



Marc Elrich
County Executive

Scott Bruton
Acting Director, Department of
Housing and Community Affairs

Montgomery County, Maryland
Consolidated Plan for Housing and
Community Development
Annual Action Plan, County Fiscal Year 2024
July 1, 2023 to June 30, 2024

Any Questions or Comments should be directed to:
Katherine Canales, Senior Planning Specialist
Katherine.Canales@montgomerycountymd.gov

The TTY number (for the hearing impaired) is 711
Information is available in alternate formats upon request.



*Montgomery County is committed to foster the
letter and spirit of Equal Housing Opportunity.*

In accordance with Title I of the Housing and Community Development Act of 1974 as amended and the regulations found at 24 CFR part 91, et. seq., the Department of Housing and Community Affairs (DHCA) has drafted Montgomery County's proposed Annual Action Plan covering the period July 1, 2023 to June 30, 2024.

The Annual Action Plan describes projects proposed for funding in County Fiscal Year 2024 - July 1, 2023 to June 30, 2024 - with CDBG, HOME, and ESG funds. All interested parties are invited to submit comments on the Plan and on the community development performance of Montgomery County.

Written statements may be submitted via US mail or by email until **4:00 PM, May 15, 2023**, and should be addressed to:

Scott Bruton, Acting Director
Department of Housing & Community Affairs
1401 Rockville Pike, 4th Floor
Rockville, Maryland 20852-1428
Scott.Bruton@montgomerycountymd.gov
Telephone: 311; TTY number (for the hearing impaired) is 711

Executive Summary

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

1. Introduction

The United States Department of Housing and Urban Development (HUD) requires that all jurisdictions entitled to receive funding under the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with Aids (HOPWA) programs develop an Annual Action Plan for community development every year. Developing the plan is a collaborative process that relies on community input and provides an opportunity for strategic planning to ensure that actions taken at the local level are coordinated and comprehensively address priority housing and community development needs. The County has developed its plan consistent with the principles identified by the Office of Racial Equity and Social Justice to reduce and ultimately eliminate racial and other disparities experienced by residents of color. An Action Plan is required annually to provide specific information on how the funds awarded will be used to meet the priority needs identified in the Consolidated Plan, and annual evaluation and performance reports are prepared to track progress and measure accomplishments.

This Action Plan will cover the period July 1, 2023, through June 30, 2024, serving as Montgomery County's application for CDBG, HOME, and ESG funds for County Fiscal Year 2024 (July 1, 2023 – June 30, 2024). The Department of Housing and Community Affairs (DHCA) is the lead agency responsible for the submission of the Annual Plan to HUD. The City of Gaithersburg is eligible to receive funds directly from HUD, so it prepares its Action Plan. The cities of Rockville and Takoma Park receive funding through the County but determine locally how CDBG funds will be used in their jurisdictions.

Montgomery County prioritizes the acquisition, preservation, and production of affordable housing units through the use of CDBG and HOME awards as well as with local County funding. Montgomery County also prioritizes the preservation of affordable housing units through long-term affordability arrangements. Over the next five years, affordability controls will expire on approximately 400 rental inclusionary zoning Moderately Priced Dwelling Units (MPDUs).

The County's Office of Human Rights (OHR) oversees the furthering of fair housing under the Fair Housing Act (see summary below) through investigation of complaints, outreach, and education. It is unlawful to discriminate on the grounds of race, color, gender, gender identity, religion, national origin, citizenship status, familial status, or source of income. OHR sponsors events, as well as informative sessions for renters, managers, and owners of rental property, such as the upcoming Fair Housing Summit. OHR coordinates the Montgomery County Committee on Hate/Violence, a citizen's advisory group created to work with the Office of Human Rights. Its function is to help to educate the residents of Montgomery County about hate/violence, recommend policies, programs, legislation, or other initiatives needed to decrease and eliminate hate/violence in the county, and promote respect for social and cultural diversity. The OHR also sponsors training to ensure fair housing opportunities and multicultural and interracial awareness. The County has established the Office of Racial Equity and Social Justice (ORESJ) as a county-wide office focused on advancing racial equity and dismantling structural

racism within County Government. The ORESJ was created in December of 2019 by the Racial Equity and Social Justice Act to help reduce and ultimately eliminate racial and other disparities experienced by residents of color across Montgomery County. We do this by supporting County Departments in normalizing conversations on race and other equity issues, organizing staff to work together for transformational change, and operationalizing new practices, policies, and procedures that are equity-centered impact plans.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

For County FY24, DHCA has made recommendations to the County Council at the recommendation of the County Executive to expand the preservation and production of housing that will be affordable to the most economically burdened residents. These recommendations include a \$90 million allocation for affordable housing initiatives, including \$58 million towards the Montgomery Housing Initiative (MHI) Fund and \$32 million towards the Affordable Housing Acquisition and Preservation CIP project. This dedicated funding would provide for the renovation of distressed housing, the acquisition and preservation of affordable housing units, the creation of housing units for special needs residents, homeowner downpayment assistance, services to the "Building Neighborhoods to Call Home", "Design for Life", and "Housing First" programs, and the creation of mixed-income housing. An additional recommendation includes the allocation of \$30 million from loan repayments to the Preservation of Naturally Occurring Affordable Housing (NOAH) Fund to continue housing preservation efforts in areas at risk of rent escalation to higher market rents, including the Purple Line Corridor and other County transit corridors. DHCA plans to continue to actively underwrite affordable housing loans to preserve and produce affordable housing. As well as a funding recommendation to develop a "Faith-Based Housing Development Initiative" pilot project by working with mission-aligned houses of worship to increase the supply of affordable housing for low- and moderate-income households and advance racial equity in the County.

The County is also dedicated to addressing the issue of homelessness and has had success in reducing the number of individuals and families facing homelessness through Rapid Rehousing and Emergency Rental Assistance. Housing Stabilization and Relocation Services will be available to assist households experiencing homelessness in locating, obtaining, and retaining housing. Funds will be used for support services including linkages to mainstream services and employment, rent application fees, and security deposits to assist approximately 35 households moving into permanent housing. Eligible singles and families include those living in temporary shelters, places not meant for human habitation, or other places described in Category I of the homeless definition issued by HUD.

Furthermore, Rental Assistance will be used to provide up to an average of 9 months but up to 24 months of rental assistance to help households rapidly exit homelessness and retain permanent housing. Assistance will be provided to households that meet the criteria for Category I of the homeless

definition issued by HUD upon program admission. In addition, funds will be used to provide direct shelter services.

DHCA works with property owners to execute rental agreements with properties that have expiring MPDUs, so the affordability of a number of these units may be preserved for a longer period. DHCA works with for-sale MPDUs with expired controls and some will have income restrictions terminated due to foreclosure. Changes to the MPDU law in 2005 lengthened the control period for rental MPDUs from 20 to 99 years, and the control period for for-sale MPDUs from 10 to 30 years, renewing at each sale within the control period. As the program ages, several challenges have emerged. These include:

- Some rental and resale MPDUs becoming unaffordable to the program's target population over time
- Challenges in pricing MPDUs given rising construction costs
- Policies and procedures that need to be updated
- Lack of post-purchase support for buyers of MPDUs
- High condo fees that make MPDUs in high-rise condominiums unaffordable

Despite the challenges noted above, DHCA expects to extend expiring MPDUs and secure new MPDUs in FY24, including both sales and rentals.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Montgomery County has produced or commissioned several detailed studies in the past five years that examine demographic trends as well as housing challenges past and present. The County continues to grow and diversify while its housing stocks age and struggles to keep up with demand, especially for low-income residents, resulting in overcrowding and cost-burdensome rent levels.

The Montgomery County Housing Needs Assessment by the M-NCPPC in July 2020 evaluates past, current, and future housing needs <https://montgomeryplanning.org/wp-content/uploads/2020/07/MoCo-HNA-July-2020.pdf>

The Montgomery County Preservation Study by the M-NCPPC in November 2020 documents the current state of restricted and unrestricted affordable housing and recommends strategies and policies to support the preservation of existing affordability. <https://montgomeryplanning.org/wp-content/uploads/2020/11/200914-Montgomery-County-Preservation-Study.pdf>

In response to these recent studies, Montgomery Planning, DHCA, and the Housing Opportunities Commissions will participate in initiatives to explore ways to create and expand housing opportunities. For example, the Silver Spring Downtown and Adjacent Communities Plan studied downtown Silver Spring and surrounding predominantly single-family neighborhoods to determine how new and diverse housing types could be permitted in certain areas. The Plan increases zoning flexibility and heights to

encourage market-driven development, creates opportunities for diverse housing types, supports the thriving independent business community, identifies new open spaces for a healthier community, and introduces a network of green, climate-resilient, walkable streets that are safe for everyone. This Sector Plan was approved by the Montgomery County Council on May 26, 2022, approved and adopted by the Montgomery County Planning Board on June 2, 2022, and adopted by the Maryland National Capital Park and Planning Commission on June 15, 2022.

The Silver Spring Downtown and Adjacent Communities Plan: <https://montgomeryplanning.org/wp-content/uploads/2022/11/Silver-Spring-DAC-Approved-Adopted-web.pdf>

In addition, Montgomery County entered a regional collaboration through the Metropolitan Washington Council of Governments to complete the Analysis of Impediments to Fair Housing Choice for the 2021-2025 time period, as recommended under the County's 5-year Consolidated Action Plan. By working together, regional jurisdictions produced a more effective analysis as the region is highly mobile and interconnected.

This effort resulted in a set of concrete goals and strategies at the local and regional levels to address barriers to fair housing and create more equitable and inclusive communities. The process included robust community participation, an assessment of past goals and actions, an analysis of data and issues that impact fair housing, and the establishment of measurable fair housing goals and priorities. The analysis is in its completion stage following a 60-day public comment period.

After thorough consideration of the data collected, public input, stakeholder engagements, interviews, and surveys the following goals and priorities were developed to meet the current needs of Montgomery County residents:

1. Increase the supply of housing that is affordable to low-and-moderate-income households
2. Reform zoning and land use policies to expand access to fair housing choice by increasing the development, geographic distribution, and supply of affordable housing
3. Protect the housing rights of individuals with protected characteristics
4. Expand access and affordability of public transportation for members of protected classes

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Montgomery County is committed to making local government open, accessible, and responsive to its residents. Montgomery County's formal Citizen Participation Plan (Appendix A of this Plan), which ensures that the U.S. Department of Housing and Urban Development's (HUD) requirements for the Action Plan are being met, is only one component of Montgomery County's extensive and ongoing efforts to provide meaningful opportunities for all county residents to fully participate in their government. The Citizen Participation Plan is reviewed and updated by DHCA staff as needed to reflect changes that enhance outreach and participation. The latest revision of the Citizen Participation Plan was completed in March 2023 and is also available for public comment.

In the development of the Action Plan, DHCA staff consulted with the two public housing authorities, and numerous County agencies, such as the Office of Human Rights, and received input from sub-

recipients, the Cities of Rockville and Takoma Park. The State of Maryland and surrounding area jurisdictions are formally notified of the availability of the draft and are provided access to it electronically. Additionally, throughout the year there are ongoing planning processes involving the Interagency Commission on Homelessness, which serves as the governing body for the Continuum of Care, and hearings and town hall meetings conducted by the County Executive and County Council, all of which inform the development of the Consolidated Plan.

The annual selection process for CDBG public services grants allows community volunteers to serve on the Community Development Advisory Committee, which recommends funding for approximately 15 organizations each year. During this process a Public Hearing is held, giving an opportunity for the residents and local organizations to express their thoughts on affordable housing and community needs. The Community Needs Public Hearing for the County FY24 plan was held on October 4, 2022, and in addition, four public budget hearings will be held on April 11th and April 13th (two sessions per day).

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Following the Citizen Participation plan guidelines, the plan is available for review and public comment on the department's website and upon in-person request. Notice of this was published in the Washington Times newspaper allowing 30 for public review and comment submissions. The notice was published on April 14, 2023, and the public will have until May 15, 2023, to submit their recommendations and feedback.

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

The public comment period is currently open.

7. Summary

Montgomery County prioritizes the acquisition, preservation, and production of affordable housing units using CDBG and HOME awards as well as with local County funding. Montgomery County also prioritizes the preservation of affordable housing units through long-term affordability arrangements.

For County FY24, DHCA has made recommendations to the County Council at the recommendation of the County Executive to expand the preservation and production of housing that will be affordable to the most economically burdened residents.

The County is also dedicated to addressing the issue of homelessness and has had success in reducing the number of individuals and families facing homelessness through Rapid Rehousing and Emergency Rental Assistance.

In addition, Montgomery County entered a regional collaboration through the Metropolitan Washington Council of Governments to complete the Analysis of Impediments to Fair Housing Choice for the 2021-

2025 time period, as recommended under the County's 5-year Consolidated Action Plan. The plan is scheduled for submission to HUD at the end of the 2023 calendar year.

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PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

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

Agency Role	Name	Department/Agency
CDBG Administrator	MONTGOMERY COUNTY	Housing and Community Affairs
HOME Administrator	MONTGOMERY COUNTY	Housing and Community Affairs
ESG Administrator	MONTGOMERY COUNTY	Health and Human Services

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

Katherine Canales, Senior Planning Specialist

1401 Rockville Pike, 4th Floor

Rockville, MD 20852

Katherine.Canales@montgomerycountymd.gov

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

1. Introduction

Agencies, groups, organizations, and others who participated in the plan's development have many programs and activities that address community needs. The Housing Opportunities Commission works in Affordable Housing Development, Public Housing Management, Assisted Housing Resident Services, and Housing Resources services. The organizations selected by the Community Development Advisory Committee will provide various public services such as health, workforce development, education, homelessness prevention, and food insecurities. The Montgomery County Continuum of Care (CoC) is a partnership of public and private groups working to prevent and end homelessness in Montgomery County, Maryland. The Montgomery County Office of Broadband Programs provides various resources to narrow the digital divide, such as low-cost internet and computers for income-eligible households. The Montgomery County Office of Emergency Management & Homeland Security oversees the County's emergency response planning, including the management of flood-prone areas, public land, water resources, and emergency management agencies.

