and requirements to affirmatively further fair housing in the city. Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- 1-A: Continue to promote Fair Housing awareness through the media and with assistance from local/regional social service agencies, by providing educational awareness/opportunities for all persons to learn more about their rights and requirements under the Fair Housing Act and Americans with Disabilities Act.
- 1-B: Continue to make available and distribute literature and informational material, in English and Spanish, concerning fair housing issues, an individual's rights, and landlord's responsibilities to affirmatively further fair housing.
- 1-C: Improve the information on the city's website about whom to contact and how to file a fair housing complaint, as well as general Fair Housing information for homeowners and renters.
- 1-D: Strive for better intergovernmental cooperation between federal, state, county, and local partners, as well as community groups and developers, to effectively identify and address potential barriers to affordable housing choice.
- 1-E: Continue to support the efforts of the city's Human Relations Commission.

Impediment 2: PUBLIC POLICIES AND REGULATIONS – The city's Zoning Code needs additional definitions, provisions, and revisions to be compliant with the Federal Fair Housing Act, Section 504, and the Americans with Disabilities Act to affirmatively further fair housing.

Goal: Revise the city Zoning Code to affirmatively further fair housing. Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- 2-A: The Planning and Zoning Department should review the existing ordinances and zoning regulations for compliance with the Fair Housing Act, as amended.
- 2-B: Revise the definitions and add new definitions for the words: “Family,” Handicap (Disabled),” “Fair Housing Act,” “Accessibility,” “Visitability,” etc.

Impediment 3: CONTINUING NEED FOR AFFORDABLE AND ACCESSIBLE HOUSING UNITS – The cost of rent for apartments in the city has increased over the past ten years to the point that 50.6% of all renter households in Annapolis are paying more than 30% of their monthly incomes on the cost of their housing and 35.4% of owner households with a mortgage in Annapolis are paying more than 30% of their monthly incomes on the cost of their housing, which means that these households are considered cost overburdened.

Goal: Promote and encourage the construction and development of additional affordable rental and owner occupied housing units in the area, especially for households whose income is less than 80% of the median income.

- 3-A: Support and encourage both private developers and non-profit housing providers to develop plans for the construction of new affordable and accessible renter occupied and owner occupied housing that would be located in areas that provide access to employment opportunities, transportation, amenities, and services throughout the region.
- 3-B: Support and encourage the rehabilitation of existing housing units in the city to become decent, safe, and sound renter occupied and owner occupied housing that is affordable and accessible to lower income households.
- 3-C: The Housing Authority of the city of Annapolis should collaborate with private and non-profit housing developers to continue to construct affordable rental housing utilizing Low Income Housing Tax Credits and other financing tools through federal, state, and local units of government.
- 3-D: Continue to enforce the ADA and Fair Housing requirements for landlords to make “reasonable accommodations” to their rental properties so they become accessible to tenants who are disabled, as well as educating the disabled how to request special accommodations.

Impediment 4: PRIVATE LENDING AND INSURANCE PRACTICES – The Home Mortgage Disclosure Act (HMDA) data suggests that there is a disparity between the approval rates of home mortgage loans originated from White and those originated from Minority applicants.

Goal: Approval rates for all originated home mortgage loans and insurance coverage should be fair, risk based, unbiased, and impartial, regardless of race, familial status, and location.

- 4-A: Federal, state, local, and private funding should be used to provide a higher rate of public financial assistance to potential homebuyers in lower income neighborhoods to improve loan to value ratios, so that private lenders will increase the number of loans made in these areas.

AP-85 Other Actions – 91.220(k)

Introduction:

The city of Annapolis has developed the following actions to address the following city needs: obstacles to meeting underserved needs; fostering affordable housing; reducing lead-based hazards; reducing the number of families living in poverty; developing institutional structures; and enhancing coordination between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

Despite city and service provider efforts, there remain a significant number of obstacles to meeting underserved needs. The following are obstacles to meeting those needs in Annapolis.

- High cost of housing
- Growing gap between incomes and housing
- Lack of developable land
- Increasing physical and mental handicap housing needs
- Cycle of poverty

Actions planned to foster and maintain affordable housing

To foster and maintain affordable housing, the city of Annapolis proposes to carry out the following activities:

- CD-Samaritan House - Facility Rehabilitation
- CD-16-11 Light House - Permanent Housing
- CD-16-13 Housing Rehabilitation - Owner Occupied Rehabilitation

Actions planned to reduce lead-based paint hazards

The city of Annapolis will undertake activities to reduce the number of lead-based paint hazards in the city through the city's Owner Occupied Housing Rehabilitation Program. The Housing Rehabilitation Program is administered by Arundel Community Development Services, Inc. (ACDS). The city and ACDS will adhere to the following lead based paint hazard reduction policies and procedures:

- 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.

