

# **Anne Arundel County**

## **FY 2022 Public Services Grant Application Packet**

**Community Development Block Grant Program (CDBG)**

**Emergency Solutions Grant Program (ESG)**

**Housing Opportunities for Persons with AIDS Program  
(HOPWA)**

Arundel Community Development Services, Inc.  
2666 Riva Road, Suite 210  
Annapolis, MD 21401  
410.222.7600



**ARUNDEL COMMUNITY DEVELOPMENT SERVICES, INC.**

**LFY 2022 PUBLIC SERVICE PROJECT APPLICATION GUIDELINES & INSTRUCTIONS**

*Please review all guidelines and instructions before beginning the application.*

- A. Applications are due to on **4:00 p.m. Tuesday, November 10, 2020.**
- B. **Applications and all required attachments may be submitted by mail, post-marked by the above deadline, to:**

Arundel Community Development Services, Inc.  
ATTN: Arica Smith  
2666 Riva Road, Suite 210  
Annapolis, MD 21401  
E-mail: [asmith@acdsinc.org](mailto:asmith@acdsinc.org)

**Due to COVID-19, no hand-delivered applications will be accepted.**

**IN ADDITION, AN ELECTRONIC VERSION OF YOUR APPLICATION MUST BE SUBMITTED TO [ASMITH@ACDSINC.ORG](mailto:ASMITH@ACDSINC.ORG) BY 4:00 P.M. ON TUESDAY, NOVEMBER 10<sup>TH</sup>. An email receipt will be provided; if you do not receive an email receipt, please contact Ms. Smith at 410-222-3961 by the deadline.**

Attached is a copy of the following:

1. Exhibit I – Activity Selection Guidelines
2. Exhibit II – Overview of Federal Guidelines
3. Exhibit III – Agency Requirements
4. Exhibit IV – FY 2021- FY 2025 Goals

All activities must meet a Goal identified in our Consolidated Plan in order to receive funding; goals are further described in Exhibit IV. **All agencies who are awarded grant funds must show evidence that they are able to comply with requirements outlined in Exhibit III, Agency Requirements.** Please read these requirements and contact us if you have any questions prior to applying for funds.

Please mark your calendar for the following dates to be part of the Budget Process for Local Fiscal Year 2022:

**1<sup>st</sup> Public Hearing – Thursday, October 29, 2020, 5:00 p.m.**

- Report of prior year accomplishments
- Gather Information on housing, community development, and service needs for the FY 2022 Budget Process
- Gather information on needs and ideas for CDBG-CV-III and ESG-CV-II funds.

**2<sup>nd</sup> Public Hearing – Thursday, February 18, 2021, 5:00 p.m.**

- ACDS Staff will make FY 2022 Budget recommendations to the ACDS Board
- The public will have an opportunity to make public comments in response to the recommendations.

All meetings will be held virtually. **Please RSVP to Ms. Arica Smith at [asmith@acdsinc.org](mailto:asmith@acdsinc.org) or 410-222-3961** and meeting links will be provided prior to the Public Hearing. When you RSVP, please indicate if you wish to speak. Each individual or organization will be provided with two (2) minutes to make public comments if desired.

If you wish to attend and require a special accommodation (e.g. interpreter for deaf and hard of hearing or for persons with limited English proficiency) please contact [ekarpewicz@acdsinc.org](mailto:ekarpewicz@acdsinc.org) or 410-222-3957 not later than 7 business days prior to the public meeting.

