



Marc Elrich  
*County Executive*

Montgomery County, Maryland  
Consolidated Plan for Housing and  
Community Development  
Annual Action Plan, County Fiscal Year 2020  
July 1, 2019 to June 30, 2020

Any Questions or Comments should be directed to:  
Matthew Greene, Senior Planner, (240) 777-3631

The TTY number (for the hearing impaired) is 240-773-3556  
Information is available in alternate formats upon request.



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

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## Note

The U.S. Department of Housing and Urban Development (HUD) now requires all jurisdictions to draft and submit Consolidated Plans via the internet. This document, not including the cover page and selected details, such as this note, is the product of an export to Microsoft Word from the online submission software, for the purpose of making the Plan accessible to the public. The information is highly organized and designed to meet all federal requirements as well as produce more standardized plans across jurisdictions. It also allows for more automated data capture by HUD and therefore more robust analysis and reporting of activities for all geographies and all entitlement jurisdictions.

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Appendix A

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## 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 Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with Aids (HOPWA) programs develop a Consolidated Plan for community development no less than every five years, and an Action Plan every year.

This document is the Annual Action Plan covering the period July 1, 2019 through June 30, 2020 and it serves as Montgomery County's application for Community Development Block Grant (CDBG), HOME and Emergency Solutions Grant (ESG) funds for County Fiscal Year 2019 (July 1, 2019 – June 30, 2020). The Department of Housing and Community Affairs (DHCA) is the lead agency responsible for the submission of the Consolidated Plan to HUD. This Plan was made available for public review from May 10, 2019 to June 10, 2019 and no comments were received. The Plan is normally submitted to HUD on or before May 15 to allow for the 45-day review period prior to the July 1 start date. This year the specific funding allocations for the County were determined later than usual with HUD providing guidance to jurisdictions allowing for a later submission after the release of allocations. The Plan was officially submitted to HUD on June 25, 2019 and this does not affect the July 1 program year start date.

The City of Gaithersburg is eligible to receive funds directly from HUD, so it prepares its own Consolidated 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. The County's Department of Health and Human Services (DHHS) is the local "program sponsor," responsible, under contract with the AIDS Administration in the Maryland Department of Mental Health and Hygiene, for HOPWA funding. HOPWA funds are awarded on a regional basis, with the State of Maryland assuming grant responsibilities for a service area comprised of both Frederick and Montgomery counties.

#### 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.

This Action Plan contains details for proposed spending on 34 projects (AP-35), covering three broad goals (summarized in AP-20), and serving the HUD-defined needs categories of Affordable Housing,

Homelessness, and Non-Housing Community Development. All told, these projects are expected to benefit 26,369 households and 1,693 people.

### **3. Evaluation of past performance**

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

The independent auditors' report on compliance with requirements as described in the OMB Circular A-133 for the fiscal year ended June 30, 2018 found the County in full compliance, "without exceptions". The report included testing of both the Community Development Block Grant and the HOME Investment Partnership Grant programs. Additionally, the County uses a results-based accountability system ("CountyStat") to support ongoing monitoring of performance and continuous improvement for all Executive Branch departments.

A public hearing was held on October 17, 2018 before the Community Development Advisory Committee (CDAC) to receive input regarding needs to be addressed in the plan and to review past performance. A summary of testimony from this hearing is on file at DHCA. Additionally, the Montgomery County Executive held four budget forums in January and February of 2019 to receive public input on the Fiscal Year 2020 Operating Budget and the Montgomery County Council held five formal hearings on the Fiscal Year 2020 Operating Budget between April 8 and April 10, 2019.

### **4. Summary of Citizen Participation Process and consultation process**

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 Consolidated Plan are being met, 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. The Citizen Participation Plan is reviewed and updated by DHCA staff as needed to reflect changes that enhance outreach and participation. In the development of the Consolidated Plan Annual Action Plan, DHCA staff consulted with the two public housing authorities, 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 on-going 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. No Comments were received on this Plan.

## 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.

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
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**

DHCA is the lead agency for the preparation of the Consolidated Plan and is responsible for administration of the CDBG and HOME programs. The CDBG program funds activities that primarily benefit low- and moderate-income (LMI) residents of the community and is used for a wide range of community development activities like housing rehabilitation loans, code enforcement, neighborhood revitalization projects and social services provided by nonprofit organizations. The HOME program funds loans for the creation and preservation of affordable housing.

The Montgomery County Department of Health and Human Services (DHHS), under a Memorandum of Understanding with the Department of Housing and Community Affairs, administers the Emergency Solutions Grant and is responsible for carrying out the proposed activities. The ESG program funds will be used for Rapid Re-Housing activities including Housing Stabilization, Relocation Assistance and Rental Assistance to help households rapidly exit to permanent housing. ESG funds will also support the Homeless Management Information System (HMIS).

### Consolidated Plan Public Contact Information

Matthew Greene, Senior Planner, DHCA  
matthew.greene@montgomerycountymd.gov, 240 777-3631

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **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(l))**

In preparing the Plan, Montgomery County DHCA consulted with various organizations that provide services to residents. In many instances, these consultations are part of on-going interactions between DHCA and the agency or group described. 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, especially those programs targeting low-income residents, seniors, and those with language, disability, or other special needs and regularly coordinates with the non-profit community.