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))

Montgomery County's DHCA regularly works with the Housing Opportunities Commission, Rockville Housing Enterprises (local Housing Authorities), multiple non-profit developers, and many organizations that provide services to residents. HHS coordinates the County's Continuum of Care process and provides funding to programs throughout the County for homelessness-related needs. HHS also maintains extensive contact with other health, mental health, and service agencies. The Montgomery County Economic Development Corporation (MCEDC), funded by Montgomery County, is the official public-private corporation organized as a 501(c)(3) and charged with accelerating business growth and retaining existing businesses in the County. MCEDC provides assistance with business needs such as starting or expanding a business, finding a site or connecting with other City services. Additionally, the Local Small Business Reserve Program (LSBRP) ensures that County departments award 20 percent (with specified exceptions) of their procurements for goods, services, and construction to registered and certified local, small businesses.

The County funds dozens of organizations each year with County Executive and County Council grants that provide education, youth development, job training, mental health, and other services. These grants are targeted at low-income residents, seniors, and those with language, disability, or other special needs. Montgomery County regularly coordinates with the non-profit community.

Montgomery County has met with Rockville Housing Enterprises (RHE) to discuss the possibility of creating a homeless admission preference and to invite RHE to become more engaged in CoC activities.

RHE is not able to implement a preference at this time but continues to be willing to collaborate with the CoC to serve eligible homeless residents. RHE has limited housing vouchers and want to ensure they are able to serve the residents that lost permanent housing in their specific geographical area. The RHE and the City of Rockville is supportive to the CoC and is open to exploring a preference option in the future. As first steps, RHE partnered with the CoC to apply for the recently issued Housing Stability vouchers and is working to improve data collection on housing status of applicants. Additionally, the City of Rockville has a representative that serves on the ICH.

Montgomery County continuously works with the Housing Opportunities Commission (HOC), the primary PHA to expand the homeless preference in the County. This year HOC has expanded a limited local preference from ten to twenty Housing Choice Vouchers as part of the Move-Up Initiative. Additionally, the CoC partnered with HOC to administer the Emergency Housing Vouchers in which 100% of the referrals came from the CoC. Recently HOC partnered with the CoC to apply for the newly issued Housing Stability Vouchers. Any CoC program participant currently in a PBV is prioritized for a tenant-based voucher after one year of living in the PBV. HOC serves as a Commissioner on the ICH and regularly participates in the CoC. HOC also operates two PSH projects and has collaborated in writing and obtaining HUD Family Unification and the Non-Elderly Disabled (NED) Programs that do include homeless prioritization. Steps included developing questions to identify at risk, homeless, disabled persons when submitting their application to the PHA waitlist. The PHA pulls names from the database and informs the CoC lead. The CoC utilizes HMIS to locate the homeless participant and assist with PHA application process. In the most recent application for additional NED vouchers, HOC agreed to accept referrals for the Coordinated Entry System.

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.

Montgomery County government, specifically the County's Department of Health and Human Services, also serves as the Continuum of Care lead, and therefore all efforts to address the needs of homeless persons and persons at risk of homelessness is directly coordinated by MCDHHS.

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

Montgomery County government is the sole recipient of ESG funds in the MD-601 geographic area. As both the CoC Collaborative Applicant & the administering entity for ESG funds, DHHS assures CoC input in the planning & allocation of funds. The CoC Governing Board, of which Montgomery County is a member, identifies needs based on a review of the CoC's strategic plan and a gaps analysis developed by the CoC that incorporated Point-in-Time, Housing Inventory Chart, and other local data. The CoC then

recommends how to best use local ESG funds. The same process was followed to allocate the ESG-CV funds. DHHS in partnership with the ICH and full CoC, determined the majority of ESG-CV funds would be used to increase Rapid Rehousing to mitigate the impact of increasing number of people seeking emergency shelter. In addition, DHHS is also a member of the Maryland Interagency Council on Homelessness (MD ICH). The MD ICH identifies gaps and needs for the State of Maryland & provides input as to how Maryland ESG funds should be allocated.

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

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Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Housing Opportunities Commission of Montgomery County
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization had direct input in the Plan development process.
2	Agency/Group/Organization	Community Development Advisory Committee
	Agency/Group/Organization Type	Appointed Advisory Body
	What section of the Plan was addressed by Consultation?	Public Service Grants, overall priorities
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization had direct input in the Plan development process.
3	Agency/Group/Organization	Montgomery County CoC
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless Services-Health Services-Education Services-Employment Publicly Funded Institution/System of Care Civic Leaders

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The group meets regularly to discuss homelessness and strategies and programs to serve the homeless and prevent homelessness. A recent summary of their priorities, goals, and strategies was provided as supplemental information to the Action Plan.
4	Agency/Group/Organization	Montgomery County Office of Broadband Programs
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide
	What section of the Plan was addressed by Consultation?	Digital access
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization had direct input in the Plan development process.
5	Agency/Group/Organization	Montgomery County Office of Emergency Management & Homeland Security
	Agency/Group/Organization Type	Agency - Managing Flood Prone Areas Agency - Emergency Management
	What section of the Plan was addressed by Consultation?	Hazard Mitigation

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Montgomery County Office of Emergency Management & Homeland Security developed an updated Hazard Mitigation Plan for coordinating and implementing necessary hazard mitigation policies, programs, and projects. To develop the Montgomery County Hazard Mitigation Plan, an inclusive Mitigation Planning Committee (MPC) was assembled, consisting of County agencies, regional partners, and the following local jurisdictions</p>
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Identify any Agency Types not consulted and provide rationale for not consulting

All relevant Agency Types were consulted for the purpose of the Plan development.

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	Montgomery County Department of Health and Human Services	Montgomery County's FY24 Annual Action Plan goals are aligned with the Ten Year Plan to End Homelessness and the goals of the Continuum of Care.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

DHCA is continuously exploring alternative public involvement techniques, through meetings of civic associations and business groups in areas where CDBG funds are proposed to be used and reaching out through non-profit partners, the Regional Services Centers' Citizen Advisory Boards, government-sponsored Town Hall meetings at locations throughout the County and by involvement with other boards, committees, or commissions. Staff is available for presentations, upon request.

The CDAC Public Hearing was advertised in the Washington Times newspaper and was posted on the Grants Administration homepage. The outreach disseminated to the public also encouraged them to provide public comments during the public hearing. Comments and remarks were collected during the hearing and following the hearing.

Following the CDAC public hearing, the CDAC met on Tuesdays or Wednesdays during October for CDBG public service grant applicant interviews and to develop recommendations for CDBG funds recipients during CFY24. The Tuesday group met on October 11th, 18th, and 25th and the Wednesday groups met on October 12th, 19th, and 26th.

A personalized virtual invitation to the four FY24 Public Budget Hearings were also sent out to groups that were not recommended by the CDAC to attend and sign up to testify.

The Action Plan draft is available for public review and comment from April 14, 2023 through May 15, 2024.

Citizen Participation Outreach

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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)
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1	Public Hearing	Non-targeted/broad community Community Development Advisory Committee	Active members of the Community Development Advisory Committee and representatives from stakeholder organizations. This Public Hearing included participation from all 17 active members of the CDAC, the Department of Housing and Community Affairs staff, as well as testimony from 7 participants.	During the public hearing on October 4, 2022, the Community Development Advisory Committee (CDAC) heard testimony from representatives of homelessness prevention and from those addressing the health, housing, education, and senior needs of low-income residents. The information shared by industry experts was used to make	All of the comments received were considered by the CDAC during the CDBG public service grant recommendation.	https://www.youtube.com/watch?v=BjPcLxo_ik8
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				<p>decisions by the CDAC on Community Development Block Grant (CDBG) public services grants to serve low to moderate-income Montgomery County residents. The following groups provided testimony: the Division of Aging and Disability Services from the Department of Health and Human Services (DHHS), the Division of Services to End</p>	
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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)
				and Prevent Homelessness from DHHS, Housing Unlimited, Inc., Montgomery Housing Partnership, Inc., Mobile Medical Care, Inc., the Office of Human Rights, and Montgomery County Coalition for the Homeless.		

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)
2	Newspaper Ad	Non-targeted/broad community	Notice of the public hearing and recording following the hearing was posted in the Washington Times with the attendee link to join and link to the recording.	No comments were received in response to the newspaper ad.	Not applicable.	

3	Public Meeting	<p>Non-English Speaking - Specify other language: Spanish & Chinese</p> <p>Non-targeted/broad community</p> <p>Seniors</p>	<p>The County Executive participated in eight Public Forums (Town Hall Meetings) in different languages and targeted different populations throughout the County's Regional Services Centers and Leisure World to collect and share information for the development of the CFY24 Budget. The Public Forum at the Mid-County Regional Service Center was held on November 14, 2022, the</p>	<p>Those that participated expressed their concerns regarding the lack of affordable housing within the County.</p>	<p>All relevant comments were accepted.</p>	<p>https://www.youtube.com/watch?v=ktDzmby8phA</p>
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			<p>Spanish language forum at the Mid-County Regional Service Center was held on November 16, 2022, the forum at the Silver Spring Regional Service Center was held on November 21, 2022, the Older Adult Population forum at Leisure World was held on November 28, 2022, the Chinese language forum at the East County Regional Service Center was held on November 29th, 2022, the forum at the East</p>			
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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)
			<p>County Regional Service Center was held on December 7, 2022, the forum at the Upcounty Regional Service Center was held on December 12, 2022, and the forum at the Bethesda Regional Service Center was held on December 14, 2022. All the Public Forums were available in-person and virtually, along with translation capabilities.</p>			

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

For County FY24, DHCA has made recommendations to the County Council at the recommendation of the County Executive to expand the preservation and production of housing that will be affordable to the most economically burdened residents. These recommendations include a \$90 million allocation for affordable housing initiatives, including \$58 million towards the Montgomery Housing Initiative (MHI) Fund and \$32 million towards the Affordable Housing Acquisition and Preservation CIP project. This dedicated funding would provide for the renovation of distressed housing, the acquisition and preservation of affordable housing units, the creation of housing units for special needs residents, homeowner downpayment assistance, services to the "Building Neighborhoods to Call Home", "Design for Life", and "Housing First" programs, and the creation of mixed-income housing. An additional recommendation includes the allocation of \$30 million from loan repayments to the Preservation of Naturally Occurring Affordable Housing (NOAH) Fund to continue housing preservation efforts in areas at risk of rent escalation to higher market rents, including the Purple Line Corridor and other County transit corridors. DHCA plans to continue to actively underwrite affordable housing loans to preserve and produce affordable housing. As well as a funding recommendation to develop a "Faith-Based Housing Development Initiative" pilot project by working with mission-aligned houses of worship to increase the supply of affordable housing for low- and moderate-income households and advance racial equity in the County.

The County continues to protect lower-income residents of the Route 29/Castle Boulevard and Purple Line corridors from rent increases by working with nonprofits to identify and preserve at-risk naturally occurring affordable housing (NOAH) and actively engaging purchasers with Rental Agreements to preserve affordable rents.

In addition, DHCA continues to actively underwrite affordable housing loans to preserve and produce affordable housing. DHCA currently has approximately 1,804 affordable units in its development pipeline that are scheduled to close in FY24. The County is exploring development opportunities on two County owned properties and has issued Requests for Proposals for two County-owned sites. The FY24 DHCA pipeline

includes senior, family, and special needs housing. The County will leverage its HIF funding with other private and public resources to support the development of approximately 1,200 units. To date, 576 units are anticipated for completion of rehabilitation and/or construction in FY24. These projects will be funded by a combination of HIF, CDBG, and/or HOME funds.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder 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	4,893,353	500,000	2,728,740	8,122,093	19,083,328	There are prior year CDBG resources available for CDBG-funded projects during the plan year. During recent years, Focused Neighborhood projects have taken longer for completion. The delays in project finalizations have caused an accumulation of CDBG prior year resources; during the last couple of years increasing costs have contributed to the majority of the accrual of CDBG funds. There are at least two projects in the pipeline that may be eligible for CDBG funding to provide units of housing for households at 50% or less AMI scheduled to close in County FY24.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	2,234,948	500,000	10,258,894	12,993,842	9,313,742	There are prior year HOME resources available for HOME funded projects during the plan year. The HOME prior year resources have accumulated due to delays in project completions. Some HOME projects have encountered unforeseen challenges that have caused delays, mainly due to constraints as a result of ongoing cost increases. There are two HOME funded projects pending completion during the plan year and are estimated to cost about \$5.1 million in HOME funds.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	432,528	0	0	432,528	1,282,730	The entirety of the ESG source of funds are used during each plan year. There are no remaining prior year resources in ESG funds.

Table 5 - Expected Resources – Priority Table

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

The County uses local funds, as well as federal and state resources, to create and preserve affordable housing by partnering with housing providers to provide flexible financing designed to leverage other sources of funds and to be responsive to unique project requirements. Montgomery County has used a number of strategies to address affordable housing priorities, developing a range of tools and incentives, including a locally funded housing trust fund and an award-winning inclusionary zoning program.

For County fiscal year 2024 (July 1, 2023 – June 30, 2024), the County Executive’s recommended an Operating Budget that will provide \$90 million for affordable housing, including \$58 million dollars in the Montgomery Housing Initiative (MHI) fund and \$32 million in the Affordable Housing Acquisition and Preservation CIP project. This dedicated funding provides for the renovation of distressed housing, the acquisition and preservation of affordable housing units, the creation of housing units for special needs residents, homeowner downpayment assistance, services to the "Building Neighborhoods to Call Home", "Design for Life", and "Housing First" programs, and the creation of mixed-income housing. The MHI will be the source of the HOME fund match. ESG fund match will be provided by general county revenue funds that will fund projects through the Department of Health and Human Services (DHHS). DHHS provides core services that protect the community’s health, protect the health and safety of at-risk children and vulnerable adults, and address basic human needs including food, shelter, clothing, and personal care. The Department also provides a number of other services to assist families to be healthy, safe, and strong. Housing-related funding is also recommended in the County fiscal year 2024 budget; as a result of increasing rental prices throughout the County, \$1,700,000 has been added to the Housing Initiative Program and \$300,000 has been added to the Permanent Supportive Housing Program to avoid a reduction in service.

