CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)
This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

Each year the City of Hagerstown submits a Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD). The purpose of the CAPER is to provide HUD, City Officials, and the general public an opportunity to review the activities undertaken utilizing Community Development Block Grant (CDBG) funds, determine if the City is meeting the regulatory requirements of the CDBG program, and to evaluate the City's progress in meeting the goals established in its Five Year Consolidated Plan.

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 America, particularly for low-and-moderate income persons.

This CAPER provides details of the operation of Hagerstown's CDBG program for the fiscal year beginning July 1, 2018 and ending June 30, 2019. The budget for the program during this period was $1,124,967 which included a CDBG entitlement grant of $757,083, anticipated program income of $220,884, and planned carryover from previous entitlements of $147,000. Expenditures for this period totaled $1,786,960.37. Excluding general administration and planning, the amount expended on projects was $1,617,915.88 of which $1,431,278.03 or 88% went to activities directly benefitting low-and-moderate income persons. This fiscal year was the second (2) of the three (3) year certification period, at the end of which at least 70% of the amount expended on projects must benefit low-and-moderate income persons.

A portion of Hagerstown's CDBG program funding is received in the form of loan repayments, proceeds from the sale of rehabilitated houses, and other miscellaneous sources. This is referred to as program income. The program income received from these sources is combined with CDBG entitlement funds and is budgeted by the Mayor and City Council for program activities. During the reporting period, the City received $374,542.79 in program income.

The City of Hagerstown's Community Development Block Grant program saw significant progress towards meeting the goals of the Consolidated Plan over FY 2018/2019. The goals and outcomes of the FY 2018/2019 Action Plan were based on the five year strategy developed in the
Consolidated Plan. Each of the activities undertaken during the year have met one or more of the following high priority goals in the plan: housing rehabilitation, homeownership, public facilities, public services, accessibility and visitability, code enforcement, and general administration/coordination. The City did not hinder Consolidated Plan implementation by action or willful inaction. Aspects of the programming related to affordable housing objectives are discussed in detail later in this report.

The City of Hagerstown maintains its commitment to address the goals set forth in the Five Year Consolidated Plan. There were no identified barriers that resulted in a negative impact to the City with regard to fulfilling the strategies laid out in the FY 2016-2020 Consolidated Plan. It is anticipated that the goals and objectives listed in the plan are addressed.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives.  91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

<table>
<thead>
<tr>
<th>Goal Category</th>
<th>Source / Amount</th>
<th>Indicator</th>
<th>Unit of Measure</th>
<th>Expected – Strategic Plan</th>
<th>Actual – Strategic Plan</th>
<th>Percent Complete</th>
<th>Expected – Program Year</th>
<th>Actual – Program Year</th>
<th>Percent Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>AM-1 General Administration/Coordination</td>
<td>CDBG: $</td>
<td>Other</td>
<td>Other</td>
<td>1</td>
<td>1</td>
<td>100.00%</td>
<td>1</td>
<td>1</td>
<td>100.00%</td>
</tr>
<tr>
<td>CD-1 Public Facilities</td>
<td>CDBG: $</td>
<td>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit</td>
<td>Persons Assisted</td>
<td>22900</td>
<td>0</td>
<td>0.00%</td>
<td>9930</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>CD-2 Public Services</td>
<td>CDBG: $</td>
<td>Public service activities other than Low/Moderate Income Housing Benefit</td>
<td>Persons Assisted</td>
<td>6825</td>
<td>8409</td>
<td>123.21%</td>
<td>6475</td>
<td>5800</td>
<td>89.58%</td>
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<tr>
<td>Project Label</td>
<td>Program Description</td>
<td>CDBG: $</td>
<td>Category</td>
<td>Count</td>
<td>Status</td>
<td>% of Total</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>----------------------------------------</td>
<td>-------------------------------------------------------------------------------------</td>
<td>-----------------------------</td>
<td>-----------------------------------------------</td>
<td>-------</td>
<td>--------</td>
<td>------------</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CD-3 Deconcentration of Housing</td>
<td>Non-Housing Community Development</td>
<td>Rental units constructed</td>
<td>Household Housing Unit</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CD-3 Deconcentration of Housing</td>
<td>Non-Housing Community Development</td>
<td>Rental units rehabilitated</td>
<td>Household Housing Unit</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CD-3 Deconcentration of Housing</td>
<td>Non-Housing Community Development</td>
<td>Homeowner Housing Added</td>
<td>Household Housing Unit</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CD-3 Deconcentration of Housing</td>
<td>Non-Housing Community Development</td>
<td>Homeowner Housing Rehabilitated</td>
<td>Household Housing Unit</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CD-3 Deconcentration of Housing</td>
<td>Non-Housing Community Development</td>
<td>Direct Financial Assistance to Homebuyers</td>
<td>Households Assisted</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CD-4 Neighborhood Revitalization</td>
<td>Non-Housing Community Development</td>
<td>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit</td>
<td>Persons Assisted</td>
<td>0</td>
<td>0</td>
<td>18000 0 0.00%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CD-4 Neighborhood Revitalization</td>
<td>Non-Housing Community Development</td>
<td>Brownfield acres remediated</td>
<td>Acre</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CD-4 Neighborhood Revitalization</td>
<td>Non-Housing Community Development</td>
<td>Buildings Demolished</td>
<td>Buildings</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CD-4 Neighborhood Revitalization</td>
<td>Non-Housing Community Development</td>
<td>Housing Code Enforcement/Foreclosed Property Care</td>
<td>Household Housing Unit</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CD-5 Accessibility and Visitability</td>
<td>Non-Housing Community Development</td>
<td>CDBG: $</td>
<td>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit</td>
<td>Persons Assisted</td>
<td>30000</td>
<td>25405</td>
<td>84.68%</td>
<td>9930</td>
<td>7405</td>
</tr>
<tr>
<td>CD-6 Public Safety</td>
<td>Non-Housing Community Development</td>
<td>CDBG: $</td>
<td>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit</td>
<td>Persons Assisted</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>CD-7 Code Enforcement</td>
<td>Non-Housing Community Development</td>
<td>CDBG: $</td>
<td>Housing Code Enforcement/Foreclosed Property Care</td>
<td>Household Unit</td>
<td>2000</td>
<td>581</td>
<td>29.05%</td>
<td>400</td>
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<tr>
<td>ED-1 Employment</td>
<td>Economic Development</td>
<td>CDBG: $</td>
<td>Jobs created/retained</td>
<td>Jobs</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>ED-2 Downtown Revitalization</td>
<td>Non-Housing Community Development</td>
<td>CDBG: $</td>
<td>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit</td>
<td>Persons Assisted</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED-2 Downtown Revitalization</td>
<td>Non-Housing Community Development</td>
<td>CDBG: $</td>
<td>Facade treatment/business building rehabilitation</td>
<td>Business</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED-2 Downtown Revitalization</td>
<td>Non-Housing Community Development</td>
<td>CDBG: $</td>
<td>Brownfield acres remediated</td>
<td>Acre</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED-2 Downtown Revitalization</td>
<td>Non-Housing Community Development</td>
<td>CDBG: $</td>
<td>Businesses assisted</td>
<td>Businesses Assisted</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Area</td>
<td>Activity Type</td>
<td>CDBG:</td>
<td>Description</td>
<td>Measure</td>
<td>Data 1</td>
<td>Data 2</td>
<td>Data 3</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>ED-2 Downtown Revitalization</td>
<td>Non-Housing Community Development</td>
<td>Buildings Demolished</td>
<td>Buildings</td>
<td>0</td>
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<td></td>
</tr>
<tr>
<td>ED-3 Redevelopment</td>
<td>Non-Housing Community Development</td>
<td>Facade treatment/business building rehabilitation</td>
<td>Business</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>ED-3 Redevelopment</td>
<td>Non-Housing Community Development</td>
<td>Brownfield acres remediated</td>
<td>Acre</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED-4 Financial Support</td>
<td>Non-Housing Community Development</td>
<td>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit</td>
<td>Persons Assisted</td>
<td>0</td>
<td>3665</td>
<td></td>
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<tr>
<td>ED-4 Financial Support</td>
<td>Non-Housing Community Development</td>
<td>Facade treatment/business building rehabilitation</td>
<td>Business</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED-4 Financial Support</td>
<td>Non-Housing Community Development</td>
<td>Businesses assisted</td>
<td>Businesses Assisted</td>
<td>5</td>
<td>0</td>
<td>0.00%</td>
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<tr>
<td>HO-1 Continuum of Care</td>
<td>Homeless</td>
<td>Homeless Person Overnight Shelter</td>
<td>Persons Assisted</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HO-1 Continuum of Care</td>
<td>Homeless</td>
<td>Overnight/Emergency Shelter/Transitional Housing Beds added</td>
<td>Beds</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HO-1 Continuum of Care</td>
<td>Homeless</td>
<td>Homelessness Prevention</td>
<td>Persons Assisted</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
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OMB Control No: 2506-0117 (exp. 06/30/2018)
<table>
<thead>
<tr>
<th>Project Area</th>
<th>Type</th>
<th>CDBG: $</th>
<th>Description</th>
<th>Amount</th>
<th>Count</th>
<th>% Complete</th>
<th>Total</th>
<th>% Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>HO-1 Continuum of Care</strong></td>
<td>Homeless HS</td>
<td>$</td>
<td>Housing for Homeless added</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td><strong>HO-2 Housing</strong></td>
<td>Homeless HS</td>
<td>$</td>
<td>Homelessness Prevention</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td><strong>HO-2 Housing</strong></td>
<td>Homeless HS</td>
<td>$</td>
<td>Housing for Homeless added</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td><strong>HS-1 Housing Rehabilitation</strong></td>
<td>Affordable Housing</td>
<td>$</td>
<td>Rental units rehabilitated</td>
<td>18</td>
<td>0</td>
<td>0.00%</td>
<td>4</td>
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<tr>
<td><strong>HS-1 Housing Rehabilitation</strong></td>
<td>Affordable Housing</td>
<td>$</td>
<td>Homeowner Housing Rehabilitated</td>
<td>75</td>
<td>24</td>
<td>32.00%</td>
<td>25</td>
<td>24</td>
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<tr>
<td><strong>HS-2 Homeownership</strong></td>
<td>Affordable Housing</td>
<td>$</td>
<td>Public service activities for Low/Moderate Income Housing Benefit</td>
<td>0</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>HS-2 Homeownership</strong></td>
<td>Affordable Housing</td>
<td>$</td>
<td>Homeowner Housing Rehabilitated</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td><strong>HS-2 Homeownership</strong></td>
<td>Affordable Housing</td>
<td>$</td>
<td>Direct Financial Assistance to Homebuyers</td>
<td>37</td>
<td>12</td>
<td>32.43%</td>
<td>8</td>
<td>2</td>
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<tr>
<td><strong>HS-3 Fair Housing</strong></td>
<td>Affordable Housing</td>
<td>$</td>
<td>Public service activities for Low/Moderate Income Housing Benefit</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td><strong>HS-4 Anti-Poverty</strong></td>
<td>Affordable Housing</td>
<td>$</td>
<td>Direct Financial Assistance to Homebuyers</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td>0</td>
</tr>
</tbody>
</table>

