

# City of Salisbury



## Annual Action Plan CDBG PY 2016 (7/1/2016 – 6/30/2017)

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**CITY OF SALISBURY  
PY 2016 ACTION PLAN**

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**Attachments:**

- SF 424 Form
- Action Plan Certifications
- Citizen Participation Documentation

- CDBG Target Areas – Maps
- Homeless Information
- Resolution Authorizing Submission of the CDBG Action Plan
- Fair Housing Ordinances # 2378 and # 2379 – Amending the Salisbury City Code to Amend the Definition and Requirements of Functional Family in Consideration of Disabled Individuals
- 2016 Fair Housing Month Proclamation

# Executive Summary

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

### 1. Introduction

The City of Salisbury has prepared a Consolidated Plan which covers a five (5) year period from July 1, 2014 - June 30, 2018. For each CDBG Program Year the City must also prepare an Annual Action Plan to guide its use of affordable housing and community development resources. Both Plans address three basic goals: (1) the provision of decent housing, (2) the creation of a suitable living environment, and (3) the expansion of economic opportunities, primarily to benefit low and moderate income persons. The Consolidated Plan and Annual Action Plans also serve as the City of Salisbury's application for federal Community Development Block Grant (CDBG) Program funds. The City is not eligible as a grantee for any other formula entitlement programs administered by HUD.

The Strategic Plan portion of Salisbury's Consolidated Plan covers a five (5) year period from July 1, 2014 to June 30, 2018 (using CDBG Program Year (PY) 2014–2018 funds). This Annual Action Plan covers the upcoming one-year program period beginning July 1, 2016 and ending June 30, 2017 (using CDBG PY 2016 funds).

### 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 "Vision" of the Five Year Consolidated Plan is to serve as a consolidated planning document, an application, and a strategic plan for the City of Salisbury. The following goals and objectives have been identified for the period of PY 2014 through PY 2018:

#### Housing Strategy -

Priority Need: There is a need for additional affordable, decent, safe, and sanitary housing for homebuyers, homeowners, and renters.

#### **Goals:**

HS-1 Conserve and rehabilitate the existing housing stock in the community.

HS-2 Increase the supply of owner occupied housing units.

HS-3 Assist low- to moderate-income homebuyers to purchase a home through housing counseling, down payment assistance, and closing cost assistance.

HS-4 Increase the supply of affordable rental housing units.

**Homeless Strategy -**

Priority Need: There is a need for housing opportunities for homeless persons and persons at-risk of becoming homeless.

**Goals:**

HO-1 Support the Continuum of Care's efforts to provide emergency shelter, transitional housing, and permanent housing.

HO-2 Assist providers in obtaining funding for the operation of housing and support services for the homeless and persons at-risk of becoming homeless.

**Other Special Needs Strategy -**

Priority Need: There is a need for housing opportunities, services, and facilities for persons with special needs.

**Goals:**

SN-1 Promote housing opportunities and accommodations for the elderly, persons with disabilities, and persons with other special needs.

SN-2 Support an increase in the supply of housing for the elderly, persons with disabilities, and persons with other special needs through rehabilitation and new construction.

SN-3 Support social services, programs, and facilities for the elderly, persons with disabilities, and persons with other special needs.

**Community Development Strategy -**

Priority Need: There is a need to improve the community facilities, infrastructure, public services, and the quality of life in the City of Salisbury.

**Goals:**

CD-1 Improve the City's public facilities and infrastructure through rehabilitation and new construction.

CD-2 Improve the physical, visual, and handicapped accessibility and connectivity to all neighborhoods.

CD-3 Improve and increase public safety, city facilities and public services throughout the City.

CD-4 Remove and correct slum and blighting conditions throughout the City.

### **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 Salisbury strives to equitably allocate Community Development Block Grant (CDBG) funds to income eligible areas and persons throughout the City. The City funded activities in PY 2015 to meet its PY 2014 - 2018 Five Year Consolidated Plan goals and objectives which are shown in Section 2 above. Salisbury's CDBG Program regularly meets the performance standards established by HUD. Each year the City prepares its Consolidated Annual Performance and Evaluation Report (CAPER) which summarizes the objectives it has addressed in achieving the goals and objectives of the City of Salisbury.

The following is a listing of the projects funded in PY 2015 and the progress made to date on those projects:

#### Status of open projects funded in PY 2015:

1) Habitat for Humanity of Wicomico County - Housing Construction (425 Coles Circle).

The Subrecipient Agreement has been completed and fully executed. The Environmental Review for the project has been completed, and the Authority to Use Grant Funds letter has been received from HUD. The City has issued Authorization to Proceed letter to the Subrecipient. Construction is underway.

2) Village of Hope – Roof Replacement – Residence Building (partial funding).

The Subrecipient Agreement has been completed and fully executed. The Environmental Review for the project has been completed, and the Authority to Use Grant Funds letter has been received from HUD. The City has issued Authorization to Proceed letter to the Subrecipient. Roof replacement is 75% complete.

3) City of Salisbury - Nuisance Code Enforcement Officer (CDBG funding provided from 2010 to 2015).

These funds were added to the project to continue the provision of the Nuisance Code Enforcement Officer position within the NSCC Dept. This increased level of code enforcement, when combined with other ongoing revitalization efforts in the Church Street / Doverdale neighborhood, is helping to arrest the decline of the area. The Nuisance Code Officer has continued to make substantial progress in

dealing with the nuisance code violations in the target neighborhood.

4) City of Salisbury – Low-Mod Neighborhood Sidewalk Creation Program.

The Environmental Review is complete. This project qualifies as Supplemental Assistance by the same Responsible Entity [reference 58.35(b)(7)]. A copy of the original ERR is included in the project file. City staff has created a bid package for this project, and it will be going out to bid shortly.

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

Summary from citizen participation section of plan.

The City of Salisbury, in compliance with the City's Citizen Participation Plan, advertised and held two (2) public hearings on the community development needs of the City. These hearings provided residents with the opportunity discuss the City's CDBG program and to offer their suggestions on future CDBG program priorities. The CDBG public hearings are broadcast live on Cable Channel 14 (PAC 14) and are rebroadcast three (3) additional times after the original broadcast.

The City maintains a mailing list for the CDBG program, and copies of all public hearing notices are mailed to all the agencies and individuals on the list. Public and private agencies represented on the CDBG mailing list can be found in the 'Citizen Participation' section of the exhibits. In an effort to broaden public participation, the mailing list continues to be updated by adding the names and addresses of all new individuals and agency representatives who express an interest in the program. Copies of the public notices concerning the CDBG program are also posted on the City's website.

A "Draft" Action Plan was placed on display on the City's website at [www.ci.salisbury.md.us](http://www.ci.salisbury.md.us) under the Community Development Department section, and a copy of the plan was available for review at the Wicomico County Library, 122 South Division Street, Salisbury, MD 21801 and the Community Development Office, 125 North Division Street, Room 104, Salisbury, MD 21801, from March 18, 2016 until April 18, 2016 for review and comment.

#### **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.

Two public hearings for CDBG PY 2016 were held in January and April of 2016.

On January 27, 2016 a Public Hearing was held to give all of the agencies that had submitted an application for PY 2016 CDBG funds the opportunity to give a verbal presentation on their project to the

CDBG Review Committee. Once each of the application presentations had been made the Review Committee members had had the opportunity to ask questions of the agency representatives. Once all the project presentations had been made, the floor was opened up to the general public to allow citizens the opportunity to provide their views on the community development needs of the City of Salisbury.

The second public hearing was held on April 13, 2016. That hearing provided community members with a status report on previously funded CDBG projects that are currently open, and an overview of the projects proposed for funding in the draft 2016 Action Plan. Following the report the Community Development Director opened up the floor to the public and offered the audience members the opportunity to comment on the community development needs of the City.

A copy of the minutes from both public hearings is included in the 'Citizen Participation' section of the exhibits.

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

The 30-day public comment period for the PY 2016 CDBG Action Plan ran from March 18, 2016 to April 18, 2016.

No written comments were received from the public on the PY 2016 CDBG Action Plan during the 30-day public comment period. No comments on the Action Plan were rejected and/or not accepted by the City of Salisbury.

## **7. Summary**

Following the Citizen Participation Plan adopted by the City Council, the Department of Community Development encourages service providers, citizens and other interested individuals to comment on the City's housing and community development needs. The City maintains a mailing list for the CDBG program, and copies of all public hearing notices concerning the program are mailed to all the agencies and individuals on the list.

