

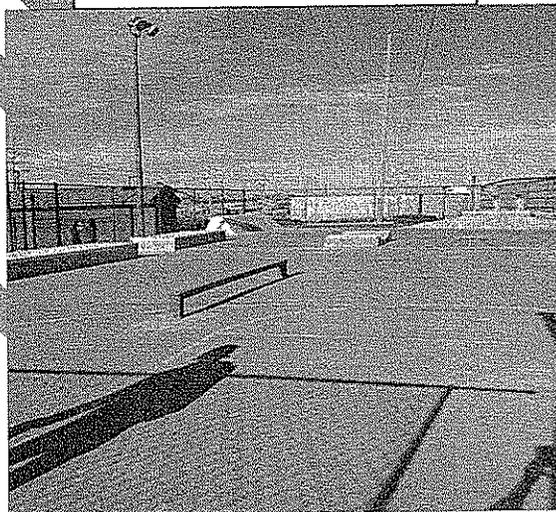
**Community Development Block Grant**

**2013**

**Annual Action Plan**

**July 1, 2013 – June 30, 2014**

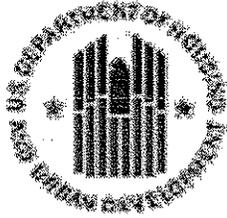
2012-06 Skate Park



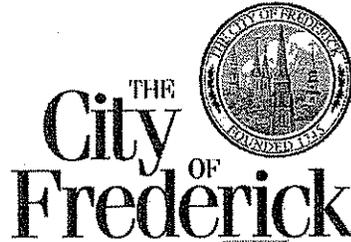
**Department of Planning  
Division of Community Development  
Joe Adkins, Deputy Director of Planning**



## Acknowledgments



### US Department of Housing and Urban Development Community Development Block Grant Program



Mayor



Randy McClement

Board of Aldermen



Karen Young, Carol Krimm,  
Shelley Aloï, Kelly Russell,  
Michael O'Connor

This Annual Action Plan was prepared by the staff of the Community Development Division,  
Department of Planning, The City of Frederick, Maryland

#### Department of Planning

Joseph Adkins, AICP  
Deputy Director for Planning

#### Community Development Division

Matthew Davis, AICP; Division Manager  
Eileen Barnhard, CDBG Program Administrator  
Municipal Office Annex  
140 West Patrick Street  
Frederick, Maryland 21701  
[www.cityoffrederick.com](http://www.cityoffrederick.com)

The City of Frederick  
Annual Action Plan for Program Year 2013

**Contents**

ACKNOWLEDGEMENTS .....	1
TABLE OF CONTENTS .....	4
RESOLUTION .....	4
A. SF-424	
B. Executive Summary	
C. Citizen Participation	
D. Sources of Funds	
E. Statement of Specific Annual Objectives	
F. Description of Activities	
G. Outcome Measures	
H. Allocation of Priorities and Geographic Distribution	
I. Annual Affordable Housing Goals	
J. Public Housing	
K. Homeless and Other Special Populations	
L. Barriers to Affordable Housing	
M. Other Actions	
• Meeting Underserved Needs	
• Fostering & Maintaining Affordable Housing	
• Antipoverty Strategy	
• Lead-Based Paint Hazards	
• Developing Institutional Structures	
• Public & Private Coordination	
N. Program-specific requirements	
O. Low/Mod Benefit	
P. Monitoring	
<b>Appendices</b>	
A. Table 3C – Consolidated Plan Listing of Projects	
B. Citizen Participation Plan & Public Notices	
C. Objectives & Outcomes	
D. Project Location Map	
E. Areas of Minority Concentration Map	
<b>Specific CDBG Submission Requirements</b>	
• Sources of Funds	
• Float-funded activities	
• Program Benefit and Location	
• Contingency	
• Urgent Needs	

CITY OF FREDERICK  
MAYOR AND BOARD OF ALDERMEN

RESOLUTION No. 13-

A RESOLUTION FOR THE PURPOSE OF APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ANNUAL ACTION PLAN FOR PROGRAM YEAR 2013

**WHEREAS**, the City of Frederick (City), Maryland receives an annual Community Development Block Grant (CDBG) award directly from the US Department of Housing and Urban Development (HUD); and

**WHEREAS**, on May 6, 2010 the Mayor and the Board of Aldermen adopted the City of Frederick's Consolidated Plan 2010-2015 which assessed community needs and developed a Five-Year Strategic Plan in order to address those needs; and

**WHEREAS**, as an entitlement community, the City must prepare and submit an Annual Action Plan detailing the activities to be undertaken to address the goals and objectives outlined in the Consolidated Plan; and

**WHEREAS**, the objectives outlined in the Five Year Strategic Plan will be implemented annually using all available resources including CDBG and municipal funds; and

**WHEREAS**, for Federal Fiscal Year 2013 the City will receive a CDBG award to carry out activities that meet one of three National Objectives, as described by HUD; and

**WHEREAS**, the City has adhered to the public participation requirements set forth in the Citizen Participation Plan in the development of the 2013 Annual Action Plan.

**NOW THEREFORE, BE IT RESOLVED** that the Mayor and Board of Aldermen of the City of Frederick, Maryland do hereby approve and adopt the 2013 Annual Action Plan;

**BE IT FURTHER RESOLVED** that the Deputy Director for Planning is authorized to submit this plan to the US Department of Housing and Urban Development for their review and approval.

**APPROVED and ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

Witness:

\_\_\_\_\_

\_\_\_\_\_  
Randy McClement, Mayor

Reviewed and Approved for Legal Sufficiency:

\_\_\_\_\_  
Legal Department

**APPLICATION FOR FEDERAL ASSISTANCE**

OMB Approved No. 3076-0006

Version 7/03

1. TYPE OF SUBMISSION: Application		2. DATE SUBMITTED 5/15/2013		Applicant Identifier	
<input type="checkbox"/> Construction		3. DATE RECEIVED BY STATE		State Application Identifier	
<input checked="" type="checkbox"/> Non-Construction		4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier	
<input type="checkbox"/> Pre-application					
<input type="checkbox"/> Construction					
<input type="checkbox"/> Non-Construction					
5. APPLICANT INFORMATION					
Legal Name: The City of Frederick, Maryland			Organizational Unit: Department: Department of Planning		
Organizational DUNS: 619357650			Division: Community Development		
Address: Street: 140 W. Patrick Street			Name and telephone number of person to be contacted on matters involving this application (give area code)		
City: Frederick			Prefix: mr.	First Name: Joseph	
County: Frederick			Middle Name		
State: Maryland			Last Name Adkins		
Zip Code 21701			Suffix: jadkins@cityoffrederick.com		
Country: USA			Email: jadkins@cityoffrederick.com		
6. EMPLOYER IDENTIFICATION NUMBER (EIN):  52-6000789			Phone Number (give area code) 301-600-1655		Fax Number (give area code) 301-600-1837
8. TYPE OF APPLICATION:  <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.)  Other (specify) <input type="checkbox"/> <input type="checkbox"/>			7. TYPE OF APPLICANT: (See back of form for Application Types)  Other (specify)		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:  14-218			9. NAME OF FEDERAL AGENCY: U.S. Department of Housing and Urban Development		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): City of Frederick, Maryland			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: 2013 Community Development Block Grant		
13. PROPOSED PROJECT Start Date: 7/1/2013			14. CONGRESSIONAL DISTRICTS OF: a. Applicant 6th		
Ending Date: 9/30/2014			b. Project 5th		
15. ESTIMATED FUNDING:			16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal	\$	281,000	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON		
b. Applicant	\$		DATE:		
c. State	\$		b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372		
d. Local	\$		<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other	\$		17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?		
f. Program Income	\$	17,500	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input type="checkbox"/> No		
g. TOTAL	\$	298,500			
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix Mr.		First Name Randy		Middle Name	
Last Name McClement				Suffix	
b. Title Mayor				c. Telephone Number (give area code) 301-600-1380	
d. Signature of Authorized Representative				e. Date Signed	



**Fourth Program Year  
2013 Annual Action Plan**

This document includes the SF 424 and Narrative Responses to Annual Action Plan questions that CDBG, HOME, HOPWA and ESG grantees must respond to in order to be compliant with the Consolidated Planning Regulations.

**B. Executive Summary**

As the second largest incorporated city in the State of Maryland, the City of Frederick continually dedicates itself to meeting the needs of our community and enhancing the quality of life of our residents. The City of Frederick's 2013 Annual Action Plan outlines those projects and activities designed to meet priority needs identified in the City's Consolidated Plan and tie into one of HUD's three prescribed overarching objectives:

- To provide decent housing;
- To provide suitable living environments; and
- To expand economic opportunities, particularly for low-/moderate-income persons.

The City of Frederick has been awarded CDBG funds totaling \$281,000 for Grant Year 2012 (July 1, 2013 – June 30, 2014), and we anticipate receiving \$17,500 in program income from loan repayments, and property sales. There are no proceeds from Section 108 loan guarantees. The City of Frederick's estimated percentage of CDBG funds that will be expended for low- and-moderate income persons is 100%.

Organization/Activity Name	Program Type	2013 Award
City of Frederick CDBG Administration & Fair Housing	Administration	\$59,700
City of Frederick Homeownership Program Delivery	Housing	29,025
City of Frederick Sold on Frederick II	Housing	96,000
City of Frederick Bike Path Connectivity	Public Facilities & Improvements	60,000
Interfaith Housing of Western Md, Nateilli Apartments	Public Facilities & Improvements	6,000
Community Living	Public Facilities & Improvements	3,000
Centro Hispano de Frederick, Inc.	Public Services	8,500
The Religious Coalition Case Management Support	Public Services	10,775
FCAA Homeless Services	Public Services	25,500
<b>TOTAL CDBG AWARDS:</b>		<b>\$298,500</b>

For the 2013 CDBG funding round, the City received 5 project proposals from qualified non-profit and/or community-based organizations. In addition, the City submitted four proposals related to on-going activities.

Each proposal was reviewed for compliance with HUD regulations to ensure that each met one of the prescribed National Objectives, met the criteria of an eligible activity and demonstrated the applicant's ability to carry out projects that will have a greater impact in benefiting low and moderate-income persons during the coming fiscal year. Two public hearings were held to allow the sponsors to present their projects to the public and the Ad Hoc Committee, and allowed the public to hear and comment on each of the submissions. (See Appendix B. Citizen Participation- Public Comment & City Response).

After thorough review and consideration by the CDBG Ad Hoc Committee, the activities recommended for funding and inclusion in the Draft 2013 Annual Action Plan were presented to the Mayor and Board of Alderman for approval. The Description of Projects (pg 11 -), as well as Table 3C – Consolidated Plan Listing of Projects (Appendix A ) provide a detailed summary of each project, the requested funding amounts, and the eligibility criteria citations for each project.

The City will continue several of its direct activities to address a wide range of housing issues, including assistance to first-time homebuyers toward the purchase of affordable for-sale housing and expansion of a bike ways in The City of Frederick. To assist the City in accomplishing these goals and objectives, the City has

elected to use the 2013 "uncapped" income limits approved by HUD for a limited group of grantees. The uncapped income limits will be restricted to the homeownership program activity— Sold on Frederick II. Additionally, as permitted by HUD, a restricted portion of the grant funds will be expended for administrative (including fair housing) and planning costs, as well as public services.

