

# City of Hagerstown, Maryland



## Annual Action Plan

Program Year 2021

The Mayor and Council of the City of Hagerstown

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# Executive Summary

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

### 1. Introduction

The City of Hagerstown, Maryland has prepared the FFY 2021 Action Plan to provide the framework and strategy for implementing federal programs to fund housing, community development, and economic development activities within the City.

#### Action Plan Description

The Action Plan is complemented by The City's Five Year Consolidated Plan for FY 2021-FY 2025 (PY 2020-2024), which provides long term direction to address the needs of the City related to both housing and non-housing activities using the Community Development Block Grant (hereafter referred to as CDBG) Program.

The Annual Action Plan will serve the following functions:

- An **application** for federal funds under HUD's formula grant programs, and
- An **action plan** that provides a basis for measuring performance.

The national goals of the housing and community development programs covered by the Consolidated Plan and the Action Plan are:

- to provide decent housing;
- to establish and maintain a suitable living environment; and,
- to expand economic opportunities for every American, particularly for low and moderate income persons.

The Action Plan furthers the achievement of these goals through the implementation of a variety of housing and community development activities outlined hereafter.

The FFY 2021 Action Plan was developed in accordance with Title I of the Cranston-Gonzalez National Affordable Housing Act and pursuant to the requirements of the U.S. Department of Housing and Urban Development.

#### Oversight of the Program

The Department of Community and Economic Development of the City of Hagerstown is responsible for the administration of the CDBG program. The City utilizes a number of non-profit service providers to carry out certain public service activities, while maintaining its status as responsible agency.

The Five Year Consolidated Planning process and the FFY 2021 Action Plan is a collaborative effort of the City of Hagerstown, the community at large, social service agencies, City officials, housing providers, community development agencies, and economic development groups. The planning process was accomplished through a series of public meetings, stakeholder interviews, resident surveys, statistical data, and review of previous community development plans.

## **2. Summarize the objectives and outcomes identified in the Plan**

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

The following six (6) priorities and subsequent goals/strategies were identified for the Consolidated Planning period of FFY 2020 through FFY 2024 to be implemented by the Community Development Block Grant (CDBG) Program. The specific objectives and outcomes addressed by the FFY 2021 Action Plan that contribute to the goals are listed in the chart at the end of this section.

### **HOUSING PRIORITY - (HIGH PRIORITY)**

**Priority Need:** There is a need to provide all Hagerstown residents with a range of housing options that offer them safe, decent, appropriate, secure and affordable housing.

#### **HS-Goals:**

HS-1 Housing Rehabilitation: Preserve and upgrade the existing housing stock through programs that assist with rehabilitation and resale of owner and rental housing, including emergency repairs, energy efficiency improvements, and accessibility modifications.

HS-2 Homeownership: Promote homeownership by assisting lower-income homebuyers to purchase a home with down payment and closing cost assistance.

HS-3 Fair Housing: Affirmatively further fair housing choice through education, outreach and housing counseling services.

HS-4 Anti-Poverty: Eliminate “pockets of poverty” and impacted areas by deconcentrating assisted housing and services.

### **HOMELESS PRIORITY - (LOW PRIORITY)**

**Priority Need:** There is a need to protect Hagerstown residents who are homeless or at risk of becoming homeless.

**HO-Goals:**

HO-1 Continuum of Care: Collaborate in the development of a CoC delivery system which helps residents who are homeless and persons at-risk of becoming homeless to achieve dignity, well-being, and self-sufficiency by working to end homelessness and creating a viable urban community.

HO-2 Housing Support: Support programs that help residents to retain their housing and to live independently.

**OTHER SPECIAL NEEDS PRIORITY - (LOW PRIORITY)**

**Priority Need:** There is a need to protect Hagerstown residents with other special needs.

**SN-Goals:**

SN-1 Special Needs Housing: Work to ensure that residents have a range of housing options that offer safe, decent, appropriate, secure and affordable housing for the elderly, persons with disabilities, and persons with other special needs through programs that assist with residential rehabilitations and making reasonable accommodations to existing housing.

SN-2 Social Services: Support public services that help residents who are elderly, persons with disabilities, and persons with other special needs to achieve dignity, well-being and self-sufficiency.

**COMMUNITY DEVELOPMENT PRIORITY - (HIGH PRIORITY)**

**Priority Need:** Hagerstown residents should have livable, sustainable neighborhoods, and be assured of safety and quality of life in their neighborhoods, their homes, and have the necessary community supports to thrive.

**CD-Goals:**

CD-1 Public Facilities: Improve public facilities and public infrastructure to foster livable neighborhoods and access to public amenities through rehabilitation, reconstruction, and new construction.

CD-2 Public Services: Improve and enhance public services that help residents achieve dignity, well-being and self-sufficiency, including programs for youth, the elderly and the disabled throughout the City.

CD-3 Deconcentration of Housing: Reduce the isolation of income groups within areas through spatial de-concentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods.

CD-4 Neighborhood Revitalization: Make strategic investment to improve low-income neighborhoods and other areas exhibiting conditions of slums and blight.

CD-5 Accessibility and Visitability: Improve accessibility and visitability of community facilities and infrastructure.

CD-6 Public Safety: Enhance health, safety and quality of life by improving public safety facilities and equipment.

CD-7 Code Enforcement - Continue a systematic code enforcement program to ensure that the existing housing stock will be decent, safe, and sanitary.

#### **ECONOMIC DEVELOPMENT PRIORITY - (HIGH PRIORITY)**

**Priority Need:** Hagerstown needs a healthy economy to provide residents with access to livable wage jobs, to education and training that would qualify them for those jobs, to entrepreneurship opportunities, and for supports necessary to access those opportunities.

#### **ED-Goals:**

ED-1 Employment: Support and encourage new job creation, job retention, and employment and job training services for unemployed and under employed residents.

ED-2 Downtown Revitalization: Support downtown revitalization efforts which enhance the urban core through the Maryland Main Street Program and the Community's City Center Plan.

ED-3 Redevelopment: Plan and promote the development and redevelopment of vacant commercial and industrial sites and facilities.

ED-4 Financial Support: Support business and commercial growth through expansion, new development, and rehabilitation.

#### **ADMINISTRATION, PLANNING, AND MANAGEMENT PRIORITY - (HIGH PRIORITY)**

**Priority Need:** There is a continuing need for planning, administration, management, and oversight of federal, state, and local funded programs.

#### **AM-Goals:**

AM-1 General Administration/Coordination: Provide program management and oversight for the successful administration of federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing, and compliance with all federal, state, and local laws and regulations.

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

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

The City of Hagerstown continues to have good performance with HUD. The City regularly meets the performance standards set by HUD. The City prepares its Consolidated Annual Performance Evaluation Report (CAPER) and submits it within ninety (90) days after the start of each program year. Copies of the CAPER are available for review at the Department of Community and Economic Development, 14 N. Potomac Street, Suite 200A, Hagerstown, Maryland 21740.

The FFY 2019 CAPER (the most recently completed report) was the fifth and final CAPER for the FFY 2015-2019 Five-Year Consolidated Plan and was approved by HUD in October 2020. In the FFY 2019 CAPER, the City of Hagerstown expended the requisite 70% minimum of its available CDBG funds to activities that benefit low-to-moderate income persons. In addition to this funding, the City expended 12% of its funds on public services (below the statutory maximum of 15%) and 19% of its funds on Planning and Administration (below the statutory maximum of 20%). During this reporting period the City was also in compliance with the required 1.5 drawdown ratio.

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

Summary from citizen participation section of plan.

Citizens are vital to creating vibrant and sustainable programming and are encouraged to participate in the planning process. The City of Hagerstown has followed its Citizen Participation Plan in the planning and preparation of the FFY 2021 Annual Action Plan. The City held its first public hearing on the needs of the community and its residents on Thursday, December 3, 2020. This provided the residents, agencies, and organizations with the opportunity to discuss the City's CDBG Program and to provide suggestions for future CDBG Program priorities and activities. The public hearing was held virtually due to the COVID-19 pandemic.

The City's Department of Community and Economic Development maintains a list for its CDBG Program and sends out copies of its public hearings notices and meetings related to the CDBG Program. Notices are also sent to all agencies and individuals who have participated in previous programs and activities.

A copy of the "Draft FFY 2021 Annual Action Plan" was placed on public display for review by the general public agencies and organizations in the community. A newspaper notice announcing that these

documents were placed on public display was published on May 23, 2021 in "The Herald-Mail", the newspaper of general circulation in the area. The "Draft FFY 2021 Annual Action Plan" was on public display at the following locations:

- City of Hagerstown, Department of Community and Economic Development, 14 North Potomac Street, Suite 200A, Hagerstown, MD 21740.
- City of Hagerstown, City Clerk's Office, 2nd Floor of City Hall, 1 E. Franklin Street, Hagerstown, MD 21740
- Online at [www.hagerstownmd.org](http://www.hagerstownmd.org)

A second public hearing was held on May 6, 2021 to provide citizens with the opportunity to comment on the proposed plan. A more detailed analysis and description of the citizen participation process is contained in section PR-15, "Citizen Participation."

The City received notification on May 13, 2021 of an increase in the total FFY 2021 CDBG allocation. In accordance with the Jemison Memo, the City held an additional three day comment period from June 18, 2021 to June 21, 2021 to allow residents the opportunity to comment on the adjustment of program funding. No comments were received during this comment period.

## **5. Summary of public comments**

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

The City of Hagerstown held its First Public Hearing on Thursday, December 3, 2020 at 5:30 PM. Comments received at that public hearing are included in the attachments at the end of the FFY 2021 Action Plan. Due to the COVID-19 pandemic this public hearing was held virtually.

The FFY 2021 Annual Action Plan was placed on public display from April 23, 2021 to May 24, 2021. A Second Public Hearing was held on Thursday, May 6, 2021. All comments received during either the Second Public Hearing or the display period are included in the attachments at the end of the FFY 2021 Annual Action Plan.

The City was notified of an increase in the total FFY 2021 allocation on May 13, 2021. In accordance with the Jemison Memo issued on May 12, 2021, the City had an additional three day comment period from June 18, 2021 to June 21, 2021 to allow residents the opportunity to comment on the adjustment of project funding. No comments were received during this comment period.

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

All comments and suggestions that were received have been accepted and incorporated into the planning document.

## **7. Summary**

The main goals of both the City of Hagerstown's Five Year Consolidated Plan and the FFY 2021 Annual Action Plan are to enhance the living conditions of all residents in the city, create a suitable and sustainable living environment, and to address the housing and community development needs of the City's residents.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	HAGERSTOWN	Community and Economic Development

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The Department of Community and Economic Development of the City of Hagerstown is responsible for the administration of the CDBG Program.

**Consolidated Plan Public Contact Information**

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

### **1. Introduction**

While preparing the Five Year Consolidated Plan, the planning document that provides the framework, strategies, and priorities for the FFY 2021 Annual Action Plan, the City of Hagerstown consulted with the Hagerstown Housing Authority, social services agencies, housing providers, and members of the Washington County Continuum of Care. An online survey was created for stakeholders and residents to complete which then allowed staff to identify needs, gaps in the system, and programmatic goals for the next five years. Input from the meetings and surveys were used in the development of specific strategies and priorities for the Five Year Plan.