HOME's 25% matching requirements will be satisfied primarily through the use of Montgomery County's Housing Initiative Fund. Similarly, ESG's matching requirements will be satisfied through local Government funding.

Montgomery County does not receive or distribute Section 8 funding. Any LIHTC funding is distributed to developers directly through the State of Maryland and does not involve Montgomery County in the process. McKinney-Vento Homeless Assistance Act funds are distributed directly to Montgomery County Public Schools, DHCA is not involved in this process.

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

Montgomery County is committed to the integration of affordable housing on publicly owned land.

The County is exploring development opportunities on two County owned properties and has issued Requests for Proposals for two County-owned sites. In addition, the Montgomery County-owned property at 4010 Randolph Road, the former Department of Recreation Administrative Offices, was redeveloped as affordable housing to include 166 rental units and 28 ownership units. Of the affordable units redeveloped in this project, 26% were designated as Moderately Priced Dwelling Units. This allotment surpasses the minimum 12.5% requirement. The project's financing successfully closed in November 2022.

The units and single-family homes developed through the 4010 Randolph Road project will provide a wide range of affordable housing options for Montgomery County residents. Approximately 42% of the multifamily units have 3+ bedrooms, addressing the need for larger-sized properties to accommodate larger households. In addition, there are three single-family homes and 24 condominiums extending affordable homeownership options.

Discussion

The divisions within DHCA work together to serve Montgomery County residents with their housing and community development needs.

Asset Management actively monitors the Department's \$300 million in housing loans from local and federal funding sources, leveraging \$1.5 billion in affordable real estate. Assets also ensure compliance guidelines are followed for all affordable housing units supported by federal funds under the Community Development Block Grant Program (CDBG) and the HOME Investment Partnerships Program (HOME) as well as under local Housing Initiative Fund (HIF) loans, rental agreements, and Payments in Lieu of Taxes (PILOT).

Grants Administration handles over \$7 million in annual federal grants received by the County from the Community Development Block Grant Program (CDBG), the HOME Investment Partnerships Program (HOME), and the Emergency Solutions Grant Program (ESG). These annual allocations, along with any special federal appropriations, are earmarked to provide housing assistance and public services for low- and moderate-income residents. In addition, Grants administers almost \$3 million in County-funded

grants to non-profit organizations serving Montgomery County.

The Code Enforcement section is responsible for the preservation and improvement of housing and property standards through the enforcement of Chapter 26, Housing and Building Standards, Chapter 48, Solid Waste and Chapter 58, Weeds, of the Montgomery County Code.

The Affordable Housing section coordinates and enforces the County's moderate-income housing programs including the Moderately Priced Dwelling Unit (MPDU) Program and the Workforce Housing (WFH) program. The Section also oversees both the Montgomery County Energy Efficiency Program (MCEEP) to provide weatherization assistance to single-family housing and previous Single-Family Home Improvement loans and grants.

The Office of Landlord-Tenant Affairs (OLTA) enforces Chapter 29 - Landlord-Tenant Relations of the Montgomery County Code, along with parts of Title 8 - Landlord-Tenant of the Real Property Article, Annotated Code of Maryland. OLTA strives to educate the public of the general rights and responsibilities of landlords and tenants by providing relevant and accurate information to help the parties avoid problems and make the landlord-tenant relationship work as efficiently as possible. When necessary, through our formal complaint process, and as our authority permits, we offer free support to the named parties to assist them in amicably resolving disputes.

Multifamily Housing works to preserve and produce affordable rental housing for Montgomery County residents. Primarily using resources from the Montgomery County Housing Initiative Fund and the federal HOME program Multifamily Housing provides flexible financing resources to assist in the preservation and production of affordable housing.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing in an Inclusive Community	2021	2025	Affordable Housing	Countywide CDBG-eligible areas Rockville Takoma Park	Affordable Housing Healthy and Sustainable Neighborhoods Prevent and End Homelessness	HOME: \$2,234,948	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 4 Households Assisted Homeowner Housing Rehabilitated: 3 Household Housing Unit Other: 310 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Promote Healthy and Sustainable Neighborhoods	2021	2025	Affordable Housing Non-Housing Community Development	Countywide CDBG-eligible areas Rockville Takoma Park	Affordable Housing Healthy and Sustainable Neighborhoods Prevent and End Homelessness	CDBG: \$4,893,353	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2427 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 104 Households Assisted Public service activities other than Low/Moderate Income Housing Benefit: 10527 Persons Assisted Housing Code Enforcement/Foreclosed Property Care: 740 Household Housing Unit Other: 200 Other
3	Prevent and End Homelessness	2021	2025	Homeless Non-Housing Community Development	Countywide CDBG-eligible areas Rockville Takoma Park	Affordable Housing Healthy and Sustainable Neighborhoods Prevent and End Homelessness	ESG: \$432,528	Tenant-based rental assistance / Rapid Rehousing: 70 Households Assisted Homelessness Prevention: 160 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Housing in an Inclusive Community
	Goal Description	<ol style="list-style-type: none"> 1. Provide affordable housing opportunities for low and moderate-income households through housing rehabilitation activities that eliminate code violations and make other necessary improvements, including accessibility and energy conservation improvements, and through the construction, acquisition, and/or rehabilitation of housing for low and moderate-income households, in cooperation with CHDOs, the private sector, non-profits and/or the Montgomery County Housing Opportunities Commission (HOC). The County uses no HOME funds for homebuyer programs. 2. Assist non-profit providers in rehabilitating group homes occupied by lower-income, special needs persons. 3. Address community needs for neighborhood preservation and enhancement.
2	Goal Name	Promote Healthy and Sustainable Neighborhoods
	Goal Description	<ol style="list-style-type: none"> 1. Conduct activities that serve to affirmatively further fair housing choice. Activities may include sales, rental and lending testing, education/outreach, training, and research. Activities will be administered by the Office of Human Rights. 2. Provide Code Enforcement service in CDBG-eligible areas. Consistent enforcement of the County Codes will help to: improve the quality of life for Montgomery County citizens; stabilize neighborhoods; provide safe, decent, and clean dwelling units; maintain and enhance property values; and prevent blight. 3. Provide funding for Public Service grants providing services to low-income residents, such as workforce readiness training, after-school STEAM and academic enrichment programming, college and career planning services, support for a medical clinic, emergency financial assistance and eviction prevention, mental health education, and programming, IT-focused job training, family planning services, and homeless food service. Eligible applicants for CDBG Public Service grants apply annually for funding through a competitive process involving the Community Development Advisory Committee, whose role is to make funding recommendations.
3	Goal Name	Prevent and End Homelessness
	Goal Description	<ol style="list-style-type: none"> 1. Assist households experiencing homelessness to locate, obtain, and retain housing assisting approximately 35 households move into permanent housing. 2. Provide rental assistance to help households rapidly exit homelessness and retain permanent housing serving approximately 35 households. 3. Provide shelter services.

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Projects

AP-35 Projects – 91.220(d)

Introduction

The Action Plan provides details on projects using CDBG, HOME, and ESG funds that address a wide range of community needs, including housing assistance, public services for low-income residents, homelessness prevention, Rapid Re-housing, and emergency shelter services.

Projects

#	Project Name
1	Arts for the Aging - Health Equity Through the Participatory Arts
2	Ayuda - Domestic Violence & Family Law Survivors Program
3	Germantown Cultural Arts Center, Inc. - Beyond BlackRock
4	Community Clinic, Inc. - Food as Medicine
5	Community Clinic, Inc. - Increasing Breastfeeding Access
6	Collegiate Directions - Career Mentoring Initiative
7	Community Bridges - College Access and Success Program
8	Community FarmShare - Fresh Produce Access
9	Community Reach of Montgomery County - Mansfield Kaseman Health Clinic
10	Community Reach of Montgomery County - REAP
11	Digital Bridge USA - Technology Training Community
12	Ethiopian Community Center - Education and Youth Development
13	EveryMind - Friendly Visitor and Rep Payee Case Management Services
14	Foods and Friends - Improving the Lives and Health of the Most Vulnerable
15	Horizon Greater Washington, Inc. - Horizon Greater Washington Summer Program
16	Montgomery County Coalition for the Homeless, Inc. - Rapid Exit Specialist
17	Mobile Medical Care - Keeping Focused on Diabetic Eye Health
18	Housing Acquisition and Preservation
19	Code Enforcement
20	Group Home Rehabilitation
21	Focused Neighborhood Assistance
22	Facility Planning
23	Administration (capped)
24	Fair Housing Activities
25	Contingency
26	City of Takoma Park - Road Resurfacing and Repair
27	City of Rockville - Community Reach of Montgomery County, Inc.

#	Project Name
28	City of Rockville - Christian Church Facilities for the Aging Incorporated
29	City of Rockville - National Center for Children and Families
30	City of Rockville - Rockville Housing Enterprises
31	City of Rockville - Single Family Rehabilitation Program
32	Housing Production and Preservation - HOME
33	Community Housing Development Organizations Housing Production
34	CHDO Operating Assistance
35	Administration - HOME
36	ESG - Montgomery County

Table 7 - Project Information

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

The CDBG fund allocations for Public Service Grants are prioritized based on the needs of the community as determined by the Community Development Advisory Committee. The committee is composed of 15 to 20 members of the public who volunteer their time for this purpose and are appointed by the County Executive. The Committee participates in a public hearing where they learn about the needs of the County from subject-matter experts and community advocates, such as Health and Human Services Representatives for example. The information obtained from the public hearing and funding guidelines is referred to when interviewing CDBG grantee candidates advocating to get funding to provide public services to County Residents.

Our federal funds provide an important contribution to meeting these needs. Federal funds are being used currently to revitalize older residential neighborhoods, help low- and moderate-income residents through the creation and preservation of affordable housing, and support the activities of non-profit organizations providing a wide array of services benefiting lower-income residents.

All annual federal HOME and CDBG funds are used to assist lower-income residents of the county, and each has its own set of regulatory requirements that must be met. For example, HUD requires that County CDBG funds be spent in low-income areas or on activities that directly benefit people with low and moderate incomes. In Montgomery County, a family of four that earns \$90,000 or less meets this threshold.

Providing affordable housing and supportive services for vulnerable populations continues to be a high priority. Key challenges include creating affordable housing sufficient to meet the demand, delivering linguistically and culturally appropriate services to our diverse County residents, and providing special

services to seniors, youth, veterans, the homeless, and persons with disabilities.

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AP-38 Project Summary
Project Summary Information

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1	Project Name	Arts for the Aging - Health Equity Through the Participatory Arts
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	CDBG: \$30,000
	Description	Health Equity Through the Participatory Arts
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to benefit 125 older adults.
	Location Description	HOC sites at Arcola Towers, Waverly House, and Forest Oak Towers.
Planned Activities	Help improve health equity through regular arts participation, increase residents' participation through new platforms, using multiple languages, and recruiting teaching artists with foreign language skills to better connect with HOC's culturally diverse residents and grow social connections through shared arts experiences which can improve health and wellness outcomes.	
2	Project Name	Ayuda - Domestic Violence & Family Law Survivors Program
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	CDBG: \$45,000
	Description	Domestic Violence & Family Law Survivors Program
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to benefit 40 survivors of domestic violence.
	Location Description	Countywide and CDBG-eligible areas.

	Planned Activities	Increase access to free domestic violence and family law legal services for low-income immigrant survivors of domestic violence, sexual assault, and stalking. The DV/FL Survivors Program will provide trauma-informed, culturally and linguistically specific protective order and family law legal services to help survivors rebuild a safe and secure life for themselves and their children.
3	Project Name	Germantown Cultural Arts Center, Inc. - Beyond BlackRock
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	CDBG: \$22,428
	Description	Positive Youth Development Arts Outreach Programming
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to benefit 80 youths.
	Location Description	Title One elementary schools are located in upper Montgomery County.
Planned Activities	Provide after-school positive youth development programming to lower income youth, aged Kindergarten through 5th grade, at two local Title One elementary schools located in upper Montgomery County.	
4	Project Name	Community Clinic, Inc. - Food as Medicine
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	CDBG: \$40,928
	Description	Food as Medicine: CCI's Teaching Kitchen
	Target Date	6/30/2024

	Estimate the number and type of families that will benefit from the proposed activities	Estimated to benefit 120 people.
	Location Description	Countywide and CDBG-eligible areas.
	Planned Activities	Provide "Food as Medicine" education and demonstration classes. The Teaching Kitchen will educate patients with chronic conditions such as diabetes.
5	Project Name	Community Clinic, Inc. - Increasing Breastfeeding Access
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	:
	Description	Increasing Breastfeeding Access for Low-Income Women
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to benefit 6000 patients.
	Location Description	Countywide and CDBG-eligible areas.
	Planned Activities	Empower patients and participants to make and sustain the decision to breastfeed and provide manual breast pumps.
6	Project Name	Collegiate Directions - Career Mentoring Initiative
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	:
	Description	Career Mentoring Initiative
	Target Date	6/30/2024

	Estimate the number and type of families that will benefit from the proposed activities	Estimated to benefit 229 students.
	Location Description	Countywide and CDBG-eligible areas.
	Planned Activities	Support scholars to transition smoothly into the job market after college graduation.
7	Project Name	Community Bridges - College Access and Success Program
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	:
	Description	College Access and Success Program
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to benefit 500 students.
	Location Description	Countywide and CDBG-eligible areas.
	Planned Activities	Support girls in the CB College Access and Success Program and girls in the Alumnae program from low-income and/or minority backgrounds through one-on-one support, workshops, and staff support.
8	Project Name	Community FarmShare - Fresh Produce Access
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	:
	Description	Expanding Culturally Valued Fresh Produce Access to at-Risk Residents
	Target Date	6/30/2024