OMB Control No: 2506-0117 (exp. 06/30/2018)
Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The City of Hagerstown use of CDBG funds addressed the priorities and objectives outlined in the Consolidated Plan and the Annual Action Plan. Funding decisions were ranked consistently with high priority activities identified. The following outlines use of funds in FY 18/19:

- Funding in the amount of $169,044.49 was spent on AM-1 General Administration/Coordination, a high priority goal. These funds supported the administration and management of the CDBG program.
- Funding in the amount of $440,936.73 was spent on CD-1 Public Facilities, a high priority goal. These funds supported ADA improvements to several city parks, improvements to Potterfield Pool, sidewalk construction in the West End neighborhood, and crosswalk and intersection improvements to assist pedestrian traffic at Salem Avenue/Linganore Avenue and Mulberry Street/Antietam Street.
- Funding in the amount of $149,557.38 was spent on CD-2 Public Services, a high priority goal. These funds included the following

- Funding in the amount of $278,526.65 was spent on CD-5 Accessibility and Visibility, a high priority goal. These funds supported accessible sidewalk ramps in low-to-moderate income neighborhoods.

- Funding in the amount of $15,647.99 was spent on CD-7 Code Enforcement, a high priority goal. These funds supported a part-time code inspector in low-to-moderate income neighborhoods.

- Funding in the amount of $726,247.13 was spent on HS-1 Housing Rehabilitation, a high priority goal. These funds supported grants for emergency repairs to low-to-moderate income homeowners, grants to elderly low-to-moderate income homeowners to make needed repairs, single family low-to-moderate income homeowner rehabilitation loans, rental rehabilitation loans for improvements to low-to-moderate income units, and rehabilitation costs associated with the city's homeownership program which purchases homes to rehab and sell to low-to-moderate income homeowners.

- Funding in the amount of $7,000.00 was spent on HS-2 Homeownership, a high priority goal. These funds supported downpayment and closing costs assistance in the form of a deferred loan to low-to-moderate income homebuyers.
CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

<table>
<thead>
<tr>
<th></th>
<th>CDBG</th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>621</td>
</tr>
<tr>
<td>Black or African American</td>
<td>183</td>
</tr>
<tr>
<td>Asian</td>
<td>11</td>
</tr>
<tr>
<td>American Indian or American Native</td>
<td>2</td>
</tr>
<tr>
<td>Native Hawaiian or Other Pacific Islander</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>817</strong></td>
</tr>
<tr>
<td>Hispanic</td>
<td>89</td>
</tr>
<tr>
<td>Not Hispanic</td>
<td>728</td>
</tr>
</tbody>
</table>

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative
CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

<table>
<thead>
<tr>
<th>Source of Funds</th>
<th>Source</th>
<th>Resources Made Available</th>
<th>Amount Expended During Program Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG</td>
<td>public - federal</td>
<td>1,124,967</td>
<td></td>
</tr>
</tbody>
</table>

Table 3 - Resources Made Available

Narrative

The budget for the program during this period was $1,124,967 which included a CDBG entitlement grant of $757,083, anticipated program income of $220,884, and planned carryover from previous entitlements of $147,000. Expenditures for this period totaled $1,786,960.37. Excluding general administration and planning, the amount expended on projects was $1,617,915.88 of which $1,431,278.03 or 88% went to activities directly benefitting low-to-moderate income persons.