To discuss whether a specific activity may be eligible or to learn more about the application requirements, please contact David Sims at 410-222-3236 or e-mail [dsims@acdsinc.org](mailto:dsims@acdsinc.org). **Those submitting a new recommendation are strongly encouraged to contact us to discuss their proposal before submitting an application.**

**Important: Before beginning the application, please review the Overview of Federal Requirements (Attachment II) and Agency Requirements (Attachment III), as well as the list of required documents that need to be attached and submitted with your application (Section X).**

**ANNE ARUNDEL COUNTY  
PUBLIC SERVICES ADMINISTRATION GRANT  
LFY 2022 APPLICATION**

Project Name: \_\_\_\_\_

Type of Funds Requested

- CDBG  
 ESG  
 HOPWA

Amount of Funds Requested: \_\_\_\_\_

Total Project Budget: \_\_\_\_\_

## **I. Application Information**

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

E-mail: \_\_\_\_\_ Federal ID Number: \_\_\_\_\_

DUNS Number: \_\_\_\_\_

Incorporation Date and State: \_\_\_\_\_

501(c)(3) Registration Date: \_\_\_\_\_

## **II. Executive Summary**

In one page or less, provide a brief summary of your project. Please be sure to address the following items: the purpose of the project, how many people will be served, and how the funding will be used.

## **III. Description of Need**

Describe how your project or program meets an unmet housing and community development need. Please provide census data, waiting list information, statistics and any other data that will help document the need for the activity you are recommending.

## IV. Project Location and Beneficiaries

1. Project location: \_\_\_\_\_
2. Primary service area(s) for this Project? (Attach a map)

Briefly describe the boundaries of the service area and provide census tract numbers.

\_\_\_\_\_

3. Is there another Project providing the same service in the same service area?

Yes       No

If yes, please explain why both projects are needed in order to meet a need.

\_\_\_\_\_

4. How many people will directly benefit from this Project? \_\_\_\_\_

Of those, how many are low and moderate income? \_\_\_\_\_

What percentage of total beneficiaries are low and moderate income? \_\_\_\_\_

5. How will you document participant(s) income (if required)? \_\_\_\_\_

6. Please identify the target population that this project will serve, if applicable.

- Persons who are homeless
- Persons with physical disabilities
- Persons with mental illness
- Persons with HIV/AIDS
- Elderly persons
- At-risk children and youth
- Other (please specify) \_\_\_\_\_

7. If applying for ESG funds, how will you document that participants are homeless?

8. If applying for HOPWA funds, how will you document that participants are medically diagnosed with HIV/AIDS?

## V. Project Goals

Using the format below, please outline the project's **goal**, the **strategy** you will utilize to meet the goal, the **outputs** you will achieve, and how these **outputs** and **outcomes** will be measured.

**GOAL: What is the goal of your program or activity?** *(Example: Increase the quality of life for residents of the targeted neighborhood through lower incidences of juvenile crime and better economic opportunities for area youth)*

**STRATEGY: What strategy are you implementing to meet your goal?** *(Example: Provide a quality after-school program that provides safe and interesting opportunities to area youth; ensure that each participant is provided with academic assistance and/or job readiness training.)*

**OUTPUTS: Using this strategy, how many outputs or people will be served?** *(Example: Serve 100 at risk youth per year.)*

**OUTCOMES: What are the program outcomes you want to achieve?** *(Example: 100 youth will improve academic standing and/or job readiness while the incidence of juvenile crime in the area will decrease.)*

**MEASUREMENT: How will you measure the outcomes?** *(Example: Collection of school data and participant employment data via follow up survey; area crime data via the County Police Department.)*

## VI. Organization Experience and Capacity

Number of paid staff

Full Time                       Part Time

Number of paid staff that will work on this Project

Full Time                       Part Time

Number of volunteer staff

\_      \_ Full Time                      \_      \_ Part Time

Organization current annual operating budget: \_\_\_\_\_

List major source(s) of funding

Source of Funding	Amount
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Does the organization currently receive funding, or are you applying to receive funding, through other County agencies?

Yes                                       No

If yes, provide the information requested below.

Agency Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Amount Requested: \_\_\_\_\_                      Program Funded: \_\_\_\_\_

Describe your organization's mission, activities currently being undertaken, and how your proposed project furthers that mission and current activities.

Describe your organization's most recent key accomplishments.

(Remainder of page left intentionally blank)

## VII. Project Budget

Please complete the following budget chart for this Project, including all budget items, the total budget for each item, and what funds are being requested for each line item.