### **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 plays an integral role in the Montgomery County Continuum of Care (CoC) and its efforts to prevent and end homelessness. The CoC is a public-private partnership that includes state and local government agencies, non-profit service providers, landlords, and other stakeholders who have a role in preventing and ending homelessness. Montgomery County is committed to making homelessness for all residents rare, brief, and one-time only by providing a full continuum of housing services including outreach and engagement, diversion and rapid exit, emergency and transitional shelter, rapid re-housing, permanent supportive housing and permanent housing with supports. The continuum also utilizes a range of homelessness prevention initiatives including emergency financial assistance, shallow rent subsidies, and energy assistance designed to prevent the loss of permanent housing.

The Interagency Commission on Homelessness (ICH) serves as the CoC's governing board and oversees the community's strategic plan that focuses on four overarching goals:

- Sustaining "Functional Zero" for veteran homelessness.
- Sustaining an end to chronic homelessness.
- Prevent and end homelessness for families with children by 2020.

- Prevent and end homelessness for youth by 2021.
- End homelessness for seniors by 2022.
- Set a path to ending all types of homelessness.

Interagency Commission members include broad representation from the Department of Health and Human Services including Services to End and Prevent Homelessness (formerly Special Needs Housing) Department of Housing and Community Affairs, Department of Corrections and Rehabilitation, Police Department, Office of the County Executive, Public Schools and Public Housing Authority. The ICH also includes members of the public and non-profits providing homeless services.

Montgomery County CoC achieved the goal of ending Veteran Homelessness by December 2015 per benchmarks established by two national efforts – the U.S. Mayors Challenge to End Homelessness and the Zero:2016 Campaign. Over the last three years, the Inside (not Outside) Initiative to end chronic homelessness has placed more than 400 people in permanent housing. To date, there are less than 10 individuals in the continuum who meet the federal definition of “chronically homeless”. During fiscal year 2019, the top priority is ending and preventing homelessness among families with children. This effort has been named the “At Home Together” campaign. The CoC has implemented a homeless diversion program that helps families seeking shelter resolve their housing crisis through conflict mediation and problem-solving. In addition, the CoC is partnering with community youth providers to create a homeless youth drop-in and re-engagement center. This program will serve as an access point to the CoC Coordinated Entry System, provide on-site laundry and showers, as well as education and employment services.

**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 is the only recipient of Emergency Solutions Grant (ESG) funds in the Montgomery County CoC geographic area. The Montgomery County Department of Health & Human Services (DHHS) is administering the ESG grant via a Memorandum of Agreement with the Department of Housing and Community Affairs. As the CoC Collaborative Applicant, DHHS can coordinate ESG activities with the activities of the CoC. In consultation with the CoC, DHHS identifies gaps and needs in the CoC to determine how to best use ESG funds to enhance the services already provided by the CoC.

Allocation of ESG funds and the program design for Rapid Re-housing activities was determined based on recommendations of the CoC and was approved by the CoC governing board. This was an effective mechanism for assuring ESG funds are integrated into the CoC. DHHS evaluates performance of the ESG program and reports to the CoC Governing Board annually. Performance measures are aligned with the CoC’s Strategic Plan to End Homelessness and HUD performance measures.

**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**



**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	Housing Opportunities Commission
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This organization had direct input in the Plan development process.
2	<b>Agency/Group/Organization</b>	Rockville Housing Enterprises
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This organization had direct input in the Plan development process.
3	<b>Agency/Group/Organization</b>	Community Development Advisory Committee
	<b>Agency/Group/Organization Type</b>	Appointed Advisory Body
	<b>What section of the Plan was addressed by Consultation?</b>	Public Service Grants, overall priorities
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The group reviewed Public Service Grant applications and made funding recommendations; the group held a formal public hearing on community development needs and the County’s past community development performance.

4	<b>Agency/Group/Organization</b>	Montgomery County CoC
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless Services-Health Services-Education Services-Employment Publicly Funded Institution/System of Care Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The group meets regularly to discuss homelessness and strategies and programs to serve the homeless and prevent homelessness. This group includes a representative from DHCA

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

Montgomery County did not identify any Agency Types that were not consulted. An effort was made to contact and consult with a wide variety of agencies, groups and organizations involved with or interested in affordable housing, homelessness, persons with special needs and community/economic 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 Five Year Consolidated 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**

**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**

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 Consolidated Plan are being met, 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. The Citizen Participation Plan is reviewed and updated by DHCA staff as needed to reflect changes that enhance outreach and participation.

In the development of the Consolidated Plan, DHCA staff consulted with the two public housing authorities, 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 on-going 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.

Other recent planning processes with extensive public involvement that have informed the priorities of the Consolidated Plan include a recently concluded Rental Housing Study, which was a collaborative effort of the Planning Department and the Department of Housing and Community Affairs. The study team was aided by an Advisory Committee composed of representatives from the public, non-profit, and private sectors. Members represented County agencies, non-profit housing organizations, private developers, and community stakeholders.