Total program expenditures for this program year exceeded the projected budget due to the receipt of unanticipated program income as well as additional incurred expenditures from previously delayed projects from the preceding program year.

Identify the geographic distribution and location of investments

<table>
<thead>
<tr>
<th>Target Area</th>
<th>Planned Percentage of Allocation</th>
<th>Actual Percentage of Allocation</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Citywide</td>
<td>100</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City of Hagerstown does not have any target areas for investment. Distribution and location of resources are based on local priority and need. The majority of activities carried out in FY 2018/2019 were located in census tracts with minority populations at or above 15%. The attached maps show the geographic locations of activities as represented by the areas' percentage low-to-moderate income residents and minority population.
Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

During the reporting period the publicly owned Potterfield Pool park facility utilized CDBG funding for comprehensive renovations to greatly enhance this existing public facility. This meets CD-1 Public Facilities goal outlined in the PY 2015-2019 Consolidated Plan.

CDBG assisted activities leveraged $778,975* in additional public and private resources as follows:

- **Children in Need** - $76,700
- **Community Free Clinic** - $559,150
- **Girls Inc. of Washington County** - $35,406
- **Habitat for Humanity of Washington County** - $20,000
- **Hagerstown Neighborhood Development Partnership** - $20,000
- **Together with Families** - $22,589
- **Washington County Community Action Council** - $45,130

Matching funds are not a requirement of the City of Hagerstown's CDBG programming.
CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

<table>
<thead>
<tr>
<th>Number of Homeless households to be provided affordable housing units</th>
<th>One-Year Goal</th>
<th>Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Non-Homeless households to be provided affordable housing units</td>
<td>17</td>
<td>16</td>
</tr>
<tr>
<td>Number of Special-Needs households to be provided affordable housing units</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>17</strong></td>
<td><strong>16</strong></td>
</tr>
</tbody>
</table>

*Table 5 – Number of Households*

<table>
<thead>
<tr>
<th>Number of households supported through Rental Assistance</th>
<th>One-Year Goal</th>
<th>Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of households supported through The Production of New Units</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Number of households supported through Rehab of Existing Units</td>
<td>10</td>
<td>14</td>
</tr>
<tr>
<td>Number of households supported through Acquisition of Existing Units</td>
<td>7</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>17</strong></td>
<td><strong>16</strong></td>
</tr>
</tbody>
</table>

*Table 6 – Number of Households Supported*

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Several affordable housing related projects began in the program year and are ongoing due to project timeline changes or planning and construction delays. Many of these delayed projects are subrecipient organizations working through contractor delays on multiple visits.

Attachment "Section 215" contains a chart which outlines the City's progress in providing affordable housing that meets the Section 215 definition of affordable housing. It compares actual
accomplishments with proposed goals during the program year. All City federally funded activities met the Section 215 definition of affordable housing. Section 215 refers to the HOME definition of affordable housing found in HUD’s regulations for rental and homeownership housing. These regulations state that affordable rental housing is that which does not exceed the fair market rents in the area or which does not exceed 30% of household income for a household earning 65% of the area median income. The regulations also define affordable owner-occupied housing as that which has an initial purchase price that does not exceed 95% of the median purchase price for a competitive unit for the jurisdiction or has an estimated appraised value at acquisition that does not exceed this limit.

Actual accomplishments for FY 2018/2019 were on target with expected goals for the period with the actual number of households supported being only one less than the goal. This year’s accomplishment data for each activity laid out in the Annual Action Plan is also on target. CDBG funds were used for eligible housing activities such as homeowner repair program and direct financial assistance to help eligible homebuyers with closing costs and downpayment assistance.

**Discuss how these outcomes will impact future annual action plans.**

In the current action plan, additional subrecipients have been added to undertake rehabilitation of low-to-moderate income owner-occupied housing units. Future Action Plans will be adjusted based on outcomes, resources, and staffing to ensure the City of Hagerstown is working to meet the goals and priorities in the Consolidated Plan.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<table>
<thead>
<tr>
<th>Number of Households Served</th>
<th>CDBG Actual</th>
<th>HOME Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extremely Low-income</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td>Low-income</td>
<td>8</td>
<td>0</td>
</tr>
<tr>
<td>Moderate-income</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>16</td>
<td>0</td>
</tr>
</tbody>
</table>

*Table 7 – Number of Households Served*

**Narrative Information**

The City processes applications for the Maryland Housing Rehabilitation Program (MHRP) and assists owner-occupants and developers with affordable housing rehabilitation loans. MHRP loans can be used for alterations to provide handicap accessibility. Hagerstown Homeownership Program provides accessible homes for buyers with special needs. Commission on Aging Home Repair Grants also provide disabled elderly homeowners with needed repairs to improve accessibility and liveability of homes.
The City of Hagerstown also continues to work with low-to-moderate income households to assure that access to affordable housing is fostered and maintained and that low-to-moderate homeowners have access to funding for rehabilitation of properties. To this end, the City has developed the Single-Family Homeownership program which makes rehabilitated single-family homes available for purchase to low-to-moderate income households. 100% of the units sold under this program go to low-to-moderate income persons.

Additionally the City of Hagerstown administers an emergency repair grant program and residential rehabilitation loan program; to address rehabilitation cost burden for low-to-moderate income home owners. As well as a residential rental rehabilitation loan program that provides low interest loans to rental property owners to increase stock of rental housing available for low-to-moderate income renters.

For those paying more than 50% of their income for housing, for substandard housing, and for the homeless, the following activities addressed some of the needs:

- The Community Free Clinic offers free routine medical offerings and specialized healthcare services to the working poor and those without health benefits including the homeless.
- The Hagerstown Housing Authority (HHA) offers housing vouchers.
- Families who own their homes could obtain affordable (and sometimes deferred) rehabilitation loans from the City of Hagerstown.
- Investors were encouraged to apply for and utilize Maryland Rehabilitation Loans administered by the City for improvements for rental properties.
CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction’s progress in meeting its specific objectives for reducing and ending homelessness through:

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

The City did not award FY 2018/2019 CDBG funds for the provision of homeless prevention services. Funding expended for homeless programs through the McKinney-Vento Homeless Assistance Act totaled $517,913 for the following projects: MD-512-S+C Washington County 25 Units - $274,458 (Mental Health Authority); MD-512-PSH for Individuals $167,587 (Potomac Case Management Services); MD512-PSH for Families - $34,466; and MD-512-HMIS $27,000.

The Washington County Homeless Coalition, which acts as the governing body of the local Continuum of Care, and participating providers held outreach events targeting unsheltered persons to assess needs and connect people to needed services. These events target a broad range of the population and were held several times during the year. Participating agencies also ran outreach programs targeting homeless persons who were not sheltered with case management and other services. During these outreach events emphasis is placed on connecting homeless households with basic and essential services such as identification documentation procurement, health insurance enrollment, legal expungement services, and/or food or shelter provisions.