	Estimate the number and type of families that will benefit from the proposed activities	Estimated 1000 clients.
	Location Description	Countywide and CDBG-eligible areas.
	Planned Activities	Support participant families with nutrition education and liaise with MCPS school and Community Health Clinic partners to deepen positive health outcomes.
9	Project Name	Community Reach of Montgomery County - Mansfield Kaseman Health Clinic
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	:
	Description	Mansfield Kaseman Health Clinic
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to benefit 750 patients.
	Location Description	Countywide and CDBG-eligible areas.
Planned Activities	Cancer Prevention & Screening and Hypertension Management in the Mansfield Kaseman Health Clinic.	
10	Project Name	Community Reach of Montgomery County - REAP
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	:
	Description	Rockville Emergency Assistance Program
	Target Date	6/30/2024

	Estimate the number and type of families that will benefit from the proposed activities	Estimated to benefit 220 people.
	Location Description	Countywide and CDBG-eligible areas.
	Planned Activities	Promote self-sufficiency by providing case management follow-up and navigational services to increase application to and utilization of supportive programs, and expand outreach to the target population through the holiday giving program.
11	Project Name	Digital Bridge USA - Technology Training Community
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	:
	Description	Technology Training Community
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to benefit 250 people.
	Location Description	Countywide and CDBG-eligible areas.
	Planned Activities	Provide computer literacy skills amongst low-income people and immigrants. Provide computer programming, website design, and CompTIA + classes for beginners and facilitate workforce skills development.
12	Project Name	Ethiopian Community Center - Education and Youth Development
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	:

	Description	Education and Youth Development
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to benefit 300 youth.
	Location Description	Countywide and CDBG-eligible areas.
	Planned Activities	Support academic tutoring and health mentoring program for 7th to 10th grade students and physical fitness, different sports activities and performing arts program.
13	Project Name	EveryMind - Friendly Visitor and Rep Payee Case Management Services
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	:
	Description	Friendly Visitor and Rep Payee Case Management Services
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to benefit 50 clients.
	Location Description	Countywide and CDBG-eligible areas.
	Planned Activities	Support academic tutoring and health mentoring programs for 7th to 10th-grade students and physical fitness, different sports activities, and performing arts programs.
14	Project Name	Foods and Friends - Improving the Lives and Health of the Most Vulnerable
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods

	Funding	:
	Description	Improving the Lives and Health of the Most Vulnerable
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to benefit 63 clients.
	Location Description	Countywide and CDBG-eligible areas.
	Planned Activities	Improve the capacity of home-delivering meals and groceries to client and reduce food insecurity for the most vulnerable.
15	Project Name	Horizon Greater Washington, Inc. - Horizon Greater Washington Summer Program
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	:
	Description	Horizon Greater Washington Summer Program
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to benefit 140 students.
	Location Description	Countywide and CDBG-eligible areas.
	Planned Activities	Provide round-trip bus transportation to and from convenient drop-off locations to the academic programming during the summer. Students will either maintain or improve their baseline proficiency in literacy and math.
16	Project Name	Montgomery County Coalition for the Homeless, Inc. - Rapid Exit Specialist
	Target Area	Countywide CDBG-eligible areas

	Goals Supported	Promote Healthy and Sustainable Neighborhoods Prevent and End Homelessness
	Needs Addressed	Healthy and Sustainable Neighborhoods Prevent and End Homelessness
	Funding	:
	Description	Rapid Exit Specialist
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to benefit 160 men.
	Location Description	Countywide and CDBG-eligible areas.
	Planned Activities	Provides for the Rapid Exit Specialist position to quickly identify and access safe and appropriate alternatives to emergency shelter for men experiencing a housing crisis.
17	Project Name	Mobile Medical Care - Keeping Focused on Diabetic Eye Health
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	:
	Description	Keeping Focused on Diabetic Eye Health
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to benefit 600 patients.
	Location Description	Countywide and CDBG-eligible areas.
	Planned Activities	Conduct annual specialized eye screenings for diabetic patients for early detection of any signs of diabetic retinopathy.
18	Project Name	Housing Acquisition and Preservation
	Target Area	Countywide

	Goals Supported	Affordable Housing in an Inclusive Community
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$1,989,353
	Description	Funds will be used for affordable housing activities.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Countywide
	Planned Activities	Eligible activities include loans to assist in the purchase of existing properties for use as housing affordable to low- and moderate-income residents and funds for housing rehabilitation to enable low- and moderate-income owners of single-family homes and owners of multi-family properties occupied by low- and moderate-income tenants to eliminate code violations and make other necessary improvements, including accessibility and energy conservation improvements. Assistance may also be provided for group home acquisition.
19	Project Name	Code Enforcement
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	CDBG: \$250,000
	Description	Funds will be used to partially cover costs incurred for code enforcement efforts in low-and moderate-income areas.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 740 cases/households will be processed.
	Location Description	Low-and-moderate-income areas.

	Planned Activities	Code enforcement efforts in low-and moderate-income areas
20	Project Name	Group Home Rehabilitation
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Affordable Housing in an Inclusive Community Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Affordable Housing Healthy and Sustainable Neighborhoods
	Funding	CDBG: \$600,000
	Description	Funds will be used to assist nonprofit providers in rehabilitating group homes occupied by lower-income, special needs persons to eliminate code violations and make other necessary improvements, including accessibility and energy conservation improvements.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 10 homes will be improved, serving approximately 60 clients.
	Location Description	Countywide.
	Planned Activities	Assist nonprofit providers in rehabilitating group homes occupied by lower-income, special needs persons to eliminate code violations and make other necessary improvements, including accessibility and energy conservation improvements.
21	Project Name	Focused Neighborhood Assistance
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	CDBG: \$500,000
	Description	Provide financial and technical assistance for select affordable neighborhoods, to improve the quality of life, safety, and welfare of residents.
	Target Date	6/30/2024

	Estimate the number and type of families that will benefit from the proposed activities	Eighty-one households will benefit from these improvements.
	Location Description	Countywide.
	Planned Activities	The Focused Neighborhood Assistance (FNA) program provides financial and technical assistance for select affordable neighborhoods, to improve the quality of life, safety, and welfare of residents. For example, construction services are underway for the Wedgewood Drainage and Site Improvement Project and are expected to be completed in FY24. This project will correct grading and drainage issues throughout its common areas. In addition, landscaping will be installed in parking islands to deter the placement of bulk trash in these areas.
22	Project Name	Facility Planning
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	CDBG: \$100,000
	Description	Preliminary planning and design for a variety of projects.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Projects in eligible areas.
	Location Description	Countywide.
	Planned Activities	The funds will be used for preliminary planning and design for a variety of projects in eligible areas for possible inclusion in a future budget.
23	Project Name	Administration (capped)
	Target Area	Countywide
	Goals Supported	Affordable Housing in an Inclusive Community Promote Healthy and Sustainable Neighborhoods

	Needs Addressed	Affordable Housing Healthy and Sustainable Neighborhoods
	Funding	CDBG: \$900,000
	Description	Planning, administration, and monitoring of the CDBG program.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Countywide
	Planned Activities	DHCA's staff in planning, administration, and monitoring of the CDBG program, including preparation of the Consolidated Plan, staff support for a citizens' advisory committee, environmental reviews, preparation of contracts, payment processing, and auditing, federal reporting, and loan servicing.
24	Project Name	Fair Housing Activities
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Affordable Housing in an Inclusive Community Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Affordable Housing Healthy and Sustainable Neighborhoods
	Funding	CDBG: \$20,000
	Description	Affirmatively further fair housing choice.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 200 people will benefit.
	Location Description	Countywide

	Planned Activities	Funds will be used for activities that serve to affirmatively further fair housing choice. Activities may include sales, rental and lending testing, education/outreach/awareness, training, and research. Activities will be administered by the Office of Human Rights.
25	Project Name	Contingency
	Target Area	Countywide CDBG-eligible areas
	Goals Supported	Affordable Housing in an Inclusive Community Promote Healthy and Sustainable Neighborhoods Prevent and End Homelessness
	Needs Addressed	Affordable Housing Healthy and Sustainable Neighborhoods Prevent and End Homelessness
	Funding	CDBG: \$50,000
	Description	Cnanticipated costs coverage.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Countywide
	Planned Activities	Cover unanticipated costs for other eligible activities.
26	Project Name	City of Takoma Park - Road Resurfacing and Repair
	Target Area	CDBG-eligible areas Takoma Park
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	CDBG: \$91,000
	Description	Resurface roadways and repair defective curb, gutter, sidewalks, and driveway aprons within CDBG eligible areas.
	Target Date	6/30/2024

	Estimate the number and type of families that will benefit from the proposed activities	This project will serve an estimated 2,000.
	Location Description	City of Takoma Park
	Planned Activities	Resurface roadways and repair defective curbs, gutters, sidewalks, and driveway aprons within CDBG-eligible areas.
27	Project Name	City of Rockville - Community Reach of Montgomery County, Inc.
	Target Area	CDBG-eligible areas Rockville
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	CDBG: \$65,000
	Description	REACH Housing Programs: Jefferson House and Rockland House Improvements
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to serve 11 low-income, special needs persons residents.
	Location Description	Rockville
	Planned Activities	Repair and maintenance of units at the Jefferson House group home for low-income, special needs persons, including installation of ductless air conditioning system, replacement of carpeting, external repairs to the tin roof and gutters, outer foundation, retaining wall, side porch, and kitchen doors.
28	Project Name	City of Rockville - Christian Church Facilities for the Aging Incorporated
	Target Area	CDBG-eligible areas Rockville
	Goals Supported	Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Healthy and Sustainable Neighborhoods
	Funding	CDBG: \$26,000

	Description	Painting of Common Area Hallways
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to serve 300 senior residents.
	Location Description	Rockville
	Planned Activities	Repainting common areas and hallways on four floors at Bethany House Senior Apartments.
29	Project Name	City of Rockville - National Center for Children and Families
	Target Area	CDBG-eligible areas Rockville
	Goals Supported	Affordable Housing in an Inclusive Community Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Affordable Housing Healthy and Sustainable Neighborhoods
	Funding	CDBG: \$25,000
	Description	NCCF Futurebound Rehab Project
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to serve 12 low-income youth households.
	Location Description	Rockville
	Planned Activities	Complete repairs and maintenance at three (3) Rockville apartment homes for its low-income youth who are aging out of the care of public systems and need transitional assistance to live independently in the community.
30	Project Name	City of Rockville - Rockville Housing Enterprises
	Target Area	CDBG-eligible areas Rockville

	Goals Supported	Affordable Housing in an Inclusive Community Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Affordable Housing Healthy and Sustainable Neighborhoods
	Funding	CDBG: \$72,000
	Description	Air Conditioning Replacement
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to serve 127 persons.
	Location Description	Rockville
	Planned Activities	Complete air conditioning unit replacement on fifteen multi-family public housing units of David Scull Courts community.
31	Project Name	City of Rockville - Single Family Rehabilitation Program
	Target Area	CDBG-eligible areas Rockville
	Goals Supported	Affordable Housing in an Inclusive Community Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Affordable Housing Healthy and Sustainable Neighborhoods
	Funding	CDBG: \$75,000
	Description	Assist CDBG-eligible single-family homeowners with home repairs.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to assist 3 to 4 households.
	Location Description	Rockville
	Planned Activities	Assist CDBG-eligible single-family homeowners with home repairs.
32	Project Name	Housing Production and Preservation - HOME
	Target Area	Countywide

	Goals Supported	Affordable Housing in an Inclusive Community Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Affordable Housing Healthy and Sustainable Neighborhoods
	Funding	HOME: \$2,066,453
	Description	Construction, acquisition, and/or rehabilitation of housing.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	This is estimated to produce or preserve 115 units.
	Location Description	Countywide
	Planned Activities	Construction, acquisition, and/or housing rehabilitation (multi- and single-family units). DHCA may implement this program with the private sector, non-profits, and/or the Montgomery County Housing Opportunities Commission (HOC).
33	Project Name	Community Housing Development Organizations Housing Production
	Target Area	Countywide
	Goals Supported	Affordable Housing in an Inclusive Community Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Affordable Housing Healthy and Sustainable Neighborhoods
	Funding	HOME: \$345,000
	Description	Housing development activities of CHDOs.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	This is estimated to produce or preserve 4 units.
	Location Description	Countywide

	Planned Activities	Housing development activities of CHDOs. Up to 10 percent of this total (\$20,000) may be used for project-specific technical assistance, site control, and seed money loans. It is anticipated that one to three organizations will use these funds to acquire, construct, or renovate rental housing for persons with low incomes.
34	Project Name	CHDO Operating Assistance
	Target Area	Countywide
	Goals Supported	Affordable Housing in an Inclusive Community Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Affordable Housing Healthy and Sustainable Neighborhoods
	Funding	HOME: \$100,000
	Description	Partially cover administrative costs of qualified CHDOs.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Montgomery Housing Partnership (MHP) and Housing Unlimited, Inc. (HUI) will each receive \$50,000.
	Location Description	Countywide
Planned Activities	Partially cover the administrative costs of qualified CHDOs: Montgomery Housing Partnership (MHP) and Housing Unlimited, Inc. (HUI). MHP will receive \$50,000 and HUI will receive \$50,000. By regulation, only CHDOs using HOME funds to own, sponsor, or develop affordable housing are eligible for operating support. This operating support cannot exceed 50 percent of a CHDO's operating budget in any fiscal year or \$50,000 annually, whichever is greater.	
35	Project Name	Administration - HOME
	Target Area	Countywide
	Goals Supported	Affordable Housing in an Inclusive Community Promote Healthy and Sustainable Neighborhoods
	Needs Addressed	Affordable Housing Healthy and Sustainable Neighborhoods
	Funding	HOME: \$223,495
	Description	County's expenses associated with operating the HOME Program.