Bill 19-15, passed in March 2017, increased resources for the Department of Housing and Community Affairs’ inspections activities and furthers other aspects of tenants’ rights. As a follow up, Montgomery County Executive, Ike Leggett, in September 2017 launched a “Renters Have Rights” campaign of stepped-up inspections and outreach to tenants. The purpose of this campaign is to let renters know they have a voice and that the County Department of Housing and Community Affairs (DHCA) is here to listen. And, under Leggett’s leadership, the one-third of County residents who are County renters got “a seat at the table.” In his recommended budget for County fiscal year 2020 (July 1, 2019 – June 30, 2020), recently elected County Executive, Marc Elrich provides additional resources to enhance landlord-tenant outreach, building inspections, tenant protections, and housing code enforcement.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
1	Public Hearing	Non-targeted/broad community	The Community Development Advisory Committee (CDAC) held a public hearing in October 17, 2018 on Community Development Needs and past performance	Twelve people representing public agencies, non-profit service providers and the public testified at the hearing and identified these needs: reducing poverty, vocational training, affordable housing, fair housing, special needs housing, special needs training, early childhood learning, after school enrichment, summer learning programs, and mental health services.	None
2	Newspaper Ad	Non-targeted/broad community	An ad was placed in the Montgomery Edition of the Sentinel Newspaper on May 9, 2019 regarding the availability of the draft Annual Action Plan	No comments were received	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
3	Internet Outreach	Non-targeted/broad community	Neighboring jurisdictions email, email listserves, and announcement on website of draft Annual Action Plan on websites , at libraries, at DHCA	No comments were received	N/A

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 4				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	4,748,629	0	1,000,000	5,748,629	4,748,629	Program Income is usually used in the following year and appears here as a prior year resource. 1,000K in program income is expected during the Plan year.
HOME	public - federal	Acquisition Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership	1,819,042	0	1,000,000	2,819,042	1,819,042	Program Income is usually used in the following year and appears here as a prior year resource. 1,000K in program income is expected during the Plan year.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 4				Expected Amount Available Reminder 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	393,484	0	0	393,484	393,484	

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 2020 (July 1, 2019 – June 30, 2020), the County invests over 63 million dollars in the Montgomery Housing Initiative (MHI) fund and 17 million dollars from the Affordable Housing Acquisition and Preservation CIP project. This dedicated funding provides for renovation of distressed housing, the acquisition and preservation of affordable housing units, creation of housing units for special needs residents, and the creation of mixed-income housing. It also provides services for the following three of the County Executive’s seven Priority Outcomes and Headline Measures: A More Affordable and Welcoming Community; A Greener County; and Effective, Sustainable Government. 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). The Department 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 in the County fiscal year 2020 budget is at the following levels: Chief Special Needs Housing - \$ 998,645, Homeless Family Services - \$3,804,934, Permanent Housing - \$6,122,979, Homeless Single Adult Services - \$4,614,950, and Prevention - \$7,382,015.

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

**Artspace Project (801 Sligo Ave – former Third District Police Station)**

The proposed development will consist of the new construction of two multifamily buildings containing a total of 68 affordable rental artist live/work units (100% of the 68 units will be affordable with rents adjusted for a mix of 30%, 40%, 50% and 60% of Area Median Income). The County is providing the land to the developer via a long-term ground lease for the rental portion of the development, and a purchase and sale agreement for the townhome phase of the development. The project was not awarded nine percent Low Income Housing Tax Credits and DHCA is working with the developer and several lenders to finance the project. The project is scheduled to close April 30, 2019.

**East County Regional Services Center (ECRSC) Site (Willow Manor at Fairland)**

This project is a new construction project for 122 units of mixed-income senior rental housing on County-owned land. The three-story building will be constructed on approximately 10 acres of County land that will be leased to the developer. The building will contain one and two bedroom units and 50% of the units (61 units) will be leased to senior households with incomes at or below 50% of AMI. The remaining 50% of the units (61 units) will be leased to households at market-rate rents. The project closed in November 2018 and is under construction.



## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### 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	2015	2019	Affordable Housing		Affordable Housing	CDBG: \$3,630,759 HOME: \$2,527,993	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 632 Households Assisted Rental Units Rehabilitated: 151 Households Assisted Homeowner Housing Rehabilitated: 82 Households Assisted
2	Promote Healthy and Sustainable Neighborhoods	2015	2019	Affordable Housing Non-Housing Community Development		Affordable Housing Healthy and Sustainable Neighborhoods	CDBG: \$961,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2,215 Persons Assisted Public service activities other than Low/Moderate Income Housing Benefit: 19,865 Persons Assisted Housing Code Enforcement / Foreclosed Property Care: 740 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Prevent and End Homelessness	2015	2019	Homeless Non-Housing Community Development		Affordable Housing Prevent and End Homelessness	ESG: \$393,484 CDBG: \$129,870	Tenant-based rental assistance / Rapid Rehousing: 25 Households Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 150 Beds/ Homeless Person Overnight Shelter- 4,212 people served