Addressing the emergency shelter and transitional housing needs of homeless persons

Continuum of Care (CoC) providers actively worked to address the emergency shelter and transitional housing needs of homeless persons in Hagerstown. REACH of Wshington County, Washington County Community Action Council, St. John's Shelter, Salvation Army, and others provided an array of emergency shelter and case management services throughout the program year. In 2015, the CoC adopted county-wide written standards to ensure the provision of baseline services to all households entering the homeless services network. During this reporting period, the CoC created a CoC-wide grievance policy to help provide additional remediation options for homeless clients who feel they are receiving adequate care from local homelessness services providers.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs
CoC members identified risk factors for becoming homeless for the first time by fact-finding with case management and prevention assistance providers, as well as analyzing data collected via the HMIS system and via additional survey questions on the annual Point in Time count tool. Identified risk factors include life events such as major illness, loss of job, death in the family or other change to family structure, victimization through domestic or sexual violence, substance abuse, criminal activity or history, foster care placement history, and/or a mental health change.

CoC members have implemented strategies to intensify case management and other service supports when risk factors are identified. Through the coordinated assessment process, the CoC will implement a standardized diversion program and streamline the process for accessing prevention assistance. Additionally, the local community has sought to increase housing and employment options for households at risk by proactively eliminating barriers to those resources. One specific example is the launch of a legal expungement program, supported by Horizon Goodwill, to have qualified criminal records expunged.

CoC members have built relationships with landlords, the public school administration, local government, foundations, and housing assistance providers to provide flexibility in addressing the needs of households at risk of becoming homeless. CoC service providers will continue to work on building housing options for households with barriers to housing such as criminal history and/or extremely low-to-no income through collaborative grant applications and programming.

CoC members actively coordinate discharge plans with our foster care, health care, mental health care, and correctional facilities partners to ensure institutionalized persons that have resided in each system of care for longer than 90 days are not discharged into homelessness.

**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**

To reduce the length of time households remain homeless, especially for the chronically homeless, families with children, veterans and their families, and unaccompanied youth, CoC members have strategically increased rapid rehousing options in the CoC by leveraging ESG and HSP funding with other temporary housing subsidy programs. These programs have been fully implemented.

CoC members will continue to track and record the length of time households remain homeless through the HMIS system. Through this system, the CoC created baseline length of time (LOT) date for FY 2015 service year and continue to compare system-wide and agency-specific LOT date on a semi-annual basis. CoC leadership has educated local service providers on federal length of stay targets and each shelter will create a length of stay and utilization goals. Between FY 2018-2019 we saw our date move
from 191 days to 164 days, a 27 day or 14% decrease for clients accessing emergency shelter services.

Through an expanded shelter coordinators' meeting, the implementation of a chronically homeless by name list, partnerships with local housing authorities, and the identification of chronically homeless individuals and families via the coordinated assessment tool, those individuals and families with the longest lengths of time homeless will be prioritized for rapid rehousing, transitional housing, or permanent supportive housing.

Through the HMIS system, CoC members have identified that program participants who exited emergency shelter (ES), transitional housing (TH), and permanent supportive housing (PSH) to permanent housing had a 2% rate of return to homelessness from 6 to 12 months between FY 2018/2019. This is a substantial decrease when compared to a 32% rate of return in FY 2016/2017.

To continue to minimize the number of households that return to homelessness, CoC members emphasize case management that assists participants in building natural supports, social skills, daily living skills, and budgeting acumen. Through continued monitoring, case management services are able to be intensified when potential or new risk factors are identified. Case management services will support homeless families and individuals and facilitate access to affordable housing units.

CoC members will develop guidelines for follow-up strategies for those households that have left case management services, as a means of continuing support to households as they manage their stay in affordable housing.
CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

During Fiscal Year 2018/2019, the Hagerstown Housing Authority (HHA) received $2,333,152 under HUD’s FY2018 Capital Fund Program (CFP). On April 16, 2019, the Housing Authority received a FY2019 CFP grant award in the amount of $2,410,230.

Each CFP budget includes line items for architectural and engineering fees and costs, HC modifications, appliance replacements, miscellaneous site improvements which include but are not limited to new sidewalks, tree trimming/removal/replacement, asphalt work, and lawn improvements. Miscellaneous dwelling improvements are also installed and/or upgraded in various communities on an as needed basis throughout the program year.

The below miscellaneous extraordinary maintenance and upgrades were either completed, ongoing, or as needed during FY 2018/2019 and include:

- Noland redevelopment line items funded to CFP 518 for Phase 1;
- Elevator upgrades at Walnut Towers and Potomac Towers are completed as needed;
- New LED 60 and 100 watt light bulbs were installed in dwelling units at Walnut Towers (150 total units) and Potomac Towers (326 total units);
- Exterior caulking and storm door upgrades at Parkside Homes is being evaluated and planned;
- Miscellaneous upgrades per PNA and Energy Audit at sites, dwelling units, and non-dwelling units;
- Roof replacement at Noland Village continues as needed;
- Boiler, water heaters, chiller upgrades are completed as needed;
- Replacement of vehicles for use by community mechanics are completed as needed;
- New gas line service connections completed at Frederick Manor;
- Partial window upgrades at Gateway Crossing continues as needed;
- New security cameras were installed at Walnut Towers;
- Exterior caulking and exterior light fixtures at Frederick Manor are being evaluated;
- New furnaces at Parkside Homes, Frederick Manor, and Douglass Court are completed as needed;
- CFP 518 participation in RAD McCleary Hill - Phase 1;
- Exterior sealant replacement at Potomac Towers is in progress;
- Roof replacement at Potomac Towers is in progress; and,
- Roof replacement at Walnut Towers is being evaluated.

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

The Family Self-Sufficiency (FSS) Program provides individual case management services for eligible
public housing residents and others with Housing Choice Voucher assistance. Participants' goals include education, job training, and placement, budgeting and finance, credit repair, home and/or vehicle purchase, etc.

To match the needs of the residents with a service provider, the Housing Authority meets quarterly with partnering agencies. During this quarterly meeting, an agency is highlighted providing the attendees details of the agency. A roundtable is also conducted to provide all agencies the opportunity to share new services or upcoming events.

The Housing Authority's Resident Services Department continues to perform post occupancy home visits and provides information and referrals to community resources to new and existing residents. Through local resources, the Housing Authority offers first-time homebuyers seminars throughout the year, and began offering HVC Homeownership Program in 2019.