### **Objectives and Outcomes**

As in years past, Frederick's 2013 CDBG program will be directed toward accomplishing the following primary goals and objectives:

- To provide decent, affordable housing;
- To upgrade, improve and expand public facilities, including emergency shelters, transitional housing facilities and supportive services for homeless persons, persons with disabilities and other special needs populations;
- To expand the reach of public service activities, especially for special needs populations and persons with disabilities.

The nine activities approved for inclusion in this year's action plan highlight objectives and outcomes to be carried out by project sponsors. See *Appendix C*.

### **Evaluation of Past Performance**

The City of Frederick, through the Annual Action Plan development process, makes every effort to ensure that the activities undertaken during the grant year further one or more of the

Consolidated Plan's identified needs.

#### *Timeliness:*

The City takes great pride to achieve and maintain timely status in the disbursement of grant funds.

Through the Action Plan amendment process, the City has a process in place whereby projects that are not progressing by certain periods during the grant year are reduced in funding, or cancelled, and the funds are reprogrammed to more viable projects to allow them to proceed.

#### *Timely funds disbursement:*

The City has a well-established financial management policy which governs the timely payment of expenditures and receipt of income/credits. Each month, DPCD staff receives a detailed account activity report from the City's Finance Department from which the drawdown requests are made in IDIS. The account activity reports detail the expenditures for each activity in the previous month. From these reports, drawdown requests are entered into IDIS and approved by the 20<sup>th</sup> of each month.

## **C. Citizen Participation**

Federal regulations call for a grantee to develop and follow a detailed plan which provides for, and encourages, citizen participation and emphasizes participation by persons of low- and/or moderate-income. This Annual Action Plan (AAP) was prepared following the process set forth in the City's Citizen Participation Plan adopted January 20, 2005. See *Appendix C, Citizen Participation Plan & Public Notices*. Every effort was made to involve citizens and consult with service providers in the preparation of the plan and to seek public input on the plan recommendations prior to adoption. As in year's past, an ad hoc group of advisors assisted in the review and recommendation of candidate projects for the grant year. The following is an overview of the planning process and 2013 public comments.

#### *Developing the Recommended Plan*

The City began the process of developing a recommended 2013 plan early to coincide with the development of the 2010-2015 Consolidated Plan. The public was advised that the City was developing the Plan and project proposals were requested. The community contacts mailing list included approximately 35 non-profit organizations. Additionally, the City's Neighborhood Advisory Council members were notified of the funding opportunity. A public notice was published in the *Frederick News Post* on November 5, 2012 (See *Appendix B-1*), and the City's website was updated to include the 2013 CDBG Funding Application and Program Guidelines.

➤ AAP Proposal Selection

This year, nine (9) proposals for funding were submitted for consideration totaling \$386,487. The Community Development Ad Hoc Committee was solicited to assist the CDBG Administrator in prioritizing and recommending the projects to be approved for funding in the Annual Action Plan.

The Ad Hoc Committee included:

- Jim Schmersahl, Former Director; City of Frederick Community Development (Retired)
- Chris Bickle, Former Director; Frederick Co. Dept. of Social Services (Retired)
- Jennifer Short, Director; Frederick County Housing & Community Development
- Roger Wilson, Commissioner; City of Frederick Fair Housing Commission
- Richard Griffin, Director of Economic Development; City of Frederick

Each year, two public hearings were held to discuss project proposals. This year, the meetings were held on Monday February 4th @ 9:30 AM & 6:00 PM, at the Municipal Office Annex. Project sponsors were requested to attend each meeting to present their proposals and answer any questions posed by the Committee or members of the public. The Committee met after the close of the second public hearing to review and select those projects to be funded and included in the Annual Action Plan.

Review & Adoption of the Draft Annual Action Plan

The 30-day period for public review and comment on the Recommended 2013 Annual Action Plan is from March 1st through March 31st. All comments received are forwarded to the Mayor & Board of Aldermen for their review prior to adoption of the plan.

The Mayor and Aldermen workshop, a public meeting to hear comments on the recommended Draft Annual Action Plan is held on Wednesday, April 18, 2013. The public meeting to approve the Annual Action Plan is Thursday, May 2, 2013. The schedule for adoption of the annual plan follows:

**Schedule for Submission of Project Proposals & Approval  
2013 Annual Action Plan  
2013 Grant Year (July 1, 2013 to June 30, 2014)**

**November/December 2012**

**Request for Proposals published on Monday, November 5, 2012.**

**Recommended Proposal Review consultation meetings will be held the Monday November 19<sup>th</sup> through Thursday December 13, 2012. *Please call to schedule and confirm the date and time of your attendance.***

**January 2013**

**Completed applications/proposals are due by 2:00pm Wednesday, January 9, 2013.**

Ad Hoc Advisory Committee will hold public meetings at the Municipal Office Annex to review and hear public comments on all proposed activities:

- ❖ **Monday, February 4, 2013 @ 9:30 AM**
- ❖ **Monday, February 4, 2013 @ 6:00 PM**

Ad Hoc Advisory Committee meets to recommend activities for 2013 Annual Action Plan. Recommended activities will be included in the Draft 2013 CDBG Annual Action Plan and project sponsors will be notified in writing.

**February/March 2013**

Draft 2013 CDBG Annual Action Plan will be available for 30-day public review and comment on or about Monday, March 4, 2013 through Friday, April 5, 2013.

**April 2013**

Draft Annual Action Plan submitted to Mayor & Board to receive public comments (date to be determined).

**May 2013**

Draft Annual Action Plan submitted to the Mayor and Alderman for approval on Thursday, May 2, 2013 @ 7:00 PM City Hall.

Annual Action Plan submitted to HUD for approval by May 16<sup>th</sup>.

**June – July 2013**

CDBG staff completes the environmental review process and submits Request for Release of Funds to HUD.

**July 2013**

New CDBG grant year begins July 1, 2013.

**August/ September 2013**

Late August/Early September 2013 CDBG Funds Released by HUD

**Summary of efforts to broaden public participation:**

Every effort was made to involve citizens and service providers in the preparation of the plan and to seek public input on the plan recommendations prior to adoption. Staff prepared and published several notices in the local newspaper and posted information on the City's website announcing the request for proposals as well as the Action Plan preparation and review process. The City also uses social media outlets to inform the public of upcoming meetings and outreach efforts, including the City's 11 Neighborhood Advisory Councils (NACs) to inform each community of the funding opportunities available across the City.

DPCD staff met individually with applicants to discuss the CDBG program guidelines and the proposed 2013 Grant Year projects. During the meetings, project sponsors were asked to briefly describe their projects and each applicant was informed about how the process for project selection and funding. It was also emphasized that the funding amounts for Public Services is capped at 15% of the grant.

**Summary of comments or views:**

**Summary of comment or views not accepted and the reasons therefore:**

The Ad Hoc Committee met on Monday February 4th to review each application and make recommendations for funding. All applications were recommended for funding which was eligible.

**D. Resources**

As an Entitlement Community receiving funds directly from HUD, the City of Frederick provides financial assistance for local projects through CDBG funds. Each year, non-profits may apply for funding to implement activities that meet the goals and objectives as defined in the City's Five-Year Consolidated Plan.

For the purposes of the 2013 program year, it is anticipated that the City of Frederick is will receive reduced level of funding from the previous year. The anticipated amount of the award of \$281,000 in CDBG entitlement funding will be available. In addition, the City anticipates receiving \$17,500 in program income which will be programmed to activities. At this time, the City does not anticipate applying for a Section 108 loan. As the actual program year progresses, additional funds resulting from carryover and/or project cancellation may also be reprogrammed. Federal Fiscal Year 2013 Resources include:

Funding Source	Amount	Notes
2013 CDBG Funds*	\$281,000	FFY 2013 Allocation
Program Income (estimated)	\$17,500	Generated from loan repayments.
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$298,500</b>	

Both the Consolidated Plan and Annual Action Plans are based upon the fundamental premise that many different resources, beyond CDBG, must be brought into play to address the many high priority needs. The City

alone cannot do all that needs to be done, but rather cooperation and coordination among all levels of government, as well as for- and non-profit partners is essential.

While the focus of this plan is on the City's use of its Community Development Block Grant (CDBG), we recognize that there are many other resources utilized by the City and other agencies and organizations to provide decent housing, provide a suitable living environment and expand economic opportunities primarily for low or moderate-income persons. It is a primary goal of the Consolidated Plan to encourage the use of funds from federal, state and local sources (leverage) to address the many needs of the community.

As in years past, our partner organizations with whom the City works closely to address needs apply for, and have received, grants and awards from a wide range of granting agencies (both federal and non-federal). However, for certain programs, the exact amounts will depend upon the number of applications received and grants applied for as the year unfolds. The following is a description of Non-CDBG resources used or secured in 2013 to implement Frederick's Consolidated Plan.

- The Frederick County Board of County Commissioners (BOCC) and the Frederick County Department of Housing and Community Development has seen a reduction in their funding for its county-wide Affordable Housing Initiative Fund to facilitate affordable housing. The Affordable Housing Initiative Fund is comprised of the Deferred Loan Program (which provides loans to housing developers to help create and preserve affordable housing for Frederick County), the Building Fee Deferral Program, Homebuyer Assistance Program (HAP) and the Emergency Housing Rehab Program.
- Frederick Community Action Agency (FCAA) is the City's primary agency responsible for providing of a wide spectrum of programs and services to assist the lower income residents of the City. The total budget expended for services in 2013 was \$4,285,117 which included federal (non-CDBG), state, local and private fund sources.
- In Frederick County, the Frederick Coalition for the Homeless is the lead agency for planning aspects and grant applications under the Continuum of Care. The Coalition is made up of various service providers, both governmental and non-profits. Federal Fiscal Year 2013 grants awarded under the COC for Frederick County & City totaled \$647,218
- The Housing Authority of the City of Frederick (HACOF) employs federal resources in the form of operating subsidies and housing assistance payments and grants for modernization of properties and resident services. In 2012, the HACOF received Capital Grant funds totaling \$438,048 for the capital improvements in the public housing communities. The HACOF is currently implementing a 3 year ROSS (Resident Opportunities and Self Sufficiency) Grant in the amount of \$216,000. They also received \$49,860 for the Family Self Sufficiency/Public Housing (FSS) Coordinator Program and \$49,600 for the FSS/ Housing Choice Voucher Coordinator Program.
- The City's Department of Planning – Division of Community Development is an administering agency for State of Maryland Department of Housing and Community Development Residential Rehabilitation Loans (STAR and MHRP) and Lead Hazard Reduction Grants (LHRGLP).