Table 6 – Goals Summary

**Goal Descriptions**

1	<b>Goal Name</b>	Affordable Housing in an Inclusive Community
	<b>Goal Description</b>	<p>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) (one-year outcome – 154 units using both HOME and CDBG funds).</p> <p>2. Assist non-profit providers in rehabilitating group homes occupied by lower-income, special needs persons (one-year outcome – 16 units).</p> <p>3. Address community needs for neighborhood preservation and enhancement (one-year outcome – 78 households will benefit from home improvements and 632 households will benefit from neighborhood improvements).</p>
2	<b>Goal Name</b>	Promote Healthy and Sustainable Neighborhoods

	<b>Goal Description</b>	<p>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.</p> <p>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.</p> <p>3. Provide funding for Public Service grants providing services to low-income residents, such as Job training, support to adults seeking to enter or re-enter the workforce, veteran-focused housing stabilization, youth after school and summer programs, eviction prevention services, tax return preparation assistance, legal services, family planning services, homeless food service, and mental health support.</p>
<b>3</b>	<b>Goal Name</b>	Prevent and End Homelessness
	<b>Goal Description</b>	<p>1. Assist homeless households to locate, obtain and retain permanent housing through the provision of case management services and security deposits.</p> <p>2. Provide rental assistance to help homeless households obtain and retain permanent housing.</p> <p>3. Assist with the provision of emergency shelter including motel vouchers, maintenance, furnishings, and supplies necessary for operation of emergency shelter (one-year outcome – 150 people served). Extensive rehab to 1 Taft Court shelter serving 4,212 people.</p> <p>4. Intensive case management through the transition from homelessness to housed (25 household served)</p>

**Table 7 – Goal Descriptions**

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

HUD requires that households served with HOME funds are at or below 80% of Area Median Income (AMI). Montgomery County maintains a goal that all households served with HOME funds are at or below 60% of AMI. In projects with more than five units, HUD requires 20% of the units serve households at or below 50% of AMI. Montgomery County often exceeds this requirement. It is estimated that all households served in the Plan period will be at or below 60% AMI and that 30% of households served will be at or below 50% of AMI.

## AP-35 Projects – 91.220(d)

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, and homelessness prevention, Rapid Re-housing, and emergency shelter services.

**Table 8 – Project Information**

#	Project Name
1	Housing Acquisition and Preservation
2	Group Home Rehabilitation
3	Focused Neighborhood Assistance
4	Code Enforcement
5	Facility Planning
6	Administration (capped)
7	Fair Housing Activities
8	Contingency
9	A Wider Circle - Workforce Development Program
10	Bethesda Cares, Inc. Housing Stabilization and Dynamic Retention
11	Boys & Girls Clubs of Greater Washington - STEAM Program for Montgomery County Youth
12	CASA de Maryland - Bilingual Volunteer Income Tax Assistance Program
13	Community Reach of Montgomery County - REAP: Rockville Emergency Assistance Program
14	The Ethiopian Community Center - African Immigrant Workforce Development Program
15	Horizons Greater Washington - Horizons Academic Program
16	Interfaith Works - Community Engagement & Volunteer Coordinator for IW's Clothing Center
17	Interfaith Works - Resource Coordinator for IW Connections
18	Latin American Youth Center - Workforce Training for Re-Entry Youth
19	Legal Aid Bureau - General Operating Support for Montgomery County Maryland Legal Aid
20	Mobile Medical Care - New Family Planning Options for Low-Income Women
21	Montgomery County Coalition For The Homeless – Assessment Center Employment Specialist
22	Montgomery Housing Partnership - Long Branch Middle School Afterschool Program
23	NAMI Montgomery County (MD) - Mental Health Programs for Low-income Latino Residents
24	Per Scholas – NCR IT Job Training
25	The Shepherd's Table – Food Services Program
26	City of Takoma Park - Neighborhood Improvement Initiative
27	City of Rockville - Single Family Rehabilitation Program
28	City of Rockville - Cornerstone Montgomery
29	City of Rockville -Housing Unlimited
30	City of Rockville - Rockville Housing Enterprises (RHE)
31	Housing Production and Preservation
32	Community Housing Development Organizations (CHDOs) - Housing Production

#	Project Name
33	CHDO Operating Assistance
34	Administration
35	HESG 19 Montgomery County

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

Priority is assigned based on the level of need that is demonstrated by the data that has been collected during the preparation of the Plan, specifically in the Needs Assessment and Market Analysis; the information gathered during the consultation and citizen participation process; and the availability of resources to address these needs. One of the primary obstacles to meeting underserved needs of residents is the availability of funding. Federal resources have declined over the past ten years and while local resources, rebounding after the Great Recession, have increased in support of affordable housing, the gap between what’s needed and what’s available is still significant.