**Actions taken to provide assistance to troubled PHAs**

The Hagerstown Housing Authority has been rated as a "high performer" by HUD. It is not designated as "troubled" by HUD.
CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

The City of Hagerstown maintains its commitment to removing barriers to affordable housing and affirmatively furthering fair housing in our community. In recent years the City has adopted zoning amendments to enable construction of smaller affordable homes by lowering the required lot size. The City has adopted the latest edition of model codes that are in keeping with the Fair Housing Act as amended, the Americans with Disabilities Act, and Section 504 of the Rehabilitation Act of 1973 as amended. The City will continue to review policies, ordinances, and codes to ensure that any negative effects of public policies that would serve as barriers to affordable housing are removed or ameliorated.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

Despite the City and service provider’s efforts, a number of obstacles to meeting underserved needs were identified in the consolidated planning process. The following is a list of obstacles identified and the actions taken in this reporting period to address them:

- Continued population growth creating a housing shortage - the City of Hagerstown made funding available to property owners to enhance rental and homeowner housing to increase housing access for low-to-moderate income residents;
- Tight rental housing market and escalating rental rates for very-low-income residents - the City of Hagerstown made funding available to property owners to enhance rental and homeowner housing to increase housing access for low-to-moderate income residents.
- Imbalance in the ratio of homeowner to renter households - the City of Hagerstown made funding available for down payment assistance programs and homeownership programs that increase the availability of homeownership opportunities for low-to-moderate income homeowners; and,
- Aging in Place - the City of Hagerstown made funding available for low-to-moderate income senior citizens to make repairs to their homes to aid them in aging in place.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Lead hazard evaluation and reduction activities have continued to be utilized on all State and Federally funded housing rehabilitation programs. Each of our rehabilitation programs are in compliance with the requirements of Title X, Section 1012 and 1013 of the Lead-Based Paint Hazard Reduction Act (24 CFR 35.105). The City has implemented the lead paint regulations into all rehabilitation programs as follows:

- Homeownership Program: since its inception in 1998, the City has made use of the Maryland
State Lead Hazard Reduction Grant Program to offset the cost of lead related work in our Single Family Homeownership units (when eligible);

- Maryland Housing Rehabilitation Program (MHRP): all rehabilitation specifications were written to comply with the Federal Lead Paint Regulation Standards. The City offered the Maryland Lead Hazard Reduction Grant and Loan Program to qualified owners of residential owner-occupied and rental units; and,

- Maryland Lead Hazard Reduction Grant and Loan Program (LHRGLP): in addition to utilizing this program with our Single Family Homeownership Program, the City also works with owner occupied and owners of multi-family buildings to apply for assistance.

**Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

The City's anti-poverty strategy is based on attracting a range of businesses and supporting workforce development, including job training services for low-to-moderate income residents. The City also provides needed support services to targeted income residents. The following actions were taken to reduce the number of poverty level families:

- Recruitment and retention of businesses was carried out through the Department of Community and Economic Development (DCED);
- Job training was offered through the Job Center and Western Maryland Consortium;
- The City made CDBG funding available to a program that provides financial capacity training to low-to-moderate income residents; and,
- The DCED-run BuroBox Resource Center provided business resources and assistance to entrepreneurs and start up businesses.

**Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The City of Hagerstown relies on outreach and engagement with community partners to overcome institutional gaps and enhance coordination. The City participates in communication among providers through involvement in local seminars and on boards and committees which further enhance the daily working relationship of those involved in the delivery system.

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The Hagerstown Housing Authority meets the needs of public housing residents and helps to increase access to affordable housing. Other housing related agencies include Habitat for Humanity, Hagerstown Neighborhood Development Partnership, and various private sector parties with a vested interest in affordable housing goals. The City also participates with the Washington County Continuum of Care and the Homeless Coalition, both of which represent a broad range of government and private agencies, to aid in gaps related to homelessness and other special needs.
During FY 2018/2019 the Public Service Review Committee made up of 3 citizens and 2 staff members ensured a commitment to bottom-up planning and enhanced coordination with those directly affected by the use of CDBG funds.

A Business and Community Development Finance Specialist ensures capacity to process CDBG, MHRP, and other departmental loans. They also ensure collaboration with private sector realtors and developers.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The City of Hagerstown is committed to affirmatively furthering fair housing choices in our community. During the reporting period action was taken to affirmatively further fair housing on the following impediments identified in the City's most recent analysis of impediments to fair housing choices that was completed in 2015:

- **Impediment: Quality of rental housing versus affordability** - the City continued to use CDBG funds to support loan programs that encourage landlords to make needed upgrades to their properties. The City also remained committed to enforcement of local codes and rental registration programs.

- **Impediment: Continuing need for affordable housing for homeowners** - the City of Hagerstown continued to use CDBG funds to support and encourage the acquisition, rehabilitation, and resale of existing housing units to become decent, safe, and affordable homeownership opportunities for low-to-moderate income buyers. CDBG funds also supported down payment assistance programs which provide financial assistance to low-to-moderate income buyers. The City also continues to utilize CDBG funding to support programs that rehabilitate low-to-moderate income owner occupied housing.

- **Impediment: Continuing need for accessible housing units** - the City continued to use CDBG funds to support loan programs that encourage landlords to make needed upgrades to their properties, including handicap improvements. CDBG funds also supported a program to assist elderly homeowners to make accessibility improvements to their properties to allow those residents to remain in their homes.

- **Impediment: Economic issues affect housing choices** - the City actively engaged in cross-sector partnerships and program delivery to enhance the City's tax base. The City also supported programming that enhances entrepreneurship and small business development through loans and training. Ongoing work was done to promote and encourage economic development with local commercial and industrial firms to expand their operations and increase employment opportunities.
CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

In order to ensure compliance with program requirements, subrecipients are required to provide proof that those being served meet income eligibility requirements. This is accomplished by requiring direct recipients to complete a self-certification form at the time of service. The self-certification forms provide information on family size, income, race, and head of household status. Additionally, invoices and time sheets (as applicable) are required to be provided prior to payment. Through the use of these forms and other documentation, the City was able to determine that each of the subrecipients met programmatic requirements. The City performed on-site monitoring as well during this reporting period.

Timeliness Test

HUD regulations limit the amount of funds that an entitlement community may have in its line of credit with the US Treasury two months prior to the end of the fiscal year to 1.5 times its most recent CDBG grant. In FY 2018/2019 the City expended sufficient funds to meet both the Line of Credit (LOC) and LOC plus program income-on-hand tests.

National Objectives

All of Hagerstown's CDBG activities met one of HUD's national objectives by either benefitting low-and-moderate income persons or through the elimination of slums and blight; and, the City complied with the overall benefit certification.

Expenditures were also consistent with the following HUD national objectives and cap guidelines:

- Public Service Funding;
- Administration;
- Low-to-Moderate Income Benefit; and,
- Slum and Blight

Relocation and Displacement

During FY 2018/2019 there were no activities that required notification or implementation of relocation or displacement requirements

Jobs
During FY 2018/2019 no CDBG funds were allocated to any project where jobs were made available to but not taken by low-and-moderate income persons.

**Citizen Participation Plan 91.105(d); 91.115(d)**

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

**Public Hearings and Citizen Participation**

The City of Hagerstown complied with all program and comprehensive planning requirements for the FY 2018/2019 CDBG program. Notices for the Housing and Community Development Needs and the Proposed Annual Action Plan for FY 2018/2019 public hearings were published in Section A of the Herald Mail newspaper as well as on the City’s website.

The 2 public hearings that were held for the FY 2018/2019 CDBG programs were as follows:

- December 13, 2017 to obtain the views and comments of individuals and organizations concerning the City's housing and community development needs for the Annual Action Plan for FY 2018/2019; and,

A notice of public display for the Draft CAPER was advertised in the local newspaper and on the City of Hagerstown's website on September 3, 2019 to obtain citizen comments. Public comments were accepted for 15 days. No comments were received during the publicized comment period.

