

***Anne Arundel County's DRAFT APPLICATION
To***

***STATE OF MARYLAND
CDBG PROGRAM***

COVID FUNDING

DRAFT September 25, 2020



DRAFT	
MARYLAND COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM CORONAVIRUS FUNDING – APPLICATION – ROUND #2	
1. Name of County: Anne Arundel County, Maryland	
2. Address: 44 Calvert Street Annapolis, MD 21401	
3. FID Number: 52-6000878	4. DUNS Number: 0648759740000
5. Name, phone number, and email of County's CDBG contact person for this application: Erin Karpewicz, 410-222-3957, ekarpewicz@acdsinc.org	
6. If applicable, identify subrecipients whose projects are included in this application: Arundel Community Development Services, Inc. 2666 Riva Road, Suite 210	
7. Number of Projects Included in this Application:	8. Required Resolution attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9. Total CDBG request: \$ <u>1,200,000</u> Total Local funds \$ <u>1,000,000</u> Total Other funds \$ <u>3,598,000</u> Total all costs \$ <u>5,798,000</u>	10. U.S. Congressional District No. <u>1,2,3,5</u> State District No. <u>33,32,31,20,21</u> (List State legislators for entire district): Senators Beidle, Elfreth, Reilly, Simonaire, and Rosapepe Delegates Bagnal, Bartlett, Carey, Chang, Chisholm, Henson, Howard, Jones, Kipke, Malone, Rogers, Saab, Barnes, Lehman and Pena-Melnyk

11. Date Public Hearing Advertised: September 14, 2020	12. Date Public Hearing Held: September 21, 2020
13. Is Citizens Participation Plan current? X Yes <input type="checkbox"/> No Please attach. If not, did you attach new plan? <input type="checkbox"/> Yes <input type="checkbox"/> No	
14. Is Residential Anti-Displacement Plan current? X Yes <input type="checkbox"/> No Please attach. If not, did you attach new plan? <input type="checkbox"/> Yes <input type="checkbox"/> No	
15. Date Application Submitted: TBD	

PART A

SUMMARY OF APPLICATION: Summarize the information found in the application.

Anne Arundel County, Maryland is applying for \$1,200,000 in State CDBG funds to support and expand its current Eviction Prevention Program. Funds will be utilized by the County's experienced housing and community development administrator to serve low and moderate income renter households residing in Anne Arundel County, including the City of Annapolis, who need assistance paying rent and/or utilities. This effort will leverage additional County and federal funds to implement a larger program in conjunction with Anne Arundel County's community development partners. It is expected that collectively, the program will make 2,400 payments over the next 14 months on behalf of renters and prevent these renters from becoming homeless.

PART B

NEED: Describe the need for rental assistance in your county as a result of the coronavirus, the proposed accomplishments and impact of activities. Identify data sources.

Number of households in need of rental assistance at time of application: 8,302

% of population of county in need of assistance:

Anne Arundel County estimates there could be as many as 8,302 renter households in need of assistance in the jurisdiction. This estimate is based on CHAS data compiled by the Baltimore Metropolitan Council and state level estimates developed by Stout Risius Ross, LLC (<https://www.stout.com/en/services/transformation-change-consulting/eviction-right-to-counsel-resources>). Utilizing weekly data and survey results from the US Census Bureau, Stout estimated that 39.42 percent (July 19, 2020 data) of all renter households in Maryland would not be able to pay their rent in the coming month and that 185,000 households would be at risk of eviction in the months that followed. Because this is a statewide estimate will extrapolate from this a local estimate for Anne Arundel County. Anne Arundel County's unemployment rate was 16 percent lower than the State rate in July (6.7 % unemployment rate in Anne Arundel compared to 8.0% Maryland, US Bureau of Labor Statistics as reported by Maryland Department of Labor, Licensing and Regulation), therefore we can assume a 16.25% lower rate of renter households that would not be able to make the next month's rent compared to renters in the state as a whole, or than the percent of renters in the State. Reducing the statewide estimate of renters not able to pay the next month's rent from 39.42% to 33.01% and applying that percentage to the total number of renter households in Anne Arundel County who earn up to 80% Area Median Income (25,150 households according to CHAS data compiled by the Baltimore Metropolitan Council) yields an estimated 8,302 renter households who are likely to need assistance in Anne Arundel County.