BUDGET ITEM		TOTAL BUDGET	FUNDS REQUESTED
1. Salaries & Wages Breakdown by individual position, indicate full time or part time position)		\$	
Position	FT/PT		
2. Insurance, Benefits, & Other Related Taxes		\$	
3. Consultants and Professional Fees		\$	
4. Audit/Accounting		\$	
5. Travel/Transportation		\$	
6. Equipment (Specify)		\$	
7. Supplies		\$	
8. Printing and Copying		\$	
9. Postage and Delivery		\$	
10. Telephone/Internet/Web		\$	
11. Rent/Leasing		\$	
12. Utilities		\$	
13. Other (Specify)		\$	
14. Other (Specify)		\$	
15. Total Expenses		\$	

## VIII. Leveraging

1. Have you applied or do you intend to apply for funding from other sources for this project?

Yes       No

If no, why not?

If yes, where have you applied? (If approved, please provide a copy of the commitment letter.)

Approved     Pending     Denied



Source:

Contact Person:

Approved    Pending    Denied

Source:

Contact Person:

Approved    Pending    Denied

Source:

Contact Person:

Please identify all of the sources of funds available for the Project being recommended and if the funds will be provided to the organization in the form of a loan or grant.

Source of Funds	Loan/Grant	Amount
	--	
	--	
	--	
	--	

If the organization will use volunteers or in-kind contributions for this Project, please explain.

## IX. Funding

Do you anticipate needing additional funds from ACDS for this project in future years?

Yes    No

If yes, how many years do you anticipate applying for funds? \_\_\_\_\_

How will the project be continued in the future if federal funds are not available?

Do you have experience implementing programs with federal funds?

Yes    No

Please Describe:

What steps has the organization taken to secure other sources of funds for this Project to ensure the continuation of this Project? Provide details as to a fundraising plan to ensure the project's long

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Arundel Community Development Services, Inc.

term success. (Please consider any actions taken within the past five years when answering this question.)

## **X. Attachments**

Attach *one* copy of the following documents, even if you have submitted these documents in the past.

- Most recent Audit or Financial Statement (required!)
- Articles of Incorporation
- 501(C) 3 documentation
- Bylaws
- Current list of Board of Directors
- Current (within 6 months) Certificate of Good Standing
- Organizational Chart
- Evidence of Insurance
- Current W-9

## **XI. Fair Housing (Housing Related Public Services Only)**

As a recipient of federal funds being administered by Anne Arundel County, all subrecipients sponsoring housing related projects are required to promote and affirmatively market your services to ensure fair housing choice for all persons, regardless of race, color, religion, sex, familial status, disability and national origin. While exceptions may exist for programs tailored to a specific special needs clientele, all housing related public services required to comply with the federal Fair Housing Act.

If your program/activity involves housing related activities (e.g. supportive services at a rental housing development, emergency assistance for tenants, or operating and/or support services at the emergency shelter), please describe how you will work to affirmatively further fair housing in your program/activity delivery.

## **XII. Applicant Certification**

*"I certify that I have reviewed this application and that, to the best of my knowledge and belief, all of the information provided in this application is true. By signing this application, I understand that ACDS may take photographs of the project or activity described in this application and I further*

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*acknowledge that ACDS owns all rights to the photographs and may use these photographs for advertising or promotional purposes.”*

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Signature of Authorized Representative

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Date

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Print Name

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Title

## ACTIVITY SELECTION GUIDELINES

- The proposed program or project must be an eligible activity based on Federal Guidelines.
- The proposed program or project must meet one of the goals and strategies described in the County's Consolidated Plan, as further detailed in Exhibit IV.
- Priority will be given to projects and programs which address the **priorities and guiding principles outlined in the County's Consolidated Plan:**

### *Affordable Housing*

The County will make the creation and stabilization/preservation of affordable housing, as well as related services, its top housing and community development priority. Affordable housing that meets the specific needs of homeowners, renters, homeless and special needs populations will be given preference for funding.