The overall goal of the housing, homeless, other special needs, community development, economic development, anti-poverty, and planning programs covered by the Five Year Consolidated Plan is to strengthen cooperation with other jurisdictions and to develop partnerships among all levels of government and the private sector. This includes for-profit and non-profit organizations; to enable them to provide decent housing, establish and maintain a suitable living environment, and extend economic opportunities for every resident.



**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	SALISBURY	Department of Community Development

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The administering lead agency and administrator for the Community Development Block Grant (CDBG) Program is the City of Salisbury's Department of Community Development. The Community Development Director, Deborah J. Stam, reports directly to the Mayor and City Administrator. The Community Development Director is responsible for applying for, administering, and managing the City's Community Development Block Grant (CDBG) entitlement funding. The Department of Community Development also applies for and administers a variety of other state and federal grant funds, including Community Legacy (CL), Strategic Demolition and Smart Growth Impact Fund (SD-SGIF), Emergency Solutions Grant (ESG), Community Parks & Playgrounds (CP&P), and Program Open Space (POS). Annually, through a competitive application process, the City awards CDBG grant funds to other public agencies and non-profit organizations to administer and undertake CDBG eligible activities.

**Consolidated Plan Public Contact Information**

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

### **1. Introduction**

Each year, as a part of the CDBG application process, local agencies/organizations are invited to submit proposals for CDBG grant eligible activities and to participate in the consultation process through attending a public hearing or responding directly to the correspondence. Public and private agencies represented on the CDBG mailing list can be found in the 'Citizen Participation' section of the exhibits.

### **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 acts as a single point of contact to connect the various housing providers and service agencies. Through the CDBG program the City has funded housing programs for Salisbury Neighborhood Housing Services (SNHS) and Habitat for Humanity of Wicomico County. These projects are recommended based on knowledge of the programs and plans from the joint City/County Department of Planning, Zoning & Community Development, the Wicomico County Housing Authority, and the Homeless Alliance for the Lower Shore (HALS).

The City of Salisbury works with the Homeless Alliance for the Lower Shore Continuum of Care (HALS CoC) Committee to ensure that the public and assisted housing providers and private and governmental health, mental health and service agencies are active members of the CoC and subcommittees.

Temporary Assistance for Needy Families (TANF) provides temporary cash assistance, often the only source of income for individuals and families being served by CoC agencies, along with Medicaid and food stamps, critical to reducing homelessness. HOPWA funds provide housing and services to persons with AIDS. Although the CoC lost Runaway and Homeless Youth funding a few years ago, the agency still provides assistance to unaccompanied youth. Head Start gives priority to homeless families with children offering all the same McKinney Vento services as BOEs and assist parents in permanent housing placement. United Way, Community Foundation and other private funds provide much needed financial support to homeless agencies. The CoC partners with the Veterans Administration (VA) to provide Supportive Services for Veteran Families (SSVF) and HUD Veterans Affairs Supportive Housing (VASH); Medicaid for case management funds, universities to provide social work interns; local funds to provide case management to Permanent Supportive Housing (PSH) not funded by HUD, as well as private agencies (Salvation Army, Maryland Food Bank, faith based organizations, etc.) to provide funding for food pantries, rental assistance, utility expenses, etc. to those homeless or at risk of homelessness.

In the CoC there are two local Public Housing Authorities (PHAs) – the Wicomico County and the Somerset County Housing Authorities; however, attempts to engage them in efforts to prevent and end homelessness have not been successful. The CoC also utilizes the services of the regional PHA located in Cambridge, MD that serves Worcester County. The regional PHA has agreed to manage the HUD VASH

vouchers for the CoC. The CoC has invited the PHAs to participate in the CoC, but was informed by the PHAs that they are unable to participate in the CoC due to a lack of funding. The new PHA director for Wicomico County has expressed his desire to start to attend the meetings as a result of dialogue that was started for the 2015 HUD CoC NOFA Competition. The CoC does maintain contact with the local PHAs through monthly emails and seeks their guidance and assistance in obtaining subsidized housing in its efforts to end homelessness. The Regional Housing Authority in Cambridge was awarded 15 HUD VASH vouchers in 2013 through support from the CoC. This number has now risen to 30 HUD VASH vouchers dedicated to our CoC with an additional 12 ported from other CoCs for a total of 42. The U.S. Department of Veterans Affairs has allocated these additional vouchers to address the needs of homeless veterans in our CoC in an effort to end veteran homelessness. The CoC is hopeful that the VA will fund additional HUD VASH vouchers which will be managed by the PHAs as the most recent Annual Homeless Assessment Report (AHAR) documented 113 homeless veterans in the CoC, of which 13 were permanently housed in CoC funded programs.

**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 Homeless Alliance for the Lower Shore Continuum of Care Committee (HALS CoC) is the Continuum of Care for Somerset, Wicomico, and Worcester counties that was formed to provide supportive services and housing for the homelessness in all three counties.

Currently the HALS CoC provides 70 units of housing for disabled, homeless individuals and families through the Permanent Supportive Housing (PSH) Program. The program was switched from a leased unit program to a rental assistance program which increased funding. Priority is given to chronically homeless individuals and families in housing placement. These units are scattered rental apartments and houses located in all three counties. In addition to these PSH units, the CoC Program includes an additional 29 units of housing through the CoC Funded Program, previously called the Shelter Plus Care Program, which provides housing and supportive services to eligible disabled and homeless individuals and their families throughout the three counties. These units also provide rental assistance administered by the Worcester and Wicomico/Somerset Core Service Agencies which serve as the mental health authorities for their respective counties.

Services are provided to disabled homeless individuals and families through a case management system. Case managers work directly with the participants in the program to identify the specific challenges they may be facing and refer them to supportive services. Services may include security deposit, ongoing monthly rental assistance, case management services, information and referral and service planning.

Last year, we saw a 38% increase in the number of veterans served in shelters, up from 74 in FY 2014 to 102 in FY 2015. A workgroup that meets monthly was formed in early 2014 to end veteran

homelessness. The workgroup has established a by-name list of homeless veterans to come up with a housing plan through case conferencing.

A subcommittee also addresses chronic homelessness in the HALS CoC area, comprised of member agencies that typically serve this population. The group is meeting monthly to develop strategies to end chronic homelessness, focusing on homeless individuals who are unsheltered, living in encampments, and have proven to be hard to engage with services.

As a result of legislation passed by the MD General Assembly in 2014, the HALS CoC was selected as one of 6 of the 16 CoCs in Maryland to participate in a count of unaccompanied homeless youth, called Youth REACH MD. Planning for this project started in early 2015 with the establishment of a State subcommittee and a HALS CoC workgroup. The workgroup met monthly for 5 months to plan the week long survey of homeless youth, providing comments and suggestions to the State Subcommittee. The HALS CoC conducted the survey and is currently providing comments to the final draft report.

The HALS CoC developed a policy based on current practices of agencies within the CoC in November 2014 to rapidly re-house families that become homeless. The CoC utilizes the Coordinated Assessment process to quickly identify families at risk of becoming homeless. Review of the HMIS data for the last 3 years documents the CoC's success in reducing the number of families that become homeless. The number of households served is steadily decreasing: FY 2013 = 148, FY 2014 = 111 and FY 2015 = 94. The CoC assesses the needs of the families and prioritizes them for placement in prevention or RRH programs, houses them in shelters or refers them for PSH.

**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**

The CoC consults with the State agency that awards ESG funds for the balance of the state to the three local jurisdictions to fund sub-recipients for ESG services. The ESG program recipients and sub-recipients are active participants of the CoC. Each local CoC's request for funding to the State for ESG services is reviewed by the State CoC monitoring and ranking committee and is forwarded, as required, along with the project application to the State agency for evaluation before they are submitted for funding. Projects that are accepted are provided CoC certification sign-off by the chair of the Monitoring and Ranking Committee, which then is forwarded, as required, along with the project application to the state agency. The CoC uses HMIS reports to monitor program progress in reaching the goals of Opening Doors – assessing data quality, bed utilization, length of stay, returns to homelessness, outcome successes and failures and evaluation of program expenditures in Rapid Rehousing and Prevention.