While preparing the FFY 2021 Action Plan, the City of Hagerstown held a public meeting where various social services agencies, housing providers, members of the Washington County Continuum of Care, and residents were consulted and encouraged to provide comments or feedback. These groups were also consulted after the draft plan was developed. Any comments or feedback has been incorporated into the plan.

### **Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

The City of Hagerstown works with the following agencies to enhance coordination:

- Hagerstown Housing Authority - The Mayor of the City of Hagerstown appoints the Hagerstown Housing Authority's commissioners.
- Social Services Agencies - The City provides funds to improve services to low and moderate income persons. Staff also meet regularly with agencies to discuss community needs and coordination of services.
- Housing Providers - The City provides funds to rehabilitate and develop housing and provide housing options for low-and-moderate income households.

Each year, as part of the CDBG application planning process, local agencies and organizations are invited to submit proposals for CDBG funds for eligible public service activities. These groups participate in the planning process by attending public hearings and informational meetings.

### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The City of Hagerstown is one of many community partners that participates in the Washington County Continuum of Care, also known as the Washington County Homeless Coalition or CoC. The goal of this group is to address homelessness by identifying and developing a framework to deliver safe and affordable housing and supportive services to both homeless individuals and individuals who are at risk of becoming homeless.

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

Emergency Shelters coordinate their planning and service delivery with themselves, other agencies, and the City through monthly meetings of the Washington County Homeless Coalition. The Coalition's member agencies include: CASA, Inc., City of Hagerstown Department of Community and Economic Development, Washington County Community Action Council, Inc., Department of Social Services, Hagerstown Housing Authority, Legal Aid Bureau, REACH, Inc., The Salvation Army, St. John's Shelter for the Homeless, Inc., Social Security Administration, Turning Point of Washington County, Washington County Commissioners, Washington County Health Department, the Washington County Mental Health Authority, Soul Haven, Tri-State Community Health Center, Walnut Street Family Practice, QCI Behavioral Health, Priority Partners, Meritus Medical Center, Veteran's Outpatient Clinic, Gatekeepers, Celebration Ministries, One-Stop Job Center, and Welcome Home Veterans Program.

Members meet monthly to coordinate activities, to better cooperate in the provision of services, and to collect data regarding the number of homeless persons served and any unmet needs. They work together to learn about programs that can be utilized in the community and, from time to time, take public positions on affordable housing proposals at the state and local level. The CoC also works through a committee structure to determine how to allocate ESG funds, develop performance standards and evaluate outcomes of projects and activities. City Staff participate in various aspects for the strategic process.

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

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

1	<b>Agency/Group/Organization</b>	Habitat for Humanity of Washington County
	<b>Agency/Group/Organization Type</b>	Housing Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization was consulted through a combination of public meetings and application for funding to ascertain the housing needs of the City of Hagerstown.
2	<b>Agency/Group/Organization</b>	WASHINGTON COUNTY COMMISSION ON AGING
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-Health Services-Education Service-Fair Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization was consulted through a combination of public meetings and application for funding to ascertain the housing needs of the City of Hagerstown.

3	<b>Agency/Group/Organization</b>	Hagerstown Home Store
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Anti-poverty Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization was consulted through a combination of public meetings and application for funding to ascertain the housing needs of the City of Hagerstown.
4	<b>Agency/Group/Organization</b>	Women's Club
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Education Business Leaders Civic Leaders Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization was consulted through a combination of public meetings and application for funding to ascertain the housing needs of the City of Hagerstown.

5	<b>Agency/Group/Organization</b>	SENIOR LIVING ALTERNATIVES, INC.
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization was consulted through a combination of public meetings and applications for funding to ascertain the housing and elderly service needs of the City of Hagerstown.

6	<b>Agency/Group/Organization</b>	WASHINGTON COUNTY COMMUNITY ACTION COUNCIL, INC.
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims CoC Lead Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Anti-poverty Strategy Lead-based Paint Strategy CoC Lead Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization was consulted through a combination of public meetings and applications for funding to ascertain the housing and other needs of the City of Hagerstown.
7	<b>Agency/Group/Organization</b>	Bester Community of Hope
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Health Services-Education Child Welfare Agency Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Anti-poverty Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization was consulted through a combination of public meetings and applications for funding to ascertain the housing and other needs of the City of Hagerstown.
8	<b>Agency/Group/Organization</b>	Community Free Clinic
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Health Agency

<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment  Public Housing Needs  Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Homelessness Needs - Veterans  Homelessness Needs - Unaccompanied youth  Homelessness Strategy  Non-Homeless Special Needs  HOPWA Strategy  Anti-poverty Strategy</p>
<p><b>Briefly describe how the Agency/Group/Organization was consulted.  What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted through a combination of public meetings and application for funding to ascertain the health service needs of the City of Hagerstown.</p>

9	<b>Agency/Group/Organization</b>	City of Hagerstown
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Other government - Local Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Market Analysis Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization was consulted through public meetings to ascertain the housing and economic development needs of the City of Hagerstown.

10	<b>Agency/Group/Organization</b>	Office of the Public Defender
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization was consulted through public meetings to ascertain the needs of the City of Hagerstown.

11	<b>Agency/Group/Organization</b>	Washington County Family Center
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization was consulted through direct outreach to ascertain the public housing needs of the City of Hagerstown.
12	<b>Agency/Group/Organization</b>	Hagerstown Housing Authority
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization was consulted through direct outreach to ascertain the public housing needs of the City of Hagerstown.

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

All known agency types were consulted with and their input was incorporated in this plan (see the City of Hagerstown Five Year Consolidated Plan for a complete list of agencies surveyed and consulted through the planning process).

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Washington County Homeless Coalition	They are compatible.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

The City of Hagerstown's Department of Community and Economic Development is the administering agency for the CDBG program. Close coordination is maintained with the other City departments. CDBG projects are coordinated with the Department of Planning and Code Administration, Engineering Department, the Department of Finance, the Police and Fire Departments, the Parks and Recreation Department, the Public Works Department, and the Utilities Department. The City regularly communicates with adjacent units of local government on projects and planning across departments.

During the consolidated planning process, the City of Hagerstown works with the Maryland Department of the Environment to provide lead hazard reduction for all units offered through the City's Homeownership programs. The state does not identify specific locations of housing units where lead-based paint is present. The Maryland Department of the Environment has provided statistics on the incidence of lead-based paint poisoning in youth.

Washington County Department of Social Services was contacted and included in the consolidated planning process, along with the Washington County Health Department and Children in Need, to determine the health care and childcare needs.

Development policies are promoted by the City Administrator with approval and oversight by the Mayor and City Council.

## **AP-12 Participation – 91.105, 91.200(c)**

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

The City has followed its adopted Citizen Participation Plan to develop its FFY 2021 Annual Action Plan.

The FFY 2021 Annual Action Plan has many components that require, encourage, and broaden citizen participation. These components are the following: requests for proposals (RFP's) for CDBG funding from agencies/organizations; meetings with agencies/organizations on how to complete the RFP; interviews and roundtable discussions with various stakeholders and government officials; a public needs hearing; and a public hearing to gather comments on the draft plan on public display.

All of these comments are included in the Consolidated and Annual Action Plan in the Exhibit Section. The City uses citizen input to develop how the plan will serve the low-and-moderate income population to reach the goals set forth in the Five Year Consolidated Plan.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	The City of Hagerstown held its first (virtual) Public Hearing on December 3, 2020. Meeting minutes and any public hearing comments are included in the attached Citizen Participation packet.	See public hearing comments in exhibits sections of the plan.	All comments were accepted and incorporated into the plan.	
2	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	The City of Hagerstown held its second (virtual) Public Hearing on May 6, 2021. Meeting minutes and any public hearing comments are included in the attached Citizen Participation packet.	See public hearing comments in exhibits section of the plan.	All comments were accepted and incorporated into the plan.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	None.	None.	None.	
4	Internet Outreach	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	None.	None.	None.	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The City of Hagerstown will be receiving \$835,051 in CDBG funds for FFY 2021. This is a increase in funding from FFY 2020, but still a substantial reduction from \$1,004,945 in FFY 2010. The program year goes from July 1, 2021 through June 30, 2022. The following represents the City’s anticipated resources for future years:

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	835,051	249,618	144,783	1,229,452	0	Five years of funding at 5% reduced level each year.

**Table 5 - Expected Resources – Priority Table**

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

The City of Hagerstown will leverage the following sources of funds to address the needs identified in the Consolidated Plan:

- The State Community Legacy Fund will be used to address issues of homeownership and to carry out the City Center Plan.
- The Open Space Program Funds from the State of Maryland will tie into the implementation of the City Center Plan.
- The Hagerstown Housing Authority uses Section 8 Housing Choice Voucher resources to provide housing assistance to low- and moderate-income households in the City of Hagerstown.
- In 2019, the Hagerstown Housing Authority received \$515,328 in Capital Fund grants to improve the physical condition of the Housing Authority's properties.

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

Not applicable.

**Discussion**

With limited resources available to address the needs identified in the Five-Year Consolidated Plan, the City works cooperatively with private, public, and non-profit partners to address the identified needs.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	HS-1 Housing Rehabilitation	2020	2024	Affordable Housing	Citywide	Housing Strategy	CDBG: \$156,877	Homeowner Housing Rehabilitated: 23 Household Housing Unit
2	HS-2 Homeownership	2020	2024	Affordable Housing	Citywide	Housing Strategy	CDBG: \$24,500	Direct Financial Assistance to Homebuyers: 7 Households Assisted
9	CDS-1 Public Facilities	2020	2024	Non-Housing Community Development	Citywide	Community Development Strategy	CDBG: \$415,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 9900 Persons Assisted
10	CDS-2 Public Services	2020	2024	Non-Housing Community Development	Citywide	Community Development Strategy	CDBG: \$16,650	Public service activities other than Low/Moderate Income Housing Benefit: 3525 Persons Assisted
12	CDS-4 Neighborhood Revitalization	2020	2024	Non-Housing Community Development	Citywide	Community Development Strategy	CDBG: \$120,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 9000 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
15	CDS-7 Code Enforcement	2020	2024	Non-Housing Community Development	Citywide	Community Development Strategy	CDBG: \$28,524	Housing Code Enforcement/Foreclosed Property Care: 400 Household Housing Unit
16	EDS-1 Employment	2020	2024	Non-Housing Community Development	Citywide	Economic Development Strategy	CDBG: \$75,000	Jobs created/retained: 75 Jobs
20	AMS-1 General Administration/Coordination	2020	2024	Non-Housing Community Development	Citywide	Administration, Planning, and Management Strategy	CDBG: \$243,051	Other: 2 Other

Table 6 – Goals Summary

## Goal Descriptions

1	<b>Goal Name</b>	HS-1 Housing Rehabilitation
	<b>Goal Description</b>	Preserve and upgrade the existing housing stock through programs that assist with rehabilitation and resale of owner and rental housing, including repairs, energy efficiency improvements, and accessibility modifications.
2	<b>Goal Name</b>	HS-2 Homeownership
	<b>Goal Description</b>	Promote homeownership by assisting low-to-moderate income homebuyers to purchase homes through downpayment and closing cost assistance.