	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	This activity will indirectly benefit income-eligible County residents.
	Location Description	Countywide
	Planned Activities	The fund will be used to cover the county's expenses associated with operating the HOME Program. Administrative expenses cannot exceed 10% of the entitlement amount.
36	Project Name	ESG - Montgomery County
	Target Area	Countywide
	Goals Supported	Prevent and End Homelessness
	Needs Addressed	Prevent and End Homelessness
	Funding	ESG: \$432,528
	Description	Housing stabilization and relocation services, rental assistance, and shelter services
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 35 households will move into permanent housing and 35 households will receive rental assistance.
	Location Description	Countywide

<p>Planned Activities</p>	<p>Housing Stabilization and Relocation Services – \$88,800 - will be available to assist households experiencing homelessness locate, obtain, and retain housing. Funds will be used for support services including linkages to mainstream services and employment, rent application fees, and security deposits to assist approximately 35 households move into permanent housing. Eligible singles and families include those living in temporary shelter, in a place not meant for human habitation or other places described in Category I of the homeless definition issued by HUD.</p> <p>Rental Assistance - \$237,600 will be used to provide an average of 9 months but up to 24 months of rental assistance to help households rapidly exit homelessness and retain permanent housing. Assistance will be provided to households that meet the criteria for Category I of the homeless definition issued by HUD upon program admission. Approximately 35 households will be served.</p> <p>Shelter Services – \$106,128 will be used to provide shelter services.</p>
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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

The funds that are allocated to the County are generally available countywide with no priority assigned to geographic regions. Some activities, such as Public Service Grants, will be targeted at neighborhoods with concentrations of low- and moderate-income populations. Most other programs will be available to income-eligible residents.

Some of the public service providers concentrate their outreach in specific parts of the County, particularly those with predominantly low-income and minority residents. For example, the Eastern Montgomery Emergency Assistance Network extends its services to those residing in the following zip codes: 20903, 20904, 20905, 20866, and 20868. These zip codes belong to Silver Spring, Hillandale, Colesville, Cloverly, Sandy Spring, Burtonsville, and Spencerville. Other organizations like Shepherd's Table which provides daily hot meals do their distribution from an Aspen Hill school. Even though some areas have a higher concentration of low-income and minorities, it is important to note that most of the communities are socio-economically diverse. Between 12.7% and 93.4% of residents in Silver Spring, White Oak, Aspen Hill, Fairland, Gaithersburg, and Montgomery Village are in poverty.

Geographic Distribution

Target Area	Percentage of Funds
Countywide	94
CDBG-eligible areas	
Rockville	4
Takoma Park	2

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

N/A

Discussion

In order to determine the Geographic Distribution of funds, DHCA assessed the economic breakdown of residents across the County. The majority of the communities are multi-income with residents in poverty living alongside residents exceeding 80% AMI. According to the Census quick facts, the majority of residents in poverty reside in Silver Spring, White Oak, Aspen Hill, Fairland, Gaithersburg, and Montgomery Village. Between 12.7% and 93.4% of residents in each of the areas listed were identified as being in poverty. Given the diverse income levels, it is important that the services through the Public Service grant providers be available Countywide. Some of the non-profit organizations concentrate their

services in some of the areas listed above, but they are still able to extend to the rest of the County.

DHCA also consulted Montgomery County Public School FARMS data for this analysis. There are 135 elementary schools, 40 middle schools, and 26 high schools. Of these, 35 (26%) elementary schools and 4 (10%) middle schools have a Title I designation, meaning that at least 40% of the enrolled students come from low-income households and qualify for low or reduced lunch. These schools serve students residing in Montgomery Village, Gaithersburg, Aspen Hill, Glenmont, Wheaton, Hillandale, White Oak, Burtonsville, and Fairland. The schools that serve those in Silver Spring, specifically Hillandale and White Oak have the highest level of low-income students.

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Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

DHCA's Multifamily Housing team works to preserve and produce affordable rental housing for Montgomery County residents. Primarily using resources from the Montgomery County Housing Initiative Fund and the federal HOME program Multifamily Housing provides flexible financing resources to assist in the preservation and production of affordable housing. The Affordable Housing initiatives outlined below are through a combination of funding sources and strategies to maximize resources.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	890
Special-Needs	10
Total	900

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	663
Rehab of Existing Units	227
Acquisition of Existing Units	914
Total	1,804

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

Discussion

The FY24 one-year goals for the number of households supported through rental assistance is a result of a memorandum of understanding with the Housing Opportunities Commission, which is funded by HIF funds. Through a similar initiative, there are currently 1177 families assisted under rental agreements. Based on need and projected resources, DHCA projects 1300 households will be assisted through rental agreements in FY24.

DHCA's Multifamily Housing works to preserve and produce affordable rental housing for Montgomery County residents and in FY24 they project the production of 663 new units and the rehabilitation of 227 existing units, resulting in the support of 890 non-homeless households.

Based on the escalating cost of construction materials, the Group Homes rehabilitation program is

projected to support 10 special-needs households in FY24.

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AP-60 Public Housing – 91.220(h)

Introduction

The Housing Opportunities Commission (“HOC”) no longer owns or operates any Public Housing (“PH”) units. During fiscal years (“FY”) 2014-2020, HOC converted its PH subsidies to Section 8 Project Based Rental Assistance (“PBRA”) and Project Based Vouchers (“PBV”) through the use of the U.S. Department of Housing and Urban Development (“HUD”) Rental Assistance Demonstration (“RAD”) program. RAD allowed HOC to convert its PH portfolio to more efficient forms of subsidy and to leverage other resources to renovate, construct and modernize its existing stock, including the addition of additional affordable units. All of HOC’s PH subsidies have been converted to Section 8 PBRA. The final RAD construction project, the Leggett (formerly Elizabeth House III), reached substantial completion as of February 2023. HOC will begin the process of relocating existing tenants to their completed units. HOC operates the federally funded Housing Choice Voucher (“HCV”) program for the jurisdiction of Montgomery County, Maryland. HOC currently administers 7,702 vouchers, including 870 PBVs.

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

Within the past year, HOC closed on 626 naturally occurring affordable housing units inside the Bethesda Central Business District. Below are some additional examples of HOC’s recent, current, and future affordable Housing Projects:

- Brooke Park in Bethesda completed renovations in September 2021. This property was renovated using HOME and county Housing Initiative Funds. The property consists of 17 units and all units are restricted by the HOME/HIF programs.
- HOC completed the construction of Residences on the Lane (formerly Upton II) in October 2021. This senior property is the replacement property for Town Center Apartments (Rockville), which was part of a Section 236 RAD Conversion. ROTL received 22 PBRA subsidies. The original tenant protection Low Vacancy contract could not be transferred to ROTL, however, HOC issued the 62 affected residents tenant-based protection vouchers, which gives families the choice of where they want to reside. Residents were given the opportunity to use their vouchers at ROTL and most expressed interest in doing so. ROTL falls under the HCV jurisdiction of the city of Rockville’s Rockville Housing Enterprises housing authority. HOC and RHE entered a Memorandum of Understanding allowing HOC to administer the tenant-based protection vouchers for the affected residents that chose to lease up at ROTL. This reduced processing burdens on the residents, as well as for HOC and RHE.
- Stewartown Homes construction was complete as of November 2022. This project was the result of a 2019 Section 236 RAD conversion. 19 existing Rental Assistance Payment subsidies were converted to PBV and HUD-approved HOC for 37 Low Vacancy PBVs for residents without the subsidy. This project also leveraged Low-Income Housing Tax Credits.
- The Leggett (formerly Elizabeth House III) construction project reached substantial completion as of February 2023. This is HOC’s final RAD PH conversion construction project. Upon

completion, HOC will close out its PH RAD Conversion project. This project includes 267 units, 238 of which are restricted under the LIHTC program. 80 of the LIHTC units also have PBRA subsidies tied to them, and 26 units have PBV subsidies. As part of this project, HOC is working in conjunction with the County to construct the Southern County Recreation and Aquatics Center.

- Renovations at Bauer Park senior property reached substantial completion as of February 2023. BP renovations result from an FY 2020 Section 236 RAD conversion. This property consists of 141 units, of which, 100% are restricted by the LIHTC program. This project received 56 PBRA subsidies to replace the existing Section 236 RAP subsidies, and HOC was approved for 65 Low Vacancy Voucher subsidies for the residents without RAP.
- The Laureate, formerly West Side Shady Grove, is scheduled to complete construction in March 2023. This project consists of 268 units, which include 67 HOC Moderately Priced Dwelling units and 12 HOC Workforce units.
- Georgian Court (Silver Spring) is scheduled to complete renovations in December 2023. This property is part of a LIHTC resyndication. The property consists of 147 units and 100% are LIHTC restricted. There are also 29 PBRA units and 59 units restricted by the county's HIF program.
- Shady Grove (Derwood) is also scheduled to complete renovations in December 2023. This property was also part of a LIHTC resyndication. It has 144 units and 100% are LIHTC restricted. The property also has 144 PBRA subsidies, and 4 of the units are restricted by the HOME program.

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

While HOC no longer owns or operates a PH program, under Section 511 of the United States Housing Act and the regulations in 24 CFR Part 903, HOC is required to establish a Resident Advisory Board. The RAB is comprised of HOC-assisted individuals. Their role is to assist HOC in developing the agency's Public Housing Agency Plan, and other agency-related matters.

HOC administers the homeownership programs below:

- Single Family Mortgage Purchase Program: Through the program, the Commission has financed over 12,000 mortgage loans. The MPP provides below-market interest rates for first-time homebuyers purchasing in the County; 30-year fixed rates with zero points; FHA and Conventional Financing available.
- HOC 3% Purchase Assistance Program: The MPP offers down payment and closing cost assistance. A borrower may receive 3% of the purchase price in the form of a 0% secured loan that is required to be repaid only if the loan is repaid in the first 5 years. Since inception, 636 loans totaling \$ 4.5 million have been provided.
- Revolving Closing Cost Assistance Program: The RCCAP program provides closing cost and down payment assistance to first-time homebuyers in the County in the form of a 5% secured loan, up

to \$10,000. Since inception, 930 loans totaling \$7.4 million have been provided.

- House Keys 4 Employees (HK4E) Program: The County is a participating employer in the State's HK4E program, which now gives County employees the opportunity to receive even more funds to help with the purchase of a home in the County. Funds can be used for closing costs and/or down payment.
- Montgomery County Homeownership Assistance Fund: The McHAF closing cost program opened on June 3, 2019, and has been funded annually by DHCA. Over the past 2 years, DHCA has funded a \$1.5 million grant for each fiscal year. The McHAF provides down payment and closing cost assistance of up to 40% of the buyer's income, up to \$25,000.
- Housing Opportunities Commission Homeownership Program: Since 1987, this program assists HOC residents transition from renting to homeownership. HOC/HOP is open to all residents in HOC-owned or affiliate developments with an annual income of \$40,000 or more. HOC purchases MPDUs from time to time and sells them to HOC residents through the HOC/HOP.
- Housing Choice Voucher Homeownership: This program allows renters with a Housing Choice Voucher to use the voucher for a mortgage payment, rather than rent. The program has a limit of 25 households, with up to three slots designated for households meeting HUD's definition of disabled and is currently fully utilized. Eligible families must be current HCV program recipients, have a minimum income of \$40,000, and have participated in HOC's Family Self-Sufficiency program for at least two years.

HOC also provides the Family Self Sufficiency program since 1993. HOC provides supportive services, case management, and an escrow account to participating families, to help families, achieve economic independence and self-sufficiency. The FSS program is a voluntary program offered to all families participating in the Housing Choice Voucher program.

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

This does not apply.

Discussion

In addition to the PH conversion subsidies/units and HCV program, HOC leverages federal, state, and local affordable housing programs to provide affordable housing throughout Montgomery County. Presently, HOC has in design, predevelopment, and under construction/renovation, 13 developments throughout Montgomery County, totaling approximately 3,270 units, with 1,812 units designated as affordable. HOC also has more than 2,000 additional units of renovation and new construction that will target a high level of sustainability at varying Area Median Income levels that are slated to enter the pipeline shortly. HOC promotes the deconcentration of poverty by encouraging income mixing by bringing higher-income families into lower-income developments and lower-income families into higher-income developments. HOC seeks to accomplish this in a uniform and non-discriminatory manner. HOC

will affirmatively market its housing to all eligible income groups. HOC will not steer lower-income customers toward lower-income development or higher-income customers toward higher-income development

HOC's economic development program, HOC Works, seeks to connect low-income individuals with economic opportunities and contract with businesses that share HOC's commitment to bettering the community. Vendors must meet compliance through new hires, training opportunities, and subcontracting to contractors who qualify as HOC Works Business Concerns.

HOC also seeks to promote diversity by maximizing the procurement of Minority/Female/Disabled businesses through primary contractors and subcontractors.

HUD published the, "Streamlining and Implementation of Economic Growth, Regulatory Relief, and Consumer Protection Action Changes to Family Self-Sufficiency Program", Final Rule on May 17, 2022. This Final Rule implemented mandatory and discretionary changes to the FSS program and required PHAs to implement the mandates by November 14, 2022. As part of the requirement, HOC was required to update its FSS Action Plan for HUD approval. The FSS Action Plan provides details about operations, program participants, supportive services, as well as the agency's strategy to help low-income families increase their earned income and eliminate their need for welfare assistance. The updates included the mandatory updates and the discretionary updates to be defined by HOC. HOC implemented policies and procedures considered to be safe harbor or best practices. HUD approved HOC's updated FSS Action Plan on September 26, 2022.