## Projects

### AP-38 Projects Summary

#### Project Summary Information

<b>1</b>	<b>Project Name</b>	Housing Acquisition and Preservation
	<b>Goals Supported</b>	Affordable Housing in an Inclusive Community
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$1,952,629
	<b>Description</b>	Funds will be used for affordable housing 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 be provided for public housing modernization and for group home acquisition. Estimated to benefit 78 households.

2	<b>Project Name</b>	Group Home Rehabilitation
	<b>Goals Supported</b>	Affordable Housing in an Inclusive Community
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$600,000
	<b>Description</b>	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. Estimated to benefit 100 clients.
3	<b>Project Name</b>	Focused Neighborhood Assistance
	<b>Goals Supported</b>	Affordable Housing in an Inclusive Community
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$945,000
	<b>Description</b>	The Focused Neighborhood Assistance (FNA) program provides financial and technical assistance to select affordable neighborhoods to improve the quality of life, safety and welfare of residents. Design projects are currently underway for Grover's Forge, Center Stage, Walker's Choice and The Hamptons neighborhoods of Montgomery Village and the Montclair Manor community in Silver Spring. These communities will benefit from site improvements and new lighting throughout their neighborhoods. Construction projects are currently active for physical improvements in The Kimberly Place Condominiums. DHCA anticipates 78 households will directly benefit from home improvements and 632 households will benefit from common area improvements in their neighborhoods.
4	<b>Project Name</b>	Code Enforcement
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$250,000

	<b>Description</b>	Funds will be used to partially cover costs incurred for code enforcement efforts in low- and moderate-income areas. Approximately 740 cases / households will be processed.
5	<b>Project Name</b>	Facility Planning
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	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.
6	<b>Project Name</b>	Administration (capped)
	<b>Funding</b>	CDBG: \$877,000
	<b>Description</b>	This will fund DHCA 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.
7	<b>Project Name</b>	Fair Housing Activities
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	Funds will be used for activities that serve to affirmatively further fair housing choice. Activities may include sales, rental and lending testing, education/outreach, training and research and special recognition of the 50th Anniversary of the Fair Housing Act of 1968. Activities will be administered by the Office of Human Rights. An estimated 140 people will benefit.
8	<b>Project Name</b>	Contingency
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	The fund will be used to cover unanticipated costs for other eligible activities.
9	<b>Project Name</b>	A Wider Circle Inc. - Workforce Development Program
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods

	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$34,103
	<b>Description</b>	Provides holistic, intensive, and highly personalized support to adults seeking to enter or re-enter the workforce. Estimated to benefit 925 clients.
<b>10</b>	<b>Project Name</b>	Bethesda Cares, Inc. - Housing Stabilization and Dynamic Retention
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$18,000
	<b>Description</b>	Provides veteran focused outreach engagement, housing retention support, and homeless prevention resources. Estimated to benefit 32 clients.
<b>11</b>	<b>Project Name</b>	Boys & Girls Clubs of Greater Washington - STEAM Program for Montgomery County Youth
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$26,696
	<b>Description</b>	Provides (year 3) a program in Germantown for fifty (50) Title I youth in grades K-5 with after-school and summer learning programs to increase STEM knowledge and early interest in STEM-related careers. Estimated to benefit 50 students.
<b>12</b>	<b>Project Name</b>	CASA de Maryland - Bilingual Volunteer Income Tax Assistance Program
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$45,000
	<b>Description</b>	Provides low-income immigrants with free tax return preparation assistance (third year of CDBG). Estimated to benefit 450 clients.



13	<b>Project Name</b>	Community Reach of Montgomery County - REAP: Rockville Emergency Assistance Program
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$23,852
	<b>Description</b>	Provides case management services and financial assistance for residents and families who are facing eviction, utility terminations, or who need of expensive prescriptions or have other financial needs, or who need social service referrals for dental and vision care, clothing, food, or refurbished computers. Estimated to benefit 675 clients.
14	<b>Project Name</b>	The Ethiopian Community Center - African Immigrant Workforce Development Program
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$45,000
	<b>Description</b>	Provides employment training and placement assistance for African immigrant workers. Estimated to benefit 80 people.
15	<b>Project Name</b>	Horizons Greater Washington - Horizons Academic Program
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	Provides round-trip bus transportation for our students from their local community center to the program site in Bethesda, MD. Estimated to benefit 122 students.
16	<b>Project Name</b>	Interfaith Works - Community Engagement & Volunteer Coordinator for IW's Clothing Center
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods

	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$44,503
	<b>Description</b>	Recruit and develop the volunteer and donor partnerships needed to sustain the program. Estimated to benefit 14,000 clients.
17	<b>Project Name</b>	Interfaith Works - Resource Coordinator for IW Connections
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$40,543
	<b>Description</b>	Provide staff at the IW Clothing Center to connect as many of the 14,000 individuals that use the facility each year to much needed emergency and utility support and resource assistance and connections. Estimated to benefit 750 clients.
18	<b>Project Name</b>	Latin American Youth Center - Workforce Training for Re-Entry Youth
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$44,452
	<b>Description</b>	Provides a Reentry Case Manager to work with youth exiting the criminal/juvenile justice system in LAYC/MMYC's Conservation Corps and Steps to Success programs to assist in reintegrating back into society including an aggressive job search; and find local business for employment. Estimated to benefit 35 clients.
19	<b>Project Name</b>	Legal Aid Bureau - General Operating Support for Montgomery County Maryland Legal Aid
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$45,000