The following is language from the Governance Charter that addresses ESG Monitoring:

ESG and CoC funded projects will be monitored by the Monitoring and Ranking Subcommittee, with the assistance of the Governance Committee. On a yearly basis, the HMIS System Administrator prepares reports for the Subcommittee to review to assess the effectiveness of each project in meeting CoC and federal goals. All ESG and CoC funded projects must participate in HMIS and meet utilization goals established by the CoC to meet federal goals.

CoC funded projects are evaluated on goals of maintaining housing stability, income growth, obtaining mainstream benefits, utilization goals to ensure acceptance of data into AHAR, exits to permanent housing, prioritizing chronically homeless individuals and family for filling vacancies, appropriate funding expenditures and use of the coordinated assessment system.

ESG funded projects are evaluated to determine use of the coordinated assessment system, meeting the CoC bed utilization goals to ensure acceptance of data into AHAR, maintaining 90% data quality, increase in income and mainstream resources upon exit, reducing returns to homelessness, success in exits to permanent housing, and success either providing prevention services or rapidly rehousing services to families with children.

The CoC uses a ranking tool for both CoC and ESG funded projects with objective criteria. For CoC funded projects, the agencies use a spreadsheet that captures APR results to measure progress in ending chronic homelessness, housing stability, increasing income, and obtaining mainstream benefits for project participants. This tool was used by the Monitoring and Ranking Committee to rank projects and the recommendation is then presented to the full CoC for a vote. The CoC ranking is made available to CoC members and is posted on its website.

HMIS is used to generate APRs and ESG Caper reports. HMIS data has been used for over ten (10) years to generate HUD required APR reports. When HUD modifies the HMIS data elements or HUD required reports, the HMIS administrator submits timely requests for vendor updates to address HUD changes to reports. HMIS data is also used for PIT, HIC, AHAR, SSVF, and numerous other HMIS reports, which ensures that HMIS data can be used to prevent and end homelessness in the local CoC.

**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>	Salisbury Neighborhood Housing Services, Inc.
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<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 City continues to work with SNHS by providing CDBG funding for Owner-Occupied Housing Rehabilitation and Closing Cost / Down Payment Assistance. This year SNHS applied for additional funding for the Closing Cost / Down Payment Assistance program.
2	<b>Agency/Group/Organization</b>	HABITAT FOR HUMANITY OF WICOMICO COUNTY
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Habitat for Humanity of Wicomico County applied for CDBG funds again this year to construct another single-family home in the Church Street / Doverdale CDBG target neighborhood. The City has been working with Habitat for over 10 years now on the rehabilitation of this area.
3	<b>Agency/Group/Organization</b>	Wicomico County Housing Authority
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs

	<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>Wicomico County Housing Authority was contacted for updated information on the funding that was allocated in FY 2016 for the management and operation of its public housing units, and any physical improvements to be made to those units.</p>
4	<p><b>Agency/Group/Organization</b></p>	<p>Homeless Alliance for the Lower Shore</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services - Housing Services-homeless Regional organization</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness 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 Homeless Alliance of the Lower Shore (HALS) is the local Continuum of Care (CoC) organization which serves Somerset, Wicomico, and Worcester Counties. They provide updated information on the activities and accomplishments of the CoC. The City of Salisbury participates in the monthly HALS CoC meetings. The Strategic Planning Subcommittee of the HALS CoC works with various types of local facilities (i.e. health care, mental health, foster care, and correctional) to ensure that persons being discharged from a system of care are not routinely discharged into homelessness. While the 2015 NOFA completed by the HALS CoC did not require specific information on the steps being taken to address this issue, a copy of the information on this topic from their 2013 NOFA is included in the 'Homeless Information' section of the attachments.</p>



5	<b>Agency/Group/Organization</b>	Wicomico County Health Department
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Health Agency Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	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 Wicomico County Health Department handles the Lead Poisoning Prevention Program. The purpose of the Lead Poisoning Prevention Program is to identify children with elevated Blood Lead Levels (BLL) and provide appropriate intervention to improve their health status. Families of children with BLL 10 mcg/dl or greater will receive case management services until the client has two BLL's less than 5 mcg/dl. Families of children with BLL 5-9 mcg/dl will receive educational services.
6	<b>Agency/Group/Organization</b>	Peninsula Regional Medical Center (PRMC)
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Major Employer
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.

7	<b>Agency/Group/Organization</b>	Wicomico County Department of Social Services
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Service-Fair Housing Child Welfare Agency Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	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>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.
8	<b>Agency/Group/Organization</b>	Wicomico Partnership for Families & Children
	<b>Agency/Group/Organization Type</b>	Services-Children Child Welfare Agency Other government - County Planning organization Community Needs Assessment
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Services for children, adolescents and families.
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.
9	<b>Agency/Group/Organization</b>	MAC, INC.
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons

	<b>What section of the Plan was addressed by Consultation?</b>	<b>Non-Homeless Special Needs</b>
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.
10	<b>Agency/Group/Organization</b>	Holly Community, Inc.
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.
11	<b>Agency/Group/Organization</b>	Shore Housing Resource Board
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs 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>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.

12	<b>Agency/Group/Organization</b>	Shore-Up, Inc.
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Education Services-Employment Child Welfare Agency Energy Assistance and Tax Preparation
	<b>What section of the Plan was addressed by Consultation?</b>	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>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.
13	<b>Agency/Group/Organization</b>	Wicomico County NAACP Branch 7028
	<b>Agency/Group/Organization Type</b>	Regional organization Civic Leaders Advocacy
	<b>What section of the Plan was addressed by Consultation?</b>	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>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.

14	<p><b>Agency/Group/Organization</b></p> <p><b>Agency/Group/Organization Type</b></p> <p><b>What section of the Plan was addressed by Consultation?</b></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>Telamon Corp.</p> <p>Services-Education Services-Employment Service-Fair Housing Advocacy</p> <p>Non-Homeless Special Needs Anti-poverty Strategy</p> <p>Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.</p>
15	<p><b>Agency/Group/Organization</b></p> <p><b>Agency/Group/Organization Type</b></p> <p><b>What section of the Plan was addressed by Consultation?</b></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>VILLAGE OF HOPE</p> <p>Services-homeless</p> <p>Homeless Needs - Families with children Homelessness Strategy</p> <p>The Village of Hope is a transitional facility that serves homeless women and their children. They receive ESG funds through the City of Salisbury. They are an active member of the HALS CoC, and the City works closely with them to address the issue of homelessness in our area.</p>
16	<p><b>Agency/Group/Organization</b></p> <p><b>Agency/Group/Organization Type</b></p> <p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Diakonia</p> <p>Services-homeless</p> <p>Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness 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>Diakonia serves many of the homeless individuals who come from the Salisbury area, and therefore they receive ESG funds through the City of Salisbury. They are an active member of the HALS CoC, and the City works closely with them to address the issue of homelessness in our area.</p>
<p>17</p>	<p><b>Agency/Group/Organization</b></p>
<p><b>Agency/Group/Organization Type</b></p>	<p>Samaritan Shelter Services-homeless</p>
<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness 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 Samaritan Shelter serves some of the homeless individuals who come from the Salisbury area, and therefore they receive ESG funds through the City of Salisbury. They are an active member of the HALS CoC, and the City works closely with them to address the issue of homelessness in our area.</p>
<p>18</p>	<p><b>Agency/Group/Organization</b></p>
<p><b>Agency/Group/Organization Type</b></p>	<p>Salisbury Urban Ministries Services-Children Services-homeless Services-Education Food Pantry, Meals for the Homeless, Prescription Assistance, Kid's Cafe After-School Program</p>
<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Homeless Needs - Chronically homeless Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy</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>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.
19	<b>Agency/Group/Organization</b>	Joseph House Crisis Center
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Food Pantry, Meal Provision, Cash Assistance for Vital Needs
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness 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>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.
20	<b>Agency/Group/Organization</b>	Christian Shelter
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.
21	<b>Agency/Group/Organization</b>	Help and Outreach Point of Entry (HOPE)
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HOPE works to connect chronically homeless individuals with the necessary services. They are an active member of the HALS CoC, and the City works closely with them to address the issue of homelessness in our area.
22	<b>Agency/Group/Organization</b>	HALO Ministry
	<b>Agency/Group/Organization Type</b>	Services-homeless Day Facility, HALO Cafe, Thrift Ministry
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.
23	<b>Agency/Group/Organization</b>	Life Crisis Center
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Victims of domestic violence, rape, and sexual assault.
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.
24	<b>Agency/Group/Organization</b>	Hudson Health Services
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Substance Abuse Disorders