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

Introduction

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

Montgomery County Department of Health & Human Services (DHHS) is responsible for the implementation of the Continuum of Care (CoC) strategic plan to end homelessness. The Interagency Commission on Homelessness (ICH), as the governing body of the CoC, has committed to making homelessness rare, brief, and one-time only for all. This work is done by employing specific tactics for each subpopulation, including Veterans, chronic homelessness, families with children, youth, seniors, and vulnerable adults. In November 2022 the ICH adopted the goal to end homelessness for all in Montgomery County by December 31, 2025. In order to achieve that, Montgomery County has partnered with Built for Zero to achieve that goal. Through this initiative the CoC is focusing on six areas: youth, families, seniors, vulnerable adults, veterans, and other adult only households.

Montgomery County DHHS is working in partnership with the Collaboration Council for Children, Youth, and Families to establish a plan to end youth homelessness in the County. We recently opened a youth drop-in center. The drop-in center includes access to basic services such as food, laundry, and showers as well as connection to educational and employment services. Recognizing that the needs of youth are unique, the CoC has committed to adapting youth-specific assessment tools, outreach and engagement, and housing interventions to ensure that youth experiencing homelessness are connected to permanent housing as quickly as possible and that interventions are developmentally appropriate. To reach this goal we have established a youth subcommittee of our ICH to focus on these areas and develop a dedicated youth coordinated entry system.

Reducing unsheltered homelessness remains a top priority for the ICH. Street outreach teams have reported an increase in the number of people sleeping outside despite an expansion of shelter availability and street outreach capacity. The CoC continues to strengthen the street outreach network to address the needs of the unsheltered population. We have added capacity to our outreach teams and continue to focus on providing culturally and linguistically appropriate services. In addition, the Montgomery County Department of Health and Human Services has increased the capacity of the Mobile Crisis and Outreach Team. This team's role is to respond to people experiencing a psychiatric emergency and will partner with street outreach workers to provide ongoing services beyond the crisis response. Recognizing that a large portion of the unsheltered population suffers from serious mental illness, the additional behavioral health services will assist the CoC in connecting the hardest to serve

individuals with permanent housing and supports.

Finally, the CoC is one of the few communities nationwide that has committed to the Zero for All Campaign to end homelessness for all populations. Montgomery County has set the goal of ending homelessness for all by December 31, 2025. We are using the Built for Zero model and functional zero analysis. Therefore, our goal by December 2025 is to have no more than 89 individuals experiencing homelessness at any given time. The CoC is setting six-month milestones to make sure we reach that goal.

Addressing the emergency shelter and transitional housing needs of homeless persons

Montgomery County operates a coordinated entry system. Emergency shelter is provided 24 hours / 7 days for individuals & families. Access to services and shelters are provided through the outreach providers and Regional Housing Stabilization Services Offices, and the Crisis Center nights and weekends. Help is also provided to those at-risk of homelessness to preserve housing.

A common assessment tool is used to screen, assess & refer households to all emergency, transitional & permanent housing programs. The tool screens for household vulnerability and acuity of needs to ensure those most in need are prioritized for housing.

The CoC utilizes a centralized shelter intake and diversion program for adult-only households and households with minor children with a goal of reducing inflow to homelessness. All households seeking emergency shelter will be assessed for diversion as an attempt to resolve their housing emergency without the need to enter the homeless continuum. Monthly diversion training is offered to CoC staff to ensure that all staff are up-to-date on best practices and continue to have time to role play scenarios.

Additionally, the CoC meets regularly to identify vacancies, prioritize persons for housing, & facilitate referrals. MCDHHS will monitor outcomes to assure that persons are placed based on need. The system will be advertised via the County's 311 phone line, DHHS website, community events, & training for service providers.

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 Continuum of Care is continuing to work to reduce length of stay in homelessness. The CoC uses a coordinated housing referral process to refer, prioritize & match participants to CoC housing. Length of

Stay is one factor considered when prioritizing.

Individuals and families experiencing homelessness have access to case management services to help link them to services and housing resources. Housing Locators will work with adults and families in shelter to identify housing options and help them move more quickly into permanent housing. In addition, MCDHHS has developed an intensive integrated team process that brings together participants with multiple service needs & serious housing barriers with service providers.

Homeless providers will assist participants to develop independent living skills, increase income & access services to reduce returns to homelessness. Those exiting homelessness who are unable to maintain housing on their own will be linked to Permanent Supportive Housing, subsidized housing, or family/friends with whom they can live. Homelessness prevention assistance including financial assistance & case management will be provided to those who are at risk of returning to homelessness. Program participants with multiple service needs & significant housing instability will be referred to MCDHHS to participate in an intensive integrated teaming that brings to together the participant with service providers to identify needed supports.

Returns to homelessness will be tracked at the client & the program level. At the client level, the common assessment tool documents housing history and will identify those with a prior spell of homelessness. In addition, the CoC's open HMIS system will be used to verify previous spells within the CoC.

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.

Montgomery County coordinates a system of emergency assistance to prevent homelessness. Financial assistance will be available from the Department of Health and Human Services as well as from Emergency Assistance Coalition providers for rental/utility assistance. At-risk households with a history of housing instability will receive case management to address barriers & link to mainstream resources such as SNAP, TANF, SSI and mainstream rental assistance programs. Montgomery County provides energy assistance to help low-income residents pay their utility costs & operates the County Rental Assistance Program, a shallow rent subsidy program for households that are exiting homelessness or at imminent risk of becoming homeless and have a household member that is 55+ or disabled.

The CoC has received significant federal resources for eviction/ homeless prevention due to the pandemic. To ensure households with the greatest risk of homelessness are prioritized for assistance, the CoC developed a Homeless Prevention Index that uses local data on community-level predictors of

homelessness to identify census tracts with the greatest need. As of February 2023, approximately 12,200 households have been provided rent relief, with over \$95 million distributed. The CoC has already set aside some ARPA funds and local funds to ensure that eviction prevention and relocation grants will continue.

Montgomery County Child Welfare Services has implemented local discharge planning policies that prohibit the discharge of foster care youth into homelessness. To prepare for discharge, youth will receive independent living skills training. Semi-independent living is open to youth aged 16-21 who are in school or working. As discharge nears, an individualized exit plan will be developed for each youth.

Through the Health Care for the Homeless (HCH) program, Montgomery County developed discharge protocols in collaboration with local hospitals within the CoC (no state hospitals are located within the CoC) to prevent the routine discharge of patients into homelessness. Hospital staff will contact HCH nurses for each patient who reports he/she has nowhere to return and will identify an appropriate discharge option. CoC permanent supportive housing will also be considered for persons who were hospitalized for less than 90 days and were homeless prior to admission. Additionally, the CoC has opened a medical respite facility which can provide short term respite care for individuals being discharged from the hospital but location in a congregate shelter facility would inhibit their recovery.

Montgomery County DHHS develops and implements discharge policies through its Local Behavioral Health Agency (LBHA). Prior to discharge, the inpatient hospital social worker/treatment provider must complete an assessment and develop an aftercare plan to address all mental health, substance abuse, co-occurring disorder, housing, health, and vocational needs. LBHA will assure that clients are linked to community-based treatment and supportive services, as well as housing.

The Montgomery County Department of Criminal Justice & Department of Health & Human Services (DHHS) have developed a comprehensive system that prepares inmates for release to reduce recidivism by assuring stable housing, and psychiatric stability. Work begins at the correction center where the Community Re-Entry program and Projects for Assistance to Transition from Homelessness program assess needs & make referrals to treatment and housing options. The Pre-Release Center will work with inmates prior to release.

Discussion

The six-month milestones developed by the CoC are divided among six working groups. The youth working group will work towards having a fully operational Coordinated Entry System for Youth by June 2023. The families working group will work towards having an average length of time from Id to Move-in of 45 days by June 2023. The seniors working group will work towards decreasing the number of seniors entering homelessness each month by 50% (from 6 to 3) by June 2023. The vulnerable adults working group will work towards having an average length of time from Assigned to Housed of 45 days by June 2023. The veterans working group will work towards having no more than 7 veterans experiencing homelessness (down from 10) by June 2023. The other adult-only households working group will work

towards housing 350 individuals by June 2023.

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AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The lack of land available for development can serve as a barrier to the creation of affordable housing. With approximately 85% percent of land in Montgomery County constrained for development, developers now face the challenges of assembling parcels, creating infill developments, and building higher-density projects.

Since the County's last Consolidated Plan (2015-2019), the County Council has adopted a new zoning code to modernize antiquated regulations of the past and to clarify and encourage infill and mixed-use development (Zoning Ordinance, Chapter 59 of the Montgomery County Code). This has removed a major barrier to new housing investment.

Likewise, the development review process has been streamlined and permitted more efficiency, both issues present in the previous Consolidated Plan.

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

Montgomery County continues to identify county-owned sites that can be redeveloped to include housing along with other public facilities and is promoting transit-oriented redevelopment, in conjunction with private developers, in White Flint and Wheaton. New master plan efforts and updated zoning regulations allow for more high-density and mixed-use developments near public transit and in other formally single-use non-residential areas, leading to an increase in future housing supply. Plans in progress include Thrive 2050, a comprehensive 30-year plan for the entire county. Area plans underway include the Ashton Village Center Sector Plan, the Germantown Plan for the Town Sector Zone, and the Shady Grove Minor Master Plan Amendment.

Discussion:

The County is one of the participating jurisdictions in the development and outreach of the Regional Analysis of Impediments to Fair Housing Choice alongside neighboring areas in the Washington, DC region. Through research, data collection, as well as stakeholder and resident meetings, it was determined that most of the housing challenges faced locally overlap across the participating jurisdictions, and a combined study of the region's housing would produce the most useful and accurate evaluation.

The draft is currently under the Public Comment period and includes a comprehensive analysis of the

impediments to fair housing across the region. The current analysis assessed progress made toward past goals and identified the County's success in changing and strengthening the Moderately Priced Dwelling Unit program to address some of the challenges faced in accessing fair housing. The changes include:

- Increased incentives and requirements for developers of affordable residential units
- More permits for accessory dwelling units and high-density and mixed-use development near public transit
- Made it easier for businesses to get permits and work with the county's Department of Planning Services and the Planning Board during the development

The Analysis also identified goals and strategies to affirmatively further fair housing in Montgomery County. The current draft includes the following goals:

- Preserve and produce income-restricted units with Housing Initiative Fund, HOME, and CDBG loans
- Prioritize this development on county-owned land to ensure the availability of Moderately Priced Dwelling Units for first-time homebuyers with moderate household incomes
- Leverage Community Reinvestment Act loans
- Reform zoning and land use policies to expand fair housing choice
- Protect the housing rights of individuals in protected groups
- Expand access to public transportation

AP-85 Other Actions – 91.220(k)

Introduction:

Montgomery County has identified a number of actions that will address obstacles to meeting underserved needs, foster and maintain affordable housing, 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.

Actions planned to address obstacles to meeting underserved needs

One of the primary obstacles to meeting the underserved needs of residents is the availability of funding. While the County actively seeks additional funding opportunities and will continue to do so, its ability to address underserved needs depends largely on the availability of additional resources.

Actions planned to foster and maintain affordable housing

- Support a portion of the development costs of nonprofit housing developers to acquire or construct affordable housing.
- Assist in the purchase of existing properties for use as housing affordable to low- and moderate-income residents.
- Provide funds for housing rehabilitation to enable owners of multi-family properties occupied by low- and moderate-income tenants to eliminate code violations and make other necessary improvements, including accessibility and energy conservation improvements.
- Preserve Special Needs group home housing through necessary modifications and updates on units.

Actions planned to reduce lead-based paint hazards

The Montgomery County Department of Health and Human Services, through its Childhood Lead Poisoning Prevention Program, will continue to:

- Provide case management for children who have blood levels of at least 10 micrograms per deciliter
- Educate and provide outreach to schools, daycare centers, landlords, residents, and the medical community about lead poisoning
- Monitor the incidence of childhood and environmental lead poisoning and lead poisoning hazards
- Comply with the school mandate that all Pre-K, kindergarten, and 1st graders living in identified “at-risk” areas have documentation of lead screening on file at their school
- Promote lead-safe environments for children in Montgomery County, and
- Provide a High-Efficiency Particulate Air (HEPA) vacuum loaner service to County residents to help free homes and apartments of lead dust and hazards associated with lead-based paint.

DHCA will continue to ensure that all rental dwelling units built prior to January 1, 1978, demonstrate

full compliance with all of the requirements of the Maryland Department of the Environment (MDE) Lead Poisoning Prevention Program before it issues or renews a Rental Facility License.

The Housing Opportunities Commission (HOC) will continue to have every household sign a lead-based paint addendum to their housing lease, making them aware of the hazards of lead-based paint and providing them with additional resources on the subject. Also, for all properties constructed before 1978, HOC secures a limited-lead free certificate, from the County, at unit turnover (if the unit has not already been certified as lead-free).

Rockville Housing Enterprises (RHE) will continue to secure a limited-lead-free certificate, from the County, at unit turnover (if the unit has not been certified as lead-free), as well as provide residents with information on the hazards of lead-based paint. RHE will pursue lead-free certificates for all public housing units through abatement activities.

Actions planned to reduce the number of poverty-level families

All activities described in this Action Plan are designed with poverty reduction in mind. Programs to prevent and end homelessness help bring people and households out of poverty and into self-sufficiency. Rental assistance helps stabilize households and allows them to build savings, gain skills, and engage in other positive behaviors associated with a rise out of poverty. Public Service grants that provide households homelessness prevention services, such as the Stabilizing Adults through Situations Support program provided by EveryMind prevents the impact of crises that lead to evictions and the grant to Interfaith Works, Inc. to deliver a safe space for Montgomery County residents experiencing homelessness to receive clinical case management and basic essentials.

Actions planned to develop institutional structure

To overcome the gap of not finding housing for persons with high housing barriers, the county provides assistance through “housing locators,” who work with area landlords to identify ways to help persons gain acceptance into units and through working in partnership with homeless providers to create additional units.

To address the gap of lack of housing for persons living in nursing homes who could otherwise reside in the community, staff from the Housing Opportunities Commission, the Department of Housing & Community Affairs, DHHS, the Interagency Commission on Homelessness and others, continue to work to identify additional funding sources to provide affordable housing for this special needs population.