<p><b>OTHER RESOURCES: <u>MCKINNEY-VENTO</u></b>  <b>Continuum of Care Program</b>                  In Frederick County, the Frederick Coalition for the Homeless is the lead agency for planning aspects and grant applications under the <u>Continuum of Care</u>. The Coalition is made up of various service providers, both governmental and non-profits, including the City of Frederick.</p>	<p>\$719,175</p>
---	------------------

<p><b>Section 811 – Supportive Housing for Persons with Disabilities</b> Way Station, Inc. received these funds. The funds will be used to acquire and rehabilitate eight units for very low-income persons with chronic mental illness. The project consists of a seven two-bedroom independent living project and one two-bedroom condominium units scattered throughout an existing condominium complex. The location is in close proximity to services such as medical, shopping and public transportation. This integrated model allows residents to blend into the surrounding community yet provides the accessibility features and the availability of supportive services.</p>	\$500,000
<p><b>State / Local Funds</b> <b>Maryland Housing Rehabilitation Program/Lead Reduction Grants (MHRP/LRPG)</b> The Dept of Community Development helps owners secure Maryland DHCD Rehabilitation Loans (STAR and MHRP) and Lead Reduction Grants. The dollar amount &amp; exact number of loans depends upon application in any given year.*</p>	Grant/Loan amounts determined during loan processing.
<p><b>Deferred Loan Program (DLP)</b> The Frederick County Board of County Commissioners (BOCC) and the Frederick County Department of Housing &amp; Community Development (DHCD) provide funds its county-wide deferred loan program for housing development. The DLP provides flexible loans to housing developers to help create and preserve affordable housing throughout Frederick County through leveraging of other funding sources, such as local, state, federal, public and private sources at a minimum of 5:1.</p>	\$114,984
<p><b>HOPWA</b> The City of Frederick was selected to administer the 2012 HOPWA grant to assist Frederick and Montgomery County residents with HIV/AIDS. The City transferred administrative responsibility to the Maryland Dept of Health &amp; Mental Hygiene – Office of AIDS Administration.</p>	\$707,425
<p><b>Frederick Community Action Agency (FCAA)</b> is the City's primary agency responsible for providing of a wide spectrum of programs and services to assist the homeless and low-income residents of the City. FCAA receives funding of approximately \$3.5 million from a number of federal and state sources to administer its programs.*</p> <p><b>Housing Counseling</b> As the only HUD-approved Housing Counseling provider in the City of Frederick, FCAA receives an annual grant award for to provide housing counseling services to very-low, low-, and moderate-income homebuyers and owners.</p> <p><b>Weatherization Assistance</b> FCAA provides weatherization assistance, county wide, with funds from the US Dept. of Energy and EMPOWER Maryland through Maryland Dept. of Housing &amp; Community Development (DHCD).</p> <p><b>Low Income Housing Tax Credits</b> No projects were undertaken within the City of Frederick funded with LIHTC during either of the most recent funding cycles.</p>	
<p><b>Housing Authority of the City of Frederick (HACOF)</b> receives federal resources in the form of operating subsidies and housing assistance payments and grants for modernization of properties and resident services. The funds received for the various programs include:</p> <ul style="list-style-type: none"> <li>• Capital Fund Grant for Capital improvements in public housing communities.</li> <li>• Housing Choice Voucher Family Self Sufficiency Program</li> <li>• ROSS (Resident Opportunities and Self Sufficiency) Grant</li> <li>• Public Housing Family Self Sufficiency Program</li> </ul>	<p>\$438,048</p> <p>\$ 49,860</p> <p>\$216,000</p> <p>\$53,045</p>
<p><b>TOTAL</b></p>	\$2,798,537

**Statement of Specific Annual Objectives**

The City of Frederick's Consolidated Plan 2010-2015 identifies priorities, and related goals and objectives to address the City's housing and community development needs. This section, which includes **Table 3A – Specific Annual Objectives**, and **Appendix C. Objectives & Outcomes Chart** summarizes these priorities and the expected outcomes toward achieving each goal for the 2013 Grant Year. The objectives are not constrained by estimates of the funds available to address them but rather are assessments of the five-year needs of a large and complex community in the areas of housing, public services and facilities, special needs populations and general community development.

The City of Frederick anticipates expending **\$298,500** in CDBG funds and program income to implement activities that complement the City's goal of providing decent, safe, affordable housing. The activities address a wide range of housing issues, including rehabilitation of owner-occupied housing, homeless services, and public facilities. In response to this area of high priority, the City will implement the following activities:

**Affordable Housing Strategy**

**Priority 1: Preserve Existing Affordable Housing.**

**Objective 1: Provide assistance to extremely low-, low- and moderate-income group home with housing rehabilitation.**

- **Activity:** *2013-05 Electrical Rehab* provides assistance to low- and extremely low-income developmentally disabled adults in group homes for rehabilitations.
- **Target:** Two properties with units rehabbed for low/mod-income developmentally disabled adults in group homes.
- **Performance Measure:** # of units rehabbed.

<b>Objective:</b>	Decent Housing
<b>Outcomes:</b>	Sustainability of Suitable Living Environment

**Priority 1: Preserve Existing Affordable Housing.**

**Objective 1: Provide assistance to extremely low-, low- and moderate-income group home with housing rehabilitation.**

- **Activity:** *2013-06 Energy & Security Rehab* provides assistance to low- and extremely low-income apartments.
- **Target:** One (1) 12 unit apartment rehabbed with security camera and low flow toilets for low/mod-income persons.
- **Performance Measure:** 1 multi-unit facility

<b>Objective:</b>	Decent Housing
<b>Outcomes:</b>	Sustainability of Decent Housing

**Priority 2: Promote Increased Homeownership Opportunities.**

**Objective 1: Support the expansion of affordable housing opportunities for first time low-to-moderate income homebuyers through housing counseling, down payment and closing cost assistance.**

- **Activity:** *2013-03 "Sold on Frederick II"* provides down-payment and closing cost assistance to low- to moderate-income households to help them purchase homes (max. loan amount per household is \$8,000).
- **Target:** 12 low/mod-income 1<sup>st</sup> time homebuyers purchasing within the City.
- **Performance Measure:** # of homebuyers assisted

<b>Objective:</b>	Decent Housing
<b>Outcomes:</b>	Affordability/Accessibility of Decent Housing

**Community Development Strategy**

Priority: Improve the Safety and Livability of Neighborhoods

Objective 2: Support improvement or construction of community facilities.

Objective:	Suitable Living Environment
------------	-----------------------------

Outcomes:	Sustainability
-----------	----------------

Activity: 2013--04

**Bike Path Continuation**

Connectivity Funds allocated Bike Path continuation will be used for the 7<sup>th</sup> Street Bike Lanes with an additional 7.5 miles of bike ways starting from the intersection of Fairview & Motter Avenues proceeding south down Fairview Ave, Bentz Street and Center St, travelling west on Catoctin Ave to Norva Ave; proceeding west on Norva to north on Fairview Ave, returning to the intersection of Motter Ave. Bike path will provide access to downtown, cross Carroll Creek Linear Park twice, access to four schools (Frederick HS, Gov. Thomas Johnson HS, Parkview ES & North Frederick ES), five parks, three commercial area (7<sup>th</sup> Street, Jefferson Street & Downtown), and four churches.

- **Target:** # of persons assisted.
- **Performance Measure:** # of persons assisted

Priority: Improve the Safety and Livability of Neighborhoods

Objective 2: Support infrastructure improvements that improve safety, accessibility & connectivity.

Objective:	Suitable Living Environment
------------	-----------------------------

Outcomes:	Availability/Accessibility
-----------	----------------------------

Activity: 2013-09

**Computer Resource Center**

Funds will be used for the purchase of six computers and a one computer person to assist with website/grant seeking for a community facility for limited English proficiency persons to assist with seeking employment and completing employment applications.

- **Target:** 70 persons assisted.
- **Performance Measure:** # of persons assisted

**Homeless Strategy**

Priority: Assist Homeless persons and persons at-risk of becoming homeless obtain affordable housing.

Objective 2: Support the operations of homeless shelters and transitional housing providers.

Objective:	Suitable Living Environment
------------	-----------------------------

Outcomes:	Availability/Accessibility
-----------	----------------------------

Activity: 2013-08

**Case Management for Homeless**

**Shelter & Homelessness Prevention.** Funds will be used for case management activities at the Alan P. Linton, Jr. Shelter, an 80-bed facility that houses 3 programs for the homeless and assists the Religious Coalition's homelessness prevention programs.

- **Target:** 50 persons assisted.
- **Performance Measure:** # of persons assisted

Activity: 2013-07

**Homeless Services.** The City will continue to provide assistance to FCAA to provide homeless services for homeless individuals and families. This activity receives the allotted 15% cap for Public Services.

- **Target:** 150+ persons assisted.
- **Performance Measure:** # of persons assisted

Specific Obj. # Priority	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	OUTCOMES		
				Year	Expected Number	Actual
<b>DH-2 Affordability of Decent Housing</b>						
DH-2 <i>Promote Increased Homeownership Opportunities</i>	Support the expansion of affordable housing opportunities for 1 <sup>st</sup> time low-to-moderate income homebuyers through housing counseling and downpayment/closing cost assistance.  <i>2013-03 Sold on Frederick II</i>	CDBG	▪ Number of low-income households assisted ▪ Number of households receiving down-payment/closing costs	2010	5	6
				2011	6	3
				2012	6	9
				2013	5	
				2014	5	
				GOAL	6	18
<b>DH-3 Sustainability of Decent Housing</b>						
DH-3 <i>Preserve existing affordable housing.</i>	Provide assistance to extremely low-, low-, and moderate-income persons with housing rehabilitation.  <i>2013-05 Group Home 2013-06 Natelli Apts</i>	CDBG  DHCD Rehab Loans	▪ Number of units rehabbed	2010	6	17
				2011	1	1
				2012	6	0
				2013	3	
				2014	6	
				GOAL	3	18
<b>SL-1 Availability/Accessibility of Sustainable Living Environment</b>						
SL-1.1 <i>Expand levels of public services for persons with special needs.</i>	Support case management, housing counseling, job training and other needed services for special needs populations.  <i>2013-08 Cs Mgmt/Support for Alan P. Linton Shelton  2013-09 Computer Resource Center</i>	CDBG  Ausherman Foundation	▪ Number of persons assisted ▪ Number of persons moved into permanent housing	2010	15	15
				2011	15	15
				2012	15	15
				2013	70	
				2014	-	
				GOAL	70	45
SL-1.2 <i>Improve the safety and livability of neighborhoods</i>	Support improvement or construction of community facilities.  <i>2013-04 Bike Path Continuation</i>	CDBG	▪ Number of facilities assisted ▪ Number of persons assisted	2010	-	
				2011	284	535
				2012	300	300
				2013	300	
				2014	-	
				GOAL	300	
S.L. 1.4 <i>Assist Homeless Persons and Persons at risk of becoming homeless obtain affordable housing</i>	Support the operations of homeless shelters and transitional housing providers  <i>2013-07 FCAA Homeless Services</i>	CDBG	▪ Number of facilities assisted ▪ Number of persons moved into permanent housing	2010	-	-
				2011	150	150
				2012	150	150
				2013	150	
				2014		
				Goal	150	

Table 3 A Specific Objectives

**Description of Activities**

The recommended 2013 Annual Action Plan includes 90 projects selected based on the housing, homeless service and community development needs and goals described in the City's 2010-2015 Consolidated Plan. All projects benefit low and moderate-income residents.