### *Communities of Opportunity*

To the extent possible, priority will be given to projects and programs creating new affordable housing units and building low income households ability to secure affordable housing in Communities of Opportunity (COOs). COOs are areas that have no or low concentrations of low and moderate income households, and that rank high on indices of quality of life. Generally, these are areas where there is a lack of both affordable rental and affordable homeownership units and a relatively lower number of Non-White and Hispanic residents.

### *Neighborhood Revitalization Areas*

Revitalization efforts and public service dollars (operating funds) will be prioritized to three main neighborhood revitalization areas, which are the **Severn, Brooklyn Park and Glen Burnie** communities. These areas have their own unique assets and are targeted by the County for place based community development initiatives across a range of disciplines. At the same time, these areas contain a higher concentration of low and moderate income households, older – yet affordable – housing stock in need of updates, repairs, and other needs compared to the County as a whole. These communities have approved Sustainable Community Initiative (SCI) designations from the State of Maryland and are targeted for revitalization programs. The County's SCI planning process involved thorough stakeholder engagement processes and needs assessments that resulted in an SCI Action Plan for each area.

- The recommended activities must provide maximum public benefits relative to cost.
- The recommendation should define the outcomes the activity will produce and how those outcomes will be measured.

- The recommended activity must not duplicate services available from the County or services being provided by another organization serving the same service area/population as the proposed activity.
- All activities should leverage other funding sources to the greatest extent possible, demonstrating cost sharing opportunities and in-kind contributions.

## OVERVIEW OF FEDERAL GUIDELINES

### CDBG PROGRAM

In order to qualify for federal CDBG funds, public service activities must meet the *Low and Moderate Income Benefit* National Objective, as described below.

*Low and Moderate Income (LMI) Benefit* – In order to qualify as meeting this objective an activity must benefit Low and Moderate Income persons (LMI persons). This is accomplished by serving persons whose households earn 80 percent of area median income (AMI) and below (see chart below as an example, but please note these income limits will be updated in the next year), or by serving persons presumed to be Low and Moderate Income such as those with special needs, persons with disabilities, homeless persons and the elderly. Additionally, in order to meet the criteria of LMI benefit, a project must serve a minimum of 51 percent low and moderate income persons OR the project must be located in an area predominantly inhabited by LMI residents. However, activities which serve more than the required LMI persons are reviewed more favorably since they are serving more persons with limited incomes than what is required by the federal regulations.

Household Size	Income Limit 80% of Area Median Income (as of July 1, 2020)
1	\$54,950
2	\$62,800
3	\$70,650
4	\$78,500
5	\$84,800
6	\$91,100
7	\$97,350
8	\$103,650

\* Issued by HUD for the Baltimore Metropolitan Area and adopted by ACDS and its Subrecipients; effective June 28, 2020.

### CDBG Eligible Activities

In addition to meeting a national objective, the proposed project must be an eligible CDBG activity. These public service activities include:

- Homeownership assistance, crime prevention programs, child care, eviction prevention assistance, drug use and other health needs counseling, and programs that meet education and/or recreational needs.

### CDBG Ineligible Activities

The following activities are ineligible for assistance through the CDBG program.

- Routine operation, maintenance, and repair of public facilities.

- Assistance to churches to support inherently religious activities, such as worship religious instruction, or proselytization.

### ESG Program

To be eligible for ESG funds, any proposed activity must provide housing or services to homeless persons or persons who are at risk of becoming homeless. The following activities are eligible under the ESG Program.

#### Street Outreach

- Essential Services necessary to reach out to unsheltered homeless individuals and families, connect them with emergency shelter, housing, or critical services, and provide them with urgent, non-facility-based care.

#### Emergency Shelter

- Renovation of a building to serve as an emergency shelter.
- Essential Services for individuals and families in emergency shelter. Component services generally consist of case management, child care, education services, employment assistance and job training, outpatient health services, legal services, life skills training, mental health services, substance abuse treatment services, and transportation.
- Shelter Operations, including maintenance, rent, security, fuel, equipment, insurance, utilities, and furnishings.