	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.
25	<b>Agency/Group/Organization</b>	Center 4 Clean Start
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Substance Abuse Disorders
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.
26	<b>Agency/Group/Organization</b>	Salisbury Area Chamber of Commerce
	<b>Agency/Group/Organization Type</b>	Business Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	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>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.
27	<b>Agency/Group/Organization</b>	Salisbury-Wicomico Economic Development
	<b>Agency/Group/Organization Type</b>	Regional organization Planning organization

	<b>What section of the Plan was addressed by Consultation?</b>	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>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.
28	<b>Agency/Group/Organization</b>	MARYLAND CAPITAL ENTERPRISES
	<b>Agency/Group/Organization Type</b>	Micro & Small Business Loans, Mentoring & Education, Consulting Services
	<b>What section of the Plan was addressed by Consultation?</b>	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>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.
29	<b>Agency/Group/Organization</b>	Maryland Legal Aid Bureau
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing Legal Services for Low-Income Individuals
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are mailed to this agency. This affords them the opportunity to participate in the process should they elect to do so.
30	<b>Agency/Group/Organization</b>	Wicomico County Administration
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Community Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are delivered to this agency. This affords them the opportunity to participate in the process should they elect to do so.
31	<b>Agency/Group/Organization</b>	Wicomico County Council
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Community Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Copies of all advertised public notices concerning the City of Salisbury's CDBG program are delivered to this agency. This affords them the opportunity to participate in the process should they elect to do so.

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

All agency types were consulted. Each year, as a part of the CDBG application process, local agencies/organizations are invited to submit proposals for CDBG grant-eligible activities and to participate in the consultation process through attending a public hearing and/or responding directly to the correspondence. Public and private agencies represented on the CDBG mailing list can be found in the 'Citizen Participation' section of the exhibits.

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

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Somerset County Health Department	The Homeless Alliance for the Lower Shore (HALS) CoC is the primary provider of housing and supportive services for the City of Salisbury's homeless population and those at risk of becoming homeless. The goals of the City and the HALS CoC are complementary.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Annual and Five Year Capital Plan	Wicomico County Housing Authority	The Wicomico County Housing Authority (WCHA) is the lead agency providing public housing assistance and Section 8 vouchers in the area. The goals of the City and the WCHA are complementary.

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

**Narrative (optional)**

City of Salisbury is the county seat for Wicomico County. Close consultation is maintained between City and County departments to ensure that the needs of the area are adequately addressed.

Wicomico County and the City of Salisbury have conducted joint planning activities since 1943 through the joint Planning and Zoning Commission and a joint planning office to provide assistance to both the City and the County. In 1989, in response to increased growth and change, the Planning Office was re-designated as the Department of Planning, Zoning and Community Development. In 2003, the City of Salisbury joined with the State of Maryland, Wicomico County, Delmar, and Fruitland to establish the federally recognized Salisbury/Wicomico Metropolitan Planning Organization (MPO). This Department was designated as the MPO agency, and the administrator of related regional transportation planning funds. In December of 2011, a reorganization of certain County departments resulted in the transfer of the permitting, inspection, and development related functions from the Department of Public Works to this Department.

Development policies are determined by the Mayor and Council for the City of Salisbury and the County Executive and Council for Wicomico County. The Planning and Zoning Commission and the MPO Council have policy roles as designated by the governing bodies. The Department is an agency of the County government and follows the County administrative policies and procedures. It is funded by the County, with additional financial support from the City of Salisbury.

## **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 of Salisbury, in compliance with the City's Citizen Participation Plan, advertised and held two (2) public hearings on the needs of the City of Salisbury that provided residents with the opportunity to discuss the City's CDBG Program and to offer their suggestions on future CDBG program priorities. The public hearings were broadcast live on Cable Channel 14 (PAC 14) and were rebroadcast three times after the original broadcast.

A "Draft" Action Plan was placed on display on the City's website at <http://www.salisbury.md> and copies of the plan were available at the Community Development Office, 125 North Division Street, Room 104, Salisbury, MD 21801 and at the Wicomico Public Library, 122 South Division Street, Salisbury, MD 21801, from March 18, 2016 until April 18, 2016 for review and comment. The City developed the Action Plan based on the funding applications received from local 501(c)(3) non-profit agencies, the input received at the public hearings, and draft plan review comments.

Full public hearing minutes can be found in the 'Citizen Participation' section of the exhibits.

**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 Meeting	Non-targeted/broad community	<p>A Public Hearing was held on January 27, 2016 to give all of the agencies that had submitted an application for CDBG funds the opportunity to give a verbal presentation on their project to the CDBG Review Committee, and to solicit comments from the public on the City's housing and community development needs for the PY 2016 Action Plan. There were a total of fifteen (15) attendees that participated in this meeting.</p>	<p>The following projects were proposed for CDBG funding by local non-profit agencies:</p> <p>1) Salisbury Neighborhood Housing Services - Closing Cost / Down Payment Assistance Grants - \$100,000.</p> <p>2) Habitat for Humanity of Wicomico County - Housing Construction - \$75,300.</p> <p>3) Telamon Corporation - Financial Education &amp; Housing Counseling - \$44,000.</p> <p>Full public hearing minutes can be found in the Citizen Participation section of the exhibits.</p>	<p>All comments were accepted.</p>	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Non-targeted/broad community	<p>A second Public Hearing was held on April 13, 2016. This hearing provided community members with a status report on the previously funded CDBG projects that are currently open, and an overview of the projects proposed for funding in the draft 2016 CDBG Action Plan.</p> <p>Following the report the Community Development Director opened up the floor to the public and offered the audience members the opportunity to comment on the community development needs of the City.</p>	<p>A total of five (5) attendees participated in this meeting. No comments were received. Full public hearing minutes can be found in the Citizen Participation section of the exhibits.</p>	<p>All comments were accepted.</p>	

Table 4 – Citizen Participation Outreach

## **Expected Resources**

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

#### **Introduction**

Although the City is not a direct recipient of HUD's Emergency Solutions Grant (ESG), Housing Opportunities for People With AIDS (HOPWA), or HOME Partnership funds (HOME), the City, in its Consolidated Plan, has discussed in detail the needs of the homeless and the populations with special needs (such as the elderly and those with HIV/AIDS). Therefore, the City will continue to support the activities of any of the local providers of emergency shelter, transitional housing, supportive housing, or public services for these clients. Since PY 2005, the City has applied for ESG funds to support some of these organizations. The City does not receive Section 8 funds, and it has no plans to apply for Low-Income Housing Tax Credits or McKinney-Vento Homeless Assistance Act funds.

The City has good working relationships with the local banking community which is supportive of many public housing and community development efforts. Most of Salisbury's private non-profit organizations not only have an independent source of funds, but also seek assistance from private foundations, all of which have the City's support. For instance, the Salisbury Neighborhood Housing Services (SNHS) uses funds from the Neighborhood Reinvestment Corporation, as well as from local banks.

Given its limited resources, Salisbury will use innovative approaches and cooperative partnerships with other public agencies and private organizations to meet its affordable housing and community development goals and objectives. In general, the City plans to use its CDBG funds as financial incentives to help resolve its housing and community development needs.



**Priority Table**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3			Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$		
CDBG	Public - Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	290,447	0	0	290,447	The City of Salisbury has received CDBG funding since 2004. Due to consistent and continued declines in CDBG funding allocations, the City estimates that it will receive \$250,000 per year for the remainder of the Consolidated Plan period.

**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**

Other resources available to help Salisbury address its housing and community development needs include funds from the Maryland Department of Housing and Community Development (DHCD), such as low interest mortgage finance funds (HOME), housing rehabilitation money (Maryland Housing Rehabilitation Program - MHRP), Special Targeted Area Rehabilitation (STAR) Program funds, lead paint reduction funds (Lead Hazard Reduction Program), first-time homebuyer settlement expenses, rental allowance funds (Rental Allowance Program - RAP), and neighborhood revitalization program funds (Community Legacy and Neighborhood Partnership Program).