**CR-45 - CDBG 91.520(c)**

Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

No changes occurred in the City’s program objectives during this program year.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**
No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.
No changes occurred in the City's program objectives during this program year.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.
Attachment

Financial Summary Grantee Performance Report
**Financial Summary**

**Grantee Performance Report**

**Community Development Block Grant Program**

**U.S. Department of Housing and Urban Development**

**Office of Community Planning and Development**

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Public reporting burden for this collection of information is estimated to average 12 hours per response, including the 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 this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Office, Paperwork Reduction Project (0509-0077), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3300. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number.

Do not send this form to the above address.

1. **Name of Grantee**
   - City of Hagerstown

2. **Grant Number**
   - B-18-MC-24-0012

3. **Reporting Period**
   - From 7/01/2018 to 6/30/2019

---

### Part I: Summary of CDBG Resources

| 1. Un obligated CDBG funds at end of previous reporting period (Balance from prior program years) | $1,164,750.03 |
| 2. Entitlement Grant from Form HUD-7002 | $757,083.00 |
| 3. Surplus Urban Renewal Funds | $ |
| 4. Section 106 Guaranteed Loan Funds (Principal Amount) | $ |

#### Program Income Received by

| a. Receiving funds | $ |
| b. Other (identify below. If more space is needed use an attachment) | $ |

Loan Payments/Sale of Assets

| $374,542.79 | $ |

| c. Total Program Income (Sum of columns a and b) | $374,542.79 |

5. Prior Period Adjustments (if column is a negative amount, enclose in brackets) | $ |

6. Total CDBG Funds available for use during this reporting period (Sum of lines 1 through 6) | $2,296,375.82 |

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### Part II: Summary of CDBG Expenditures

| 11. Total expenditures reported on Activity Summary, Form HUD-4849.2 & 4849.2A | $1,780,960.37 |
| 12. Total expenditures for Planning & Administration, Form HUD-4849.2 | $169,044.49 |
| 13. Amount subject to Low/Med Benefit Calculation (Line 9 minus Line 8) | $1,617,915.88 |
| 14. CDBG funds used for Section 108 principal & interest payments | $ |

**Part III: Low/Med Benefit This Reporting Period**

**Part IV: Notes**

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This form may be reproduced on local office copiers.

Previous edition is obsolete.
<table>
<thead>
<tr>
<th>Part IV: Low/Med Benefit for Multi-Year Certification (Complete only if certification period includes prior years)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program years (PY) covered by certification</td>
</tr>
<tr>
<td>18. Cumulative net expenditures subject to program benefit calculation</td>
</tr>
<tr>
<td>19. Cumulative expenditure benefiting low- or moderate-income persons</td>
</tr>
<tr>
<td>$2,082,495.70</td>
</tr>
<tr>
<td>20. Percent benefit to low- or moderate-income persons (line 19 divided by line 18)</td>
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<tr>
<td>90%</td>
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<table>
<thead>
<tr>
<th>Part V: For Public Service (PS) Activities Only: Public Service Cap Calculation</th>
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<tbody>
<tr>
<td>21. Total PS expenditures from column A, form HUD-4549-2A</td>
</tr>
<tr>
<td>$149,557.38</td>
</tr>
<tr>
<td>22. Total PS unanticipated obligations from column A, form HUD-4549-2A</td>
</tr>
<tr>
<td>$149,557.38</td>
</tr>
<tr>
<td>23. Sum of line 21 and line 22</td>
</tr>
<tr>
<td>$299,114.76</td>
</tr>
<tr>
<td>24. Total PS unanticipated obligations reported at the end of the previous reporting period</td>
</tr>
<tr>
<td>$299,114.76</td>
</tr>
<tr>
<td>25. Net obligations for public services (line 24 minus line 26)</td>
</tr>
<tr>
<td>$279,637.17</td>
</tr>
<tr>
<td>26. Amount of Program income received in the preceding program year</td>
</tr>
<tr>
<td>$267,439.17</td>
</tr>
<tr>
<td>27. Entitlement Grant Amount (from line 2)</td>
</tr>
<tr>
<td>$757,283.00</td>
</tr>
<tr>
<td>28. Sum of line 26 and line 27</td>
</tr>
<tr>
<td>$1,024,522.17</td>
</tr>
<tr>
<td>29. Percent funds obligated for Public Service Activities (line 25 divided by line 28)</td>
</tr>
<tr>
<td>14.6%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Part VI: Planning and Program Administration Cap Calculation</th>
</tr>
</thead>
<tbody>
<tr>
<td>30. Amount subject to planning and administrative cap (grant amount from line 2 plus line 5d)</td>
</tr>
<tr>
<td>$1,131,625.79</td>
</tr>
<tr>
<td>31. Amount expended for Planning &amp; Administration (from line 9 above)</td>
</tr>
<tr>
<td>$169,044.49</td>
</tr>
<tr>
<td>32. Percent funds expended (line 31 divided by line 30)</td>
</tr>
<tr>
<td>14.9%</td>
</tr>
</tbody>
</table>

Instructions

Name of Grantee: Enter the grantee's name as shown on the approved Grant Agreement (Form HUD-7062) for the most recently completed program year.

Grant Number: Enter the grant number assigned by HUD for the Community Development Block Grant for the most recently completed program year.

Period Covered: Enter the beginning date and ending date for the most recently completed program year.
Section 215 Narrative
Section 215 Narrative and Chart

The following table shows the City's progress in providing affordable housing that meets the Section 215 definition of affordable housing. It compares actual accomplishments with proposed goals during the program year. All City federally funded activities met the Section 215 definition of affordable housing. Section 215 refers to the HOME definition of affordable housing found in HUD's regulations for rental and homeownership housing. These regulations state that affordable rental housing is that which does not exceed the fair market rents in the area, or which does not exceed 30 percent of household income for a household earning 65 percent of the area median income. The regulations also define affordable owner-occupied housing as that which has an initial purchase price that does not exceed 95 percent of the median purchase price for a comparable unit for the jurisdiction, or has an estimated appraised value at acquisition that does not exceed this limit.

<table>
<thead>
<tr>
<th>Number of Persons Served</th>
<th>CDBG Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of extremely low-income renter households</td>
<td>0</td>
</tr>
<tr>
<td>Number of extremely low-income owner households</td>
<td>4</td>
</tr>
<tr>
<td>Number of low-income renter households</td>
<td>0</td>
</tr>
<tr>
<td>Number of low-income owner households</td>
<td>8</td>
</tr>
<tr>
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<tr>
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<td>2</td>
</tr>
<tr>
<td>Number of middle-income persons served</td>
<td>0</td>
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<tr>
<td>Number of homeless persons served</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>14</td>
</tr>
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Actual accomplishments for the FY 18/19 were reasonably on target with expected goals for the period. This year accomplishment data for each activity laid out in the annual action plan is reasonably on target or exceeded. CDBG funds were used for eligible housing activities such as homeowner repair and direct financial assistance to help eligible homebuyers with closing cost and down payment assistance.
The City of Hagerstown provided several avenues for citizen participation during the FY 2018/2019 for the CDBG program. Attached are notices published in the Herald Mail newspaper advertising two public hearings and the public display period for the draft FY 2019 Action Plan. The public notice is also posted on the City of Hagerstown’s website.