**2013-04 Bike Path Continuation for Accessibility/ Public Facilities**

Funds allocated Bike Path continuation will be used for the 7<sup>th</sup> Street Bike Lanes with an additional 7.5 miles of bike ways starting from the intersection of Fairview & Motter Avenues proceeding south down Fairview Ave, Bentz Street and Center St, travelling west on Catoclin Ave to Norva Ave; proceeding west on Norva to north on Fairview Ave, returning to the intersection of Motter Ave. Bike path will provide access to downtown, cross Carroll Creek Linear Park twice, access to four schools (Frederick HS, Gov. Thomas Johnson HS, Parkview ES & North Frederick ES), five parks, three commercial area (7<sup>th</sup> Street, Jefferson Street & Downtown) , and four churches.

**Target:** 300 persons

**Performance Measure:** # of persons assisted.

**Funds Requested:** \$ 60,000

**Funds Recommended:** \$ 60,000

**Eligible Activity:** 24 CFR 570.201(c) Public Facilities & Improvements

**National Objective:** 24 CFR 570.208(a)(1)(i) – Low/Mod Area Benefit (LMA)

**Consolidated Plan Priority:** Improve Safety and Livability of Neighborhoods

**Specific Objective:** Neighborhood Facilities/Improvements, Youth Centers, Parks and Recreations Facilities.

**Objectives:** Support improvement or construction of community facilities.

**Outcomes:** Facilities Improved

**Performance Measures:** 1 public facility Target: 300 persons

**2013-05 Group Homes/Electrical Rehab  
Sponsor: Community Living**

Funds allocated will be used for the installation of hardwire smoke detectors, emergency lights and carbon monoxide detectors for two group homes for special needs /very low income adults.

▪ **Target:** 7 persons assisted **Performance Measure:** # of persons assisted

**Funds Requested:** \$3,000

**Funds Recommended:** \$3,000

**Eligible Activity:** 24 CFR 570.201(c) Public Facilities & Improvements

**National Objective:** 24 CFR 570.208(a)(2)(i) (A) – Low/Mod Limited Clientele

**Consolidated Plan Priority:** First Priority Need: Housing for very low to moderate-income persons

**Specific Objective:** Special Needs Populations: Rehab.

**Objectives:** Suitable Living Environment

**Outcomes:** Sustainability

**Performance Measures:** 2 public facilities Target: 7persons

**2013-06 Energy & Safety Rehab/Natelli Apartments  
Sponsor: Interfaith Housing Alliance**

Funds will be used for the installation of security camera recording system for the building and installation of low flow toilets for low to moderate income persons.

**Target:** 24 persons **Performance Measure:** # of persons assisted

**Funds Requested:** \$35,281.50

**Funds Recommended:** \$6,000

**Eligible Activity:** 24 CFR 570.201(c) Public Facilities & Improvements

**National Objective:** 24 CFR 570.208(a)(2)(i) (A) – Low/Mod Limited Clientele  
**Consolidated Plan Priority:** First Priority Need: Housing for very low to moderate income persons  
**Specific Objective:** Expand levels of Public Services for persons with special needs  
**Objectives:** Suitable Living Environment  
**Outcomes:** Sustainability: Promoting Livable / Viable Communities  
**Performance Measures:** # of persons assisted Target: 24

**2013-07 Supportive Services for the Homeless (subject to 15% cap on Public Services)**

**Sponsor:** The Frederick Community Action Agency

The Frederick Community Action Agency operates two (2) transitional shelter facilities with a total of 141 beds and approximately 10 cribs for homeless families and physically disabled adults. The Shelters provide short-term emergency and transitional shelter and supportive services for homeless families and physically disabled adults.

**Target:** 150 persons

**Funds Requested:** \$58,780,000 or 15% of Public Service Dollars  
**Funds Recommended:** \$25,500\* (subject to 15% cap on Public Services)  
**Eligible Activity:** 24 CFR 570.201(e) Public Services- Homeless  
**National Objective:** 24 CFR 570.208 (a)(2)(i)(A) LMC  
**Consolidated Plan Priority:**  
**Specific Objective:**  
**Objectives:** Decent Housing & Suitable Living Environment  
**Outcomes:** Availability / Accessibility  
**Performance Measures:** # of persons assisted Target: 150 persons

**2013-08 Case Management for Homeless Shelter (subject to 15% cap on Public Services)**

**Sponsor:** The Religious Coalition

Funds will be used for case management activities at the Alan P. Linton, Jr. Shelter, an 80-bed facility that houses 3 programs for the homeless and assists the Religious Coalition's homelessness prevention programs.

**Target:** 50 persons assisted.

**Funds Requested:** \$25,000.00  
**Funds Recommended:** \$10,785.00\* (subject to \*15% cap on Public Services)  
**Eligible Activity:** 24 CFR 570.201(e) Public Services- Homeless  
**National Objective:** 24 CFR 570.208 (a)(2)(i)(A) LMC  
**Consolidated Plan Priority:**  
**Specific Objective:**  
**Objectives:** Decent Housing & Suitable Living Environment  
**Outcomes:** Availability / Accessibility  
**Performance Measures:** # of persons assisted Target: 50 persons

**2013-09 Economic Development/Computer Resource Center (subject to 15% cap on Public Services)**  
**Sponsor:** Centro Hispano

Funds will be used for computer resource center for Limited English Proficiency clients seeking employment opportunities and improve language skills.

**Target:** 70 persons assisted.

**Funds Requested:** \$19,720  
**Funds Recommended:** \$8,500\* (subject to \*15% cap on Public Services)  
**Eligible Activity:** 24 CFR 570.201(e) Public Services-  
**National Objective:** 24 CFR 570.208 (a)(2)(i)(A) LMC  
**Consolidated Plan Priority:**

**Specific Objective:** Provide services for persons with Limited English Proficiency  
**Objectives:** Economic Opportunity  
**Outcomes:** Availability / Accessibility  
**Performance Measures:** # of persons assisted Target: 50 persons

**G. Geographic Distribution**

The following 2013 Action Plan projects have a specific location know at this time.

Activity ID	Activity	Address
2013-01	General Program Administration & Fair Housing	140 W. Patrick St.
2013-04	Bike Loop Accessibility Continuation	140 W. Patrick St.
2013-05	Group Homes/Electrical Rehab	225 & 246 Wyngate Dr.
2013-07	FCAA Homeless Services	100 S. Market St.
2013-08	Case Management Support	27 De Grange St
2013-09	Economic Development/Computer Resource Ctr.	1080 W. Patrick St
2013-02	Homeownership Program Delivery	140 W. Patrick St
2013-03	Sold on Frederick	TBD

See Appendix D. Project Location Map. The "job sites" for the following are not known at this time but will be determined via application Location factors are considered in light of the Plan's stated priority for infill and redevelopment as opposed to newer development as a general rule

All recommended projects were evaluated based on several criteria:

- Meeting prescribed National Objectives & Eligible Activities
- The degree to which they further Consolidated Plan high or medium priority objectives and targets
- Cost effectiveness
- Preparedness & Capacity

**Minority Concentration**

Based on 2010 Census data, the City of Frederick is 63.9% white, 18.6% African American, 14.4% Hispanic and the remainder non-white. We have identified areas of racial/ethnic concentration as census tracts that have percentage greater than 36.1% non-white and/or greater than 14.4% Hispanic. Those census tracts are:

- Census Tract 750300: 48.15% non-white, 36.4% African American
- Census Tract 750503: 63.04% non-white, 30.6% Hispanic
- Census Tract 750504: 53.62% non-white, 18.7% Hispanic
- Census Tract 750505: 67.51% non-white, 31.2% Hispanic
- Census Tract:750702: 41.23% non-white, 14.4 Hispanic

Census Tracts 750506 and 750701 also feature minority concentrations; however they are both classified as Middle Income and thus are not eligible for specific CDBG funding.

See the Appendix E- Areas of Minority Concentration Map.

**Geographic Distribution of Activities Areas of Minority Concentration**

City of Frederick Census Tracts	Percentage of non-white and Hispanic	Area of Minority Concentration	2013 CDBG activities
City-wide. Sites will be determined by specific project applications.	27.9%		2013-01 General Admin & Fair Housing 2013-02 Homeownership Program Delivery 2013-03 Sold on Frederick II 2013-04 Bike Path Connectivity
750100	31.82%	Yes	
750200	12.84%	No	
750300	58.14%	Yes	2013-08 Rel. Coalition/Case Mgmt Support
750400	24.84%	Yes	
750501	41.17%	Yes	
750502	30.36%	Yes	
750505	67.51	Yes	2013-09 Centro Hispano/Computer Resource Ctr.
750600	10.71%	No	
750700	22.03%	No	
750800	13.39%	No	
750801	23.75	No	2013-06 Interfaith Housing/Energy & Security Rehab
750900	31.62%	Yes	2013-07 FCAA/Homeless Services
751000	Small % of Tract	N/A	Very small percentage of total population located within the City boundaries
751200	14.28%	No	
756100	32.86	No	2013-05 Community Living/Group Homes Rehab

**Affordable Housing**

To those living in Frederick, it comes as no surprise that the greater-Frederick area, especially Frederick City, is facing a severe shortage of affordable housing. Like many neighboring jurisdictions, increased growth has combined with a very strong real estate market to price many low- and moderate-income residents out of homeownership, and in some cases, even out of the rental market. Recent studies have documented the current difficult conditions for many local residents and project an ever worsening situation. The supply of housing affordable to very-low, low- and moderate-income households in Frederick City is diminishing to a critical degree.

The provision of affordable housing is a priority need and that need is highest for the lowest income households. In a very competitive housing market the guideline of no more than 30% of annual income for housing costs (i.e., rent or mortgage and utilities) may not be obtainable even for those with incomes over the median for the area. The needs of the very-low income, renters and owners, are the highest. The Consolidated Plan further recognized that affordable housing for special need populations is also a high priority. The chart below provides a schedule for activities proposed to address this high priority need.