#### Homelessness Prevention

- Housing relocation and stabilization services and/or short- and/or medium-term rental assistance necessary to prevent the individual or family from moving into an emergency shelter or another place described in paragraph (1) of the “homeless” definition in § 576.2.

#### Rapid Re-Housing

- Housing relocation and stabilization services and short- and/or medium-term rental assistance as necessary to help individuals or families living in an emergency shelter or other place described in paragraph (1) of the “homeless” definition move as quickly as possible into permanent housing and achieve stability in that housing. Component services and assistance generally consist of short-term and medium-term rental assistance, rental arrears, rental application fees, security deposits, advance payment of last month's rent, utility deposits and payments, moving costs, housing search and placement, housing stability case management, mediation, legal services, and credit repair.

#### HMIS

- Grant funds may be used for certain Homeless Management Information System (HMIS) and comparable database costs, as specified at 24 CFR 576.107.



**HOPWA PROGRAM**

The HOPWA program was created to provide housing and supportive services for low and moderate income persons (see income chart) who are medically diagnosed with HIV/AIDS and their families. Eligible activities include:

- housing information services which assist eligible persons in locating, acquiring, financing, and maintaining housing;
- fair housing counseling;
- identification of housing resources;
- lease and repair of facilities to provide housing;
- project or tenant based rental assistance;
- short-term rent, mortgage, and utility payments to prevent homelessness;
- supportive services such as health, mental health, housing placement, substance abuse counseling, nutritional services, etc.;
- operating costs for housing; and technical assistance to establish and operate a community residence.

## **AGENCY REQUIREMENTS**

All agencies applying for funding must meet the following requirements:

### ***Personnel***

The agency must provide adequate administration of the program to ensure completion of the project. If the project is accepted for funding, the agency may be required to provide a copy of its Personnel Policies and Drug-Free Workplace Policy.

### ***Non-Discrimination***

Each agency receiving funds from the County is required to assure that it will conduct its business in compliance with the non-discrimination requirements of the County, State and Federal governments, as applicable. Equal Opportunity in Employment policies will be required.

### ***Accounting***

Each agency shall maintain accounting records which are in accordance with general accepted accounting principles and auditing practices, such as described in 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards as applicable.

### ***Audits and Financial Reports***

An agency must provide a copy of its most recent Independent Audit and Management letters for the past three years. Non-federal entities that expend \$750,000 or more in a year in federal awards shall have a single or program-specific audit conducted for that year. Non-federal entities that expend less than \$750,000 a year in federal awards must submit a financial statement and other support documents to show how the CDBG funds were utilized. Local governments and nonprofit agencies are required to comply with 2 CFR Part 200, Subpart F.

### ***Insurance***

#### **Contractor Insurance**

The Grantee shall ensure that the Contractor purchases and maintains (or cause to be purchased and maintained) insurance at the following insurance coverage during construction:

- (1) Worker's compensation statutory benefits as required by the laws of the State of Maryland and employee's liability coverage with limits of at least \$100,000 each accident, \$100,000 employee disease, and \$500,000 disease policy limits;
- (2) Automobile liability insurance with at least \$1,000,000 combined single limit coverage to include owned, non-owned and hired automobiles; and
- (3) Commercial general liability with minimum limits of coverage at \$1,000,000 Each Occurrence (Bodily Injury or Property Damage), \$2,000,000 General Aggregate that applies on a per project basis, \$2,000,000 Products/Completed Operations Aggregate and \$1,000,000 Per Person or Organization (Personal and Advertising Injury).

**Grantee Insurance**

The Grantee shall carry sufficient insurance coverage to protect grant asset from loss due to theft, fraud, and/or undue physical damage at the following insurance coverage:

- (1) Commercial general liability with minimum limits of coverage at \$1,000,000 Each Occurrence (Bodily Injury or Property Damage), \$2,000,000 General Aggregate that applies on a per project basis, \$2,000,000 Products/Completed Operations Aggregate and \$1,000,000 Per Person or Organization (Personal and Advertising Injury);
- (2) Automobile liability insurance with at least \$1,000,000 combined single limit coverage to include owned, non-owned and hired automobiles;
- (3) Worker's compensation statutory benefits as required by the laws of the State of Maryland and employee's liability coverage with limits of at least \$100,000 each accident, \$100,000 employee disease, and \$500,000 disease policy limits;
- (4) Property/fire insurance on any building or structure that is to be improved utilizing VLT funds in an amount not less than the value of the improvements.