This estimate is further underscored by the fact that prior to the pandemic, 21 percent of renter households earning 80 percent of Area Median Income (AMI) in Anne Arundel County were considered "severely cost burdened" by HUD, that is they were paying more than 50% of their income for housing related costs (Anne Arundel County Consolidated Plan: FY 2021 – FY 2025, CHAS Data). At the same time, 46 percent of renters in this income group are cost burdened, paying more than 30 percent of their income for housing costs. This data indicates that even prior to the economic disruptions caused by COVID-19, many low and moderate income renters were living on the edge. Waiting list data for the Housing Commission of Anne Arundel County indicated there were 24,000 unduplicated households on the list for assisted housing in November 2019, indicating that even before the pandemic, many of the County's renter households were experiencing cost burden and housing instability.

Anne Arundel County's application for \$1.2 million in State CDBG funds will leverage \$4.59 million in previously allocated County general and Local Development Council (LDC) funds, local CDBG funds, and federal Coronavirus Relief Funds being deployed to help renters impacted by COVID-19 through the County's existing **Eviction Prevention Program (EPP)**. To date, the program has provided **intake to 1500 Anne Arundel County households** and made **610 payments** on behalf of Anne Arundel County renters, including renters residing in the City of Annapolis.

The Program, which is administered by Arundel Community Development Services, Inc. (ACDS), a nonprofit organization established specifically to manage Anne Arundel County's federal entitlement programs and implement housing and community development programs on its behalf, provides intensive case management in conjunction with temporary financial assistance to income eligible renters who need help paying their utility and/or rent. The EPP Program is implemented by ACDS Case Managers and Housing Financial Advisors, as well as case managers employed by three partnering agencies - including Anne Arundel Community Action Agency, Light House Shelter, and Anne Arundel Partnership for Children Youth and Families.

State CDBG funds will be administered by ACDS on behalf of Anne Arundel County. ACDS, an experienced CDBG administrator and subrecipient, will also be the sole project partner and subrecipient of State CDBG funds, while existing VLT and local CDBG and Coronavirus Relief funds will continue to support our partnering agencies to provide rent and utility assistance. This two-pronged approach allows for (1) State CDBG funds to be utilized consistently by a single program administrator; and (2) other sources of funding to continue to support our partner organizations, leveraging additional positive outcomes for Anne Arundel County residents. We estimate that the State CDBG funds will produce

The State CDBG funded EPP Program will serve an estimated 300 income-eligible renter households (earning up to 80% AMI, or \$78,500 for a family of four). With this assistance, Anne Arundel County and Maryland DHCD will prevent approximately 300 families from becoming homeless. In addition, families will receive case management support from ACDS Case Managers and Housing Financial Advisors, who will provide everything from a caring ear at intake, guidance on submitting required program documentation, assistance in applying for Unemployment Benefits and other entitlements, and budgeting and financial counseling to ensure clients can pay rent moving forward. In addition, ACDS' staff attorney will negotiate with EPP clients who need help with the legal system, provide information, legal assistance and referrals to legal representation as needed. The attorney will also negotiate agreements with landlords on behalf of ACDS to maximize the eviction prevention benefits of the Program and provide training and support for EPP caseworkers to understand the legal process and be able to make appropriate referrals.

At the same time, our partners will continue to share responsibility for implementing the existing EPP Program, which will continue to be funded with non-State CDBG funds. It is estimated that this portion of the program will ultimately make 2,200 payments on behalf of low and moderate income renters in Anne Arundel, in addition to the 300 households served by the State funded program.

PART C

PROJECT SUMMARY: Please complete Part C for each project. If more than one subrecipient, complete Part C for each. Attach requested support information as well as any other relevant information.

DESCRIPTION:

Arundel Community Development Services, Inc. (ACDS) will leverage \$1,200,000 in State CDBG funds with \$4,598,000 in local and other federal funds to serve approximately 2,400 renter households through a temporary, eviction prevention program. Temporary assistance will be provided to income eligible households who provide documentation that they are income qualified and that their income has been reduced due to COVID-19. Applicants must have household incomes that do not exceed 80 percent of Area Median Income, adjusted for household size, as published by HUD on June 28, 2020. Experienced intake specialists (ACDS Processor) will screen clients via phone, e-mail and online intake forms. Assistance and translation services will be provided when required; the ACDS team includes a Housing Financial Advisor who is fluent in Spanish and ACDS contracts with interpreters and translators when necessary. Case Managers and Housing Financial Advisors will guide applicants in submitting required documentation, including paystubs, W-2s, eviction notices and letters from landlord that the tenant is in arrears, and utility turn-off notices. The maximum amount of assistance provided will not exceed six months arrears.