**TABLE# 3B Priority Housing - Activities**

Priority Need	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal PLAN/ACT
<b>CDBG</b>						
Acquisition of existing rental units	-	-	-	-	-	-
Production of new rental units	-	-	-	-	-	-
Rehabilitation of existing rental units	15/	3/3	3/3	3/3	3/3	3/
Rental assistance				-	-	-
Acquisition of existing owner units	-	-	-	-	-	-
Production of new owner units	-	-	-	-	-	-
Rehabilitation of existing owner units	30/	6/15	6/17	6/1	12-/	6/
Homeownership assistance	25/	5/6	5/3	6/9	12/	5/
<b>HOME</b>						
Acquisition of existing rental units						
Production of new rental units						
Rehabilitation of existing rental units						
Rental assistance						
Acquisition of existing owner units						
Production of new owner units						
Rehabilitation of existing owner units						
Homeownership assistance						
<b>HOPWA</b>						
Rental assistance						
Short term rent/mortgage utility payments						
Facility based housing development						
Facility based housing operations						
Supportive services						
<b>OTHER</b>						

**ANNUAL AFFORDABLE HOUSING COMPLETION GOALS**

Grantee Name: City of Frederick, MD Program Year: 2013	Expected Annual Number of Units To Be Completed	Actual Annual Number of Units Completed During Previous Fiscal Year	Resources used during the period			
			CDBG	HOME	ESG	HOPWA
<b>BENEFICIARY GOALS (Sec. 215 Only)</b>						
Homeless households	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households	2	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Beneficiaries*	2	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>RENTAL GOALS (Sec. 215 Only)</b>						
Acquisition of existing units	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production of new units	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rehabilitation of existing units	24	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Affordable Rental	24	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>HOME OWNER GOALS (Sec. 215 Only)</b>						
Acquisition of existing units	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production of new units	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rehabilitation of existing units	0	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Homebuyer Assistance	12	3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Affordable Owner	12	4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)</b>						
Acquisition of existing units	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production of new units	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rehabilitation of existing units	0	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Homebuyer Assistance	6	3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Combined Total Sec. 215 Goals*	6	3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)</b>						
<b>Annual Rental Housing Goal</b>	24	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Annual Owner Housing Goal</b>	12	7	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Overall Housing Goal</b>	12	7	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## ***Public Housing***

While the focus of the City's housing program has been homeownership, the Hope VI Project is an effort towards addressing the public housing need. Although the 2013 Annual Action Plan does not include any projects owned by the Housing Authority, the City continues to be a major supporter and contributor (of the program that is now underway (including several prior year projects and City donations of property). Frederick does not plan to take any actions during the program year to encourage public housing residents to become more involved in management and to participate in homeownership. However, funds from the Sold on Frederick II program has assisted persons moving from public housing into homeownership and will continue to do so.

## ***Homeless and Special Needs Population***

The City's efforts toward addressing the housing and non-housing community needs of the homeless and special needs populations (i.e. elderly, frail elderly, persons with disabilities, persons with HIV/AIDS, persons facing substance abuse, or mental health issues, etc.) will include assisting two (2) community partners working with the developmentally and physically disabled, providing housing-related education and advocacy for the developmentally disabled, providing direct services to homeless individuals and families in transitional and short-range shelters; direct service programs for homeless veterans and those dealing with mental health issues.

Funding appropriated through the public services cap to non-profits is awarded specifically to address homeless and special needs populations. Specific actions for the prevention of homelessness are of case management met through activities such as budget counseling for the prevention of eviction and foreclosure and staff at homeless, emergency shelters, cold weather transitional shelters to provide case management to unsheltered persons, chronically homeless, as well as ongoing case management for the mentally and physically disabled to prevent homelessness.

Efforts to assist currently and chronically homeless are undertaken by direct contact by service agencies who go out into the community where the homelessness are known to gather, such as soup kitchens for regular meals, tent cities, benches and local parks. When the homeless are observed by Frederick City Police or go to Frederick Memorial Hospital but are not in need of medical attention they referred to the emergency and cold weather shelters. Community partners from the Department of Social Services, established network contacts, and membership of the Homeless Coalition aid in effort of directing eligible clients to the facilities to received assistance.

Frederick does not plan to undertake steps during this fiscal year to address chronic homelessness.

<b>Project #</b>	<b>Non-Profit</b>	<b>Project</b>
2013-07	FCAA	Homeless Services
2013-08	The Religious Coalition	Case Management Support @ Alan P. Linton Day Shelter

## ***Barriers to Affordable Housing***

Continued surges in home prices, higher utility rates and lower incomes, and scarcity of land for new housing as a result of regional growth pressures have become the major barriers to affordable housing and an increasing problem in Frederick. The City of Frederick is fast becoming a desirable address because of its location and amenities. As a result, it has become much more difficult for first-time homebuyers to get into the housing market, and for existing homeowners to trade up to larger homes.

The City of Frederick recognizes the need for decent, affordable housing for its current and future residents. While no universal strategy exists to resolve the affordable housing crisis, a combination of government assistance, relief from regulatory barriers, fostering of public private partnerships, collaborating on a regional level, and leveraging funds in new and innovative ways, may make a significant contribution to resolving the local problems.

The Mayor and Board of Aldermen have adopted an Adequate Public Facilities Ordinance (APFO) to ensure that new residential development and infrastructure keeps pace with the growth in population within the City of Frederick. In addition, the City has adopted Frederick County's Moderately Priced Dwelling Unit Program Ordinance (MPDU). The purpose of the MPDU Program is to increase the city's and county's supply of moderately

priced housing units as a natural function of the development process. The Ordinance was amended in January 2013 to reflect the current housing conditions in which In lieu of submitting an MPDU Agreement providing for the construction of MPDUs as set forth in Sec. 19-6 of this chapter, a developer may elect to pay a "per dwelling unit payment in lieu" calculated as described in subsection (b) of this section and included in a written MPDU Payment Agreement between the developer and the City. A "per dwelling unit payment in lieu" must be paid prior to the issuance of a building permit for any residential unit in the associated development project.

The City of Frederick is a participating employer in the Maryland House Keys for Employees (HK4E) Program administered by the Maryland Department of Housing and Community Development (DHCD). Through HK4E, full-time and part-time / graded employees of the City of Frederick may be eligible for up to \$8,500 to help purchase a home in the City of Frederick (i.e., a maximum loan of \$3,500 from the Maryland DHCD and \$5,000 from the City of Frederick).

Sold on Frederick II offers down payment and closing cost loan assistance of up to \$8,000 to first time homebuyers purchasing an owner-occupied single family residence within the City of Frederick. A zero percent/no monthly payment loan program serves as gap funding between obtaining a first mortgage and the required down payment and closing costs. This program has proven successful, serving the Frederick community for ten years, allowing purchasers the ability to secure the stability of homeownership, benefit from record low interest rates for first mortgages and provides program income when the loan is repaid upon sale, transfer, refinance, or no longer owner occupied.

## ***L. Other Actions***

### **Meeting Underserved Needs**

Funding remains the largest obstacle to meeting underserved needs. To address this issue, the City of Frederick provides has provided funds to area non-profits that provide services to "special needs" populations. CDBG funds were awarded to two new public services – Centro Hispano and the Religious Coalition's Case Management Support. These activities are both targeted to assist low/mod income persons that are considered "special needs populations", specifically limited English Proficiency and the homeless. The City of Frederick will continue to provide assistance to these, and similar programs as funds are available and projects remain viable.

### **Fostering & Maintaining Affordable Housing**

The supply of housing affordable to very-low, low- and moderate-income households in Frederick City is diminishing to a critical degree. With the recent surges in home prices, higher interest rates and lower incomes, housing affordability has become an increasing problem in Frederick. It has become much more difficult for first-time homebuyers to get into the housing market, and for existing homeowners to trade up to larger homes.

The City of Frederick recognizes the need for decent, affordable housing for its current and future residents. While no universal strategy exists to resolve the affordable housing crisis, a combination of government assistance, relief from regulatory barriers, fostering of public private partnerships, collaborating on a regional level, and leveraging funds in new and innovative ways, may make a significant contribution to resolving the local problems.

To address the issue, the City's will implement the following activities to create and maintain quality, affordable housing:

- Continue to expand the "Sold on Frederick II" loan program which provides up to \$8,000 to eligible first-time homebuyers for down payment assistance.
- Continue to utilize the Frederick County /City Affordable Housing Council deferred loan program. Other resources such as Neighborhood Stabilization Program (NSP) and MD Community Legacy funding will be explored.
- Continue to enforce the Adequate Public Facilities Ordinance (APFO) to ensure that new residential development and infrastructure keeps pace with the growth in population within the City of Frederick.
- Moderately Priced Dwelling Unit Ordinance (MPDU). The MPDU Ordinance allows for the purchase of MPDUs for rental or resale to very-low or low-income residents.
- Affordable Housing Council: The Affordable Housing Council is implementing the Affordable Housing Action Plan, which was endorsed by the BOCC. The Action Plan presents multiple strategies for

addressing the affordable housing crisis in Frederick County. A major goal, the establishment of a Housing Initiative Fund, has created and expanded affordable housing programs. Other goals of the Action Plan call for the creation of a dedicated revenue source for affordable housing; the creation of a legal structure for development of additional housing; a land bank or land trust; the ongoing creation and expansion of affordable housing programs; the attack on NIMBYism (not-in-my-back-yard); the removal of regulatory barriers; and business and regional collaboration.

- Additionally, there is an increasing interest in providing temporary housing opportunities to very-low to low income persons through Single Room Occupancy units (SRO's). The City is willing to support those non-profits who are willing to move this concept forward through the approval process with the Planning Commission and Mayor and Board.

- **Reducing Lead-Based Paint Hazards**

During the 2013 grant year the City will continue efforts to reduce the number of dwellings with lead hazards. Lead hazard reduction and abatement is an important component of the residential rehabilitation program. Through CDBG-funded and the State of Maryland Lead Hazard Reduction grants, assistance to owner-occupants, property owners and non-profits is available. The City rehabilitation staff is active in promoting lead reduction working with other agencies promoting our programs via posters, flyers and speaking engagements.

- **Developing an Anti-poverty Strategy**

The principal department within the City responsible for anti-poverty programs is the Frederick Community Action Agency. This department provides a variety of services that assist low-income individuals and families and thereby helps to reduce the number of poverty level families. The FCAA staff does not work in isolation. There are many other service providers whose activities are aimed at the elimination of poverty. These agencies include the Department of Social Services, County Dept of Citizen Services, Head Start, Family Partnership, Frederick County Public Schools CASS program and Adult Education, State Department of Education, Job Training Agency and others. There is coordination among agencies as evidenced by these multi-agency coordinating committees -Work Force Development Board, and Local Management Board (focus on Children and Families) and Coalition for the Homeless, Advocates for Non English Speaking Residents.

- **Developing Institutional Structures**

The Frederick County Board of County Commissioners (BOCC) and the Mayor of Frederick established the Affordable Housing Council (Council) in 1993. The Council's objectives are to create and advocate for affordable housing and to present the affordable housing message about current conditions and future trends to the Frederick County community. Membership on the Affordable Housing Council includes Frederick County and City staff, as well as representatives from six segments of the community - housing consumers, private industry, religious, governmental, political and nonprofit representatives.

- **Public & Private Coordination & Monitoring**

There are many in the public and private sector who work to help lower income persons and persons with special needs with housing, support services and facilities. The City participates in coordinating organizations such as the Affordable Housing Council, Coalition for the Homeless, the Lead Poisoning Prevention Working Group, and the One Stop Partnership for Job Training. Frequent staff to staff communication and consultation also helps to ensure coordination. Staff from City departments is assigned to many and often there is an Aldermanic representative as well.

There are several groups that have been established to help coordinate the activities of public agencies and non-profit and advocacy groups who work to address the needs of low income people and neighborhoods. In addition to those noted above there is a Local Management Board to coordinate services for children and families and a Workforce Development Board for job training and employment services. The City Education Committee advocates for and promotes improvements to the Frederick County Public Schools, which are within City limits. The City now has 12 neighborhood advisory councils (NAC's), an initiative that establishes a system to improve the two-way communication process between City Hall and neighborhoods, and establish a formal mechanism for evaluating neighborhood improvement projects.