Actions planned to reduce the number of poverty-level families

According to the 2007-2011 American Community Survey, approximately 10.7% of Annapolis' residents live in poverty. Female-headed households with children are particularly affected by poverty at 33.4%. Additionally, 19.4% of city residents under the age of 18 live in poverty.

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.

Planned economic development and anti-poverty programs include:

- CD-17-01 Blessed in Tech - Counseling
- CD-17-02 Center of Help - Referral and Information
- CD-17-03 Light House Shelter - Case Management
- CD-17-04 OIC - Job Preparation Training
- CD-17-05 Restoration Community Development Corporation - Mentoring Project
- CD-17-06 Samaritan House – Counseling
- CD-17-09 Community Action Agency – Counseling
- CD-17-10 Organization of Hispanic/Latin Americans of Anne Arundel County – Referral and Information
- CD-17-12 Newtowne CDC – Microenterprise
- CD-17-13 Housing Rehabilitation - Owner Occupied Rehabilitation

Actions planned to develop institutional structure

The Department of Planning and Zoning Community Development Division is the lead agency for the City's CDBG Program. The Department receives guidance from the City's Housing and Community Development Committee to administer the CDBG grant. 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
- Community Revitalization Initiatives
- Planning for development, redevelopment, community development and historic preservation
- Administration of the City's zoning ordinance and subdivision regulations including the Moderately Priced Dwelling Units Ordinance

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

- Department of Neighborhood and Environmental Programs – Manages code enforcement and environmental oversight
- Department of Recreation and Parks – The Stanton Community Center is located in the Clay Street neighborhood offers community service programs.
- Housing and Community Development Committee – The 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.
- Anne Arundel County – The County provides and shares resources and programs with the City.

Various human services providers, including the Anne Arundel County Continuum of Care, Departments of Social Services, Aging and Disabilities, Health and the Partnership for Children, Youth, and Families, coordinate community development and supportive service programs with the City.

The City will continue to support the coordinated housing and community approach through the following goal and projects:

- AM-1 Overall Coordination - Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing, and compliance with all Federal, state, and local laws and regulations.
- CD-16-14 Housing Rehabilitation Administration
- CD-16-15 Baltimore Neighborhoods Fair Housing

Actions planned to enhance coordination between public and private housing and social service agencies

The Community Development Department will continue to act as a coordinator between housing and social service activities provided by the City and activities provided by the Housing Authority, the

Continuum of Care, private and non-profit housing providers, and social service agencies to address the housing and community development needs of the City. The Department will accomplish this coordination by continuing to attend various public and private housing and social service agencies meetings and conference calls, participating in planning correspondence, and providing technical assistance for funding match options and program compliance.

Discussion:

The City has identified the following projects to address obstacles to meeting underserved needs, foster and maintain affordable housing, evaluate and reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies:

- CD-16-01 Center of Help - Referral and Information
- CD-16-02 Light House Shelter - Case Management
- CD-16-03 OIC - Job Preparation Training
- CD-16-04 Restoration Community Development Corporation - Mentoring Project
- CD-16-05 Samaritan House – Counseling
- CD-16-06 Samaritan House – Facility Rehabilitation
- CD
- CD-16-12 Newtowne CDC - Microenterprise
- CD-16-13 Housing Rehabilitation - Owner Occupied Rehabilitation
- CD-16-14 Housing Rehabilitation Administration

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

The city of Annapolis receives an annual allocation of CDBG funds. Since the city receives these federal allocations, the questions below have been completed, as they are applicable.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate-income persons Overall Benefit - A consecutive period of one, two, or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%

Discussion:

Under the FFY 2016 CDBG Program, the City of Annapolis will receive \$249,088. The City will budget \$37,363 in Public Services (15%), and \$211,725 for Capital Projects (85%). The percentage of CDBG funds that will be used for activities that benefit low- and moderate-income persons over the next year is 100%.

APPENDIX

The following are included in the appendix:

1. SF 424 Form
2. Certifications
3. Citizen Participation