Salisbury has successfully obtained funding from the Environmental Protection Agency, the National Fish & Wildlife Foundation, the Maryland Department of Natural Resources, the Department of Transportation, and the State Highway Administration. To help with crime reduction and revitalization activities the City has received funds through the Law Enforcement Block Grant program, the Justice Assistance Grant (JAG) and Byrne grant programs, and the Bulletproof Vest Partnership Program (DOJ), as well as Wicomico Exile (gun control) and the Safe Streets program through the Governor's Office of Crime Control & Prevention (GOCCP).

**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**

The City of Salisbury proposes to undertake the following activities with the PY 2016 CDBG funds:

Project 2016-01: Program Administration – \$58,089

Project 2016-02: Salisbury Neighborhood Housing Services - Closing Cost / Down Payment Assistance Grants - \$100,000

Project 2016-03: Habitat for Humanity of Wicomico County - New Housing Construction – \$37,650

Project 2016-04: Telamon Corporation - Financial Education & Housing Counseling - \$43,500

Project 2016-05: City of Salisbury - Low-Mod Neighborhood Sidewalk Creation – \$51,208

## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	AM-1	2014	2018	Administration and Management	CityWide Low-Mod	Administration, Planning, and Management Strategy	CDBG: \$58,089	Other: 1 Other
2	HS-3	2014	2018	Affordable Housing	CityWide Low-Mod	Housing Strategy	CDBG: \$100,000	Direct Financial Assistance to Homebuyers: 18 Households Assisted
3	HS-2	2014	2018	Affordable Housing	CHURCH STREET/DOVERDALE NEIGHBORHOOD	Housing Strategy	CDBG: \$37,650	Homeowner Housing Added: 1 Household Housing Unit
4	SN-3	2014	2018	Non-Homeless Special Needs	CityWide Low-Mod	Other Special Needs Strategy	CDBG: \$43,500	Public service activities other than Low/Moderate Income Housing Benefit: 45 Persons Assisted
5	CD-2	2014	2018	Non-Housing Community Development	CHURCH STREET/DOVERDALE NEIGHBORHOOD	Community Development Strategy	CDBG: \$51,208	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1280 Persons Assisted

Table 6 – Goals Summary

**Goal Descriptions**

<b>1</b>	<b>Goal Name</b>	AM-1
	<b>Goal Description</b>	Overall administration of the CDBG program, all aspects.
<b>2</b>	<b>Goal Name</b>	HS-3
	<b>Goal Description</b>	Provide funding assistance to Salisbury Neighborhood Housing Services (SNHS) to enable them to provide homeownership opportunities to an estimated eighteen (18) low- to moderate-income households by awarding them Closing Cost / Downpayment Assistance grants.
<b>3</b>	<b>Goal Name</b>	HS-2
	<b>Goal Description</b>	Provide financial assistance to Habitat for Humanity of Wicomico County to enable them to provide the opportunity for homeownership to one (1) low- to moderate-income family by partially funding the construction and site preparation costs for one (1) single-family housing unit.
<b>4</b>	<b>Goal Name</b>	SN-3
	<b>Goal Description</b>	Provide funding to the Telamon Corporation to enable them to provide Financial Education and Housing Counseling services to low- to moderate-income households. Although they will serve all interested households the focus will be on the Limited English Proficiency (LEP) populations, including migrant seasonal farm workers and homeless individuals. Telamon has translators on staff who speak both Spanish and Haitian Creole.
<b>5</b>	<b>Goal Name</b>	CD-2
	<b>Goal Description</b>	Provide funds to continue the construction of sidewalks in low- to moderate-income neighborhoods within the city where none currently exist.

**Table 7 – Goal Descriptions**

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

During PY 2016 the City of Salisbury will fund two (2) affordable housing activities:

- Project 2016-02: Salisbury Neighborhood Housing Services - Closing Cost / Down Payment Assistance Grants - this project will benefit eighteen (18) low- to moderate-income households.
- Project 2016-03: Habitat for Humanity of Wicomico County - New Housing Construction – this project will benefit one (1) low-income household.

## AP-35 Projects – 91.220(d)

### Introduction

The following projects will be funded by the City of Salisbury CDBG Program for PY 2016:

#	Project Name
1	Program Administration
2	Salisbury Neighborhood Housing Services - Closing Cost / Down Payment Assistance Grants
3	Habitat for Humanity - New Housing Construction
4	Telamon Corporation - Financial Education & Housing Counseling
5	City of Salisbury - Low-Mod Neighborhood Sidewalk Construction

Table 8 – Project Information

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

The City of Salisbury has allocated its PY 2016 CDBG funds to projects that provide assistance / activities which meet the underserved needs of the residents of the City of Salisbury. These activities meet HUD criteria for benefit to low- and moderate-income households, and are located in those areas of the City that are defined as low- to moderate-income areas.

# Projects

## AP-38 Projects Summary

### Project Summary Information

Table 9 – Project Summary

<b>1</b>	<b>Project Name</b>	Program Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	AM-1
	<b>Needs Addressed</b>	Administration, Planning, and Management Strategy
	<b>Funding</b>	CDBG: \$58,089
	<b>Description</b>	Overall administration of the CDBG Program, all aspects
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable.
	<b>Location Description</b>	125 North Division Street, Room 104, Salisbury, MD 21801
	<b>Planned Activities</b>	CDBG Program Administration.
<b>2</b>	<b>Project Name</b>	Salisbury Neighborhood Housing Services - Closing Cost / Down Payment Assistance Grants
	<b>Target Area</b>	CityWide Low-Mod
	<b>Goals Supported</b>	HS-3
	<b>Needs Addressed</b>	Housing Strategy
	<b>Funding</b>	CDBG: \$100,000

<b>Description</b>	Provide financial assistance to Salisbury Neighborhood Housing Services (SNHS) to enable them to provide homeownership opportunities to an estimated eighteen (18) low- to moderate-income households by awarding them Closing Cost / Down Payment Assistance grants.
<b>Target Date</b>	6/30/2017
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project will serve an estimated eighteen (18) low- to moderate-income households.
<b>Location Description</b>	The project will serve low- to moderate-income households city wide, with priority given to residents of the five CDBG target neighborhoods; Camden, Newtown-North Division Street, Church Street-Doverdale, Presidents-Princeton area, and the Westside.
<b>Planned Activities</b>	Provide homeownership opportunities to an estimated eighteen (18) low- to moderate-income households by awarding them Closing Cost / Down Payment Assistance grants.
<b>3 Project Name</b>	Habitat for Humanity - New Housing Construction
<b>Target Area</b>	CHURCH STREET/DOVERDALE NEIGHBORHOOD
<b>Goals Supported</b>	HS-2
<b>Needs Addressed</b>	Housing Strategy
<b>Funding</b>	CDBG: \$37,650
<b>Description</b>	Provide financial assistance to Habitat for Humanity of Wicomico County to enable them to provide the opportunity for homeownership to one (1) low-income household by partially funding the construction and site preparation costs for one (1) single-family housing unit.
<b>Target Date</b>	6/30/2017



<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p>	<p>This project will serve one (1) low-income household.</p>
<p><b>Location Description</b></p>	<p>707 East Church Street, Salisbury, MD 21804</p>
<p><b>Planned Activities</b></p>	<p>This project will provide the opportunity for homeownership to one (1) low-income household by partially funding the construction and site preparation costs for one (1) single-family housing unit.</p>
<p><b>4 Project Name</b></p>	<p>Telamon Corporation - Financial Education &amp; Housing Counseling</p>
<p><b>Target Area</b></p>	<p>CityWide Low-Mod</p>
<p><b>Goals Supported</b></p>	<p>SN-3</p>
<p><b>Needs Addressed</b></p>	<p>Other Special Needs Strategy</p>
<p><b>Funding</b></p>	<p>CDBG: \$43,500</p>
<p><b>Description</b></p>	<p>Provide funding to Telamon Corporation to support the salary costs of one additional employee, plus some program delivery costs. This additional funding will allow the Financial Education &amp; Housing Counseling programs to serve an estimated forty-five (45) low- to moderate-income persons. Telamon targets Limited English Proficiency (LEP) populations, including migrant seasonal farm workers and homeless individuals. They have translators on staff who speak both Spanish and Haitian Creole.</p>
<p><b>Target Date</b></p>	<p>6/30/2017</p>
<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p>	<p>This project will serve an estimated forty-five (45) low- to moderate-income persons.</p>
<p><b>Location Description</b></p>	<p>The Financial Education &amp; Housing Counseling programs will serve low- to moderate-income individuals city wide, with the services being provided primarily at the Telamon Corporation offices, 31901 Tri-County Way, Suite 112, Salisbury, MD 21804.</p>