The Community Development Division staff strives to monitor its CDBG sub-recipients annually. It is our goal to monitor a project within two months of closeout. The City uses several approaches to achieving sub-recipient compliance including, program orientation prior to proposal submission, funding agreement reviews just prior to the

beginning of the grant year; and ongoing technical assistance throughout the grant year.

Monitoring for program compliance is based upon the checklist provided to the Community Development staff by the HUD-Baltimore Office. The staff also relies upon the various related HUD publications for guidance on monitoring for labor relations, financial record keeping and procurement and particularly compliance with HUD regulations for minority business outreach.

DRAFT

**M. Program-specific requirements - CDBG**

For Grant Year 2013, the City of Frederick will receive **\$281,000** in CDBG funds to finance a range of activities that will benefit low- and moderate-income persons/households. Annual CDBG funds are leveraged with other federal, state, local and private funds to carry out community and housing activities.

<b>CDBG Funds Available and Expected to be expended in 2013</b>	
CDBG Grant for 2013 Grant Year	\$281,000
CDBG Program Income expected to be received during the Grant Year	17,500
<b>TOTAL FUNDS AVAILABLE (GRANT + PROGRAM INCOME)</b>	<b>\$298,500</b>
CDBG Funds to be committed from Prior Year's grant	\$0.00
CDBG Program Income on hand at start of Grant Year	\$0.00*
<b>TOTAL FUNDS AVAILABLE AT START OF GRANT YEAR</b>	<b>\$298,500</b>
CDBG Funds expected to be Expended in 2013 Grant Year	-\$298,500
<p><i>*Includes income received from loan pay-offs, homeownership fees and sales proceeds from sale of city-owned property (sales proceeds will be rolled-over into the purchase and rehab of additional property).</i></p> <p><i>***Any unanticipated program income and/or reprogrammed funds (from cancelled or completed projects) are re-allocated to "Sold on Frederick II" activity.</i></p>	

As in years past, a large portion of the City's annual CDBG allocation is targeted to addressing housing-related activities. For Grant Year 2013 we anticipate expending about one-third (31%) of available CDBG funds among the proposed housing and rehabilitation activities.

<b>2013 CDBG ACTIVITY FUNDING</b>		
<b>PROGRAM ADMINISTRATION 20% cap</b>		
General Admin & Fair Housing	\$ 59,700.00	
<b>TOTAL PROGRAM ADMIN</b>	<b>\$ 59,700.00</b>	<b>19%</b>
<b>HOUSING</b>		
Homeownership Admin	\$ 29,025.00	
Sold on Frederick II	\$ 96,000.00	
<b>TOTAL HOUSING ACTIVITIES</b>	<b>\$ 125,025.00</b>	<b>31%</b>
<b>PUBLIC SERVICES 15% cap</b>		
Centro Hispano/Economic Development	\$ 8,500.00	
Case Mgt. for Homeless Shelter	\$ 10,775.00	
Homeless Services	\$ 25,500.00	
<b>TOTAL PUBLIC FACILITIES</b>	<b>\$ 44,775.00</b>	<b>14%</b>
<b>PUBLIC FACILITIES &amp; INFRASTRUCTURE IMPROVEMENT</b>		
<b>PUBLIC FACILITIES &amp; INFRASTRUCTURE IMPROVEMENT</b>	<b>\$ 69,000.00</b>	
<b>TOTAL PUBLIC FACILITIES</b>	<b>\$ 69,000.00</b>	<b>36%</b>
<b>TOTAL FUNDS TO BE EXPENDED</b>	<b>\$ 298,500.00</b>	<b>100%</b>

**N. Low/Mod Benefit**

Programs and activities assisted with CDBG funds are required to demonstrate that they are serving a limited clientele. Programs that offer services to the homeless or identified "special needs" populations are presumed to benefit persons of low- to moderate-incomes, as are programs located in census tracts with a percentage of low- to moderate-income households greater than 51%. Moreover, recipients are required to keep records on file, which are then reported to the City to certify that assisted activities are serving qualified beneficiaries.

To ensure that CDBG-assisted activities are serving qualified beneficiaries, the City asks each sub-recipient to provide detailed beneficiary data on those persons who received services at several steps during the grant year. Project sponsors are required to provide beneficiary data as part of their funding applications; report beneficiary data during the grant year period, and provide a final beneficiary data report at the conclusion of the grant year in preparation for the required CAPER. This data is used to report grant year activities and outcomes in IDIS.

The following, provides a summation of each recommended activity as related to Low/Mod Benefit - Limited Clientele criteria:

**City of Frederick  
Low/Mod Benefit Activity List for Program Year 2013**

Criterion	Activity Name	Other Information	Funding Amount
	Economic Development	<i>Direct services for resources &amp; advocacy for Limited English Proficiency</i>	\$ 8,500
	FCAA Homeless Services	<i>Direct services to homeless individuals and families living in transitional housing facility</i>	\$25,500
	Case Management for Homeless Shelter & Homelessness Prevention	<i>Direct services to homeless individuals being served @ day shelter program</i>	\$10,775
		<b>TOTAL</b>	\$44,775

**O. Monitoring**

The City of Frederick's Department of Planning – Community Development Division (DPCD) is responsible for reviewing, monitoring, and reporting the accomplishments of agencies implementing programs identified in this Annual Action Plan as well as reporting on the progress made in reaching the goals outlined in the Consolidated Plan.

DPCD staff assures fair and accurate monitoring of grantee and sub-grantee program functions and activities to maintain compliance with city, state and federal requirements. The Division has established a detailed process and procedures to ensure long-term monitoring and compliance of housing and community development projects.

The objectives of the monitoring procedures are:

- To ensure compliance with Federal statutory and regulatory requirements for the Community Development Block Grant program.
- To ensure that funds are used effectively and for the purpose for which they are made available.
- To enhance the administrative and management capabilities of sub-recipients through training, orientation and technical assistance.
- To ensure production and accountability.
- To evaluate organizational and project performance.

**Application Process**

Following an extensive application process, all applications for CDBG funding are thoroughly reviewed by staff to

ensure compliance with federal guidelines. All applicants must provide a detailed project narrative which must include clearly stated objectives, outcomes and relevant federal regulation citations. The applications are reviewed at the staff level for accuracy, completeness and compliance with federal and local regulations. If approved at the staff level, the applications are then forwarded to the ad hoc committee for review and funding recommendation.

### **Contracting Process**

Each sub-recipient selected to receive funds is required to sign a contract (sub recipient agreement) with the City of Frederick. No costs incurred prior to the execution of an agreement with the City for services will be reimbursable.

### **Integrated Disbursement Information System (IDIS)**

Project monitoring is also implemented during the setup, update and close-out of projects in IDIS. While the IDIS system is intended as a tracking system of grant funds, the system can also be used to provide another level of checks and balances to ensure that program requirements are being met.

### **Sub-Grantee Training**

During the application process, each project sponsor is required to attend a Pre-Screening meeting with Department staff to review National Objective/Eligible Activity compliance, administration, record keeping, reporting (either monthly, quarterly or annually), and timeliness requirements.

DPCD staff performs financial and programmatic monitoring through reviews of requests for reimbursement, monthly activity reports and client benefit reports. The reports document sub-recipient progress, compliance with funding agreements, and the beneficiary data. For the rehabilitation projects, sites are monitored weekly by CDBG staff.

### **Reporting**

During the application process, DPCD staff requires sub-recipients to complete a Performance Measurement Form which outlines specific outcomes, objectives, indicators and outputs. All sub-recipients must submit monthly activity reports which detail the progress made toward timely completion of the activity.

At the end of each grant year, DPCD staff receives annual reports from sub-recipients documenting activities carried out, progress toward meeting stated objectives, program beneficiaries, and any fund balances remaining. These reports assist DPCD staff in preparing the all required reports, as well as project close-out.

As required by HUD, department staff prepares an annual Consolidated Annual Performance and Evaluation Report (CAPER) which provides a detailed assessment and evaluation of the City's performance in carrying out the activities proposed in the Annual Action Plan.

DRAFT

## CERTIFICATIONS

### Certifications for the CITY OF FREDERICK, MARYLAND 2013 ACTION PLAN

In accordance with the applicable statutes and the regulations governing the Consolidated Plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing.** The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan.** It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under Section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug-Free Workplace.** It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about:
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1.
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will:
  - a. Abide by the terms of the statement, and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

- b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by Federal, State, or local health, law enforcement, or other appropriate agency.

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraphs 1 and 2 of this anti-lobbying certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction. The Consolidated Plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with Plan. The housing activities to be undertaken with CDBG, HOME, ESG and HOPWA funds are consistent with the strategic plan.

Section 3. It will comply with Section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

\_\_\_\_\_  
Randy McClement, Mayor  
City of Frederick, Maryland

Date: \_\_\_\_\_

This document has been approved for legal sufficiency:

\_\_\_\_\_  
City of Frederick Legal Department

Date: \_\_\_\_\_

## Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation.** It is in full compliance and follows a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan.** Its consolidated housing and community development plan identifies community development and housing needs, and specifies both short-term and long-term community development objectives that provide decent housing and expand economic opportunities, primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 Part 570).

**Following a Plan.** It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been submitted to and approved by HUD.

**Use of Funds.** It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, (and other financial resources are not available);
2. **Overall Benefit.** The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program years 2012, 2013, and 2014, shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** – It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals in non-violent civil rights demonstrations; and
2. A policy of enforcing State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws** – The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** – Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

**Compliance with Laws** – It will comply with applicable laws.

\_\_\_\_\_  
Randy McClement, Mayor  
City of Frederick, Maryland

Date: \_\_\_\_\_

This document has been approved for legal sufficiency:

\_\_\_\_\_  
City of Frederick Legal Department

Date: \_\_\_\_\_

DRAFT

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, US Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s) if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant.

Place of Performance: City of Frederick  
Department of Planning  
Division of Community Development  
140 West Patrick Street  
Frederick, Maryland 21701

<---Check if there are workplaces on file that are not identified here.

The certification with regard to the drug-free workplace is required by 24 CFR Part 21.

7. Definitions of terms in the Non-procurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or nonfederal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees, unless their impact or involvement is insignificant to the performance of the grant, and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of sub recipients or subcontractors in covered workplaces).