	<b>Description</b>	Provides full-time staff attorney to provide free civil legal services for low-income Montgomery County residents. Estimated to benefit 120 clients.
20	<b>Project Name</b>	Mobile Medical Care - New Family Planning Options for Low-Income Women
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$37,500
	<b>Description</b>	Expands family planning options within the applicant's current healthcare services for low-income, uninsured Montgomery County women. Estimated to benefit 60 clients.
21	<b>Project Name</b>	Montgomery County Coalition For The Homeless – Assessment Center Employment Specialist
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$45,000
	<b>Description</b>	Provides an Employment Specialist at the Back to Work program at the emergency shelter for men experiencing homelessness. Estimated to benefit 120 clients.
22	<b>Project Name</b>	Montgomery Housing Partnership - Long Branch Middle School Afterschool Program
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$45,000
	<b>Description</b>	Provides a middle school after-school program to include literacy and math instruction, as well as enrichment activities. Estimated to benefit 240 clients.
23	<b>Project Name</b>	NAMI Montgomery County (MD) - Mental Health Programs for Low-income Latino Residents

	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Provides free mental health support groups, presentations and classes in Spanish for local Latino individuals impacted by mental illness. Estimated to benefit 324 clients.
24	<b>Project Name</b>	Per Scholas – NCR IT Job Training
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$45,000
	<b>Description</b>	Enrolls Montgomery County residents in IT Job training, connects them to jobs that are immediately available and provides ongoing support throughout the process. Estimated to benefit 50 clients.
25	<b>Project Name</b>	The Shepherd's Table – Food Services Program
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$15,351
	<b>Description</b>	Pays a portion of salaries for two Chefs in a program that provides free meals to the homeless. Estimated to benefit 2,700 clients
26	<b>Project Name</b>	City of Takoma Park - Neighborhood Improvement Initiative
	<b>Goals Supported</b>	Promote Healthy and Sustainable Neighborhoods
	<b>Needs Addressed</b>	Healthy and Sustainable Neighborhoods
	<b>Funding</b>	CDBG: \$91,000

	<b>Description</b>	Funds will be used for installation and construction of various public infrastructure improvements, including but not limited to lighting, trash and recycling enclosures, stormwater management, landscaping, fencing, pavement, and sidewalk improvements in the vicinity of Houston Court in Ward 5. This project will serve an estimated 2,215 people.
27	<b>Project Name</b>	City of Rockville - Single Family Rehabilitation Program
	<b>Goals Supported</b>	Affordable Housing in an Inclusive Community
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$72,536
	<b>Description</b>	The City of Rockville will assist single-family homeowners with home repairs. An estimated four households are expected to benefit.
28	<b>Project Name</b>	City of Rockville - Cornerstone Montgomery
	<b>Goals Supported</b>	Affordable Housing in an Inclusive Community
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$129,870
	<b>Description</b>	Purchase and install emergency generator, make plumbing repairs, and address flooding issues at 2 Taft Court, the only year-round emergency shelter for women in Montgomery County. An estimated 4,212 people are expected to benefit.
29	<b>Project Name</b>	City of Rockville -Housing Unlimited
	<b>Goals Supported</b>	Affordable Housing in an Inclusive Community
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$23,394
	<b>Description</b>	Make repairs to a special needs group home serving five individuals at 310 Mannakee Street. An estimated five people are expected to benefit.
30	<b>Project Name</b>	City of Rockville - Rockville Housing Enterprises (RHE)

	<b>Goals Supported</b>	Affordable Housing in an Inclusive Community
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$37,200
	<b>Description</b>	Replace the roofs on six units at the David Scull property. An estimated 6 households are expected to benefit.
31	<b>Project Name</b>	Housing Production and Preservation
	<b>Goals Supported</b>	Affordable Housing in an Inclusive Community
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$2,274,642
	<b>Description</b>	Funds will be used for the construction, acquisition, and / or rehabilitation of housing (both multi- and single-family units). DHCA may work with the private sector, non-profits and / or the Montgomery County Housing Opportunities Commission (HOC) in implementing this program. This is estimated to produce or preserve 45 units.
32	<b>Project Name</b>	Community Housing Development Organizations (CHDOs)- Housing Production
	<b>Goals Supported</b>	Affordable Housing in an Inclusive Community
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$295,000
	<b>Description</b>	The project will fund the housing development activities of CHDOs. This represents the federally mandated fifteen percent of the HOME allocation. 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 for acquisition, construction, or renovation of rental housing for persons with low-incomes. This is estimated to produce or preserve 6 units of affordable housing.
33	<b>Project Name</b>	CHDO Operating Assistance

	<b>Goals Supported</b>	Affordable Housing in an Inclusive Community
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$68,400
	<b>Description</b>	Funds will be used to 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 \$18,400. 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.
34	<b>Project Name</b>	Administration
	<b>Funding</b>	HOME: \$181,000
	<b>Description</b>	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.
35	<b>Project Name</b>	HESG 19 Montgomery County
	<b>Goals Supported</b>	Prevent and End Homelessness
	<b>Needs Addressed</b>	Prevent and End Homelessness
	<b>Funding</b>	ESG: \$393,484
	<b>Description</b>	The ESG Program enables the county to assist persons who are homeless. Funds are used in conjunction with the Continuum of Care homeless assistance system and will be administered by the county's Department of Health and Human Services.