Prior to signing the agreement, the Grantee must furnish the Corporation with certificates evidencing the type, amount, class of operations and effective dates and dates of expiration of the insurance policies required. The insurance coverage certification shall include substantially the following statement, "The insurance covered by this certification shall not be canceled or materially altered, except after thirty (30) consecutive calendar days from when a written notice has been delivered to the Corporation whom shall be named as an additional insured in all insurance policies on a primary basis. In addition, the Corporation must be provided with an additional insured form number CG 20 10 11 85 or a relative equivalency for all liability policies, except for worker's compensation and automobile liability policies. Additional insured status to remain in effect for the term of the contract, including the warranty period.

***Indemnification***

All agreements will include an indemnification clause stating that the Grantee agrees to indemnify, defend, save and hold ACDS, its successors and/or assigns, harmless from any and all loss, liability, damage or claims of any nature whatsoever arising out of this Agreement.

***Other Federal Requirements***

An Agency may be responsible for complying with other Federal Requirements, depending on the size and scope of the proposed project. These requirements may include: Fair Housing and Equal Opportunity rules, Affirmative Marketing requirements, Handicapped Accessibility, Equal Opportunity Employment, Section 3 Economic Opportunities, Minority and Women Owned Business outreach, Labor requirements, Conflict of Interest, Debarred Contractors, Flood Insurance, Site and Neighborhood Standards, Lead Based Paint, Uniform Relocation Act, and Environmental Review

*Note: As Anne Arundel County moves through the Consolidated Planning Process these goals and strategies will be updated to reflect the current needs of the County. Applicants are encouraged to participate in the development of the Consolidated Plan and will be notified as goals and strategies are established for the FY2021 –FY2025 Plan.*

**ANNE ARUNDEL COUNTY  
CONSOLIDATED PLAN GOALS: FY 2021 – FY 2025**

**HOMEOWNERSHIP HOUSING GOALS**

Goal	Description	Geographic Area
<p><b>Increase Homeownership Opportunities</b></p>	<ul style="list-style-type: none"> <li>• Prepare potential homebuyers for the financial responsibilities of purchasing a home, providing intensive individual budget and credit counseling, and group seminars on the home buying process.</li> <li>• Increase housing affordability for low to moderate income first time homebuyers through mortgage write-down, closing cost and down payment assistance.</li> </ul> <p><i>Planned activities may include homeownership counseling and mortgage assistance. Programs will be affirmatively marketed to the County's protected classes through active outreach.</i></p>	<p>Countywide</p>
<p><b>Increase the Supply of Affordable Homeownership Housing</b></p>	<ul style="list-style-type: none"> <li>• Increase the supply of quality affordable housing units through the acquisition and rehabilitation of existing housing in the County's Priority Revitalization Communities; and, through the acquisition of land and construction of new units for qualified households in Opportunity Areas.</li> </ul> <p><i>Planned activities may include acquisition and rehabilitation of existing units; re-use of surplus properties; and new construction of units. Units will be affirmatively marketed to the County's protected classes through active outreach.</i></p>	<p>Priority Revitalization Communities Opportunity Areas</p>
<p><b>Improve the Quality of Existing Affordable Homeownership Housing</b></p>	<ul style="list-style-type: none"> <li>• Improve the supply of existing housing units by providing low interest financial resources to low and moderate income County homeowners to make energy efficiency improvements, eliminate substandard housing conditions, and reduce maintenance costs, thereby allowing them to remain in their homes while improving the overall quality of the community and its housing stock.</li> </ul> <p><i>Planned activities may include property rehabilitation; property repair; provision of financial counseling; and technical assistance. Rehabilitation activities will be marketed within the County's Priority Revitalization Communities and affirmatively marketed to the County's protected classes.</i></p>	<p>Priority Revitalization Communities</p>