DRAFT

- A. Table 3C. Consolidated Plan Listing of Projects
- B. Public Notices
  - B-1. Public Notice
  - B-2. Public Notice
  - B-3. Public Comments
- C. Objectives & Outcomes Chart
- D. Project Location Map

DRAFT

**APPENDIX A**

U.S. Department of Housing  
and Urban Development

OMB Approval No. 2506-0117  
(Exp. 8/31/2008)

**Table 3C  
Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Frederick, Maryland

**Priority Need**  
Not specifically articulated in the plan

**Project Title**  
General Program Administration & Planning (subject to 20% cap)

**Description**  
Funds will be used for staff costs and office expenses for all aspects of CDBG program planning and administration.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**  
City-wide

Objective Number <b>DH-3</b>	Project ID <b>001</b>
HUD Matrix Code <b>21A</b>	CDBG Citation <b>24 CFR 570.206(a)(1)</b>
Type of Recipient <b>Local Government</b>	CDBG National Objective
Start Date (mm/dd/yyyy) <b>07/01/2013</b>	Completion Date (mm/dd/yyyy) <b>06/30/2014</b>
Performance Indicator <b>N/A</b>	Annual Units <b>N/A</b>
Local ID <b>2013-01</b>	Units Upon Completion <b>N/A</b>

<b>Funding Sources:</b>	
CDBG	\$59,700
ESG	0
HOME	0
HOPWA	0
Total Formula	\$59,700
Prior Year Funds	\$
Assisted Housing	0
PHA	0
Other Funding	0
<b>Total</b>	<b>\$59,700</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Frederick, Maryland

**Priority Need**

First Priority Need: Housing for very low to moderate-income persons

**Project Title**

Homeownership Program Delivery

**Description**

Funds will be used for costs related to the Single Family Rehabilitation / Non-Profit Organization Rehab Program.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity

**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:** City-wide

Objective Number <b>DH-3</b>	Project ID <b>002</b>
HUD Matrix Code <b>13</b>	CDBG Citation <b>24 CFR 570.201(n)</b>
Type of Recipient <b>Local Government</b>	CDBG National Objective <b>LMH 24 CFR 570.208(a)(3)</b>
Start Date (mm/dd/yyyy) <b>07/01/2013</b>	Completion Date (mm/dd/yyyy) <b>06/30/2014</b>
Performance Indicator <b>N/A</b>	Annual Units <b>N/A</b>
Local ID <b>2013-02</b>	Units Upon Completion <b>N/A</b>

<b>Funding Sources:</b>	
CDBG	\$29,025
ESG	0
HOME	0
HOPWA	0
Total Formula	\$29,025
Prior Year Funds	
Assisted Housing	0
PHA	0
Other Funding	0
Total	\$29,025

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C  
Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Frederick, Maryland

**Priority Need**

First Priority Need: Housing for very low to moderate income persons.

**Project Title**

Sold on Frederick II

**Description**

Program Income funds will be used to assist 12 low/mod income 1<sup>st</sup> time homebuyers purchase homes.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

City-wide

Objective Number <b>DH-2</b>	Project ID <b>005</b>
HUD Matrix Code <b>13</b>	CDBG Citation <b>24 CFR 570.201(n)</b>
Type of Recipient <b>Local Government</b>	CDBG National Objective <b>LMH 24 CFR 570.208(a)(3)</b>
Start Date (mm/dd/yyyy) <b>07/01/13</b>	Completion Date (mm/dd/yyyy) <b>06/30/2014</b>
Performance Indicator <b># of households</b>	Annual Units <b>12</b>
Local ID <b>2013-03</b>	Units Upon Completion <b>12</b>

<b>Funding Sources:</b>	
CDBG	\$96,000
ESG	0
HOME	0
HOPWA	0
Total Formula	\$96,000
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding	0
<b>Total</b>	<b>\$96,000</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C  
Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Frederick, Maryland

**Priority Need**  
Improve the Safety and Livability of Neighborhoods

**Project Title**  
Bike Path Continuation for Accessibility

**Description**  
Funds allocated for the Bike Path Connectivity to extend 7<sup>th</sup> Street Bike Lanes with an additional 7.5 miles of bike ways for accessibility/connectivity to schools, places of worship, employment, commercial areas, shopping and parks. Streets served Mötter Ave, Fairview Ave, Bentz St, Center St, Catocin Ave, Norva Ave and crossing Carroll Creek Linear Park.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**  
City-wide

Objective Number <b>DH-3</b>	Project ID <b>004</b>
HUD Matrix Code <b>03E</b>	CDBG Citation <b>24 CFR 570.201(c)</b>
Type of Recipient <b>Local Government</b>	CDBG National Objective <b>LMH 24 CFR 570.208(a)(1)</b>
Start Date (mm/dd/yyyy) <b>07/01/2013</b>	Completion Date (mm/dd/yyyy) <b>06/30/2014</b>
Performance Indicator <b>N/A</b>	Annual Units <b>N/A</b>
Local ID <b>2013-04</b>	Units Upon Completion <b>N/A</b>

<b>Funding Sources:</b>	
CDBG	\$60,000
ESG	0
HOME	0
HOPWA	0
Total Formula	\$60,000
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding	\$50,000
Total	\$110,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**

**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Frederick, Maryland

**Priority Need** Housing for very low to moderate-income persons.

**Project Title**

Group Homes Electrical Rehabilitation at 225 & 246 Wyngate Drive

**Description**

In two group homes, Community Living will have smoke detectors, carbon monoxide detectors and emergency lights hard wired for special needs/very low income developmentally disabled adults.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

225 Wyngate Drive, Frederick, MD  
246 Wyngate Drive, Frederick, MD

Objective Number <b>DH-3-1</b>	Project ID <b>005</b>
HUD Matrix Code <b>03C</b>	CDBG Citation <b>24 CFR 570.201(c)</b>
Type of Recipient <b>Non-Profit</b>	CDBG National Objective <b>LMC 24 CFR 570.208(a)(2)(i)(A)</b>
Start Date <b>07/01/2013</b>	Completion Date <b>06/30/2014</b>
Performance Indicator <b>2 public facilities</b>	Annual Units <b>2 units</b>
Local ID <b>2013-05</b>	Units Upon Completion <b>N/A</b>

<b>Funding Sources:</b>	
CDBG	\$3,000
ESG	\$
HOME	0
HOPWA	0
Total Formula	\$3,000
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding	\$3,000
<b>Total</b>	<b>\$6,000</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C  
Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Frederick, Maryland

**Priority Need** Housing for very low to moderate-income persons

**Project Title**

Energy & Safety Rehabilitation for Natelli Apartments

**Description**

In a 12-unit apartment building, Interfaith Housing will install security cameras to serve building and install in each unit low-flow toilets for energy conservation; serving very low, low and moderate-income persons.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

731 N. Market Street Frederick, Maryland 21701

Objective Number <b>DH-3-1</b>	Project ID <b>006</b>
HUD Matrix Code <b>03C</b>	CDBG Citation <b>24 CFR 570.201(c)</b>
Type of Recipient <b>Non-Profit</b>	CDBG National Objective <b>LMC 24 CFR 570.208(a)(2)(i)(A)</b>
Start Date <b>07/01/2013</b>	Completion Date <b>06/30/2014</b>
Performance Indicator <b>1 public facilities</b>	Annual Units <b>1</b>
Local ID <b>2013-03</b>	Units Upon Completion <b>1</b>

<b>Funding Sources:</b>	
CDBG	\$6,000
ESG	\$
HOME	0
HOPWA	0
Total Formula	\$6,000
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding	\$0
<b>Total</b>	<b>\$6,000</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C  
Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Frederick, Maryland

**Priority Need**

Strategy for Special Needs Populations: Priority 2: Expand levels of public services for persons with special needs. Support case management, housing counseling, job training and other needed services for special needs populations.

**Project Title**

Homeless Services & Transitional Shelter/Apartments Operation

**Description**

The Frederick Community Action Agency operates two (2) transitional shelter facilities with a total of 141 beds and approximately 10 cribs for homeless families and physically disabled adults. The Shelters provide short-term emergency and transitional shelter and supportive services for homeless families and physically disabled adults. The Frederick Transitional Shelter also provides a wide range of supportive services including case management, adult education and GED classes, transportation, childcare, substance abuse counseling, job readiness and life skills training, primary health care and respite care services.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity

**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

100 S. Market Street, Frederick, MD 21701

Objective Number <b>SL-3</b>	Project ID <b>010</b>
HUD Matrix Code <b>03T</b>	CDBG Citation <b>24 CFR 570.201(e)</b>
Type of Recipient <b>Local Government</b>	CDBG National Objective <b>LMC 24 CFR 570.208(a)(2)(i)(A)</b>
Start Date (mm/dd/yyyy) <b>07/01/2013</b>	Completion Date (mm/dd/yyyy) <b>06/30/2014</b>
Performance Indicator <b># of persons assisted</b>	Annual Units <b>100+ persons</b>
Local ID <b>2013-07</b>	Units Upon Completion <b>N/A</b>

<b>Funding Sources:</b>	
CDBG	\$25,500
ESG	\$
HOME	0
HOPWA	0
Total Formula	\$25,500
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding	\$322,950
<b>Total</b>	<b>\$348,450</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C  
Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Frederick, Maryland

**Priority Need**

Strategy for Special Needs Populations: Priority 2: Expand levels of public services for persons with special needs. Support case management, housing counseling, job training and other needed services for special needs populations.

**Project Title**

Case Management Support

**Description**

Project will fund case management services for the Alan P. Linton Cold weather shelter and the Religious Coalition homelessness prevention programs.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity

**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

100 S. Market Street, Frederick, MD 21701

Objective Number <b>SL-3</b>	Project ID <b>010</b>
HUD Matrix Code <b>03C</b>	CDBG Citation <b>24 CFR 570.201(e)</b>
Type of Recipient <b>Non-profit</b>	CDBG National Objective <b>LMC 24 CFR 570.208(a)(2)(i)(A)</b>
Start Date (mm/dd/yyyy) <b>07/01/2013</b>	Completion Date (mm/dd/yyyy) <b>06/30/2014</b>
Performance Indicator <b># of persons assisted</b>	Annual Units <b>50+ persons</b>
Local ID <b>2013-08</b>	Units Upon Completion <b>N/A</b>

<b>Funding Sources:</b>	
CDBG	\$10,775
ESG	\$
HOME	0
HOPWA	0
Total Formula	\$10,775
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding	\$81,171
<b>Total</b>	<b>\$91,946</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C  
Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Frederick, Maryland

**Priority Need**

Strategy for Special Needs Populations: Priority 2: Expand levels of public services for persons with special needs. Support case management, housing counseling, job training and other needed services for special needs populations.