	<b>Description</b>	<p>Funds are used in conjunction with the Continuum of Care homeless assistance system and will be administered by the county's Department of Health and Human Services. The program will assist homeless households locate, obtain and retain housing and may include case management services and provision of security deposits and rental assistance. 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. The Program will partially fund an HMIS dedicated support specialist, licensing fees, data quality activities, training and other costs necessary to support the Montgomery County Continuum of Care's Homeless Management Information System. This CoC-wide database is used to track client services and provides valuable data to support planning activities. Funds will also be used for Shelter operations including motel vouchers, maintenance, furnishings, and supplies necessary for operation of emergency shelter. An estimated 150 people and 25 households will benefit.</p>
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**Table 9 – Project Summary**



## 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 to neighborhoods with concentrations of low and moderate income populations. Most other programs will be available to income-eligible residents.

### Geographic Distribution

N / A

### Rationale for the priorities for allocating investments geographically

N / A

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

One Year Goals for the Number of Households to be Supported	
Homeless	175
Non-Homeless	217
Special-Needs	16
Total	408

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	175
The Production of New Units	0
Rehab of Existing Units	169
Acquisition of Existing Units	64
Total	408

Table 11 - One Year Goals for Affordable Housing by Support Type

Shelter services for the homeless is counted here at 175 households

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

In FY 2015, HOC began using HUD's Rental Assistance Demonstration (RAD) program to convert all of its existing public housing units to either Project Based Rental Assistance (PBRA) or Project Based Vouchers (PBV). This effort continues into FY 2020 and will conclude in FY 2020 with the conversion of HOC's last public housing property, Elizabeth House Apartments in Silver Spring.

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

Over the last four years, HOC converted public housing units using the RAD program at 11 different public housing properties in the County. This effort continues and will conclude in FY 2020 with the conversion of HOC's last public housing property, Elizabeth House Apartments in Silver Spring. The completion of HOC's public housing RAD conversions constitutes a major shift in the way HOC provides affordable housing to its residents. However, the end result is a much improved system that not only retains all existing residents, but also increases the number of assisted residents. Furthermore, HOC's RAD conversions allowed for significant renovation of HOC's former public housing units, construction of new subsidized units, and provided an opportunity for income mixing in the former public housing portfolio. The end result is a net gain for HOC's former public housing residents who are transferring into renovated or new construction units all across the County. The increase in affordable housing supply from HOC's RAD activities also allows for new low-income families to rent from HOC at the converted and new construction properties. Ultimately, the greater Montgomery County community is witnessing a deconcentration in poverty and an increase in high quality, amenity rich affordable housing units with strong access to services, schools, and public transportation all as a result of HOC's public housing RAD conversions

In the upcoming year Rockville Housing Enterprises (RHE) plans to convert its public housing units to Project Based Vouchers under the HUD voluntary conversion program.

RHE also plans to refinance and rehabilitate Fireside Park Apartments.

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

HOC actively works to increase resident input to ensure that real concerns are addressed and not simply those that government perceives as problematic for County residents. This resident input is gathered through a variety of means. HOC holds multiple Town Hall meetings and public hearings each year. HOC also provides public comment periods for many of its policy changes and has regular discussions with HOC's own Resident Advisory Board (RAB). HOC's RAB is composed of HOC residents from across its affordable housing portfolio, including the Public Housing, Housing Choice Voucher, Project-Based Section 8, Tax Credit, and Opportunity Housing programs. HOC staff reviews many proposed policy

changes with its RAB, thereby seeking input from its residents prior to implementing policies which affect them. The topics discussed at these different resident meetings include property maintenance, adequacy of supportive services, property management, administrative policies, new HOC programming, and HOC customer service. Numerous self-sufficiency and educational programs, supported with public funds, are also provided by HOC, resulting in many different opportunities for residents to speak out on those issues affecting their families' living conditions and other supportive services.

Rockville Housing Enterprises (RHE) actively recruits families for participation in the Family Self Sufficiency program which can help families achieve self-sufficiency goals which may include homeownership. RHE has had 1 family purchase a home last year and RHE aims to have four families purchase homes in the upcoming year.

RHE hosted a walking town hall meeting for residents to voice their requests to by RHE Staff and City of Rockville Officials. Additionally, RHE hosts a free summer camp and spring break camp annually for the public housing residents.

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

N / A

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

**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 single individuals. Over the next year, the CoC will be primarily focused on families with children and unsheltered single individuals.