<p><b>Planned Activities</b></p> <p>Provide funding to Telamon Corporation to enable them to expand their Financial Education &amp; Housing Counseling programs to serve an additional forty-five low- to moderate-income individuals. Telamon targets Limited English Proficiency (LEP) populations, including migrant seasonal farm workers and homeless individuals. They have translators on staff who speak both Spanish and Haitian Creole.</p>	
<p><b>5 Project Name</b></p>	<p>City of Salisbury - Low-Mod Neighborhood Sidewalk Construction</p>
<p><b>Target Area</b></p>	<p>CHURCH STREET/DOVERDALE NEIGHBORHOOD</p>
<p><b>Goals Supported</b></p>	<p>CD-2</p>
<p><b>Needs Addressed</b></p>	<p>Community Development Strategy</p>
<p><b>Funding</b></p>	<p>CDBG: \$51,208</p>
<p><b>Description</b></p>	<p>Provide funds to continue the construction of sidewalks in the Church Street-Doverdale CDBG target neighborhood where none currently exist.</p>
<p><b>Target Date</b></p>	<p>6/30/2017</p>
<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p>	<p>Construction of the new sidewalks will take place in the Church Street-Doverdale CDBG target neighborhood. The exact location has not yet been selected, so the number of households served cannot be accurately estimated at this point in time.</p>
<p><b>Location Description</b></p>	<p>Church Street-Doverdale CDBG target neighborhood.</p>
<p><b>Planned Activities</b></p>	<p>Construction of sidewalks in the Church Street-Doverdale CDBG target neighborhood where none currently exist.</p>

## **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 City of Salisbury will provide CDBG funds to activities principally benefitting low/mod income persons throughout the City. While specific target areas have been identified in the City, the majority of CDBG project funding is not directed to any specific geographic area, but based on income benefit. Two of the projects financed with CDBG funds in FY 2016 will benefit low- and moderate-income persons throughout the City, and two will be focused in the target areas.

Salisbury has identified the following areas as target areas: the City’s Downtown, Camden Neighborhood, Newtown-North Division Street Neighborhood, Church Street-Doverdale Neighborhood, Presidents-Princeton Neighborhood, and the Westside Neighborhood. The City has been focusing on the revitalization of these target neighborhoods for several years, utilizing a number of different funding programs. All of these neighborhoods have suffered from age, neglect, an overabundance of rental properties, and irresponsible and/or absent landlords. Of the five neighborhoods, the Westside neighborhood has the highest rate of minority concentration (91.2%), as well as a large number of people with low-mod household incomes and high rates of poverty. Besides capital investments to improve and increase the stock of affordable housing and support homeownership opportunities, the City has made a commitment of staff to reduce crime, promote job training, and revitalize the Downtown.

The City of Salisbury Consolidated Plan defines an Area of Minority Concentration as follows; “Census tracts where at least 60% of the population who reside within the census tract are identified as minority households, as defined by the 2010 U.S. Census.” There are two census tracts within the City of Salisbury which qualify under this definition; Census Tract 1 and Census Tract 3. Census Tract 1 includes the Church Street-Doverdale CDBG target neighborhood. The percentage of minority residents residing in Census Tract 1 is 60.4%. Census Tract 3 encompasses the Westside CDBG target neighborhood of Salisbury. The percentage of minority residents residing in Census Tract 3 is 91.2%.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
CHURCH STREET/DOVERDALE NEIGHBORHOOD	38
CityWide Low-Mod	62

**Table 10 - Geographic Distribution**

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

The rationale for funding activities was based on the eligibility of the activity. The activity must meet a national objective and demonstrate evidence of need in the community. Additional consideration was

given based on the community's or the agency/organization's past history of expenditure of the CDBG funds, the ability to leverage other funds for this activity, and whether the FY 2016 request was related to projects that if not funded, would result in a special assessment against low- to moderate-income homeowners. Finally, a high priority was given to activities based on the community's or agency/organization's ability to complete the project in a timely manner. The City will provide CDBG funds to activities principally benefitting low/mod income persons in the City but additional consideration is given to projects that benefit the target areas of the City.

The City of Salisbury has established the following criteria when establishing priorities for CDBG projects:

- Meeting the statutory requirements of the CDBG program.
- Meeting the needs of very-low, low- and moderate-income residents.
- Focusing on low- and moderate-income areas or communities.
- Coordinating and leveraging of resources.
- Response to expressed needs.
- Projects that could prevent a special assessment from being levied against low- to moderate-income households.
- Ability to complete the project in a timely manner.

Affordable housing was identified as one of the largest underserved needs in the City in the Five Year Consolidated Plan. The City of Salisbury is not a HUD entitlement jurisdiction under the HOME program. Therefore, resources for housing activities are limited. The primary obstacle to meeting the underserved needs is the limited resources available to address the identified priorities in the City.

## **Discussion**

The geographic locations and the public benefit for the FY 2016 CDBG Activities/Projects are as follows:

Project 2016-01: Program Administration – will benefit residents city wide.

Project 2016-02: Salisbury Neighborhood Housing Services - Closing Cost / Down Payment Assistance Grants - will be available to qualified low- to moderate-income residents city wide.

Project 2016-03: Habitat for Humanity of Wicomico County – New Housing Construction – will be located on a vacant lot at 707 East Church Street in the Church Street-Doverdale target neighborhood.

Project 2016-04: Telamon Corporation - Financial Education & Housing Counseling - will be available to low- to moderate-income residents city wide.

Project 2016-05: Low-Mod Neighborhood Sidewalk Creation – will be located in the Church Street-Doverdale target neighborhood.

# Affordable Housing

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

### Introduction

The City of Salisbury will utilize its 2016 CDBG funds to provide direct financial assistance to homebuyers for the acquisition of existing housing units, and to support the construction of new affordable housing units. The one year goals for affordable housing in the City of Salisbury in PY 2016 are shown in the tables below.

The geographic locations and the public benefit for the PY 2016 CDBG Activities/Projects that will impact affordable housing are as follows:

**Project 2016-02: Salisbury Neighborhood Housing Services - Closing Cost / Down Payment Assistance Grants** - this project will serve eighteen (18) qualified low- to moderate-income households city wide.

**Project 2016-03: Habitat for Humanity of Wicomico County - New Housing Construction** – this project will be located on a vacant lot at 707 East Church Street in the Church Street/Doverdale CDBG target neighborhood. The project will serve one (1) low-income household.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	19
Special-Needs	0
Total	19

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	1
Rehab of Existing Units	0
Acquisition of Existing Units	18
Total	19

**Table 12 - One Year Goals for Affordable Housing by Support Type**

## **Discussion**

During PY 2016 the City of Salisbury will fund two (2) projects that support affordable housing. Those projects are:

- Project 2016-02: Salisbury Neighborhood Housing Services - Closing Cost / Down Payment Assistance Grants
- Project 2016-03: Habitat for Humanity of Wicomico County - New Housing Construction

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

### **Introduction**

It is the mission of the Wicomico County Housing Authority (WCHA) to address the needs of the extremely low income, very low income, and lower income residents of Wicomico County and the City of Salisbury. The WCHA provides affordable housing in the most efficient and effective manner to qualified individuals in accordance with the rules and regulations prescribed by the U.S. Department of Housing and Urban Development, the State of Maryland, Wicomico County, the City of Salisbury, and any other entity providing funding for affordable housing programs. This is achieved by the WCHA assisting individuals and families through its public housing communities, Section 8 Housing Choice Vouchers, and Tax Credit developments such as the Booth Street RAD project which is currently under construction.

Phase 1 of the Booth Street RAD project, which began in January 2016, involves demolishing the first 50 units of federal housing and replacing them with 86 units of mixed-income housing. Fifty of those units will be re-occupied by previous WCHA residents who are in good standing. The remaining 36 units will be tax credit units available to the public earning 60% or less of area median income. Applications for those 36 units will be made available in late September 2016. Phase 2, which is due to start in 2018, will consist of another 86 units of mixed-income tax credit housing. The total investment into the Booth Street revitalization project will be approximately \$37.5 million.