**Project Title**

Economic Development/Computer Resource Center

**Description**

Funds will be used for computer resource center for Limited English Proficiency clients seeking employment opportunities and to improve language skills.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

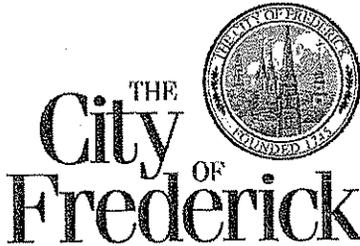
1080 W. Patrick Street Frederick, MD 21701

Objective Number <b>EO-1</b>	Project ID <b>009</b>
HUD Matrix Code <b>05H</b>	CDBG Citation <b>24 CFR 570.201(e)</b>
Type of Recipient <b>Non-profit</b>	CDBG National Objective <b>LMC 24 CFR 570.208(a)(2)</b>
Start Date (mm/dd/yyyy) <b>07/01/2013</b>	Completion Date (mm/dd/yyyy) <b>06/30/2014</b>
Performance Indicator <b># of persons assisted</b>	Annual Units <b>50+ persons</b>
Local ID <b>2013-09</b>	Units Upon Completion <b>N/A</b>

<b>Funding Sources:</b>	
CDBG	\$8,500
ESG	\$
HOME	0
HOPWA	0
Total Formula	\$8,500
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding	\$19,000
<b>Total</b>	<b>\$ 27,500</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

# MEDIA ADVISORY



*Mayor Randy McClement*

**CONTACT: Susan Harding, Public Information Officer, 301-600-1385  
FOR IMMEDIATE RELEASE Friday November 16, 2012**

## **Community Development Block Grant (CDBG) 2013 Annual Action Plan – Request for Proposals**

Frederick, MD – The City of Frederick Department of Planning – Community Development Division will begin accepting project proposals for its **2013 CDBG Annual Action Plan (AAP)** on **Wednesday December 5, 2012**. The Annual Action Plan, as required by U.S. Department of Housing and Urban Development (HUD) regulations, describes the projects and activities to be undertaken with Community Development Block Grant funds to implement a number of housing, public service and community development activities during the coming grant year which runs July 1, 2013 – June 30, 2014.

**Applications are due by 2:00pm Wednesday, January 9, 2013.**

All proposed projects must meet the eligible activity criteria and address one of the CDBG program National Objectives of benefiting low and moderate-income persons, eliminating blight or slums, or meeting urgent community needs. Projects must also address a community need and meet objectives outlined in the 2010-2015 Consolidated Plan.

Non-profit organizations wishing to propose a project for the 2013 CDBG grant year should contact Eileen Barnhard, CDBG Program Administrator 301-600-2842 or [ebarnhard@cityoffrederick.com](mailto:ebarnhard@cityoffrederick.com) to schedule a pre-proposal meeting.

Funding applications, the AAP submission schedule, and additional CDBG information are available on the City of Frederick's website at [www.cityoffrederick.com](http://www.cityoffrederick.com).

**Public Notices**

**PUBLIC NOTICE  
THE CITY OF  
FREDERICK  
COMMUNITY  
DEVELOPMENT  
BLOCK GRANT  
(CDBG)  
ANNUAL ACTION  
PLAN FOR 2013**

The City of Frederick, Division of Community Development has prepared a Draft Annual Action Plan for grant year 2013 pursuant to U.S. Department of Housing and Urban Development (HUD), 24 CFR Part 91. The Annual Action Plan for 2013 describes the projects and activities to be undertaken with Community Development Block Grant (CDBG) funds during the grant year July 1, 2013 - June 30, 2014.

Copies of the Draft Annual Action Plan are available at City Hall located at 101 N. Court Street, the Department of Planning/Municipal Office Annex, 140 West Patrick Street and on the City's website at [www.cityoffrederick.com](http://www.cityoffrederick.com). Written comments will be accepted until 10:00 AM on Monday, April 1, 2013. Please send written comments to: Eileen Barnhard, CDBG Program Administrator, Department of Planning, 140 West Patrick Street, Frederick, MD 21701.

The Mayor and Board of Aldermen will receive public comment on the Draft 2013 Annual Action Plan at their meeting on Wednesday, April 17, 2013 at 3:00

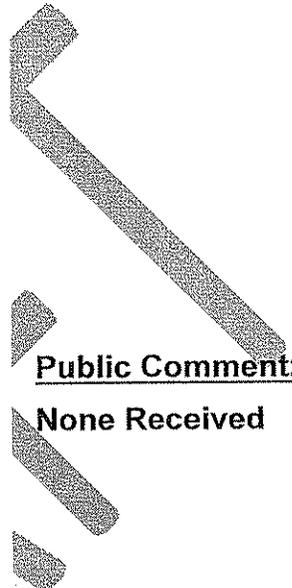
Your life.  
Your community.  
Your paper.

**Public Notices**

p.m. at City Hall. Final approval of the Plan is scheduled for Thursday, May 2, 2013 meeting of the Mayor and Board of Aldermen at 7:00 p.m. at City Hall. All are welcome to attend and comment.

Joseph Adkins, AICP  
Deputy Director of  
Planning  
March 1, 2013

**APPENDIX B-2  
Public Notice – 3/1/2013**



**Public Comment:**

**None Received**

**APPENDIX C**

**CONSOLIDATED PLAN 2010-2015  
SUMMARY OF PLAN OBJECTIVES**

***Affordable Housing Strategy***

***Priority 1: Preserve Existing Affordable Housing***

Objectives:

1. Provide assistance to extremely low-, low- and moderate-income homeowners with housing rehabilitation.  
Objective/Outcome – Decent Housing/Sustainability

***Priority 2: Promote Increased Homeownership Opportunities***

Objectives:

1. Support the expansion of affordable housing opportunities for first time low-to-moderate income homebuyers through housing counseling, down payment and closing cost assistance.  
Objective/Outcome – Decent Housing / Affordability
2. Preserve and expand the supply of affordable housing through acquisition with rehabilitation.  
Objective/Outcome – Decent Housing / Affordability
3. Support the development of affordable housing opportunities for extremely low- and low-income renters.  
Objective/Outcome – Decent Housing/Affordability

***Homeless Strategy***

***Priority 1: Assist Homeless Persons and Persons At-Risk of Becoming Homeless Obtain Affordable Housing***

Objectives:

1. Provide support to organizations to help increase emergency shelter and transitional housing space for the homeless.  
Objective/Outcome – Suitable Living Environment/Availability–Accessibility
2. Support the operations of homeless shelters and transitional housing providers.  
Objective / Outcome – Suitable Living Environment/Availability–Accessibility
3. Support case management, housing counseling, job training, transportation and other needed services for homeless individuals and families.

Objective / Outcome – Suitable Living Environment/Availability–Accessibility

4. Support the development of permanent supportive housing for the homeless and disabled by non-profit organizations and governmental agencies.  
Objective / Outcome – Decent Housing/Affordability

**Strategy for Special Needs Populations**

**Priority 1: Assist in the Provision of Housing Options and facilities/services for Persons with Special Needs**

Objectives:

1. Support the rehabilitation and/or development of facilities for persons with special needs by non-profit organizations and governmental agencies.  
Objective / Outcome – Decent Housing/Sustainability
2. Finance accessibility alterations for existing owner-occupied units  
Objective / Outcome – Decent Housing/Sustainability

**Priority 2: Expand levels of public services for Persons with Special Needs**

Objectives:

1. Support case management, housing counseling, job-training and other needed services for special needs populations.  
Objective / Outcome – Economic Opportunity/Availability–Accessibility

**Community Development Strategy**

**Priority: Improve the Safety and Livability of Neighborhoods**

Objectives:

1. Support infrastructure improvements that improve safety, accessibility & connectivity.  
Objective/Outcome – Suitable Living Environment/Availability–Accessibility
2. Support improvement or construction of community facilities Citywide.  
Objective/Outcome – Suitable Living Environment/Availability–Accessibility

**CITY OF FREDERICK CDBG GOALS FOR 2010-2015**

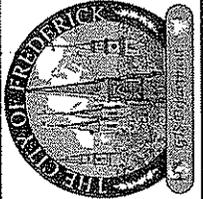
Objective	Outcome Measurement	1 yr Goal	5 yr Goal
<b>Goal # 1: Retain Affordable Housing Stock and Increase Availability of Affordable Owner-occupied Units (50-60% of funds)</b>			
1. Bring existing LMI owner-occupied housing into code and lead paint compliance	# of homes rehabbed	6	30
2. Assist LMI households with first-time homeownership opportunities	# of new owners	5	25
<b>Goal #2: Assist Homeless Persons &amp; Persons at-risk of Becoming Homeless</b>			
1. Provide support to organizations to help increase and support operations of emergency shelters and transitional housing;	Persons assisted	200	1,000
2. Support case management, housing, transportation and other services for homeless individuals and families	Persons assisted	200	
<b>Goal #3: Assist with Housing, Facilities and Supportive Services for Persons with Special Needs who are not homeless.</b>			
1. Assist community-based organizations to develop/rehabilitate facilities to benefit LMI persons	Facilities improved	1	5
2. Promote access of persons with disabilities & other special needs to housing and community resources.	Persons assisted	15	75
<b>Goal #4: Expand levels of Public Services for persons with Special Needs (15% of funds)</b>			
1. Support vital public services addressing the needs of children, youth, families, and other initiatives that promote family stability	Persons assisted	10	50
<b>Goal #5: Improve the Safety and Livability of Neighborhoods</b>			
1. Support infrastructure improvements that improve safety, accessibility and connectivity	Facilities improved	1	2
2. Support improvement or construction of community facilities.	Facilities improved	1	2

**APPENDIX D**

**2013 CDBG Project Map**

# 2013 Project Locations

- ★ Administrative Offices
- 🏠 Project Locations
- 🚲 Bike Loop
- Major Roads
- Highways
- ▨ Rivers and Lakes
- ▨ Parks

101 N. Court St.  
Frederick, MD 21701  
P: 301-600-6209  
F: 301-600-2233  
[www.cityoffrederick.com](http://www.cityoffrederick.com)



0 0.050.1 0.2 0.3  
Miles

Note: This map is prepared solely for the purpose of illustrating the City of Frederick. It should be used for no other purpose. Data on this map was prepared from several original sources and is subject to change as source data changes. This map is not a legal document. Orthophotos produced 03/07. Maps produced by: phylowash

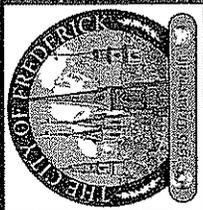
APPENDIX E

2013 CDBG – Areas of Minority Concentration Map

DRAFT

# 2013 Project Locations Minority Concentration

-  Project Locations
-  Bike Loop
-  Administrative Offices
-  Minority Concentration
-  Major Roads
-  Highways
-  Rivers and Lakes
-  Parks
-  County Boundary



101N Court St.  
Frederick, MD 21701  
P. 301-600-6209  
F. 301-600-2233  
www.cityoffrederick.com



0 0.05 0.1 0.2 0.3  
Miles

Maps: This map is prepared solely for the purpose of illustrating the City of Frederick. It should be used for no other purpose. Data on this map was acquired from several original sources and is subject to change as source data changes. This map is not a legal document. Orthophotos produced by mapbox.com



2013 CDBG – Areas of Low/Mod Income Map

LELAND

# 2013 Project Locations Low/Moderate Income Concentration

-  Project Locations
-  Administrative Offices
-  Bike Loop
-  Low Income Concentration
-  Major Roads
-  Highways
-  Rivers and Lakes
-  Parks
-  County Boundary



101 N. Court St.  
Frederick, MD 21701  
P: 301-600-6209  
F: 301-600-2233  
[www.cityoffrederick.com](http://www.cityoffrederick.com)



0 - 0.050 - 0.1 - 0.2 - 0.3  
Miles

Note: This map is prepared solely for the purpose of illustrating the City of Frederick. It should be used for no other purpose. Data on this map was prepared from several original sources and is subject to change as source data changes. This map is not a legal document. Copyright: produced 03/07/13. Maps produced by: photosman