9	<b>Goal Name</b>	CDS-1 Public Facilities
	<b>Goal Description</b>	Improve public facilities and public infrastructure to foster livable neighborhoods and access to public amenities through rehabilitation, reconstruction, and new construction.
10	<b>Goal Name</b>	CDS-2 Public Services
	<b>Goal Description</b>	Improve and enhance public services that help residents achieve dignity, well-being, and self-sufficiency, including programs for youth, the elderly, and the disabled.
12	<b>Goal Name</b>	CDS-4 Neighborhood Revitalization
	<b>Goal Description</b>	Make strategic investment to improve low-income neighborhoods and other areas exhibiting conditions of slum and blight.
15	<b>Goal Name</b>	CDS-7 Code Enforcement
	<b>Goal Description</b>	Continue a systematic code enforcement program to ensure that the existing housing stock will be decent, safe, and sanitary.
16	<b>Goal Name</b>	EDS-1 Employment
	<b>Goal Description</b>	Support and encourage new job creation, job retention, and employment and job training services for unemployed and under-employed residents.
20	<b>Goal Name</b>	AMS-1 General Administration/Coordination
	<b>Goal Description</b>	Provide program management and oversight for the successful administration of federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing, and compliance with all federal, state, and local laws and regulations.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The City of Hagerstown proposes to undertake the following activities with the FFY 2021 CDBG funds:

#### Projects

#	Project Name
1	Accessibility Ramps
2	City Park Pedestrian Bridges Reconstruction Project
3	Potterfield Pool Lighting Improvements
4	Hagerstown Skate Park
5	Public Facility Loans
6	Commercial Microenterprise Assistance Program
7	Public Service: Children in Need
8	Public Service: Community Free Clinic
9	Public Service: Girls Inc. Kids Cafe Program
10	Public Service: Goodwill Workforce Development
11	Public Service: Jonathan Street House of Prayer
12	Public Service: REACH Bridge to Change Program
13	Public Service: Senior Living Alternatives
14	Public Service: Together with Families
15	Public Service: Misc. Public Service Activities
16	Commission on Aging Home Repair Grant Program
17	Habitat for Humanity Brush with Kindness Program
18	HNDP Downpayment and Settlement Assistance Program
19	Residential Single Family Emergency Repair Program
20	Residential Single Family Loan Program
21	Code Administration
22	Single Family Rehabilitation Administration
23	General Program Administration

**Table 7 - Project Information**

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

The City of Hagerstown has allocated its CDBG funds for FFY 2021 based on which activities will principally benefit low-to-moderate income persons. The Public Facilities Improvements activities are

located in either a low-to-moderate income census area or have a low-to-moderate income service area benefit or clientele over 51% low-to-moderate income.

The Public Services activities are for social service organizations with low-income clients in the City.

The proposed activities under the FFY 2021 CDBG Program Year are located in areas with the highest percentages of low-to-moderate income persons and those block groups with a percentage of minority persons above the average for the City of Hagerstown.

**AP-38 Project Summary**  
**Project Summary Information**

<b>1</b>	<b>Project Name</b>	Accessibility Ramps
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-4 Neighborhood Revitalization
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$120,000
	<b>Description</b>	Funding will be utilized to undertake the installation of ADA accessible curb ramps at various intersections throughout the City of Hagerstown. Specific sites will be determined based on planning needs and neighborhood impact.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 9,000 individuals will benefit from the proposed activity.
	<b>Location Description</b>	Various locations through the City of Hagerstown.
	<b>Planned Activities</b>	The National Objective is Low/Mod Area, 570.208(a)(1)(i). The HUD Matrix Code is 03L Sidewalks, 570.201(c).
<b>2</b>	<b>Project Name</b>	City Park Pedestrian Bridges Reconstruction Project
	<b>Target Area</b>	
	<b>Goals Supported</b>	CDS-1 Public Facilities
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$60,000
	<b>Description</b>	Funding will be utilized to reconstruct various pedestrian bridges throughout the Historic City Park.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 35,000 individuals will benefit from the proposed activity.
	<b>Location Description</b>	City Park, 501 Virginia Avenue, Hagerstown, MD 21740
	<b>Planned Activities</b>	The National Objective is Low/Mod Area, 570.208(a)(1)(i). The HUD Matrix Code is 03F Parks, Recreational Facilities, 570.201(c).
<b>3</b>	<b>Project Name</b>	Potterfield Pool Lighting Improvements

	<b>Target Area</b>	
	<b>Goals Supported</b>	CDS-1 Public Facilities
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$40,000
	<b>Description</b>	Funding will be utilized to provide various lighting improvements to the city-owned Potterfield Pool facility. This public facility is located in a low-to-moderate income census tract and primarily services residents in other nearby low-to-moderate income census tracts.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 35,000 individuals will benefit from the proposed activity.
	<b>Location Description</b>	Potterfield Pool, 730 Frederick Street, Hagerstown, MD 21740
	<b>Planned Activities</b>	The National Objective is Low/Mod Area, 570.208(a)(1)(i). The HUD Matrix Code is 03F Parks, Recreational Facilities, 570.201(c).
<b>4</b>	<b>Project Name</b>	Hagerstown Skate Park
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-1 Public Facilities
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$175,000
	<b>Description</b>	Funding will be utilized to construct a skate park at Fairgrounds Park.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 35,000 individuals will benefit from the proposed activity.
	<b>Location Description</b>	Fairgrounds Park, 351 N. Cleveland Avenue, Hagerstown, MD 21740
	<b>Planned Activities</b>	The National Objective is Low/Mod Area, 570.208(a)(1)(i). The HUD Matrix Code is 03F Parks, Recreational Facilities, 570.201(c).
<b>5</b>	<b>Project Name</b>	Public Facility Loans
	<b>Target Area</b>	

	<b>Goals Supported</b>	CDS-1 Public Facilities
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$140,000
	<b>Description</b>	Funds will be utilized to undertake improvements and upgrades to various public facilities owned by non-profits. Specific organizations/projects will be determined at a later date.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that three facilities will benefit from the proposed activity.
	<b>Location Description</b>	Specific locations to be determined at a later date, however, all locations will be within low-to-moderate income census tracts through the City of Hagerstown.
	<b>Planned Activities</b>	The National Objective is Low/Mod Area, 570.208(a)(1)(i). The HUD Matrix Code is 03 Public Facilities and Improvements (General), 570.201(c).
<b>6</b>	<b>Project Name</b>	Commercial Microenterprise Assistance Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	EDS-1 Employment
	<b>Needs Addressed</b>	Economic Development Strategy
	<b>Funding</b>	CDBG: \$75,000
	<b>Description</b>	Funding will be utilized for a microenterprise grant program designed to support low-to-moderate income business owners.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 75 individuals will benefit from the proposed activity.
	<b>Location Description</b>	Various locations throughout the City of Hagerstown.
	<b>Planned Activities</b>	The National Objective is Low/Mod Limited Clientele (LMC), 570.208(a)(2). The HUD Matrix Code is 18C Economic Development: Microenterprise Assistance, 570.201(o).

7	<b>Project Name</b>	Public Service: Children in Need
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-2 Public Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$7,000
	<b>Description</b>	Funding will be utilized to support a public service activity that provides low-to-moderate income children school supplies, clothes, and other necessities. This activity will be undertaken by the subrecipient, Children in Need.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 1600 individuals will benefit from the proposed activity.
	<b>Location Description</b>	131 West North Avenue, Hagerstown, MD 21740
	<b>Planned Activities</b>	The National Objective is Low/Mod Clientele (LMC), 570.208(a)(2). The HUD Matrix Code is 05 General Public Services, 570.201(e).
8	<b>Project Name</b>	Public Service: Community Free Clinic
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-2 Public Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$49,000
	<b>Description</b>	Funding will be used to support a program that provides low-to-moderate income residents (who are either uninsured or under-insured) with medical care. This project will be undertaken by subrecipient, Community Free Clinic.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 1,500 individuals will benefit from the proposed activity.
	<b>Location Description</b>	249 Mill Street, Hagerstown, MD 21740

	<b>Planned Activities</b>	The National Objective is Low/Mod Limited Clientele (LMC), 570.208(a)(2). The HUD Matrix Code is 05M Health Services, 570.201(e).
9	<b>Project Name</b>	Public Service: Girls Inc. Kids Cafe Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-2 Public Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$11,000
	<b>Description</b>	Funding will be utilized to support a program that provides healthy after-school snacks/meals to low-to-moderate income youth. This activity will be undertaken by subrecipient, Girls Inc. of Washington County.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 175 low-to-moderate income children will benefit from the proposed activity.
	<b>Location Description</b>	624 Washington Avenue, Hagerstown, MD 21740
	<b>Planned Activities</b>	The National Objective is Low/Mod Limited Clientele (LMC), 570.208(a)(2). The HUD Matrix Code is 05D Youth Services, 570.201(e).
10	<b>Project Name</b>	Public Service: Goodwill Workforce Development
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-2 Public Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$11,000
	<b>Description</b>	Funding will be utilized to support a program that provides workforce development to low-to-moderate income residents. This project will be undertaken by the subrecipient, Horizon Goodwill of Washington County.
	<b>Target Date</b>	6/30/2022

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 75 low-to-moderate individuals will benefit from the proposed activity.
	<b>Location Description</b>	200 N. Prospect Street, Hagerstown, MD 21740
	<b>Planned Activities</b>	The National Objective is Low/Mod Limited Clientele (LMC), 570.208(a)(2). The HUD Matrix Code is 05 General Public Services, 570.201(e).
<b>11</b>	<b>Project Name</b>	Public Service: Jonathan Street House of Prayer
	<b>Target Area</b>	
	<b>Goals Supported</b>	CDS-2 Public Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$7,000
	<b>Description</b>	Funding will be utilized to support an outreach program that provides personal development for youth participants.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 30 individuals will benefit from the proposed activity.
	<b>Location Description</b>	109 W. North Avenue, Hagerstown, MD 21740
	<b>Planned Activities</b>	The National Objective is Low/Mod Clientele (LMC), 570.208(a)(2). The HUD Matrix Code is 05 General Public Services, 570.201(e).
<b>12</b>	<b>Project Name</b>	Public Service: REACH Bridge to Change Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-2 Public Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$21,000
	<b>Description</b>	Funding will be utilized to support a program that provides workforce training and case management service to homeless individuals. This project will be undertaken by subrecipient, REACH of Washington County.
	<b>Target Date</b>	6/30/2022