EPP staff and ACDS General Counsel will work to obligate participating landlords to adhere to DHCD requirements not to evict for the number of months for which assistance has been provided.

Anne Arundel County has a rental licensing requirement for units in developments of four or more units, and this process will satisfy DHCD's requirement to ensure the rental units are safe and habitable. For scattered site rental units and units within development with fewer than four units, ACDS staff, which includes a Construction Specialist team experienced at conducting Housing Quality Standards inspections, will conduct a desktop evaluation to ensure the units meet DHCD's standards.

ACDS is Anne Arundel County's housing and community development administrator as well as a direct service provider for housing programs. Already under contract with the County as a subrecipient and nonprofit, 501c3, ACDS partnered with Anne Arundel County at the start of the pandemic to be the first jurisdiction in the State to establish an Eviction Prevention Program in response to the needs of low income renter households economically impacted by COVID. Because ACDS has the caseworkers, a process for qualifying and documenting income eligibility, the necessary financial systems, intake forms, program policies and procedures, and process for paying landlords through Direct Deposit, the agency is ready to hit the ground running with additional State funds. ACDS has administered a number of Maryland DHCD Programs on behalf of the County, including, but not limited to, Maryland Housing Rehabilitation Program, Community Legacy, Neighborhood Stabilization Program (NSP), Homeless Solutions Program, and the Maryland Housing Counseling Fund. The organization has demonstrated proven capacity to implement Eviction Prevention Programs and will be able to comply with all State and federal requirements.

SUBRECIPIENT: Arundel Community Development Services, Inc.

IS THIS A NEW SERVICE OR ACTIVITY? Yes No

IF NO, PLEASE DESCRIBE THE QUANTIFIABLE INCREASE FOR SERVICE OR ACTIVITY:

The existing Eviction Prevention Program (EPP) administered by ACDS and its partners is projected to serve 2,200 households in Anne Arundel County. The requested funding will allow ACDS and the County to serve an additional 300 households, increasing capacity to prevent evictions and prevent homelessness.

NUMBER OF HOUSEHOLDS TO RECEIVE ASSISTANCE: 300 with State CDBG Funds, 2,100 through other funding.

AVERAGE AMOUNT OF ASSISTANCE PER HOUSEHOLD: \$3,500

TOTAL AMOUNT OF CDBG FUNDS REQUESTED FOR THIS PROJECT: \$1,200,000

SCHEDULE:

It is anticipated that all grant recipients can begin to incur costs as of October 20, 2020 after consultation with CDBG staff and if the Subrecipient Agreement(s) has been executed, if required.

<u>ACTIVITY</u>	<u>START DATE</u>	<u>COMPLETION DATE</u>
Program Marketing	Already in Process	December 2021
Execute Award & Begin Incurring Costs	October 20, 2020	December 2021
Collect documentation, qualify renters, Process payments	October 20, 2020	December 2021
Invoice for at least 50% of award	November 2020	August 2021
Invoice for remainder, submit final invoice to DHCD	September 2021	December 2021

PROJECT MANAGEMENT:

1. Identify the primary person who will administer this project. Discuss their experience with CDBG regulations and requirements and past project implementation.

Elizabeth Brush, Planning Director, has over 17 years of experience managing, planning and administering housing and community development programs and activities funded with CDBG, HOME, ESG, HOPWA, CoC, and State funds. She has been responsible for the successful completion of the Consolidated Plan, Annual Action Plan and the Comprehensive Annual Performance and Evaluation Report (CAPER). Ms. Brush has complete understanding and practical experience with IDIS, the e-Con Planning system, and e-snaps. She also successfully developed a strategic plan for addressing the needs of the homeless, and oversees the preparation of the consolidated applications for funding under the HEARTH Act and State Homelessness Solutions Grant ensuring that the funds received by the County increase annually through these competitive programs. She is responsible for the development of the County's Eviction Prevention Program (EPP) in response to the Covid-19 Crisis and oversees daily management of the Program, including staff supervision, approving eligible clients, and managing multiple funding sources and reporting requirements.