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

The Wicomico County Housing Authority plans to allocate the following FY 2016 funds for its public housing units:

- Physical Improvements: \$293,304
- Management Improvements: \$7,500
- Administration: \$34,902
- Operations: \$29,487

The scattered site housing units in the City of Salisbury are scheduled for major rehabilitation work to begin in the Spring of 2016. The scattered site units consist of ninety (90) single-family houses located in the City of Salisbury and the City of Fruitland.

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

The Wicomico County Housing Authority encourages residents of its public housing units to organize community groups to become more involved in housing management. Neighborhood crime watch

groups have been formed which assist in ensuring the safety of residents is maintained. Additionally, the WCHA schedules regular meetings at public housing sites to discuss needs and concerns. Voucher holders are also encouraged to participate in regular WCHA meetings.

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

The Wicomico County Housing Authority was designated as “troubled” by HUD in 2014, but is currently performing satisfactorily according to HUD guidelines and standards. The WCHA underwent management changes in 2015, and the new administration is moving forward with many modifications to the operation.

**Discussion**

The City of Salisbury has identified that there is a need for housing to address the households affected by housing problems, severe housing problems, and housing cost burdens. The Wicomico County Housing Authority (WCHA) is an important part of the City of Salisbury’s housing strategy. The WCHA is the primary provider of assisted housing for the extremely low-income, very low-income, and lower income residents of Wicomico County and the City of Salisbury.



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

### **Introduction**

In PY 2015 the Homeless Alliance for the Lower Shore Continuum of Care applied for \$1,164,438 in total CoC funds which renews all CoC funded grants. Somerset County Health Department (SCHD) and the Maryland Department of Health and Mental Hygiene (DHMH) provide permanent supportive housing in the tri-county area. SCHD receives funding for eight (8) HUD Supportive Housing Program grants, which serve a total of 70 households (18 of which are prioritized for chronically homeless single adults and families). DHMH receives funding for two (2) Shelter Plus Care program grants covering 29 households for the three counties on the Lower Eastern Shore of Maryland, which provide a total of 17 one-bedroom units, 8 two-bedroom units, and 4 three-bedroom units. As rental assistance funds allow, additional units of permanent supportive housing are added to these grants.

**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.**

The City is working with several of the HALS CoC member agencies to develop a comprehensive strategy to deal specifically with the homeless problem in the City of Salisbury – possibly utilizing some elements of the “Housing First” model. This strategy is being developed so that we may present it to the Secretary of DHCD in hopes of garnering additional funding to address this issue.

The City will continue to participate in the HALS CoC regularly scheduled meetings.

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

The HALS CoC is expanding its permanent supportive housing programs through the use of increased HUD funded rental assistance that will free up beds at emergency shelter and transitional housing locations.

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

The HALS CoC provides supportive services to homeless persons to enable them to make the transition from homelessness to other forms of housing. This is a process that requires assistance every step of the way, as well as continued monitoring and assistance after homeless persons have found permanent housing. The HALS CoC has found that the first year after homelessness is the most important time for supportive services to still be made available in order for their clients to achieve the highest possible levels of success.

The HALS CoC is working to help low-income individuals and families avoid becoming homeless. They are particularly focused on the extremely low-income individuals and families, and those who are: (a) being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care / other youth facilities, and corrections programs / institutions); or, (b) receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

**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 Maryland Department of Health and Mental Hygiene (DHMH) provides referral services and case management to persons being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, corrections programs and institutions) to ensure that those persons receive the supportive services that they will need.

The City of Salisbury also provides referral services and information on affordable housing options in the City for individuals and families in an effort to assist those persons to avoid becoming homeless.

## **Discussion**

The CoC has initiated the following steps to address Consolidated Plan and CoC goals:

- 1) Continue SOAR.
- 2) Remodel shelter beds to address gaps in services and ensure family unity.
- 3) Seek additional HUD VASH vouchers to add to the 42 currently allocated to the HALS CoC.

- 4) Continue 3 SSVF grants to provide assistance to Veterans and their families.
- 5) CoC has increased chronically homeless beds.
- 6) Transitioned to rental assistance from leasing to house more participants.
- 7) Established Coordinated Assessment, using the screening tool developed by the Coordinated Assessment Workgroup.
- 8) Capital project moving forward for a large emergency/transitional shelter, RRH and SSVF provider to provide 16 units of permanent housing.
- 9) Securing IDs for homeless individuals.
- 10) Continued improvement of the day facility services and more outreach in rural areas.
- 11) Implement aftercare programs to reduce recidivism.
- 12) Veterans Committee formed to address ending veteran homelessness.
- 13) An existing shelter for women and children secured additional shelter space to house a maximum of 55 men due to the increased need for men's beds in our CoC.
- 14) Chronic Homeless Subcommittee has been formed to end chronic homelessness.
- 15) The CoC formed the Youth Reach MD subcommittee to address youth homelessness.

**For PY 2015 the Homeless Alliance of the Lower Shore (HALS) Continuum of Care applied for the following project funding:**

- MHA S+C Lower Shore (Somerset & Wicomico) - 23 units – \$228,911
- MHA S+C Lower Shore (Worcester) - 6 units – \$59,483
- TriCounty Alliance for the Homeless Supportive Housing Program (TCAH SHP) - Worcester Family – \$28,149
- TriCounty Alliance for the Homeless Supportive Housing Program (TCAH SHP) – Project 23 – \$490,044
- TriCounty Alliance for the Homeless Supportive Housing Program (TCAH SHP) - Wicomico Chronic 2 – \$17,349
- TriCounty Alliance for the Homeless Supportive Housing Program (TCAH SHP) - Project 1 – \$273,711

- TriCounty Alliance for the Homeless Supportive Housing Program (TCAH SHP) - Somerset Chronic – \$18,143
- TriCounty Alliance for the Homeless Supportive Housing Program (TCAH SHP) - Wicomico Chronic – \$17,410
- TriCounty Alliance for the Homeless Supportive Housing Program (TCAH SHP) - Worcester Chronic – \$14,005
- TriCounty Alliance for the Homeless Supportive Housing Program (TCAH SHP) - VA Bonus Project – \$17,233

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
<b>Total</b>

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

### Introduction

The following impediments to fair housing choice and recommendations are presented to assist the City of Salisbury to affirmatively further fair housing in the community. Below is a list of impediments that were developed as part of Salisbury's 2014 Analysis of Impediments to Fair Housing Choice.

- **Impediment 1: Fair Housing Education and Outreach** – There is a continuing need to educate persons about their rights under the Fair Housing Act and to raise community awareness to affirmatively further fair housing choice, especially for low-income residents, minorities and the disabled population.

**Goal:** Improve the knowledge and awareness of both the public and the local officials of the Fair Housing Act, related laws, regulations, and requirements to affirmatively further fair housing in the community.

- **Impediment 2: Continuing Need for Affordable Housing** – The City of Salisbury has the greatest supply of affordable housing in the region. However, the monthly cost of rent for apartments and the monthly costs associated with owning a house has steadily increased to the point that over 48.8% of all renter households and 36.1% of all owner households are considered cost overburdened.

**Goal:** Additional affordable rental and for-sale housing should be developed outside impacted areas throughout the City of Salisbury and the surrounding region, especially for households whose income is less than 80% of the median income, through new construction and in-fill housing, the rehabilitation of vacant buildings, and the development of mixed-income buildings, to reduce the number of households who are cost overburdened.

- **Impediment 3: Continuing Need for Accessible Housing Units That Are For-Sale or Rent** – There is a lack of accessible housing units in the City of Salisbury.

**Goal:** Increase the number of accessible housing units through new construction and rehabilitation of existing housing units for both the physically and the developmentally disabled.

- **Impediment 4: Need to Improve Private Lending and Insurance Practices** – The HMDA data suggests that there is a disparity between the approval rates of home mortgage loans originated from whites and those originated from minority applicants.

**Goal:** Approval rates for all originated home mortgage loans will be fair, unbiased and equal, regardless of race, familial status, and location.

- **Impediment 5: There is a Need for a Coordinated Approach to Affirmatively Furthering Fair Housing** – The City and County should coordinate efforts to affirmatively further fair housing.

**Goal:** The City of Salisbury, as lead jurisdiction, should partner with the County to initiate a process to coordinate fair housing practices and policies throughout the City and County.

- **Impediment 6: Public Policy** – The City Zoning Ordinance needs additional definitions and provisions concerning Fair Housing.