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 50 low-to-moderate income individuals will benefit from the proposed activity.
	<b>Location Description</b>	140 W. Franklin Street, Hagerstown, MD 21740
	<b>Planned Activities</b>	The National Objective is Low/Mod Limited Clientele (LMC), 570.208(a)(2). The HUD Matrix Code is 05Z Other Public Services Not Listed in 03T and 05A-05Y, 570.201(e).
<b>13</b>	<b>Project Name</b>	Public Service: Senior Living Alternatives
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-2 Public Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$43,500
	<b>Description</b>	Funding will be utilized to support a program that provides daily meals to elderly residents living at Holly Place, a senior living facility. The project will be undertaken by subrecipient, Senior Living Alternatives.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 20 low-to-moderate income elderly individuals will benefit from the proposed activity.
	<b>Location Description</b>	268 S. Potomac Street, Hagerstown, MD 21740.
	<b>Planned Activities</b>	The National Objective is Low/Mod Limited Clientele (LMC), 570.208(a)(2). The HUD Matrix Code is 05A Senior Services, 570.201(e).
<b>14</b>	<b>Project Name</b>	Public Service: Together with Families
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-2 Public Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$6,700

	<b>Description</b>	Funding will be utilized to support a program that provides family education and parenting courses to low-to-moderate income parents, specifically those under the age of twenty-five. This project will be undertaken by subrecipient, Together with Families.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 75 low-to-moderate income individuals will benefit from the proposed activity.
	<b>Location Description</b>	221 McRand Court, Suite 300, Hagerstown, MD 21740.
	<b>Planned Activities</b>	The National Objective is Low/Mod Limited Clientele (LMC), 570.208(a)(2).  The HUD Matrix Code is 05 General Public Services, 570.201(e).
<b>15</b>	<b>Project Name</b>	Public Service: Misc. Public Service Activities
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-2 Public Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$10,300
	<b>Description</b>	Funding will be utilized to support various public service activities that benefit low-to-moderate income residents or at-risk populations. Specific projects will be determined at a later date.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable.
	<b>Location Description</b>	Various locations throughout the City of Hagerstown, specific sites will be determined at a future date.
	<b>Planned Activities</b>	The National Objective is Low/Mod Limited Clientele (LMC), 570.208(a)(2).  The HUD Matrix Code is 05 General Public Services, 570.201(e).
<b>16</b>	<b>Project Name</b>	Commission on Aging Home Repair Grant Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	HS-1 Housing Rehabilitation

	<b>Needs Addressed</b>	Housing Strategy
	<b>Funding</b>	CDBG: \$24,000
	<b>Description</b>	Funding will be utilized to support a program that provides residential rehabilitation assistance to elderly homeowners. The project will be undertaken by subrecipient, Washington County Commission on Aging.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 5 low-to-moderate income elderly homeowners will benefit from the proposed activity.
	<b>Location Description</b>	Various locations throughout the City of Hagerstown.
	<b>Planned Activities</b>	The National Objective is Low/Mod Housing (LMH), 570.208(a)(3)(i)(C). The HUD Matrix Code is 14A Rehab; Single-Unit Residential, 570.202.
<b>17</b>	<b>Project Name</b>	Habitat for Humanity Brush with Kindness Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	HS-1 Housing Rehabilitation
	<b>Needs Addressed</b>	Housing Strategy
	<b>Funding</b>	CDBG: \$18,000
	<b>Description</b>	Funding will be utilized to support a program that provides residential rehabilitation assistance to low-to-moderate income homeowners. This project will be undertaken by subrecipient, Habitat for Humanity of Washington County.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 5 low-to-moderate income homeowners will benefit from the proposed activity.
	<b>Location Description</b>	Various locations throughout the City of Hagerstown.
	<b>Planned Activities</b>	The National Objective is Low/Mod Housing (LMH), 570.208(a)(3)(i)(C). The HUD Matrix Code is 14A Rehab; Single-Unit Residential, 570.202.
<b>18</b>	<b>Project Name</b>	HNDP Downpayment and Settlement Assistance Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	HS-2 Homeownership

	<b>Needs Addressed</b>	Housing Strategy
	<b>Funding</b>	CDBG: \$24,500
	<b>Description</b>	Funding will be utilized to support a program that provides downpayment and settlement assistance to low-to-moderate income first-time homebuyers. The project will be undertaken by subrecipient, HNBP.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 7 low-to-moderate income individuals will benefit from the proposed activity.
	<b>Location Description</b>	Various locations throughout the City of Hagerstown.
	<b>Planned Activities</b>	The National Objective is Low/Mod Housing (LMH), 570.208(a)(3)(i)(C). The HUD Matrix Code is 13 Direct Homeownership Assistance, 570.201(n).
<b>19</b>	<b>Project Name</b>	Residential Single Family Emergency Repair Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	HS-1 Housing Rehabilitation
	<b>Needs Addressed</b>	Housing Strategy
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Funding will be utilized to support a program that provides emergency grants up to \$10,000 to low-to-moderate income homeowners for various residential rehabilitative actions.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 8 housing units will benefit from this proposed activity.
	<b>Location Description</b>	Various locations throughout the City of Hagerstown
	<b>Planned Activities</b>	The National Objective is Low/Mod Housing (LMH), 570.208(a)(3)(i)(C). The HUD Matrix Code is 14A Rehab; Single-Unit Residential, 570.202.
<b>20</b>	<b>Project Name</b>	Residential Single Family Loan Program
	<b>Target Area</b>	Citywide

	<b>Goals Supported</b>	HS-1 Housing Rehabilitation
	<b>Needs Addressed</b>	Housing Strategy
	<b>Funding</b>	CDBG: \$84,877
	<b>Description</b>	Funding will be utilized to support a program that provides loans to low-to-moderate income homeowners for various residential rehabilitative actions.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 5 low-to-moderate income homeowners will benefit from the proposed activity.
	<b>Location Description</b>	Various locations throughout the City of Hagerstown.
	<b>Planned Activities</b>	The National Objective is Low/Mod Housing (LMH), 570.208(a)(3)(i)(C). The HUD Matrix Code is 14A Rehab; Single-Unit Residential, 570.202.
<b>21</b>	<b>Project Name</b>	Code Administration
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-7 Code Enforcement
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$28,524
	<b>Description</b>	Funding will be utilized to support the administrative costs associated with a part-time code inspector. This position focuses on nuisance conditions and vacant structures in the core of the city with all areas of inspection being located in low-to-moderate income census tracts.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 400 low-to-moderate housing units will benefit from the proposed activity.
	<b>Location Description</b>	Various locations throughout the City of Hagerstown.
	<b>Planned Activities</b>	The National Objective is Low/Mod Area, 570.208(a)(1)(i). The HUD Matrix Code is 15 Code Enforcement, 570.202(c).
<b>22</b>	<b>Project Name</b>	Single Family Rehabilitation Administration
	<b>Target Area</b>	Citywide

	<b>Goals Supported</b>	AMS-1 General Administration/Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Strategy
	<b>Funding</b>	CDBG: \$80,527
	<b>Description</b>	Funding will be utilized to support administrative expenses incurred for employee costs associated with single family rehabilitation either by CDBG or Maryland DHCD.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable.
	<b>Location Description</b>	14 N. Potomac Street, Hagerstown, MD 21740.
	<b>Planned Activities</b>	The National Objective is Low/Mod Housing (LMH), 570.208(a)(3)(i)(C). The HUD Matrix Code is 14H Rehab; Administration, 570.202(b)(9).
<b>23</b>	<b>Project Name</b>	General Program Administration
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	AMS-1 General Administration/Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Strategy
	<b>Funding</b>	CDBG: \$162,524
	<b>Description</b>	Funding will be utilized to support employee and operating costs associated with the general administration of the CDBG program.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable.
	<b>Location Description</b>	14 N. Potomac Street, Suite 200A, Hagerstown, MD 21740
	<b>Planned Activities</b>	The HUD Matrix Code is 21A General Program Administration, 570.206.

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The following information provides a profile of the population, age, and racial/ethnic composition of the City of Hagerstown. This information was obtained from the U.S. Census Bureau website, <http://data.census.gov>. The 2015-2019 American Community Survey 5 Year Estimates were used to analyze the social, economic, housing, and general demographic characteristics of the City of Hagerstown. The 5-year estimates are the most recent data available for the City. The 2010 U.S. Census data is included where possible.

#### **Population**

Key points are:

- Between 1980 and 2010, the population increased by approximately 16.2%
- The City population was 40,152 in 2019

#### **Age**

Key points are:

- Median age in Hagerstown is 35.2 years old
- Youth under age 18 account for 26.2% of the population
- Seniors age 62 or over are 17.1% of the population

#### **Race/Ethnicity**

Key points are:

- 17.2% are Black or African American
- 70.3% are White
- 2.9% are Asian
- 2.2% are Some Other Race
- 7.1% are Two or More Races
- 9.1% are Hispanic or Latino

#### **Income**

The Median Income for a family of four (4) in the Hagerstown, Maryland HMFA is \$77,200 for 2021. The

following is a summary of income statistics for the City of Hagerstown:

- At the time of the 2015-2019 American Community Survey, median household income in the City of Hagerstown was \$40,800 which was much lower than Washington County (\$60,860), and significantly lower than the State of Maryland (\$84,805).
- 30.5% of households have earnings received from Social Security income.
- 5.5% of households have earnings received from public assistance.
- 18.0% of households have earnings received from retirement income.
- 48.5% of female-headed households were living in poverty.
- 36.7% of all youth under 18 years of age were living in poverty.

### **Low/Mod Income**

The low-to-moderate income profile for the City of Hagerstown is a measurement of the area's needs. The City of Hagerstown has an overall low-and-moderate income percentage of 57.14% according to summarized block data obtained through the HUD Exchange website.

### **Economic Profile**

The following illustrates the economic profile for the City of Hagerstown based on 2015-2019 American Community Survey data:

- 28.5% of the employed civilian population had occupations classified as management, business, science, and arts.
- 22.7% of the employed civilian population had occupations classified as sales and office.
- 23.3% were in the service sector.
- 21.2 % were employed in the education, health, and social service industry.
- 13.1 % of workers were considered in the government class.

According to State of Maryland DLLR and US Department of Labor, the unemployment rate for Hagerstown in April 2021 was 6%. This rate is higher than Washington County's (5.2%), but lower than the State of Maryland's (6.2%) unemployment rates for April 2021.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Citywide	100

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The City is not only attempting to meet the needs of the community but also affirmatively further fair

housing. It is essential to engage in not only community building activities and fund needed improvements in low and moderate income areas but to also provide opportunities for residents to live in non-impacted areas.

## **Discussion**

The City of Hagerstown will allocate its CDBG funds to those geographic areas whose population is over 51% low-to-moderate income. At least 70% of all the City's CDBG funds that are budgeted for activities will principally benefit low-to-moderate income persons. The following guidelines for allocating CDBG funds will be used during the FY 2021-2025 (FFY 2020-2024) Five Year Consolidated Plan:

- The public services activities are for social service organizations whose clientele have a low income or, in certain cases, a limited type of clientele with a presumed low-and-moderate income status.
- The public facilities activities are either located in a low-and-moderate income census tract/block group or have a low-and-moderate income service area benefit or clientele over 51% low-and-moderate income.
- The acquisitions and demolition of structures are either located in a low-and-moderate income census area or these activities are eligible by preventing or eliminating slums and blight on a spot basis or area basis.
- The housing activities have income eligibility criteria, therefore the income requirement directs funds to low-and-moderate income households throughout the City.
- Economic development projects will either be located in a low-and-moderate income census tract/block group, or a poverty tract greater than 20%, or part of a redevelopment plan or making 51% of the jobs available to low-and-moderate income population.