2. Identify others who will assist in the administration of this CDBG project.

Linda DeLuca, Processor, Linda DeLuca joined has been in the Mortgage/Lending industry for 20 years with a special interest in assisting people in obtaining their dream home. Linda provides office management, loan processing and administration skills to the operation of the Corporation and its programs by providing technical and administrative assistance to our managers and staff. She also provides technical support to clients in the Homeownership Counseling Program, the Foreclosure Prevention Program, the Financial Literacy Program, the Mortgage Assistance Program, and the Property Rehabilitation Program. During her year tenure at the Maryland Department of Housing she assisted low to moderate income homeowners with-rehabilitation & accessibility repairs to their home. Linda utilizes her strong customer service skills as the first point of contact for EPP applicants as they navigate the application process.

Amy S. Ryan, Housing Specialist, joined ACDS in March 2020 and brings over 25 years of social services experience, including ten years specific to housing for low income individuals and families. For seven years she administered HUD sponsored housing programs specifically focused on chronically homeless individuals and families with severe and persistent mental illness. She has vast experience in working with the homeless and those in personal crisis. Amy works with EPP clients to qualify them for the program, apply for other assistance, and develop plans for sustainable housing moving forward.

LaToya Ramsey, Case Manager, joined ACDS in March 2020 and brings over eight years of Case management and direct service experience in non-profit working with "At-Risk" populations. LaToya has a Bachelor's degree from Shaw University in Sociology and is especially skilled in Crisis Intervention, Mental Health and Substance Abuse Disorder. She is a Case Manager for the Eviction Prevention Program; providing rental assistance for households financially impacted by COVID and Also the Case Manager for the Moving Home Program. LaToya works with EPP clients to qualify them for the program, apply for other assistance, and develop plans for sustainable housing moving forward.

Arlene A. Jackson, Housing Financial Advisor, joined ACDS in July 2020 and brings over 26 years of experience in housing counseling, and housing program management. Ms. Jackson has been responsible for administering results oriented emergency financial assistance programs for more than 2 decades. She has a knack for creating community partnerships with landlords, property managers and other individuals or groups needed to maintain safe and affordable housing for clients. Her counseling experience includes, foreclosure prevention, homebuyer education, reverse mortgage counseling, as well as monthly financial planning. Arlene will work with EPP clients to qualify them for the program, apply for other assistance, and develop a plan for sustainable housing moving forward.

Heather Donahue, Project Planner II, joined ACDS in November 2018 and brings over eight years of experience in non-profit program development and program management. Heather has a Master's degree from Columbia University and specializes in homelessness planning. She manages the federal, state, and local grants related to homelessness, including CoC, ESG, CDBG, CARES, HOME, and State HSP funds. She works with the EPP Program to ensure compliance with applicable local, state, and federal regulations, monitors Partner programs, reviews and approves grantee invoices and provides technical assistance to EPP Partners. Heather will be responsible for State CDBG reporting.

In addition to this team, ACDS has an experienced finance team led by James Sylvester, Chief Operating Officer. James has a 20 year track record managing over \$6 million in federal funds, ensuring all federal invoicing, documentation and auditing requirements are met.

3. If requesting funding for Project Administration for staffing, please identify the following:

Person	# Hours Anticipated to Work on Project	Hourly Wage*	Total Funds
ACDS Processor/Intake Specialist			
Housing Specialist			
Case Manager			
Housing Financial Advisor			
Project Planner			
	TOTAL		\$200,000

*Hourly wage is a fully burdened hourly rate, including salary, fringe, and indirect costs, which include occupancy, financial costs, phones, etc.

Note, does not include ACDS staffing not paid for by State CDBG funds or staffing for our partner agencies, who will be utilizing other sources to pay for case management costs.

PROJECT BUDGET – Attach description of how costs were determined and identify if any funds committed, pending or to be sought are private, state, local or federal funds made available specifically to address coronavirus.

ACTIVITY	SOURCES OF FUNDS					TOTALS	SOURCE*
	State CDBG	LOCAL (Cash)	LOCAL (In-kind)	FEDERAL	OTHER		
1 ACDS Payments to BGE, Landlords on behalf of renters	\$1,000,000	\$300,000 County \$300,000 LDC		\$598,606 (local CDBG-CV) \$1,834,100 CRF			State CDBG, Local Development Council, County General, Local CDBG and Coronavirus Relief Funds
2 Contracts with Partners (includes payments on behalf of renters + Implementation costs, all paid through other sources)		\$200,000 County \$200,000 LDC		\$1,165,900 CRF			Local Development Council, County General, Local CDBG and Coronavirus Relief Funds
PROJECT ADMINISTRATION	\$200,000			\$500,000 (County, CRF, local CDBG)			CRF, County
TOTALS BY SOURCES OF FUNDS	\$	\$	\$	\$	\$	\$	