Montgomery County DHHS is the primary funder of outreach services to homeless persons. Working with the (CoC), Montgomery County has developed a standard scope of services for all homeless outreach providers including open communication, team integration, strategic prioritization, data tracking, community collaboration, housing focused outreach.

The CoC has also developed a referral protocol between local Police and outreach providers. Additional

outreach staff was approved for two outreach providers to include the “in-reach” at soup kitchens where consumers will already be gathered and to better serve the entire CoC geographic area. All providers maintain policies to access resources to serve limited English proficiency clients and recruit diverse staff to engage the population.

This year, the CoC received funding for a homeless hotline. The hotline is staffed by 24/7 and provides resources and referrals to people experiencing or at risk of homelessness as well as taking calls from concerned citizens about individuals sleeping outside. This line will enhance the CoC’s capacity to serve unsheltered individuals and develop more robust map of all encampments in the geographic region.

In addition, Montgomery County DHHS staff will collaborate with other DHHS providers working in Montgomery County Public Schools including Libraries, Linkages to Learning program and the Kennedy Cluster project, which serve low-income, at-risk families in targeted neighborhoods.

### **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 tools 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.

DHHS tracks and coordinates shelter openings for the CoC. The CoC meets regularly to identify vacancies, prioritize persons for housing, & facilitate referrals. DHHS 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 existing homeless 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 low-income families, seniors & the disabled.

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.

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.

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

**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-used developments near public transit and in other formally single-use non-residential areas, leading to an increase in future housing supply. Current planning efforts, such as the Veirs Mill Corridor Master Plan, Grosvenor-Strathmore Metro Area Minor Master Plan Amendment, the White Flint 2 Sector Plan, and The MARC Rail Communities Plan, involve extensive public input and consideration of ways to preserve and protect existing affordable housing and to also create opportunities for the creation of newly affordable housing.

Progress is being made on implementing an innovative Bus Rapid Transit system for major corridors and the County continues its efforts on behalf of the Purple Line addition to the Metro Rail System, which will allow greater east-west mobility across the county and provide low-income communities access to jobs.

Montgomery County recently consolidated construction inspections being done by the Department of Permitting Services (DPS) and Montgomery County Fire and Rescue Service (MCFRS), and the Montgomery County Planning Board (MCPB) has streamlined the way in which it reviews DPS issued building permits. All three agencies, along with others, have committed to collaborate to make their customer service more business-friendly, and make it easier to navigate the development process and obtain building permits. The Wheaton Redevelopment Program includes plans for the co-location of both a new headquarters for the Maryland National Park and Planning Commission (MNCPPC) and the Montgomery County Department of Permitting Services to facilitate this effort. Construction of the new headquarters building is now underway.

Montgomery County's Department of Permitting Services has expanded and improved its online services. Site users now have fast access to permit processes accessible through ePermits and ePlans including the ability to schedule or cancel inspections, apply for permits, and submit plans. This will enable more efficient, and therefore, less expensive, additions to the housing supply.

Montgomery County Adopted the International Green Construction Code in the fall of 2017. This requires that new, non-residential construction and additions of 5,000 square feet or more must be designed and constructed to reduce building energy use by at least 50% over the average commercial building energy consumption in the base year of 2000. In addition to reducing energy consumption, projects must mitigate heat island impacts associated with development and divert at least 50% of construction and demolition waste material from landfills. "This green construction code will result in reduced energy spending for building users," said Diane Schwartz Jones, director of the Department of Permitting Services.

During County FY2018, the County Department of Permitting Services (DPS) has improved its building code effectiveness rating and is now in the best rating category for insurance rate credits for new construction. This higher rating can result in lower property insurance rates for those building in the County. "The Department's improved score on building code effectiveness is a considerable accomplishment and advances our mission of assuring that our residents and businesses are safe and realizing economic value," said DPS Director Diane Jones. "We want residents and business owners to take advantage of the new rating, which can result in discounted insurance rates for new construction projects."

## **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 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.

### **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, day care 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 apartment 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).

### **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 allow 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 with financial education and counseling, such as the third-year grant to CASA de Maryland, Inc. to provide free tax preparation and financial education assistance to 350 low income immigrant clients and the new grant to Per Scholas, Inc. to provide low-income residents with IT Job training and connect them to jobs, will help low-income households get out of or stay out of poverty.

### **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) 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. Policy makers and implementing agencies continue to use the results of this study to guide efforts to expand opportunities for affordable

housing.

In October 2018, the Montgomery County Council unanimously enacted Zoning Text Amendment (ZTA) 18-07, Accessory Residential Use – Accessory Apartments. The goal of ZTA 18-07 is to streamline the process to create more affordable housing options. Accessory apartments and other accessory dwelling units can help provide new possibilities for young people entering the labor and housing markets, people who have difficulty finding housing options within commuting distance of their work and seniors who prefer to age in place, among others.

### **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 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 Housing 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 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.

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

**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(l)(2)**

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

DCHA effectively leverages HOME investments with 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 county and local governments.
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.
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.

**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 tool covers 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).

N/A. Montgomery County administers ESG funds directly and does not make subawards.

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.

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