## Affordable Housing

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

#### Introduction

The City of Hagerstown will utilize its CDBG funds to rehabilitate decent, safe, sound, and sanitary housing units. The City will also use CDBG funds to assist low-to-moderate income households in the purchase of a home. The one year goals for affordable housing in the City of Hagerstown for FFY 2021 are the following:

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	30
Special-Needs	0
Total	30

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

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	23
Acquisition of Existing Units	7
Total	30

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

#### Discussion

The City of Hagerstown will fund the following projects with the FFY 2021 CDBG funds to address housing issues:

- CD-2021-16: Commission on Aging Home Repair Grant Program
- CD-2021-17: Habitat for Humanity Brush with Kindness Program
- CD-2021-18: HNBP Downpayment and Settlement Assistance Program
- CD-2021-19: Residential Single Family Emergency Repair Program
- CD-2021-20: Residential Single Family Loan Program
- CD-2021-22: Single Family Rehabilitation Administration

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

### **Introduction**

The Hagerstown Housing Authority is the public housing agency that serves the City of Hagerstown. The mission of the Hagerstown Housing Authority is: “The Hagerstown Housing Authority is committed to providing quality, affordable housing in a safe environment. Through partnerships with our residents and other groups we will provide opportunities for those we serve to become self-sufficient.”

The Hagerstown Housing Authority owns and operates fourteen (14) public housing communities. There are a total of 1,180 housing units in public housing communities. Roughly half of the public housing units are reserved for the elderly.

In addition, the Housing Authority administers 950 Housing Choice Vouchers for low- to moderate-income households for rental units in the City and the surrounding region. Those Housing Choice Vouchers include 11 Veterans Assisted Supportive Housing (VASH) Vouchers and 0 Homeless Vouchers.

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

The City of Hagerstown will explore the possibility of partnering with the Hagerstown Housing Authority on the provision of housing for low-to-moderate income residents.

The physical improvement needs of public housing units have been identified by the Hagerstown Housing Authority in its Capital Fund Plan. The Hagerstown Housing Authority has also identified housing needs for the entire Hagerstown community. The CDBG funds are limited and the Housing Authority has Capital Funds to undertake physical improvements to their communities. The City’s funds are limited to a first come first served basis and used to improve and rehabilitate the physical housing stock throughout the City of Hagerstown.

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

The Hagerstown Housing Authority’s Resident Services Department actively works with residents to increase involvement in the Housing Authority as well as address the needs of residents. The Housing Authority also operates Resident Associations and Resident Advisory Boards which are avenues for residents to provide input and feedback to the Housing Authority.

The City of Hagerstown, as a government agency, does not use any of its CDBG funds for public housing activities. However, the Housing Authority recognizes the importance of participating in activities that encourage and promote the ability of its residents to control their own lives through initiatives such as resident management and home ownership. The Housing Authority seeks consultation from its residents for both new and updated policy provisions as well as development activities throughout the year. The

Authority also provides counseling and other services to encourage first-time home ownership by eligible low-income households.

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

The Hagerstown Housing Authority is rated a "high performer" agency and has not been designated as a "troubled" Housing Authority.

**Discussion**

The Authority has proactively been seeking funding for the razing and redevelopment of Noland Village. The redevelopment effort would replace 250 functionally obsolete public housing units with 250 public housing LIHTC, market rate, and homeownership units. Phase I of the 4 phase development was approved by DHCD on March 16, 2017. Phase I will include 61 subsidized units and 7 market rate units, in addition to homeownership units. Phase I will be located at the intersection of Hopewell Rd and MD Route 144. This location will help deconcentrate poverty within Noland Village and place the residents in an Area of Opportunity.

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

### **Introduction**

The Five Year Consolidated Plan is to serve as a planning document, an application, and a strategic plan for the City of Hagerstown, MD. The following goals and objectives for the City of Hagerstown's Homeless Strategy were identified for the five year period of FY 2021-2025 (FFY 2020-2024):

- HO-1 Continuum of Care – Collaborate in the development of a CoC delivery system which helps residents who are homeless and persons at-risk of becoming homeless to achieve dignity, well-being, and self-sufficiency by working to end homelessness and creating a viable urban community.
- HO-2 Housing Support – Support programs that help residents to retain their housing and to live independently.

In order to achieve these goals, the City of Hagerstown will cooperate with the Washington County Continuum of Care, the Hagerstown Housing Authority, and various private and non-profit housing developers to combat issues of homelessness in the City.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Events discussed below are coordinated through the CoC's Project Committee.

Street Outreach Events – semi-annual events were introduced in 2014 to provide specific relationship-building and resources sharing events for those individuals living on the streets or in places not meant for human habitation. Activities include the distribution of water or other supplies, discussion of current needs of unsheltered individuals, and/or networking to address current needs.

Homeless ID Days – events held 2-3 times per year which coordinates getting photo identification for homeless individuals. CoC works with the health department and MVA to allow for same day applications. CoC member agencies coordinate transportation, payment for identification documents, and volunteer assistance at MVA, health department and meet-up points to assist clients.

Homeless Resource Day – annual event that provides one-stop provision of services for households that are homeless or at risk of homelessness. Households seeking services are guided through area services provider vendor tables by trained volunteers. Applications for many kinds of assistance are provided onsite. The event serves about 150 people each year, bringing medical assistance, employment services, GED programs and more under one roof.

## **Addressing the emergency shelter and transitional housing needs of homeless persons**

CoC-funded programs provide permanent supportive housing to 110 homeless households with disabilities, spending \$290,888 on a shelter plus care project, \$177,388 on single room occupancy, and \$36,534 on family occupancy supportive housing in FFY 2020.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Intensive case management services will ensure a holistic approach to the needs of the household. This is accomplished by linking the client to health and human service agencies, focusing on increasing the client's income in an effort to improve their budgeting skills. The Washington County Homeless Coalition also identified a need to assist the chronic homeless in becoming self-sufficient by providing the needed mainstream resources.

The CoC supports three permanent supportive housing programs that can accommodate those who were previously homeless as they are exiting institutions, depending on the status of the wait list for each program. One program specifically supports adults with developmental disabilities through intensive adult foster care homes. The other programs provide for support of a broader range of mental and physical health disability.

Other strategies to assist the chronically homeless include a permanent day resource center at REACH of Washington County.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The Mental Health Authority, Washington County's Core Service Agency, is responsible for assisting adults with mental illnesses who are being discharged from State Mental Health Institutions or long term care facilities. Social Workers at the State Prison develop a plan to ensure that adults leaving correctional facilities have a housing plan in place prior to their discharge; and the Washington County Department of Social Services is responsible for assisting clients who have turned 18 and are now exiting the state foster care system with locating housing.

Clients are normally screened for program eligibility by the individual service providers in the Community. This screening occurs as part of the existing agency's referral process that has evolved over years of working together to meet client needs.

The Continuum has achieved a more coordinated system by working with the public institutions to prevent homelessness. The Continuum has seen an increase in communication and education between the public institutions and the service providers about the services available and what agency to refer client to for services. Clients are being referred to the appropriate agencies for housing and service needs. Individual agencies work with the clients and link them to mainstream resources in an attempt to stabilize the client's housing situation.

## **Discussion**

Despite the excellent service provided by the City of Hagerstown, Washington County, and social service agencies, there still remains a need for permanent supportive housing for the homeless outside the downtown areas. The concentration of homeless facilities downtown does not promote community involvement and opportunities for residents to live outside of impacted areas.

The City has a number of services and programs that offer assistance to individuals, families and those with chronic disabilities. The City does address the priority housing and supportive service needs of persons who are not homeless but require supportive houses. The elderly population and senior citizen activities are assisted through the City's social service programs while many senior activities are facilitated by the Commission of Aging. Special needs services that are not directly provided by the City such as housing for persons with HIV/AIDS, foster care programs, mental health disorders, and substance abuse are addressed by the City through coordination with a network of social service providers and through funding via CDBG, and General Revenue to non-profit agencies to assist in the provision of those services.

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

### **Introduction:**

The City of Hagerstown's 2020 Analysis of Impediments to Fair Housing Choice has identified five (5) impediments along with the goals and strategies to address those impediments. Two of these impediments address issues of affordability:

- **Impediment 2: Quality of Rental Housing vs. Affordability:** The City of Hagerstown has a large supply of rental housing that does not meet the minimum property standards. About 30.5% of all households are on limited incomes from social security, 4.5% receive supplemental security income, and 2.2% with a cash public assistance income. Furthermore, 50.5% of the total rental households are cost overburdened by 30% or more of their monthly income for housing cost.
- **Impediment 3: Continuing Need for Affordable Housing for Homeowners:** The median value and cost to purchase and maintain a single family home in Hagerstown that is decent, safe, and sound is \$140,000, which limits the choice of housing for lower income households. Approximately 35.2% of homeowners in the City are cost overburdened by more than 30% of their household income and 50.5% of renters are cost overburdened by more than 30% of their household income.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

Impediment 2: Quality of Rental Housing vs. Affordability:

Goal: Promote the development of affordable, safe, sound, and decent rental housing throughout the City.

Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- 2-A: Continue to support and encourage landlords to participate in the City's Rental Rehabilitation Loan Program.
- 2-B: Continue to enforce local codes and ordinances, as well as continue the rental registration program.
- 2-C: Partner with the Hagerstown Housing Authority to offer Section 8 Housing Choice Voucher holders the option to convert to homeownership.
- 2-D: Promote new rental housing and the rehabilitation of rental housing outside impacted areas.

### Impediment 3: Continuing Need for Affordable Housing for Homeowners:

Goal: Promote the development of additional housing units for lower income households through new construction, in-fill housing, and rehabilitation of vacant houses, throughout the City of Hagerstown.

Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- 3-A: Continue to support and encourage plans from both private developers and non-profit housing providers to develop and construct new affordable housing.
- 3-B: Continue to support and encourage the acquisition, rehabilitation, and resale of existing housing units to become decent, safe, and sound housing that is affordable to lower income households.
- 3-C: Partner with non-profits and local banks to provide financial assistance in the form of down payment assistance and low interest loans to lower-income households to become homebuyers.
- 3-D: Continue to support homebuyer education and training programs to improve homebuyer awareness and increase the opportunities for lower-income households to become homebuyers.
- 3-E: Promote homeownership opportunities for renters to provide a housing choice.
- 3-F: Continue to provide financial support for the rehabilitation of owner occupied housing.