To address the gap of insufficient supply of affordable units, the County is actively working to preserve the existing, regulated affordable housing stock. Additionally, the County has completed a Rental Housing Study (MNCPPC and DHCA) in 2017 that identifies the county’s rental housing needs and offers

a wide range of recommended approaches to meeting them, including changes to current policies and programs to help guarantee long-term affordability of rental housing. Policymakers and implementing agencies continue to use the results of this study to guide efforts to expand opportunities for affordable housing.

In March 2022, the Montgomery County Council unanimously enacted amendments to Prevailing Wage Requirements 35-21, Construction Contracts. The goal of the amendment is to expand the prevailing wage requirements to include additional construction-related jobs and for construction projects financed by the County to match the State's lower prevailing wage threshold limit. The legislation passed with an amendment to apply prevailing wage rates to certain construction contracts that receive a payment in lieu of taxes (PILOTs), but it also provides an exemption for affordable housing projects owned by the Housing Opportunities Commission, nonprofit developers who provide reduced rental units or accept rental assistance. The Government Operations and Fiscal Policy (GO) Committee approved the following amendments:

- Lower the prevailing wage threshold limit from \$500,000 to \$250,000, or apply the State's prevailing wage threshold to construction contracts, or whichever dollar threshold is lower;
- Expand the scope of construction to include rehabbing, repaving, pavement milling, and mechanical systems service contract.
- Define the types of "mechanical systems service contract" that should receive prevailing wage rates, i.e. HVAC, refrigeration, electrical, plumbing, and elevator systems;
- Adopt the federal prevailing wage threshold of \$2,500 or more for mechanical systems service contracts

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

In 2014 the Interagency Commission on Homelessness (ICH) was established by the County to act on behalf of County residents experiencing homelessness and to provide advice, counsel, and recommendations to the County Executive and County Council. The Commission's responsibilities involve matters influencing the provision of services, County government policies and procedures, development and implementation of State and Federal laws, and other issues affecting the lives, rights, and welfare of people experiencing homelessness in Montgomery County. The Montgomery Continuum of Care (CoC) is the U.S. Department of Housing and Urban Development (HUD) recognized body responsible for community planning to prevent and end homelessness in Montgomery County. It is a public-private partnership that includes County and other government agencies, non-profit service providers, landlords, and others who have a role in the County's housing market. The CoC is required to have a formal governance structure to guide its activities, including the designation of a Governing Board. The CoC has designated the ICH as the Governing Board of the Montgomery County CoC. The ICH

has a broad representation of public and private housing and social service agencies and it, and its several subcommittees, will meet regularly and also hold open public meetings to enhance coordination and public involvement.

Discussion:

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Program Specific Requirements

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

Introduction:

Projects planned with CDBG, HOME, and ESG funds are all listed in section AP-35 Projects of the Annual Action Plan.

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	500,000
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:	500,000

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. 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.	90.00%

HOME Investment Partnership Program (HOME) Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is

as follows:

DCHA effectively uses HOME investments alongside private and public resources including but not limited to the following: bank loans, tax-exempt and taxable bond debt from state and local governments, land contributions from local government and private resources, developer equity investments through private resources, and the sale of Low-Income Housing Tax Credits and Payments in Lieu of Taxes from the county and local governments. Other resources include The Montgomery County Housing Initiative Fund (HIF), developer investments, and state funds. Montgomery County HIF funds are used for HOME funds matching and usually exceed a 25% match.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The County uses no HOME funds for owner-housing programs. HOME funds are reserved and used for the construction, acquisition, and/or rehabilitation of both multi-family and single-family units.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

All DHCA projects that receive HOME financing and have HOME units are governed by a regulatory agreement which specifies the requirements of the HOME financing and the term of compliance. The regulatory agreement remains in effect during any resale or re-capitalization of the property. If the requirements of the regulatory agreement are violated the developer is in default and subject to the appropriate actions including recapture/repayment of the HOME investment.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Montgomery County does not use HOME funds to refinance existing debt. After a rehabilitation project is completed, the property's value is assessed through the developer's appraisal resources.

Emergency Solutions Grant (ESG) Reference 91.220(l)(4)

1. Include written standards for providing ESG assistance (may include as attachment)

See Appendix for the ESG written guidelines.

2. If the Continuum of Care has established centralized or coordinated assessment system that

meets HUD requirements, describe that centralized or coordinated assessment system.

Emergency shelter is available 24/7 for homeless families & single adults at designated sites throughout the CoC and are assessed for diversion and shelter placement. Families & single adults at-risk of homelessness can also apply for assistance. At-risk households are assessed for emergency financial assistance, and are linked to needed mainstream resources.

DHHS monitors emergency shelter availability & placement. The CoC adopted its Coordinated Entry Systems (CES) Policy and Procedures in Jan. 2018. Through coordinated entry, any household is assessed utilizing standard screening tools that indicate vulnerability and needs. All providers meet regularly to review the CES homeless list for adult singles and families with minor children. Households are matched with the appropriate permanent housing option that best meet their needs. Prioritization of households are made for those most vulnerable.

Common assessment tools are used to screen, assess & refer households to all emergency, transitional & permanent housing programs. The tools cover housing history, financial/social supports, health status, service needs & barriers to housing. Providers enter the assessment into HMIS to promote coordination.

The system is advertised via the County's 311 phone line, DHHS website, community events, & training for service providers.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

Montgomery County administers ESG funds directly and does not make sub-awards.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The Interagency Commission on Homelessness, which is the CoC Governing board, is required to have at least one homeless or formerly homeless person as a board member.

5. Describe performance standards for evaluating ESG.

Performance standards for Rapid Re-housing are aligned with the Continuum of Care standards and include percent of participants increasing income while in permanent housing and percent of recipients maintained in permanent housing.

No ESG funds will be used for planning and administration expenses.

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Attachments

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**Montgomery County, Maryland
Department of Housing and Community Affairs
Citizen Participation Plan**

I **INTRODUCTION**

Montgomery County is committed to making local government open, accessible and responsive to its residents. Opportunities for involvement in governmental decision-making and community development issues existed prior to the inception of the Community Development Block Grant (CDBG) program and extend beyond the scope of the federal requirements. This plan outlines procedures the Department of Housing and Community Affairs (DHCA) will follow in support of the County's commitment to resident involvement and in compliance with the Department of Housing and Urban Development's (HUD's) requirements for the Consolidated Plan. This plan is only one component of Montgomery County's extensive and on-going efforts to provide meaningful opportunities for all county residents to fully participate in their government. This plan is reviewed and updated by DHCA staff as needed to reflect changes that enhance outreach and participation efforts.

The Consolidated Plan is a document that is submitted to HUD and that serves as the comprehensive housing affordability strategy and community development plan, and which guides submissions for funding under any of the Community Planning and Development formula grant programs, including the Community Development Block Grant Program, the HOME Investments Partnership Program (HOME), and the Emergency Solutions Grant (ESG) Program. The Department of Housing and Community Affairs entered into a Memorandum of Understanding with the Department of Health and Human Services (DHHS) to administer the ESG grant for the foreseeable future. Citizen participation related to ESG funding is implemented through the Continuum of Care (CoC) process and is described in the CoC funding application.

DHCA is the lead agency responsible for overseeing the development of the Consolidated Plan. It is an executive branch agency of Montgomery County Government and its mission is to:

- plan and implement activities which prevent and correct problems that contribute to the physical decline of residential and commercial areas;
- maintain a marketplace which is fair to both landlords and tenants;
- increase the supply of new affordable housing and preserve the affordability of

- the existing rental housing stock;
- maintain existing housing in a safe and sanitary condition.

II. FEDERAL REQUIREMENTS FOR CITIZEN PARTICIPATION

The citizen participation process in Montgomery County has been designed to meet and exceed minimum federal requirements. The federal requirements which govern the programs administered by the DHCA are published in the Code of Federal Regulations at 24 CFR Parts 91, 92, 570, 574, 576, and 968. The preparation of a Citizen Participation Plan is specifically addressed at 24 CFR 91.105.

INFORMATION

A. Types of information provided

Federal regulations require the dissemination of certain information. This information is:

- The amount of CDBG, HOME, and ESG funds expected to be available;
- The range of activities that may be undertaken with available funds;
- The estimated amount of available funds proposed to be used for activities that will benefit low- and moderate-income persons;
- The proposed CDBG, HOME and ESG activities likely to result in displacement, and the plans and policies developed for minimizing such displacement of persons as a result of its proposed activities; and,
- The types and levels of assistance the grantee will make available (or will require others to make available) to persons displaced by CDBG, HOME, and ESG funded activities, even if the grantee expects no such displacement to occur.

B. Methods of providing information and seeking input

Federal regulations require that information be provided and input be sought in certain ways:

- Public hearings - Two public hearings are required to obtain the views of citizens on housing and community development needs, non-housing community development needs, development of proposed activities, and review of program performance. The public is given a minimum of two weeks notice of the date of the hearings, and at least 30 days to provide written comments.
- Publications - Both a Consolidated Plan and a Consolidated Annual Performance Report (CAPER) are required. The availability of these items is advertised in the

local newspaper and disseminated via email to surrounding jurisdictions and to community email groups. Hard copies of the Consolidated Plan and CAPER are made available to the public at DHCA, 1401 Rockville Pike, 4th Floor Rockville, MD 20852 and at five regional libraries to provide the public with an opportunity to comment on community development goals and strategies, the projected use of funds, and the County's performance in meeting its community development objectives. The Consolidated Plan and CAPER are also posted on the DHCA web site and provided in alternative formats upon request. All written comments are considered and included in the final reports. The Office of Community Partnerships continues to lead a county-wide effort to increase participation and access to information among persons with limited English proficiency.

DHCA is continuously exploring alternative public involvement techniques, through meetings of civic associations and business groups in areas where CDBG funds are proposed to be used and reaching out through non-profit partners, the Regional Services Centers' Citizen Advisory Boards, government-sponsored Town Hall meetings at locations throughout the County and by involvement with other boards, committees or commissions. Staff is available for presentations, upon request.

Input from county residents is sought in a variety of ways:

- Small group discussions, work groups and task forces are convened around topics such as affordable housing and code enforcement and to address the needs of specific groups, such as seniors, renters, persons with disabilities or the homeless.
- Events like the Affordable Housing Conference and activities at which DHCA is asked to participate provide opportunities to increase public awareness of community development issues, provide information about county programs (especially CDBG-funded activities), and solicit comments regarding community development needs and performance feedback.
- Community meetings are attended: staff members are available to serve as guest speakers, meet with neighborhood and other special-interest groups, and serve on a variety of committees to explain programs and solicit comments on community development needs, goals, strategies, priorities, and the projected use of funds as described in the Consolidated Plan, as well as to discuss past performance and obtain feedback.
- Interest groups are consulted: staff members solicit input from agencies representing special interest groups, such as the Housing Opportunities Commission (HOC), the Human Rights Commission (HRC), the Department of Health and Human Services (DHHS), the Office of Community Partnerships, nonprofit service providers and others so that the opinions of low-income residents, residents of public and assisted housing, persons with disabilities, those with limited English proficiency, the homeless and others with special needs are

considered in determining needs, setting goals and priorities, and evaluating accomplishments.

- Outreach is done to encourage participation by minority and limited-English proficient populations. Interpreters are provided upon request at hearings.
- Opportunity for electronic input is provided: both HUD and the County have internet web pages which provide the public with an opportunity to view and comment on relevant information, including the most recent Consolidated Plan. This includes a comment box on DHCA's webpage and an e-mail box designated for public comments, CDBG@montgomerycountymd.gov. Distribution of information through neighborhood "list-serves," through email "blasts" and via links from other sites is increasing access to information and the opportunity for input.
- Public notice of the proposed document is advertised on County-managed social media platforms, such as Facebook and Twitter
- In accordance with federal requirements, the public is made aware of any substantial changes to activities described in the Consolidated Plan and is provided with reasonable and timely access to information relating to the Consolidated Plan and regarding the use of CDBG, ESG, or HOME assistance received.

III. COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

An advisory committee has existed since 1978 to serve as the formal citizens' participation body, acting as a link between the county and its residents. The formation of the CDAC is authorized by the County Executive through an Executive Order and staffed by DHCA. Membership on the advisory committee is through a formal recruitment process handled in collaboration and under the direction of staff in the County Executive's office. Outreach efforts are directed at encouraging diverse membership broadly representative of the county and inclusive of those from areas in which funds are proposed to be used and those of low- and moderate-incomes.

The committee's primary responsibilities include the following:

- Conducting an annual public hearing related to community development needs, past community development performance, and the development of the Consolidated Plan.
- Reviewing and recommending CDBG Public Service projects for funding.
- Reviewing and commenting on the draft Consolidated Plan.
- Making recommendations to the Director of DHCA, the County Executive, and the County Council on the use of CDBG funds for Public Services in the county.
- Commenting on status reports from DHCA staff on the planning, monitoring, evaluation, and effectiveness of ongoing community development projects, and

reviewing any proposed changes to the Consolidated Plan.

IV. MEMBERSHIP

The CDAC is composed of a maximum of 20 members who are broadly representative of the county's residents, as noted above. Individuals interested in serving on the CDAC are notified through public advertisements that the committee is seeking new members. Community organizations are also notified of vacancies on the committee, with staff conducting targeted outreach to increase awareness of opportunities for service among those groups that may be under represented on the committee, and who may not be likely to respond to public advertisements. Prospective new members submit letters of interest to the County Executive, who selects and appoints all representatives based on DHCA staff recommendations.

The criteria for appointment is a familiarity with problems of low income neighborhoods in the county, familiarity with or interest in the problems of special needs populations, and a willingness to serve. The degree to which the applicant enhances the diversity of the committee is also a consideration. Persons must be willing to devote time for the review and evaluation process of CDBG Public Service Grant applications (normally during the months of September, October, and November).