## EXHIBIT IV

<p><b>Improve accessibility of homeownership units</b></p>	<ul style="list-style-type: none"> <li>Facilitate improvements through affordable financing and project management and promote activities that support the elderly and those with disabilities to remain in their homes. Examples include:</li> </ul> <p><i>Planned activities may include Accessibility Modifications Program for Homeowners.</i></p>	<p>Countywide</p>
<p><b>Market affordable homeownership opportunities to protected classes within the County</b></p>	<ul style="list-style-type: none"> <li>Direct mailings and email marketing</li> <li>Attendance at outreach events, festivals, community meetings informational sessions hosted by groups representing and/or serving the protected classes.</li> </ul>	<p>Countywide</p>

### RENTAL HOUSING GOALS

Goal	Description	Geographic Area
<p><b>Increase the Supply of Affordable Rental Units</b></p>	<ul style="list-style-type: none"> <li>Increase the supply of affordable rental housing by encouraging and facilitating construction by private developers of new affordable rental units, with priority given to family housing.</li> </ul> <p><i>Planned activities may include providing funds for rental production and provision of PILOTs. Developers will be required to formulate and follow an affirmative marketing plan to target units to the County's protected classes.</i></p>	<p>Opportunity Areas</p>
<p><b>Improve and Preserve the Quality of Existing Affordable Rental Units</b></p>	<ul style="list-style-type: none"> <li>Improve the quality and affordability of existing small scattered site rental units and large multifamily affordable rental housing communities by providing technical assistance and financing to property owners.</li> </ul> <p><i>Planned activities may include providing funding on the rehabilitation of rental housing and the provision of PILOTs.</i></p>	<p>Priority Revitalization Communities</p>
<p><b>Create and Maintain Accessible Rental Housing Units</b></p>	<ul style="list-style-type: none"> <li>Provide financing and project management to develop group homes and make accessibility modifications or other improvements to existing group homes and rental units serving persons with disabilities and older adults.</li> </ul> <p><i>Planned activities may include providing Accessibility Modifications Program for Renters, Group Home Rehabilitation Program, and Group Home Acquisition/Rehabilitation Program, New group home development. Also, ensure a portion of units in large rental developments can serve persons with disabilities.</i></p>	<p>Countywide</p>
<p><b>Expand, Maintain and Create Affordable Rental Opportunities</b></p>	<ul style="list-style-type: none"> <li>Support demand side subsidies and programs that allow low income families and persons with special needs to afford market rate rental units, with an emphasis on accessing units in communities of opportunity.</li> </ul> <p><i>Planned activities may include Tenant Based Rental Assistance for low income families and individuals, persons with disabilities (mental, physical, intellectual, HIV/AIDS and substance abuse disorders). Explore higher rent payments for utilization in communities of opportunity</i></p>	<p>Countywide</p>

**EXHIBIT IV**

**RENTAL HOUSING GOALS**

Goal	Description	Geographic Area
<p><b>Implement Support Services and Programs That Help Tenants Access and Retain Housing</b></p>	<ul style="list-style-type: none"> <li>Services may be geared to help homeless families and individuals, extremely low income families, persons with disabilities including mental illness and substance abuse, and returning citizens.</li> </ul> <p><i>Services may include case management and housing location assistance, landlord outreach and mitigation to encourage acceptance of vouchers for hard to house clients and congregate services for older adults.</i></p>	<p>Countywide</p>
<p><b>Market Affordable Rental Opportunities to Protected Classes Within the County</b></p>	<ul style="list-style-type: none"> <li>Ensure affordable rental units and TBRA assistance are affirmatively marketed throughout the County to the protected classes within the County and that rental units and programs are provided in adherence to the County fair housing laws.</li> </ul> <p><i>Planned activities may include affirmative marketing requirements for subrecipients, fair housing training for property managers and tenant/landlord information and fair housing resource line.</i></p>	<p>Countywide</p>