### Discussion:

The greatest barrier to housing choice is the high cost of rental and homeownership housing that is decent, safe, and sanitary.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The City of Hagerstown has developed the following actions which addresses obstacles to meeting underserved needs, fosters affordable housing, reduces lead-based hazards, reduces the number of impoverished families, develops institutional structures, and enhances coordination between public and private housing and social service agencies.

### **Actions planned to address obstacles to meeting underserved needs**

Despite City and service provider efforts, there remains a significant number of obstacles to meeting underserved needs. The following are obstacles to meeting these needs in Hagerstown:

- Continued population growth creating a housing shortage;
- Tight rental housing market and escalating rental rates for very low income residents;
- Imbalance in the ratio of homeowner to renter households; and
- Aging in-place population.

The City of Hagerstown plans to address these obstacles through programming targeted to increase homeownership, provide funding for repairs to elderly homeowners to help them age in place, and funding to increase the amount and quality of affordable rental housing.

### **Actions planned to foster and maintain affordable housing**

To foster and maintain affordable housing, the City of Hagerstown proposes to carry out the following activities:

- HS-1 Housing Rehabilitation: Preserve and upgrade the existing housing stock through programs that assist with rehab of owner and rental housing, including emergency repairs, energy efficiency improvements, and accessibility modifications.
- HS-2 Homeownership: Promote homeownership by assisting lower-income homebuyers to purchase a home with down payment and closing cost assistance.
- HS-3 Fair Housing: Affirmatively further fair housing choice through education, outreach and housing counseling services.
- HS-4 Anti-Poverty: Eliminate “pockets of poverty” and impacted areas, by deconcentrating assisted housing and services.

### **Actions planned to reduce lead-based paint hazards**

The City of Hagerstown will undertake activities to reduce the number of lead-based paint hazards in residential properties. The risk of lead-based paint hazards is very high in the City of Hagerstown due to

the number of housing units constructed prior to 1978. It is presumed that all housing units constructed before 1978 contain lead-based paint. 69.4% of houses in the City of Hagerstown fall into this category.

The City also requires contractors to follow HUD's lead-based paint regulations for construction and rehabilitation projects funded through the CDBG program. The City assists landlords, non-profits, and homeowners with lead hazard reduction primarily through state grants and rehabilitation loans.

### **Actions planned to reduce the number of poverty-level families**

According to the 2015-2019 American Community Survey, approximately 25.7% of Hagerstown's residents live in poverty. Female-headed households with children are particularly affected by poverty at 48.5%, and 36.7% of all youth under the age of 18 were living in poverty. This information is taken from the U.S. Census "2015-2019" ACS Five Year Estimates. The City's goal of reducing the extent of poverty is 5%, based on actions the City has control over, or actions in which the City will cooperate with outside agencies.

The City's anti-poverty strategy is based on attracting a range of businesses and supporting workforce development, including job-training services for low income residents. In addition, the City's strategy is to provide supportive services for target income residents.

### **Actions planned to develop institutional structure**

The Washington County area has long supported its homeless and at-risk population through a strong and committed service provider network. Our community continues to witness an increase in demand for services and with the implementation of new welfare reform legislation, the needs among local individuals and families will further increase.

The Washington County Continuum of Care (CoC) is dedicated to streamlining and strengthening the current service delivery system through even greater collaborative planning, partnership and program execution. The CoC membership is made up of Government entities, elected officials, non-profit organizations, financial institutions, businesses, housing developers, churches, health care providers, neighborhood associations, educators, the media, homeless as well as formerly homeless persons and others. It is the vision of the Continuum of Care to create a seamless, comprehensive system of services that:

- Prevents and ends homelessness;
- Supports the emergency as well as ongoing supportive needs of the homeless and at-risk population;
- Provides the tools necessary to sustain needs of the homeless and at-risk population; and
- Leads to permanent self-sufficiency.

The Washington County Community Action Council is the lead agency for the Washington County

Continuum of Care and provides administrative support for its committees and functions.

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

The City of Hagerstown is a member of the Washington County Continuum of Care. The Washington County Continuum of Care is the network for all social service providers in the region. They include the housing authority, health department and other agencies. City staff also hold regular outreach meetings with social service providers, housing providers and the faith community.

**Discussion:**

Not Applicable.

## Program Specific Requirements

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

#### Introduction:

The City of Hagerstown receives an annual allocation of CDBG funds. Since the City receives this Federal allocation, the questions below have been completed as they are applicable.

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

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	249,618
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>249,618</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

The estimated percentage of CDBG funds that will be used for activities that benefit low- and moderate-income persons over a three-year period covering the City's Program Years 2020, 2021, and 2022 is 75% of funds. For FFY 2021, 100% of eligible CDBG funds will be allocated to activities which principally benefit low- and moderate-income persons.

## Attachments



## **CITY OF HAGERSTOWN, MARYLAND ANNUAL ACTION PLAN PROGRAM YEAR 2021**

### **CITIZEN PARTICIPATION DOCUMENTS**

This packet includes documentation of the following citizen participation activities:

- First Public Hearing held December 3, 2020
- Second Public Hearing held May 6, 2021
- Public Comment Period for Allocation Increase (June 18-21, 2021)

Any comments received have been incorporated into the Annual Action Plan and are also included in this packet in their entirety.



## -Affidavit-

P.O. Box 439, 100 Summit Avenue  
Hagerstown, MD 21740  
301-733-5131

It is hereby certified by the undersigned that the Herald-Mail is a daily newspaper of general circulation, printed in the English language and published in the City of Hagerstown in said County and State; and that the attached order, notice, publication or advertisement of

COMMUNITY & ECONOMIC DEVELOPMENT  
14 N POTOMAC ST STE 200A  
CITY OF HAGERSTOWN

was duly published as noted.

<p><i>Account #:</i> 125131</p> <p><i>Contact:</i> LAUREN METZ</p> <p><i>Telephone:</i> (301) 739-8577</p> <p><i>Fax:</i></p>	<p><b><i>Run Dates:</i></b> Herald Mail: 11/17/20; HM Online: 11/17/20.</p>
<p><i>Ad ID:</i> 907909</p> <p><i>Start:</i> 11/17/20</p> <p><i>Stop:</i> 11/17/20</p> <p><i>Total Cost:</i> \$189.90</p> <p><i># of Lines:</i> 95</p> <p><i>Total Depth:</i> 11.861</p> <p><i># of Inserts:</i></p> <p><i>Ad Class:</i> 7350</p> <p><i>Phone #</i></p> <p><i>Email:</i> rstraley@herald-mail.com</p>	

Enlarged

**PUBLIC HEARING NOTICE  
CITY OF HAGERSTOWN,  
MARYLAND  
COMMUNITY  
DEVELOPMENT BLOCK  
GRANT PROGRAM**

Notice is hereby given that the City of Hagerstown, Maryland will hold a virtual public hearing on Thursday, December 3, 2020 at 5:00 pm. This public hearing is open to anyone. However, all interested persons need to register in advance to receive a link to the hearing. Registration is available at: <https://www.hagerstownmd.gov/HDC/CommunityDevelopment/BlockGrant-Program>.

The purpose of this public hearing is to gather information on Community Development Needs for the City's Annual Action Plan for FY 2021, which the City must submit to the U.S. Department of Housing and Urban Development in order to receive Community Development Block Grant (CDBG) Entitlement funds as well as answer questions about the City's annual application cycle for Public School Grants.

Applications for non-profit organizations seeking funding through either a Public Service Board or Capital Improvement Board are available on the City of Hagerstown's website or at the Department of Community and Economic Development, 14 N. Potomac Street, Suite 202A, Hagerstown, MD 21740. In order to be considered for funding, applications must be submitted by January 8, 2021.

Based on last fiscal year's allocation, the City of Hagerstown anticipates that it will receive an estimated CDBG entitlement grant in the amount of approximately \$7,500,000 for FY 2021. These funding levels are contingent upon the final approval of the Federal Budget for FY 2021. In order to receive these funds, the City of Hagerstown must prepare a one-year Annual Action Plan for the use of the CDBG funds. At least 75% of the CDBG funds must be used to fund-outstanding income generating in the City of Hagerstown. In preparing its CDBG application the City intends to afford citizens, local agencies, non-profit agencies and the opportunity to become involved in the planning process.

All interested citizens are encouraged to attend this public hearing and they will be given the opportunity to present oral or written testimony concerning the needs of the City of Hagerstown for the 2021 budget. Anyone who is unable to attend will still be able to provide written comments through the City's website at the above link. Written comments will be accepted until January 8, 2021 and may be addressed to Mr. Jonathan Davis, Community Development Manager, City of Hagerstown, 14 N. Potomac Street, Suite 202A, Hagerstown, MD 21740.

Ben Brubaker,  
Mayor of the City of Hagerstown



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*Maryland*

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Home » Government » Departments » Community and Economic Development » Planning » CDBG Plans & Reports

## Community Development Block Grant (CDBG)

### Review Plans & Reports

In order to develop sustainable programming that benefits the community at large, the Department of Community and Economic Development relies on citizen participation and input. Citizens are given the opportunity to review the Action Plan and Consolidated Annual Performance and Evaluation Report (CAPER) prior to their submission to HUD as well as other amendments or notices related to community projects. Any comments that are received will be then incorporated into the reporting.

Citizens are encouraged to comment or provide feedback on any document created for the CDBG program during open public comment periods. Please note that comments are accepted at any point during the program year, but comments outside the specific comment period may not be incorporated into any documents until the following program year.

All comments can be directed to Mr. Jonathan Kerns, Community Development Manager, at [jkerns@hagerstownmd.org](mailto:jkerns@hagerstownmd.org) or (301) 739-9577 ext. 134.

### CDBG Notices

- [Community Development Block Grant Public Hearing Notice - December 3, 2020](#)

### Documents Open for Public Comment

- [FY 2022 Annual Action Plan Public Hearing Agenda](#)



**CITY OF HAGERSTOWN CDBG PUBLIC HEARING FOR THE  
FY 2021-2022 ANNUAL ACTION PLAN**

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**December 3, 2020**

**Agenda**

**5:30 p.m.: Welcome and Introductions**

**5:40 p.m.: Overview of CDBG Program – Q & A**

**6:00 p.m.: Community Input on Housing & Community Development Needs Projects**

**6:30 p.m.: Closing Remarks**

**What is the CDBG Program?**

The Community Development Block Grant program, or CDBG, is a Federal Entitlement Program designed to assist municipalities in their efforts to address issues facing low- and moderate-income individuals within their communities.

**The Annual Action Plan** is a document created every program year that identifies specific projects to meet the priorities outlined in the Five Year Consolidated Plan (Plan documents can be viewed on City's website). Within each program year, a minimum of seventy percent (70%) of the funds must be expended on activities that benefit low- and moderate-income individuals.

**CDBG funds may be used for activities** which include, but are not limited to:

- acquisition of real property;
- relocation and demolition;
- rehabilitation of residential and non-residential structures;

- construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes;
- public services, within certain limits;
- activities relating to energy conservation and renewable energy resources; and
- provision of assistance to profit-motivated businesses to carry out economic development and job creation/retention activities.