Local includes County and/or Subrecipient

*Note if each source is Committed (C), Pending (P) or Not Sought (N)

PART D

SUMMARY OF ALL PROJECTS:

LIST OF ALL PROJECTS	CDBG REQUEST	TOTAL LEVERAGE	TOTAL
1 ACDS EPP Program	\$1,200,000	\$4,598,000	\$5,798,000
2			
3			
4			
5			
6			
7			
8			
9			
PROJECT ADMINISTRATION FOR COUNTY			
TOTALS BY SOURCES OF FUNDS	\$	\$	\$

PART F

FAIR HOUSING/EQUAL OPPORTUNITY: Applicants certify that grants received will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.) and that the County and its subrecipients, if any, will affirmatively further fair housing. Complete the following to demonstrate compliance or to identify any issues.

1. What is the most recent date of the county's written employment and personnel policies and practices? May 2019
Are they consistent with current federal equal opportunity guidelines? Yes No
2. In the past three years, have any complaints of discrimination in employment been filed against the county by employees or applicants? Yes No If yes, please explain: The number, type and status of each complaint filed for the last three years can be viewed here: <https://www.aacounty.org/departments/personnel/complaints/>
3. In the past three years, have any complaints of discrimination in employment been filed against any of the subrecipients by employees or applicants? Yes No If yes, please explain.
4. Has the county taken any actions to affirmatively further fair housing through activities such as land development, zoning, site selection policies or programming or needs assessment? Yes No If yes, please describe:

Recently, the County completed a regional Analysis of Impediments to Fair Housing (AI) with its partners in the Baltimore Metropolitan Region. The AI enumerates additional fair housing accomplishments in Anne Arundel County. The AI can be found here: <https://baltometro.org/community/plans/regional-analysis-of-impediments-to-fair-housing-choice>

5. Are there fair housing advocates or agencies that work in your county? If yes, who are they? Have they informed you of either public/private issues or complaints regarding discrimination?

The Human Relations Commission is a newly codified body in Anne Arundel County and will track complaints. In addition, the Fair Housing Action Center of Maryland contracts with Anne Arundel County to provide education and outreach around fair housing and is in the process of developing a fair housing testing program for the County.

STATEMENT OF ASSURANCES AND CERTIFICATIONS

The applicant hereby assures and certifies that it:

1. has adopted and maintains a written Citizen Participation Plan in accordance with the citizen participation requirements for the Community Development Block Grant (CDBG) Program at the Code of Federal Regulations 24 Part 570.486; and
2. held the required number of public hearings, conducted a needs assessment and provided appropriate notice to ensure participation of citizens in the development the project(s) and of this application for CDBG funding; and

3. assures that all reasonable steps have been taken to minimize the displacement of persons as a result of CDBG assisted activities identified in this application and has adopted and maintains a Residential Anti-Displacement and Relocation Assistance Plan required under Section 104(d) of the Housing and Community Development Act of 1974, 42 U.S.C. § 5304(d), as amended, in connection with any activity assisted with funding under the CDBG Program; and
4. will not attempt to recover any capital costs of public improvements assisted with CDBG 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 attributable 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 with CDBG funds. In addition, with respect to properties owned and occupied by moderate-income (but not low-income) families, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds if the State certifies that it lacks CDBG funds to cover the assessment; and
5. will conduct and administer grant in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations and agrees to take action to affirmatively further fair housing; and
6. has adopted and is enforcing or will adopt prior to commencing grant activities:
 - a) 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
 - b) a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction.
7. will certify, to the best of the certifying official's knowledge and belief, that:
 - a) 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.
 - b) if any funds other than Federal 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 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
 - c) it will require that the language of paragraphs (a) and (b) of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts,

subgrants and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

8. will adhere to federal and state Code of Conduct standards relative to conflict of interest restrictions and financial disclosure requirements for local elected officials and candidates; and
9. will prevent fraud, waste and abuse of federal funds and ensure that funds are expended on activities that are reasonable and necessary; and
10. will comply with the provisions of Title I of the Housing and Community Development Act of 1974, 42 U.S.C. § 5301 et seq., as amended, Title 24 CFR Part 570, and with other applicable State and Federal laws if awarded this grant; and
11. has not requested funds that duplicate other sources of funds made available to address the preparation, prevention or recovery of the coronavirus.