During FY 2018/2019 no comments were received regarding the CDBG program, the FY 2019 Action Plan, or any Action Plan Amendments.
-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

CITY OF HAGERSTOWN
14 N POTOMAC ST STE 200A
HAGERSTOWN, MD 21740

was duly published as noted.

Account #: 125131
Contact:
Telephone: (301) 733-8577
Fax:

Run Dates:
Herald Mail: 12/04/17; HM Online:
12/04/17.

Ad ID: 377372
Start: 12/04/17
Stop: 12/04/17
Total Cost: 5182.97
# of Lines: 101
Total Depth: 12.611
# of Insans: Ad Class: 7350
Phone #: (301) 733-5131
Email: kmoreno@herald-mail.com

Kally Moreno
HM Legal
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 public hearing on Wednesday, December 13, 2017 at 5:30 PM, at Washington County Library, Hagerstown Branch, Community Rooms 162, 170 South Potomac Street, Hagerstown, MD 21740. The library is accessible to persons with physical disabilities. If special arrangements need to be made to accommodate persons in order for them to participate in the public hearing, please call Mr. Jonathan Kemp, Community Development Manager, City of Hagerstown at (301) 738-6577 to make those arrangements, or for the hearing impaired call TDD (301) 737-7777.

The purpose of the public hearing is to gain information on Community Development Needs for the City's Annual Action Plan for FY 2019, 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.

Applications for non-profit organizations seeking funding will be available on the City of Hagerstown's website: https://www.hagerstownmd.gov or for pick up at the Department of Community and Economic Development, 14 N. Potomac Street, Suite 200A, Hagerstown, MD 21740 on or before Friday, December 8, 2017. Applications will be available for interested parties at the public hearing in order to be considered for funding, applications must be submitted by January 14, 2018.

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 $400,000 for FY 2019. These funding levels are contingent upon the final approval of the Federal Budget for FY 2019. In order to receive those funds, the City of Hagerstown must prepare a One Year Action Plan for the use of the CDBG funds. At least 70% of the CDBG funds must benefit low- and moderate-income persons living in the City of Hagerstown. In preparing the CDBG application the City intends to afford citizens, local agencies, and interested parties 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 CDBG program. Written comments will be accepted until January 12, 2018 and may be addressed to Mr. Jonathan Kemp, Community Development Manager, City of Hagerstown, 14 N. Potomac Street, Suite 200A, Hagerstown, MD 21740.

Bob Burchey
Mayor of the City of Hagerstown
-Affidavit-

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

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COMMUNITY & ECONOMIC DEVELOPMENT
14 N POTOMAC ST STE 200A
HAGERSTOWN, MD 21740

was duly published as noted.

Run Dates:
Herald Mail 04/16/18; HM Online: 04/16/18.

Account #: 125131
Contact: LAUREN METZ
Telephone: (301) 739-8577
Fax:

Ad ID: 454369
Start: 04/16/18
Stop: 04/16/18
Total Cost: $370.43
# of Lines: 44
Total Depth: 5.5
# of Inset(s):
Ad Class: 7350
Phone #: (301) 739-5131
Email: kmoreno@herald-mail.com

Received 4/18/18
HM Legals
NOTICE OF DISPLAY OF PLANS AND PUBLIC HEARING FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), FY 2019 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 2019 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 Wednesday, April 18, 2018 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
- Washington County Free Library, Hagerstown Branch, 100 S. Potomac Street, Hagerstown, MD 21740

These plans will be available for public inspection during normal business hours of operation. Written or verbal comments will be accepted until May 21, 2018 at which time these plans will be presented to City Council for approval. Written or oral comments may be directed to Mr. Jonathan Kenns, Community Development Manager, 14 N. Potomac Street, Suite 200A, Hagerstown, MD 21740 (301) 739-8577 ext. 134.

A public hearing will be held on Thursday, May 10, 2018 at 6:00 p.m. in the Washington County Free Library, Hagerstown Branch, Community Room, 100 S. Potomac Street, Hagerstown, MD 21740. The purpose of the public hearing is to present the FY 2019 Annual Action Plan for the use of Community Development Block Grant (CDBG) funds. The Washington County Free Library is accessible to persons with physical disabilities. If special arrangements need to be made to accommodate persons in order for them to participate in the public hearing, please call Mr. Jonathan Kenns, Community Development Manager, at (301) 739-8577 ext. 134, to make those arrangements. The City intends to submit these documents to HUD on or before July 1, 2018.

The proposed FY 2019 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 estimates it will receive a grant in the amount of $850,000 in FY 2019 CDBG funds and anticipates receiving $520,834 in program income. The City also anticipates using $47,000 in previous years’ funds during this program year. Please note that due to ongoing federal budget processes, the final allocation could be higher or lower than the amounts used in the draft plan. The draft plan includes a contingency plan for adjusting annually funding levels if the final allocation differs from the estimated amount of $850,000. Once HUD notifies the City of Hagerstown of its final allocation for FY 19, an update will be posted on the City of Hagerstown’s website.

Mayor of the City of Hagerstown

Rev. Robert E. Shoemaker, III
Notice of Display of Plans and Public Hearing for Community Development Block Grant (CDBG), FY 2018 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 2018 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 Wednesday, April 18, 2018 at the following locations:

- City of Hagerstown, Department of Community and Economic Development, 14 N. Potomac Street, Suite 202A, 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
- Washington County Free Library, Hagerstown Branch, 100 S. Potomac Street, Hagerstown, MD 21740

Those plans will be available for public inspection during normal business hours of operation. Written or verbal comments will be accepted until May 21, 2018 at which time these plans will be presented to City Council for approval. Written or oral comments may be directed to Mr. Jonathan Kerr, Community Development Manager, 14 N. Potomac Street, Suite 202A, Hagerstown, MD 21740 (301) 739-8577 ext. 104.

A public hearing will be held on Thursday, May 10, 2018 at 6:00 p.m. in the Washington County Free Library, Hagerstown Branch, Community Room, 100 S. Potomac Street, Hagerstown, MD 21740. The purpose of the public hearing is to present the FY 2018 Annual Action Plan for the use of Community Development Block Grant (CDBG) funds. The Washington County Free Library is accessible to persons with physical disabilities. If special arrangements need to be made to accommodate residents in order for them to participate in the public hearing, please call Mr. Jonathan Kerr, Community Development Manager, at (301) 739-8577 ext. 104, to make those arrangements. The City intends to submit these documents to HUD on or before July 1, 2018.

The proposed FY 2018 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 estimates it will receive a grant in the amount of $575,000 in FY 2018 CDBG funds and anticipates receiving $520,000 in Program Income. The City also anticipates using $144,000 in previous years’ funds during this program year. Please note that due to ongoing federal budget processes, the final allocation could be higher or lower than the amounts used in the draft plan. The draft plan includes a contingency plan for adjusting subsidy funding levels if the actual allocation differs from the estimated amount of $575,000. Once HUD notifies the City of Hagerstown of its final allocation for FY18, an update will be posted on the City of Hagerstown’s website.