**CDBG funds may not be used for the follow ineligible activities:**

- acquisition, construction, or reconstruction of buildings for the general conduct of government such as City Halls, City Operation Headquarters or General Administration Buildings;
- political activities;
- certain income payments; and
- construction of new housing by units of general local government.

**What is the timeline for the CDBG Action Plan?**

The following schedule is the City's timeline for the completion of the FY 2022 Annual Action Plan:

- **First Public Hearing** – Thursday, December 3, 2020 at 5:30 p.m.
- **Applications for CDBG Funding Due** – Friday, January 8, 2021
- **FY 2022 Annual Action Plan goes on Display** – April/May 2021
- **Second Public Hearing** – April/May 2021
- **End of FY 2022 Annual Action Plan on Display** – April/May 2021
- **City Council Adoption of the FY 2022 Annual Action Plan** – May/June 2021
- **FY 2022 Annual Action Plan submitted to HUD Baltimore Office** – June 2021
- **Program Year Begins** – July 1, 2021

**How much funding is available?**

The City of Hagerstown anticipates it will receive the following Federal funds during the FY 2022 program year:

Entitlement Funds	Amount
FY 2022 CDBG Funds	\$ 750,000.00
CDBG Program Income	\$ 125,000.00
<b>Totals:</b>	<b>\$ 875,000.00</b>

Hagerstown may allocate up to fifteen percent (15%) of the total of both its CDBG award and the previous year's program income for public service grants. Last year, the City allocated \$158,500 in CDBG funds to nonprofits for public service grants.

**How can you participate?**

Tonight we will open the floor for comments and get your feedback on the housing, social service, employment, or homeless needs in the City.

Ideas and input on needs and projects will be accepted through January 8, 2021. Interested parties can submit them electronically at <https://www.hagerstownmd.org/FormCenter/DCED-4/CDBG-FY-2022-Annual-Action-Plan-Citizen--128>.

**Virtual Needs Hearing for FY 2021-2022 CDBG Action Plan  
December 3, 2020 – 5:30 p.m.**

Organizations Represented: Boys and Girls Club of Washington County (Addie Nardi and Diana Oplinger), Community Free Clinic (Nicole Houser), Senior Living Alternatives (Holly Place)(Doug Wright), REACH of Washington County (Dana Jenkins), Habitat for Humanity (Jessica Scott), Hagerstown Neighborhood Development Partnership (Vicki Bender), Together with Families (Dori Yorks), Horizon Goodwill (Brooke Grossman), Hagerstown Housing Authority (Sean Griffith and Chris Howlett)

Jonathan Kerns, Community Development Manager – Opening

- Expressed appreciation for attendance and the opportunity to better assess community needs.
- Provided brief outline of CDBG guidelines and timeline of events.
- Reviewed overall CDBG budget, anticipated grant amount, and the amount typically allocated towards Public Services.
- Advised applicants of goal to spend funds within fiscal year granted and encouraged those interested in applying to contact the DCED office to discuss specific project needs.
- Q&A Session
- Invited attendees to introduce themselves and provide comments on their organization.

Attendee Comments

- Doug Wright, Senior Living Alternatives
  - Holly Place utilizes CDBG funding to provide seniors living in the assisted living home supplemental meals and services. The home serves those who cannot afford commercial assisted living due to low, fixed incomes. Holly Place serves residents in a clean, safe and homelike environment which promotes independence and dignity.
  - Mr. Wright spoke about the success Holly Place has had in providing affordable housing and supportive services to its residents. He advised that Holly Place can accommodate fifteen residents at a time and the residence operates with a full waiting list for additional residency. He thanked city staff for their continued support of the programs and the facility as the funding has been critical to maintaining operations.
- Nicole Houser and Becca Burford, Community Free Clinic
  - The Community Free Clinic utilizes CDBG funding for laboratory testing for their chronic disease management program. This program is critical for their low income clientele.
  - Ms. Houser expressed her appreciation for previous CDBG funding awarded to the Community Free Clinic.

Jonathan Kerns, Community Development Manager – Closing

- Expressed appreciation for the organizations that attended the public hearing and advised that groups be mindful of the application deadline. Attendees were also reminded to reach out to either Jonathan or Lauren Metz with any problems as early as possible to avoid a project not being funded.
- Attendees were reminded that the current Needs Application is available on the Citizen Participation page of the City's website as a fillable PDF document.



**-Affidavit-**

P.O. Box 439, 100 Summit Avenue  
 Hagerstown, MD 21740  
 301-733-5131

It is hereby certified by the undersigned that the Herald-Mail is a daily newspaper of general circulation, printed in the English language and published in the City of Hagerstown in said County and State; and that the attached order, notice, publication or advertisement of

COMMUNITY & ECONOMIC DEVELOPMENT  
 14 N POTOMAC ST STE 200A  
 CITY OF HAGERSTOWN

was duly published as noted.

<p>Account #: 125131</p> <p>Contact: LAUREN METZ</p> <p>Telephone: (301) 739-8577</p> <p>Fax:</p>	<p><b>Run Dates:</b>          Herald Mail: 04/23/21; HM Online:          04/23/21.</p>
<p>Ad ID: 960324</p> <p>Start: 04/23/21</p> <p>Stop: 04/23/21</p> <p>Total Cost: \$179.74</p> <p># of Lines: 97</p> <p>Total Depth: 12.014</p> <p># of Inserts:</p> <p>Ad Class: 7700</p> <p>Phone #</p> <p>Email: ldeaner@herald-mail.com</p>	

*Terra Deaner  
 Hm Legals*

**NOTICE OF DISPLAY OF  
PLANS AND PUBLIC  
HEARING FOR  
COMMUNITY  
DEVELOPMENT BLOCK  
GRANT (CDBG), FY 2022  
DRAFT ANNUAL  
PLAN - CITY OF  
HAGERSTOWN, MD**

Notice is hereby given that the City of Hagerstown, MD has prepared an Annual Action Plan for FY 2022 for its Community Development Block Grant (CDBG) program. In accordance with the regulations and requirements of the U.S. Department of Housing and Urban Development (HUD), these plans will be on public display for a period of 30 days beginning Friday, April 23, 2021 at the following locations:

- City of Hagerstown, Department of Community and Economic Development, 14 N. Potomac Street, Suite 200A, Hagerstown, MD 21740
- City of Hagerstown, City Clerk's Office, 2nd Floor of City Hall, 1 E. Franklin Street, Hagerstown, MD 21740
- Online at [www.hagerstown-md.org](http://www.hagerstown-md.org)

These plans will be available for public inspection during normal business hours of operation. Written or verbal comments will be accepted until May 24, 2021 at which time these plans will be presented to City Council for approval. Written or oral comments may be directed to Mr. Jonathan Kerns, Community Development Manager, 14 N. Potomac Street, Suite 200A, Hagerstown, MD 21740 (410) 799-8577 ext. 134.

Comments can also be made directly to the Mayor and City Council during the public comment section of the May 11th City Budget Special Session.

A public hearing for the CDBG FY 2022 Annual Action Plan will be held virtually on Thursday, May 6, 2021 at 5:30 p.m. This public hearing is open to any one, however, all attendees are asked to register in advance to receive a link to the hearing. Registration is available at: <https://www.hagerstownmd.org/1469/Community-Development-Block-Grant-Program>

The purpose of the public hearing is to present the FY 2022 Annual Action Plan for the use of Community Development Block Grant (CDBG) funds. The City intends to submit these documents to HUD on or before July 1, 2021.

The Proposed FY 2022 Annual Action Plan was prepared after conducting a public hearing on housing and community development needs and meetings with the City's staff and officials. The City will receive a grant in the amount of \$822,894 in FY 2022 CDBG funds and anticipates receiving \$219,618 in Program Income. The City also anticipates using \$144,763 in previous years' funds during this program year.

Mayor of the City of Hagerstown  
Hon. Emily Keller



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Community Development Block Grant Program

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Community Development Block Grant (CDBG)

Review Plans & Reports

In order to develop sustainable programming that benefits the community at large, the Department of Community and Economic Development relies on citizen participation and input. Citizens are given the opportunity to review the Action Plan and Consolidated Annual Performance and Evaluation Report (CAPER) prior to their submission to HUD as well as other amendments or notices related to community projects. Any comments that are received will be then incorporated into the reporting.

Citizens are encouraged to comment or provide feedback on any document created for the CDBG program during open public comment periods. Please note that comments are accepted at any point during the program year, but comments outside the specific comment period may not be incorporated into any documents until the following program year.

All comments can be directed to Mr. Jonathan Kerns, Community Development Manager, at [jkerns@hagerstownmd.org](mailto:jkerns@hagerstownmd.org) or (301) 789-8277 ext. 134.

CDBG Notices

- [Notice of Availability of Plans and Public Hearing for CDBG FY 2022 Draft Annual Action Plan](#)

Documents Open for Public Comment

- [Draft Community Development Block Grant Annual Action Plan for FY 2022](#)



**SECOND PUBLIC HEARING (VIRTUAL)**

**FY 2022 DRAFT ANNUAL ACTION PLAN**

**May 6, 2021**

1. **Opening Remarks & Introduction** – Mr. Jonathan Kerns, Community Dev. Manager
2. **FY 2022 Annual Action Plan Schedule:**

- **First Public Hearing** – December 3, 2020
- **Plans Placed on Display** – April 23, 2021 at 2 locations and online
- **Second Public Hearing** – May 6, 2021
- **Public Comments Accepted Until** – May 24, 2021
- **End of Plans on Display** – May 25, 2021
- **City Council Adoption of Plans** – June 22, 2021
- **Plans submitted to HUD Baltimore Office** – July 1, 2021
- **HUD Review/Approval by** – August 16, 2021

The City of Hagerstown anticipates the following Federal funds during the 2022 Fiscal Year.

Entitlement Funds	Amount
FY 2022 CDBG Funds	\$ 822,924
Anticipated Program Income	\$ 144,783
Prior Years' Resources	\$ 249,618
<b>Totals:</b>	<b>\$ 1,217,325</b>

The City will allocate its funds to public facility improvements, public services, housing related programs, and administration for FY 2022. At least 70% of all CDBG funds directly benefit low- and moderate-income persons and up to 30% of CDBG funds can be used to eliminate slum and blighting conditions.

Attached to this agenda is a list of how the City anticipates allocating the FY 2022 CDBG program funding.

3. **Public Comments on the City of Hagerstown's FY 2022 Annual Action Plan**  
(3 minute limit on public comments; written comments will also be accepted)
4. **Closing Remarks** – Mr. Jonathan Kerns

## **Needs Hearing for FY 2022 Annual Action Plan**

**May 6, 2021 – 5:30 p.m.**

### **Virtual Public Hearing, Hagerstown, MD**

Attendees: Vicki Bender (HNBP), Bradley Tritsch (Washington County Commission on Aging), Lauren Metz (City of Hagerstown), and Jonathan Kerns (City of Hagerstown)

#### Jonathan Kerns – Opening

- Expressed appreciation for attendance and the opportunity to better assess community needs.
- Provided brief outline of CDBG guidelines and timeline of events for the Annual Action Plan
- Reviewed overall CDBG budget, FY 2022 grant amount, and the amount allocated towards Public Services.
- Q&A Session
- Invited attendees to introduce themselves and provide comments on their organization.