I declare that I am duly authorized to make these certifications on behalf of the applicant and certify that the above actions have or will be taken.

Typed Name and Title
Chief Elected Official

Signature

Date

ENVIRONMENTAL REVIEW RECORD

Grantee: _____

Program: Emergency Rental Assistance

Compliance with Other (58.6) Laws and Authorities

Description: The County will provide funding to low and moderate income households as emergency rental assistance. The funding is temporary as it is only for a 6 month period.

The following federal requirements do not apply to temporary assistance:

1. Airport Runway Clear Zones and Accident Potential Zones
2. Coastal Barrier Resources
3. Flood Disaster Protection Act of 1973, as amended.

By signing below the Responsible Entity certifies in writing that the activities under this program are Categorically Excluded (not subject to 58.5) and meets the conditions specified for such determination per section 24 CFR 58.35(b).

Chief Elected Official

Date

**Maryland Community Development Block Grant Program
Request for Release of Funds and Certification**

This form is to be signed by the grantee when requesting the Release of Funds for their Maryland Community Development Block Grant (CDBG) funded project, and requesting the authority to use such funds. Please submit to the Maryland CDBG Environmental Officer upon completion.

Part 1. Program Description and Request for Release of Funds (to be completed by grantee.)

1. Project Name	2. Grant Number	3. OMB Catalog Number(s) 14.228
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4. Name and address of responsible grantee

5. For information about this request contact: *(grantee contact name and phone number)*

6. Project Address *(street, city, county, for project location)*

7. Brief Project Description

Part 2. Environmental Certification

With reference to the above Project(s)/Activity(s), I, the undersigned officer of this jurisdiction, certify that:

1. We have fully carried out the responsibilities for environmental review, decision-making and action pertaining to the project(s) named above.
2. We have assumed responsibility for and complied with and will continue to comply with, the National Environmental Policy Act of 1969, as amended, and the environmental procedures, permit requirements and statutory obligations of the laws cited in 24 CFR 58.5; and also agree to comply with the authorities in 24 CFR 58.6 and applicable state and local laws.
3. We have assumed responsibility for and complied with and will continue to comply with Section 106 of the National Historic Preservation Act, and its implementing regulations 36 CFR 800, including consultation with the State Historic Preservation Officer, Indian tribes and Native Hawaiian organizations, and the public.
4. After considering the type and degree of environmental effects identified by the environmental review completed for the proposed project described in Part 1 of this request, I have found that the proposal **did** **did not** require the preparation and dissemination of an environmental impact statement.
5. We have disseminated and/or published in the manner prescribed by 24 CFR 58.43 and 58.55 a notice to the public in accordance with 24 CFR 58.70 and as evidenced by the attached copy (copies) or evidence of posting and mailing procedure.

6. The dates for all statutory and regulatory time periods for review, comment or other action are in compliance with procedures and requirements of 24 CFR Part 58.
7. In accordance with 24 CFR 58.71(b), the responsible entity will advise the recipient (if different from the responsible entity) of any special environmental conditions that must be adhered to in carrying out the project.

As the duly designated certifying official of the responsible entity, I also certify that:

8. I am authorized to and do consent to assume the status of Federal official under the National Environmental Policy Act of 1969 and each provision of law designated in the 24 CFR 58.5 list of NEPA-related authorities insofar as the provisions of these laws apply to the HUD responsibilities for environmental review, decision-making and action that have been assumed by the responsible entity.
9. I am authorized to and do accept, on behalf of the jurisdiction personally, the jurisdiction of the Federal courts for the enforcement of all these responsibilities, in my capacity as certifying officer of the responsible entity.

Signature of Chief Elected Official	Title
	Date Signed

Address

Maryland Community Development Block Grant Program
Application Checklist

Attachment	Required Submission ?	Included ?
Residential Anti-Displacement Plan	Only if new plan	Not New
Citizen Participation Plan	Only if new plan	
Clearinghouse Submission	Yes	
Environmental Review Forms	Yes	
Local Resolution	Yes	
Limited English Proficiency Form	Yes	
Public Hearing Minutes from Hearing	Yes	
Public Hearing Notice	Yes	
Statement of Assurances and Certifications	Yes	
Original Application and 2 Copies	Yes	