Mayor of the City of Hagerstown
Hon. Robert E. Bruchey, III
-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.

<table>
<thead>
<tr>
<th>Account #: 126131</th>
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<tr>
<td>Contact: LAUREN METZ</td>
</tr>
<tr>
<td>Telephone: (301) 739-8577</td>
</tr>
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<tr>
<td>Phone #: (301) 733-5131</td>
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<tr>
<td>Email: <a href="mailto:kmoreno@herald-mail.com">kmoreno@herald-mail.com</a></td>
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</tbody>
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Run Dates:
Herald-Mail: 06/16/16, 16/18

[Handwritten signature: P. Moreno]
NOTICE OF COMMENT PERIOD EXTENSION FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FY 2019 DRAFT ANNUAL ACTION PLAN CITY OF HAGERSTOWN, MD

Notice is hereby given that the City of Hagerstown, MD has prepared an Annual Action Plan for FY 2019 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 were on display beginning April 15, 2018. The plans will continue to be on public display for a period of 30 days, beginning May 16, 2018 at the following locations:

- City of Hagerstown, Department of Community and Economic Development, 14 N. Potomac Street, Suite 200, 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
- Washington County Library, Hagerstown Branch, 101 E. Potomac Street, Hagerstown, MD 21740

These plans will be available for public inspection during normal business hours of operation. Written or verbal comments will be accepted until June 15, 2018 at which time the plans will be presented to City Council for approval. Comments may be directed to Mr. Jonathan Kerns, Community Development Manager, 14 N. Potomac Street, Suite 200, Hagerstown, MD 21740, (301) 739-6577 Ext. 134.

The City intends to submit these documents to HUD on or before July 1, 2018.

The Proposed FY 2019 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 has been notified that it will receive a grant in the amount of $197,083 in FY 2019 CDBG funds and anticipates receiving $220,864 in Program Income. The City also anticipates using $147,000 in previous year's funds during this program year. The Action Plan on display has been updated to reflect this grant amount.

Mayor of the City of Hagerstown,
Hon. Robert E. Brucky, II

OMB Control No: 2506-0117 (exp. 06/30/2018)
NOTICE OF COMMENT PERIOD EXTENSION FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FY 2018 DRAFT ANNUAL ACTION PLAN
CITY OF HAGERSTOWN, MD

This is hereby given that the City of Hagerstown, MD has proposed an Annual Action Plan for FY 2018 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 were on display beginning April 19, 2018. They will continue to be on public display for a period of 30 days beginning May 18, 2018 at the following locations:

1. City of Hagerstown, Department of Community and Economic Development, 10 N. Potomac Street, Suite 200, Hagerstown, MD 21740
2. City of Hagerstown, City Clerk’s Office, 2nd Floor of City Hall, 1 E. Franklin Street, Hagerstown, MD 21740
3. Online at www.hagerstownmd.gov
4. Washington County Library, Hagerstown Branch, 510 W. Washington Street, Hagerstown, MD 21740

These plans will be available for public inspection during normal business hours at the locations indicated. Written or verbal comments will be accepted until June 15, 2018 at which time these plans will be submitted to City Council for approval. Comments may be directed to Mr. Joseph P. Romano, Community Development Manager, 10 N. Potomac Street, Suite 200, Hagerstown, MD 21740 (301) 722-8877 Ext. 84.

The City intends to submit these documents to HUD for review by July 1, 2018.

The Proposed FY 2019 Annual Action Plan was proposed after conducting a public hearing on housing and community development needs and meetings with the City’s stakeholders. The City has determined that it will reduce its grant amount of $275,000 in FY 2019 CDBG funding and will instead receive $250,000 in Program Income. The City anticipates using $40,000 in previous years’ funds during this program year. The Action Plan was developed to reflect this grant amount.

Mayor of the City of Hagerstown,
Hon. Robert E. Bruchey, II
The City of Hagerstown held a public comment period for the FY 2018/2019 CAPER from Tuesday, September 3, 2019 to Wednesday, September 18, 2019. This public comment period was advertised through the Herald Mail newspaper and on the Citizen Participation section of the City of Hagerstown’s website. Each notice was published in late August.

No comments were received during the public comment period.
It is hereby certified 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.

Run Dates:  
Herald Mail: 09/03/19; HM Online: 09/03/19.

Ad ID: 720945  
Start: 09/03/19  
Stop: 09/03/19

Total Cost: $119.27  
# of Lines: 66  
Total Depth: 8.238  
# of Inserts:  
Ad Class: 7350  
Phone #:  
Email: nstrailey@herald-mail.com

NOTICE OF PUBLIC DISPLAY & COMMENT PERIOD  
City of Hagerstown Community Development  
Federal Grant CDBG Program  
Consolidated Annual Performance & Evaluation Report  
Council 2019 (CARE)  
In accordance with Title IV of the National Affordable Housing Act, the City of Hagerstown has prepared its consolidated reporting submission opening for public review and comment on the Community Development Block Grant program and progress in meeting the parameters over the period of September 2, 2019 through September 30, 2019. Interested persons are encouraged to review and comment on the Draft CARE, which is available for inspection from September 2, 2019 through September 30, 2019 at the Washington County Public Library, Central Branch, 100 South Potomac Street, Hagerstown, MD 21740 and the Department of Community and Economic Development 14 N Potomac Street, Suite 200A, Hagerstown, MD 21740, or online at www.hagerstown-md.org. 
The City intends to submit the FY 2019 CARE to the U.S. Department of Housing and Urban Development on or around September 30, 2019. Interested persons are encouraged to review and comment on the Draft CARE. Written comments should be sent to the Department of Community and Economic Development and must be received by September 19, 2019. Individuals who want to review the Draft CARE in an accessible format or who require special accommodations should contact the Department of Community and Economic Development at 301-790-8617.  
Questions concerning the CARE and/or the Draft CARE may be addressed to the Department of Community and Economic Development at the above telephone numbers.

Jennifer Kerns  
Community Development Manager  
Department of Community and Economic Development

Robin L. Straley  
HM Legals
Community Development Block Grant (CDBG)

CDBG Notices:
- Notice of Public Hearing and Comment Period: FY 2018 CDBG CAPER

Review Plans & Reports:
In order to develop sustainable programming, the Department of Community and Economic Development relies on citizen participation. We provide citizens with the opportunity to review our Action Plan and Consolidated Annual Performance and Evaluation Report (CAPER). The department also periodically posts Public Hearing notices and information on public services seeking the funding.

Citizen Participation Plan
FY 2016-20 CDBG Five Year Consolidated Plan and FY 14 Annual Action Plan
Analysis of Impediments to Fair Housing Choice 2010

CAPER
- Consolidated Annual Performance & Evaluation Report (CAPER) FY 2019
- Consolidated Annual Performance & Evaluation Report (CAPER) FY 2018
- Consolidated Annual Performance & Evaluation Report (CAPER) FY 2017
- Consolidated Annual Performance & Evaluation Report (CAPER) FY 2016
- Consolidated Annual Performance & Evaluation Report (CAPER) FY 2015
- Consolidated Annual Performance & Evaluation Report (CAPER) FY 2014