#### Attendee Q&A

- Vicki Bender, HNBP
  - Thanked the City for the support. HNBP is happy to receive funding for another seven homebuyers. Ms. Bender mentioned that they have already expended all their FY21 funding and have clients lined up for FY22 funding. Due to the current housing market it has been difficult for first time homebuyers to find affordable housing.
- Bradley Tritsch, Washington County Commission on Aging
  - Thanked the City for the continued funding and support for the seniors in our community so that they can age safely in their homes. Mr. Tritsch mentioned that their wait list for the program currently crosses multiple fiscal years.

#### Jonathan Kerns – Closing Remarks

- Reminded attendees that comments will be accepted until May 24<sup>th</sup> and anyone interested is also welcome to provide comments during the Mayor and City Council's budget hearing on May 11<sup>th</sup>.
- Thanked attendees for participating and all their work in the community.



# -Affidavit-

P.O. Box 439, 100 Summit Avenue  
Hagerstown, MD 21740  
301-733-5131

It is hereby certified by the undersigned that the Herald-Mail is a daily newspaper of general circulation, printed in the English language and published in the City of Hagerstown in said County and State; and that the attached order, notice, publication or advertisement of

COMMUNITY & ECONOMIC DEVELOPMENT  
14 N POTOMAC ST STE 200A  
CITY OF HAGERSTOWN

was duly published as noted.

<p><i>Account #:</i> 125131</p> <p><i>Contact:</i> LAUREN METZ</p> <p><i>Telephone:</i> (301) 738-8577</p> <p><i>Fax:</i></p>	<p><b>Run Dates:</b> Herald Mail: 06/18/21; HM Online: 06/18/21.</p>
<p><i>Ad ID:</i> 974496</p> <p><i>Start:</i> 06/18/21</p> <p><i>Stop:</i> 06/18/21</p> <p><i>Total Cost:</i> \$159.37</p> <p><i># of Lines:</i> 76</p> <p><i>Total Depth:</i> 9.406</p> <p><i># of Inserts:</i></p> <p><i>Ad Class:</i> 7700</p> <p><i>Phone #</i></p> <p><i>Email:</i> rstraley@herald-mail.com</p>	

Robin R Straley  
2021.06.28 16:34:34 -05'00'

Enlarged

**NOTICE OF DISPLAY OF  
PLANS  
COMMUNITY  
DEVELOPMENT BLOCK  
GRANT (CDBG)  
UPDATED FY 2022 DRAFT  
ANNUAL PLAN  
CITY OF HAGERSTOWN,  
MD**

Notice is hereby given that the City of Hagerstown, MD has updated the draft Annual Action Plan for FY 2022 for its Community Development Block Grant (CDBG) program. This updated plan reflects the U.S. Department of Housing and Urban Development's recently announced increase of \$19,377 in the overall FY 2022 award. This increase corrects an error by HUD in the previous award amount. The City will now be receiving a FY 2022 award of \$235,051.

The City of Hagerstown proposes to add this new funding to the existing proposed FY 2022 Annual Action Plan activity, Public Facility Loans. This brings the total funding amount for this activity to \$152,127.

In accordance with the regulations and requirements of the U.S. Department of Housing and Urban Development (HUD), there shall be a public display for a period of 3 days beginning Friday, June 18, 2021 at the following locations:

- City of Hagerstown, Department of Community and Economic Development, 14 N. Potomac Street, Suite 200A, Hagerstown, MD 21740
- City of Hagerstown, City Clerk's Office, 2nd Floor of City Hall, 1 E. Franklin Street, Hagerstown, MD 21740
- Online at [www.hagerstownmd.org](http://www.hagerstownmd.org)

These plans will be available for public inspection during normal business hours of operation. Written or verbal comments will be accepted until June 21, 2021 at which time these plans will be presented to City Council for approval. Written or oral comments may be directed to Mr. Jennifer Kerns, Community Development Manager, 14 N. Potomac Street, Suite 200A, Hagerstown, MD 21740 (301) 799-8577 ext. 134.

**Mayor of the City of  
Hagerstown  
Hon. Emily Keller**



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Community Development Block Grant Program

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Community Development Block Grant (CDBG)

Review Plans & Reports

In order to develop sustainable programming that benefits the community at large, the Department of Community and Economic Development relies on citizen participation and input. Citizens are given the opportunity to review the Action Plan and Consolidated Annual Performance and Evaluation Report (CAPER) prior to their submission to HUD as well as other amendments or notices related to community projects. Any comments that are received will be then incorporated into the reporting.

Citizens are encouraged to comment or provide feedback on any document created for the CDBG program during open public comment periods. Please note that comments are accepted at any point during the program year, but comments outside the specific comment period may not be incorporated into any documents until the following program year.

All comments can be directed to Mr. Jonathan Kerns, Community Development Manager, at [jkerns@hagerstownmd.org](mailto:jkerns@hagerstownmd.org) or (301) 730-8577 ext. 134.

CDBG Notices

- [Notice of Display of Plans for CDBG updated FY 2022 Draft Action Plan](#)

Documents Open for Public Comment

- [Draft FY 2022 Annual Action Plan](#)



**CITY OF HAGERSTOWN, MARYLAND  
ANNUAL ACTION PLAN  
PROGRAM YEAR 2021**

**SF – 424 & CERTIFICATIONS**

Application for Federal Assistance SF-424		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>		
<b>* 3. Date Received:</b> <input type="text"/>		<b>4. Applicant Identifier:</b> <input type="text"/>
<b>5a. Federal Entity Identifier:</b> <input type="text"/>		<b>* 5b. Federal Award Identifier:</b> <input type="text"/>
<b>State Use Only:</b> <b>6. Date Received by State:</b> <input type="text"/> <b>7. State Application Identifier:</b> <input type="text"/>		
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> City of Hagerstown		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 52 0000794		<b>* c. Organizational DUNS:</b> 0178302880000
<b>d. Address:</b>		
<b>* Street 1:</b> 1 East Franklin Street		
<b>Street 2:</b> <input type="text"/>		
<b>* City:</b> Hagerstown		
<b>County/Parish:</b> <input type="text"/>		
<b>* State:</b> MD; Maryland		
<b>Province:</b> <input type="text"/>		
<b>* Country:</b> USA; United States		
<b>* Zip / Postal Code:</b> 21740 4558		
<b>e. Organizational Unit:</b>		
<b>Department Name:</b> Community & Economic Development		<b>Division Name:</b> Community Resources
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b> Mr.	<b>* First Name:</b> Jonathan	
<b>Middle Name:</b> P.	<input type="text"/>	
<b>* Last Name:</b> Korns	<input type="text"/>	
<b>Suffix:</b> <input type="text"/>	<input type="text"/>	
<b>Title:</b> Community Development Manager		
<b>Organizational Affiliation:</b> City of Hagerstown		
<b>* Telephone Number:</b> (301) 739-0577 ext. 134		<b>Fax Number:</b> (301) 739-3117
<b>* Email:</b> korns@hagerstownmd.org		

Application for Federal Assistance SF-424	
<b>9. Type of Applicant 1: Select Applicant Type:</b> <input type="text" value="0: City or Township Government"/>	
<b>Type of Applicant 2: Select Applicant Type:</b> <input type="text"/>	
<b>Type of Applicant 3: Select Applicant Type:</b> <input type="text"/>	
<b>* Other (specify):</b> <input type="text"/>	
<b>* 10. Name of Federal Agency:</b> <input type="text" value="U.S. Department of Housing and Urban Development"/>	
<b>11. Catalog of Federal Domestic Assistance Number:</b> <input type="text" value="14 218"/>	
<b>CFDA Title:</b> <input type="text" value="Community Development Block Grant (CDBG) Program"/>	
<b>* 12. Funding Opportunity Number:</b> <input type="text"/>	
<b>* Title:</b> <input type="text"/>	
<b>13. Competition Identification Number:</b> <input type="text"/>	
<b>Title:</b> <input type="text"/>	
<b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b> <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
<b>* 15. Descriptive Title of Applicant's Project:</b> <input type="text" value="FFY 2021 Annual Action Plan for the Community Development Block Grant (CDBG) Program."/>	
<b>Attach supporting documents as specified in agency instructions.</b> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>	

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: <input type="text" value="6"/>	* b. Program/Project: <input type="text" value="6"/>
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
17. Proposed Project:	
* a. Start Date: <input type="text" value="07/01/2021"/>	* b. End Date: <input type="text" value="06/30/2022"/>
18. Estimated Funding (\$):	
* a. Federal	<input type="text" value="\$ 835,051.00"/>
* b. Applicant	<input type="text" value="\$ 144,783.00"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text" value="\$ 249,618.00"/>
* g. TOTAL	<input type="text" value="\$ 1,229,452.00"/>
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/>	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes", provide explanation and attach	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)	
<input checked="" type="checkbox"/> ** I AGREE	
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix: <input type="text" value="Ms."/>	* First Name: <input type="text" value="Emily"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Keller"/>	
Suffix: <input type="text"/>	
* Title: <input type="text" value="Mayor"/>	
* Telephone Number: <input type="text" value="(301) 739-8577 ext. 112"/>	Fax Number: <input type="text" value="(301) 739-3117"/>
* Email: <input type="text" value="ekeller@hagerstownmd.org"/>	
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="June 23, 2021"/>

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

Previous Edition Usable

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Standard Form 424B (Rev. 7-97)  
Prescribed by OMB Circular A-102

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 10 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 		TITLE Mayor
APPLICANT ORGANIZATION City of Hagerstown		DATE SUBMITTED June 29, 2021

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Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4001 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1688), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-335) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11888; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(j) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Mayor
APPLICANT ORGANIZATION City of Hagerstown	DATE SUBMITTED June 29, 2021

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## CERTIFICATIONS

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 antidisplacement 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 a 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.

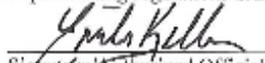
**Anti-Lobbying --** To the best of the jurisdiction's knowledge and belief:

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-L.L.L., "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards 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 125.

  
 Signature/Authorized Official

June 23, 2021  
 Date

Mayor  
 Title

### Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following 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, 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 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 year(s) , (2020, 2021, and 2022), 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.

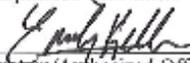
**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable 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.

  
Signature/Authorized Official

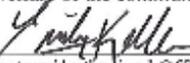
June 23, 2021  
Date

Mayor  
Title

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which 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 to meet such needs.

  
Signature/Authorized Official

June 23, 2021  
Date

Mayor  
Title

## 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, U.S. 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 (Street address, city, county, state, zip code)

City of Hagerstown, Department of Community and Economic Development

1 East Franklin Street

Hagerstown, Maryland 21740, Washington County, Maryland

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 24, subpart F.

7. Definitions of terms in the Nonprocurement 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 non-Federal 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 subrecipients or subcontractors in covered workplaces).