**ENDING HOMELESSNESS GOALS**

Goal	Description	Geographic Area
<p><b>Prevent Homelessness</b></p>	<ul style="list-style-type: none"> <li>Provide financial assistance and counseling to households who are at risk of losing their homes; provide financial assistance to households to obtain new housing if they can no longer stay where they currently reside.</li> </ul> <p><i>Planned activities may include financial assistance to prevent eviction, including first month rent, security deposits, and utility payment and financial counseling, and referral services program.</i></p>	<p>Countywide</p>
<p><b>Increase and Sustain Permanent Supportive Housing Opportunities for the Homeless</b></p>	<ul style="list-style-type: none"> <li>Maintain and expand the supply of permanent supportive housing options, rapid re-housing assistance, and necessary support available to homeless individuals and families to get them quickly re-housed; maintain and expand the supply of permanent supportive housing and related services for chronically homeless individuals.</li> </ul> <p><i>Planned activities may include the development and expansion of tenant based rental assistance programs, rapid-rehousing programs, case management services and development of permanent supportive housing units.</i></p>	<p>Countywide</p>
<p><b>Maintain and Enhance Emergency Shelter and Interim Housing Options</b></p>	<ul style="list-style-type: none"> <li>Maintain and enhance emergency shelters serving families, victims of domestic violence and individuals as a temporary and safe housing option with the purpose of those served becoming quickly re-housed and economically secure</li> </ul> <p><i>Planned activities may include Maintenance and enhancement of existing shelters and operating support for emergency shelters and interim housing options.</i></p>	<p>Countywide</p>

## EXHIBIT IV

### ENDING HOMELESSNESS GOALS

Goal	Description	Geographic Area
<b>Improve the Homelessness Response System</b>	<ul style="list-style-type: none"> <li>Expand the Coordinated Entry System to include a continuum of services and support, including diversion and prevention services, entry into shelters, and permanent housing. Offer a variety of supportive service to assist homeless individuals and families maintain their housing. Support and enhance the capacity for the community to end homelessness through data, coordination, and planning.</li> </ul> <p><i>Planned activities may include operating support for day programs, case management, mental health programs, employment, education and training services, life skills and workplace training, child care programs, financial coaching, outreach programs, Homeless Management Information Systems (HMIS), coordinated entry and assessment, and planning activities.</i></p>	Countywide

### SUSTAINABLE COMMUNITIES GOALS

Goal	Description	Geographic Area
<b>Support Initiatives That Improve Quality of Life for Communities</b>	<ul style="list-style-type: none"> <li>Fund projects, facilities and programs that improve the quality of life for low and moderate income persons and households, with priority given to communities within the designated Neighborhood Revitalization Areas and Housing Commission managed communities.</li> </ul> <p><i>Planned activities may include, community facilities, revitalization of blighted structure, projects and programs to support positive youth development, projects and programs to support older residents, and preservation of historic structures in minority communities.</i></p>	Countywide

### ECONOMIC OPPORTUNITY GOALS

Goal	Description	Geographic Area
<b>Promote Independence</b>	<ul style="list-style-type: none"> <li>Assist programs and services that help low and moderate income County residents achieve financial and economic independence through better access to employment opportunities and supports.</li> </ul> <p><i>Planned activities may include, GED Prep and ESOL courses, workforce development support programs, transportation services and support, child care services, and day and vocational facilities for persons with special needs.</i></p>	Countywide

## EXHIBIT IV

### PROMOTE FAIR HOUSING GOALS

Goal	Description	Geographic Area
<b>Implement the Local and Regional Fair Housing Action Plans</b>	<ul style="list-style-type: none"><li>Promote and further fair housing throughout the County and the region and improve access to housing opportunities for members of the protected classes.</li></ul> <p><i>Planned activities may include; support for fair housing testing and enforcement activities, fair housing outreach and education and support for a regional fair housing coordinator.</i></p>	Countywide