Those persons who currently serve on a board, committee, or commission established by the County Council or County Executive, or who are county employees, employees of the HOC, the Maryland National Capital Parks and Planning Commission (MNCPPC), or any local government, or who are elected officials of any federal, state, or local government are not eligible for membership on the CDAC.

V. TERMS FOR APPOINTMENT

Members serving on the CDAC are appointed to serve a three-year term. Members may be reappointed by the County Executive no more than once. The Chairperson of the CDAC is nominated by DHCA based on leadership abilities demonstrated from the previous year's service on the committee. The Chairperson may serve no more than two years in that role.

VI. SELECTION ADVISORY COMMITTEE

The Selection Advisory Committee (SAC) is a diverse group of county staff who are designated by the Director of DHCA to review funding proposals for multi-family housing developments. The committee makes recommendations to the director regarding the allocation of funds and conditions for funding for the proposals. The proposals, from private and non-profit developers, are for loans funded with the County's federal HOME and/or CDBG funds, or local Housing Initiative funds. The loans are used to acquire, rehabilitate, and/or develop additional affordable housing for persons with low and moderate incomes. Currently the committee is comprised of one representative from the Office of Management and Budget (OMB), one representative from the Department of Health and Human Services (DHHS), one representative from the Department of Finance, and three representatives from DHCA. Members of the committee are knowledgeable in affordable housing development, finance, and/or management.

All are committed to providing affordable housing to low- and moderate-income persons, including those with special needs. The committee has regular monthly meetings, but it may meet more frequently if there are proposals ready for review. Members do not serve for specified terms and recommendations are reached by consensus.

The SAC has developed threshold criteria and funding preferences for all housing proposals. The committee applies these criteria and preferences to proposals as it develops its recommendations. These comprehensive criteria assess the following aspects of each proposal:

- compliance with the funding program's mission statement;
- public purpose;
- neighborhood needs assessment;
- financial feasibility and financial need;
- leveraging;
- cost reasonableness;
- total county request;
- project design
- physical assessment (of any existing structures to be rehabilitated)
- market feasibility;
- readiness to go;
- community support;
- availability of support services (if applicable);
- development team capacity; and,
- land use and zoning.

VII. SUBCOMMITTEES

From time to time, the full committees of either the CDAC or the SAC may create subcommittees to further examine proposed activities and/or may invite others to its meetings for the purpose of providing information or input, thereby broadening the level of public participation.

VIII. HOUSING AND COMMUNITY AFFAIRS PROGRAM INFORMATION

DHCA promotes interest and involvement in the community development program by maintaining a steady flow of information to the community and providing meaningful opportunities for input. Staff attends community meetings and uses visual display boards, maps and a variety of means to convey information. The department has a Limited Access Plan for outreach to persons with limited English proficiency. Information is provided in alternative formats upon request to accommodate persons with disabilities.

At least two weeks prior to each public hearing, notice is published in easily readable type in one or two newspapers of general circulation. The notice includes the date, time, place, procedures of the hearing, and topics to be considered. Reasonable efforts are made to publicize hearings by other means, particularly to those groups representing persons living in public housing, those who have special needs, such as persons with limited English proficiency, persons

with disabilities or those who are homeless. Information is available in alternative formats upon request and hearings are conducted in accessible locations.

Documents relevant to the HOME, ESG, and CDBG programs are available for citizen review in the DHCA offices from 8:00 a.m. to 4:30 p.m. on regular working days.

The following materials are available for review by interested persons:

- All mailings and promotional material;
- Records of hearings;
- All key documents, including prior applications, letters of approval, performance reports, other reports required by HUD, and the approved application for the current year;
- Copies of the regulations and issuances governing the program; and
- Explanation of important program requirements, such as contracting procedures, environmental policies, fair housing and other equal opportunity requirements, relocation provisions, and federal labor standards.

Copies of the proposed Consolidated Plan and CAPER are placed in five regional libraries. Additionally, the plan is available for review and public comment on the department's web site. Interested parties are given the opportunity to comment on the draft plan.

A notice which announces that the plan is available to interested persons upon request is published in a newspaper of general circulation 30 days prior to the draft Consolidated Plan/Action Plan being submitted to HUD for approval and 15 days prior to the CAPER's submission to HUD.

IX. **SCOPE OF PARTICIPATION**

DHCA continues to encourage the involvement of county residents in all stages of the planning, implementation, and evaluation process. While there are federal submission deadlines and formal public comment periods with which the county must comply for the submission of certain documents, the process of soliciting public input is ongoing, driven not by time constraints but by the county's commitment to be responsive and accountable to its residents, the county's commitment to continuous improvement in the delivery of services, and the county's commitment to the achievement of results.

X. **COMPLAINTS**

All unresolved complaints are referred to the Director of DHCA. Reasonable effort is made to provide responses, written where necessary, within 15 working days after a complaint has been received. If a response is not completed within 15 days, the appropriate individual will be contacted and provided an explanation for the delay.

XI. **TECHNICAL ASSISTANCE**

Technical assistance is provided to:

- Groups representative of persons of low- and moderate-income who request assistance, so they may participate in planning, implementing, and assessing the program.
- Groups representative of low- and moderate- income persons, and groups of residents of low- and moderate- income neighborhoods, which request assistance in developing proposals and statements of views.
- Organizations proposing to provide services to the homeless and other special needs populations.

Technical assistance is provided by DHCA staff members. When necessary or required, DHCA will conduct workshops to provide technical assistance on the various HUD-funded programs it is charged with implementing, including CDBG and HOME.

X. CRITERIA FOR SUBSTANTIAL AMENDMENT

Amendments to the Consolidated Plan are made whenever *any* of the following occur:

1. There is a change in allocation priorities or a change in the method of distribution of funds;
2. An activity not previously described in the action plan will be carried out; or,
3. There is a change in the purpose, scope, location or beneficiaries of an activity.

A change will be considered substantial to the extent that the amount involved in any one change is in excess of \$300,000, the change would be from one eligible activity to another, or the category of beneficiary (e.g., the homeless, the elderly, the disabled) would be altered.

To seek input prior to implementing any substantial change, a notice of the change will be published in a newspaper of general circulation and on DHCA's web page not less than thirty (30) days prior to implementing the change. Written comments will be considered, and a summary of these comments will be attached to the substantial amendment. If a comment is not accepted, the reasons for non-acceptance will be included.

CDAC Proposed Activity Schedule

Activity Schedule
DHCA/CDAC
July 1, 2023 - June 30, 2024

All dates are approximate and subject to change

DATES	ACTIVITIES	COMMENTS
July, 2023	Public announcements for new CDAC member applicants.	Provides open and broad recruitment effort to solicit new members for the Advisory Committee.
Early July, 2023	Briefing interviews for prospective new CDAC members	Interviews designed to explain purpose and time commitment involved, and give brief overview of CDBG program and process.
August, 2023	Complete review process for new CDAC members.	Departmental staff interview applicants and make recommendations to the County Executive.
August, 2023	Proposed project applications available for distribution to applicants for CDBG Public Service Funding.	This date provides applicants ample time to develop a sound proposal. Prior applicants and citizens/groups who have called DHCA to inquire about availability of funds are notified.
August/ September, 2023	Appointments to CDAC by County Executive.	County Executive makes appointments
DATES	ACTIVITIES	COMMENTS
Early October, 2023	Public Notice listing all CDAC meetings distributed via government listservs and posted to the DHCA website.	Disseminate information regarding committee process.
October, 2023	Public hearing on community development needs and Grantee Performance.	Provides interested and affected parties an opportunity to express their thoughts on community development needs and past performance.
October to November	Staff and CDAC review Public Service project proposals and interview qualified applicants.	CDAC ranks projects and establishes funding priorities.

2023		
December, 2023	DHCA Director submits CDAC recommendations on proposed Public Service projects to County Executive.	Finalize budget recommendations For CDBG Public Services projects for County Executive consideration.
March - April, 2024	County Council hearings on proposed budget as presented in the projected use of funds contained in the annual Action Plan.	Provide interested and affected parties an opportunity to comment on CIP and Operating Budgets including associated activities.
March - April, 2024	Proposed Action Plan advertised and made available for citizens and circulated among surrounding jurisdictions for review and comments.	Provide interested and affected parties an opportunity to examine and comment on the draft Action Plan
May, 2024	County Council approval of proposed projects.	Council reviews proposed projects to be funded.
Late May, 2024	Council formally adopts budget.	
Continuous	Respond in a timely manner to all written inquiries, comments, and complaints about the programs funded through the Consolidated Plan	Provides response to interested and affected parties. Helps identify and resolve problems and misunderstandings.

**MONTGOMERY COUNTY, MARYLAND
DEPARTMENT OF HEALTH AND HUMAN SERVICES**

RAPID RE-HOUSING GUIDELINES
Youth and Flexible Subsidy Program

Rapid re-housing (RRH) is an intervention designed to help individuals and families to quickly exit homelessness, return to housing in the community, and not become homeless again in the near future. The core components of a rapid re-housing program are housing identification, move-in rental assistance, and rapid re-housing supportive services. These core components represent the minimum that a program must be providing to households to be considered a rapid re-housing program.

To be eligible for the Montgomery County RRH-Youth and Flexible Subsidy Program participants must meet all the following criteria:

1. Individual or Head of Household is between the ages of 18 – 24 years old (MD Youth ESG) or 25+ (Federal ESG and County).
2. Household lacks a fixed, regular, and adequate nighttime residence as evidenced by one of the following:
 - a. Primary nighttime residence is not designed or ordinarily used as a regular sleeping accommodation for human beings (car, park, abandoned building, bus or train station, airport, camping ground) or
 - b. Living in supervised publicly or privately operated temporary shelter (congregate shelters, hotel/motel paid for by charitable, or government program) **or**
 - c. Individual exiting institution where resided for ≤ 90 days and who lived in emergency shelter or place not meant for human habitation immediately before entering institution.
3. Household does not have resources or support networks to resolve homelessness without assistance.
4. Household agrees to work with a Rapid Rehousing Housing Advocate.

Rental Assistance and Housing Location

The household works together with the Rapid Rehousing (RRH) Housing Advocate to develop an individualized plan for unit affordability, rental assistance, and supports. The RRH Housing Advocate must have continuous conversation with the household regarding the maximum amount of household cost they can pay. The conversation would include the location of an affordable unit which enables the household to maintain stable in permanent housing. The individual plan for rental assistance and supports will be reviewed and updated every three months.

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Determining the amount of rental assistance will be flexible to meet participant needs. The RRH Housing Advocate and participant must have a conversation regarding selecting a housing unit that will be sustainable when County subsidy ends. The RRH Advocate and participant will develop an Individual Housing Plan that should estimate how much the household income will increase in the next 3 months and by what percent of income the household could pay for rent. For example, if a household's income at intake is \$1,800, they anticipate an increase of \$600 from a part time job, and they are willing to pay 60% of their income toward rent and utilities (housing cost), they should be looking for units in the range of \$1,400 to \$1,700.

The general RRH guidelines are outlined below:

- Months 1 – 3
 - County will pay full amount of security deposit and first month's rent.
 - During initial leasing process, RRH Housing Advocate and participant will develop an Individualized Housing Plan (IHP) to determine total housing cost and the maximum amount the household can pay toward rent and utilities.
 - Based on the IHP, Month 2 and 3 participants will pay at least 50% of net income towards housing costs (based on rent and estimated utility cost) or 60% of the monthly rent. The County subsidy will supplement the remainder of the rent.
 - Example: Participant's initial net is \$2,000 per month. Participant has identified a two-bedroom unit for \$1,600 and estimated utility expense is \$150, total housing cost is \$1,750. RRH Housing Advocate and participant review budget and housing cost options. If participant feels 50% of housing cost is maximum they can pay, then participant's portion of rent is \$1,000 (50% net income) minus utility expense \$150 = \$850 to be paid by tenant and County subsidy to be \$750.
 - If participant feels they can pay more, rent calculation would be $\$1,600 \times 70\% = \$1,120$. County subsidy to be \$480.
 - If the household has zero income, the County will pay the full rent amount and the participant will be responsible for any utilities not included in the rent. (Referrals will be made to the Office of Home and Energy Program (OHEP) and other resources.)
- Months 4 – 6
 - Prior to the end of the first three months, the participant and the Housing Advocate will review the household's budget together to determine if the participant can increase his/her rent responsibility to 70 or 80% of rent cost.
 - The IHP will be updated to indicate increased participant required portion and County subsidy to be paid to landlord.
 - If participant income remains zero, he/she may be responsible for a minimum payment of \$50 for rent.
- Months 7 – 9 If necessary

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- Prior to the end of the six month, the participant and Housing Advocate will review the household budget to determine if the participant can pay the full rental cost without County subsidy. If not, may be considered for additional three months.
- Prior to the end of six months, if household income remains zero, the rental subsidy may terminate as the housing intervention may be insufficient.

Example:

Participant's income has increased to \$3,000 (employment & child support) per month. Rent remains \$1,600 and budget indicates participant can pay 100% rent. County subsidy terminates, and IHP is updated to inform County subsidy will end and case management will continue for 30 days.

County Rental Subsidy Termination

- The County rental subsidy may terminate prior to month 4 or 7 depending on the participant's income, ability to pay full rental cost, and on-going need. As stated above, prior to the end of the third and six months, the participant and RRH Housing Advocate will review household's complete budget and determine:
 - If participant's income is sufficient to sustain rental cost, County rental subsidy may terminate.
 - Case management services may remain available after subsidy termination for 30 days to support transition.
- Based on participant need, RRH-Youth subsidy and /or supportive services can be extended up to 18 months with continued evaluation every 90 days.
- To be eligible for assistance beyond 12 months, household income must be below 30% of Area Median Income.

RRH Housing Advocate is expected to assist with housing location, employment search, financial literacy, landlord communication, and community resources for any household needs i.e. day care subsidies.

Effective: Sept 2017

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