**Goal:** Revise the City Zoning Ordinance to promote the development of various types of affordable housing throughout the City.

**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**

The City of Salisbury has prepared strategies to affirmatively further fair housing in the City, which are included in the City’s PY 2014 Analysis of Impediments to Fair Housing Choice. In particular, Impediment No. 6 addresses the need to eliminate barriers to affordable housing as a result of public policies:

**Impediment 6: Public Policy** – The City Zoning Ordinance needs additional definitions and provisions concerning Fair Housing.

**Goal:** Revise the City Zoning Ordinance to promote the development of various types of affordable housing throughout the City.

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

- 6-A: Revise the definition of “family.”
- 6-B: Revise the definition of “group domiciliary care facility.”
- 6-C: Revise the definition of “group home.”
- 6-D: Revise the definition of “housing for the elderly and handicapped.”
- 6-E: Include the definition of “the Fair Housing Act.”

## **Discussion**

To address the issues raised in **Impediment 6: Public Policy**, in May 2015 the City began reviewing the City’s Zoning Ordinance / Zoning Code to determine what changes should be made in order to clarify our commitment to fair housing. These changes involved adding additional language to the “Definitions” section of the Zoning Code.

The proposed changes were reviewed by the Director of Planning, Zoning & Community Development, and the City Attorney. The City Attorney created the two ordinances necessary to amend Chapter 15.24.1620 and Chapter 17.04.120 of the Salisbury City Code to amend the definition and requirements of 'Functional Family'.

As the ordinances represented a change to the City's Zoning Code, they were required to be approved by the Salisbury - Wicomico County Planning and Zoning Commission. At the Planning and Zoning Commission meeting conducted on November 19, 2015, the ordinances were discussed and a Public Hearing for the text amendment was held. No objections were received during the public hearing, and the text amendment was approved by the Commission.

The Fair Housing Ordinances were then discussed by the City Council at a work session on February 1, 2016. They were approved at first reading February 22, 2016, and second reading / final approval took place on March 14, 2016. Copies of the signed Ordinances are included in the appendices.

The City of Salisbury is committed to removing or reducing barriers to the development of affordable housing whenever possible throughout the City. A variety of actions include, among others, to reduce the cost of housing to make it affordable. To achieve this goal, the City of Salisbury plans to:

- Provide developers with incentives for construction of affordable housing.
- Assist in acquiring sites for affordable housing.
- Promote Federal and State financial assistance for affordable housing.

The City's Comprehensive Plan was recently updated and it appears to be in compliance with the Federal regulations governing fair housing and identifies strategies to promote affordable housing development.

The City of Salisbury has allocated PY 2016 CDBG funds for the following activities to affirmatively further fair housing:

**Project 2016-02: Salisbury Neighborhood Housing Services - Closing Cost / Down Payment Assistance Grants** - this project will serve eighteen (18) qualified low- to moderate-income households city wide.

**Project 2016-03: Habitat for Humanity of Wicomico County - New Housing Construction** – this project will be located on a vacant lot at 707 East Church Street in the Church Street/Doverdale CDBG target neighborhood. The project will serve one (1) low-income household.

**Project 2016-04: Telamon Corporation – Financial Education & Housing Counseling** – Provide funding to Telamon to support the salary costs of one additional employee, plus some program delivery costs. This project will serve an estimated additional forty-five (45) low- to moderate-income households. Telamon targets Limited English Proficiency (LEP) populations, including migrant seasonal farms workers and homeless individuals. They have translators on staff who speak both Spanish and Haitian Creole.

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

### **Introduction**

The City of Salisbury has developed the following actions planned to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based hazards, reduce the number of poverty-level families, develop institutional structures, and enhance coordination between public, private housing and social service agencies.

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

The primary obstacle to meeting the underserved needs in the City of Salisbury is the limited financial resources available to address the priorities identified in the Five Year Consolidated Plan and the lack of affordable housing. The City of Salisbury is not a HUD entitlement jurisdiction under the HOME program. Therefore, resources for housing activities are limited. Under the PY 2016 CDBG Program the City will take the following actions:

- Continue to leverage its financial resources and apply for additional public and private funds.
- Continue to provide down payment and closing cost assistant grants.
- Continue to provide funds for new affordable housing.
- Provide funds for financial education and housing counseling.
- Continue its support and cooperation with the Continuum of Care.
- Continue to promote economic development.
- Continue to provide public safety improvements.
- Continue to remove slum and blighting conditions in the City.

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

The City of Salisbury will fund the following affordable housing projects with 2016 CDBG funds:

**Project 2016-02: Salisbury Neighborhood Housing Services - Closing Cost / Down Payment Assistance Grants** - this project will serve eighteen (18) qualified low- to moderate-income households city wide. (CDBG - \$100,000)



**Project 2016-03: Habitat for Humanity of Wicomico County - New Housing Construction** – this project will serve one (1) low-income household, and will be located on a vacant lot at 707 East Church Street in the Church Street/Doverdale target neighborhood. (CDBG - \$37,650)

The Wicomico County Housing Authority will continue to fund the following activities to foster and maintain affordable housing in the City of Salisbury and the County:

- Continue to provide Section 8 Housing Choice Vouchers and public housing units.
- Continue to rehabilitate and make 504 improvements to the housing units they own.
- Complete Phase 1 of the Booth Street RAD tax credit mixed-income housing project.

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

For the City of Salisbury it is estimated that 165 of the low- to moderate-income families living in owner-occupied units are at risk of lead-based paint hazards, and that 850 of the low- to moderate-income families living in rental units are at risk of lead-based paint hazards. The City of Salisbury will continue to comply with Title 24 Part 35: Lead-Based Paint Poisoning Prevention in Certain Residential Structures (Current Rule).

#### **Rehabilitation Programs:**

The City of Salisbury will continue to ensure that:

- Applicants for rehabilitation funding receive the required lead-based paint information and understand their responsibilities.
- Staff properly determines whether proposed projects are exempt from some or all lead-based paint requirements.
- The level of federal rehabilitation assistance is properly calculated and the applicable lead-based paint requirements determined.
- Properly qualified personnel perform risk management, paint testing, lead hazard reduction, and clearance services when required.
- Required lead hazard reduction work and protective measures are incorporated into project rehabilitation specifications.
- Risk assessment, paint testing, lead hazard reduction, and clearance work are performed in accordance with the applicable standards established in 24 CFR Part 35.
- Required notices regarding lead-based paint evaluation, presumption, and hazard reduction are provided to occupants and documented.
- Program documents establish the rental property owner's responsibility to perform and document ongoing lead-based paint maintenance activities, when applicable.

- Program staff monitors owner compliance with ongoing lead-based paint maintenance activities, when applicable.

### **Homeownership Programs:**

The City of Salisbury will continue to ensure that:

- Applicants for homeownership assistance receive adequate information about lead-based paint requirements.
- Staff properly determines whether proposed projects are exempt from some or all lead based paint requirements.
- A proper visual assessment is performed to identify deteriorated paint in the dwelling unit, any common areas servicing the unit, and exterior surfaces of the building or soil.
- Prior to occupancy, properly qualified personnel perform paint stabilization and the dwelling passes a clearance exam in accordance with the standards established in 24 CFR Part 35.
- The home purchaser receives the required lead-based paint pamphlet and notices.

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

Approximately 30.7% of the City of Salisbury’s residents live in poverty, which is much greater than the State of Maryland where 10% of residents live in poverty. Female-headed households with children are particularly affected by poverty at 42.3%, and 36.7% of all youth under the age of 18 were living in poverty. This information is taken from the U.S. Census “2010-2014 ACS Five-Year Estimates.” The City’s goal is to reduce the extent of poverty by actions the City can control and through work with other agencies and organizations.

In PY 2014 the City funded Project 14-03: Holly Community, Inc. – Job Training Program in the amount of \$24,960. This project is still underway. Each training cycle runs Monday through Thursday, 1:00 p.m. to 4:00 p.m., for four weeks. Thirteen clients have received job training to date. Six individuals are now employed, and four clients have proceeded to advanced level job training. Four of the program participants are now enrolled in on-the-job training with positive prospects of employment. Participant feedback has been extremely positive.

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

The City of Salisbury Department of Community Development will assist in coordinating activities among the public and private agencies and organizations in the City. This coordination will ensure that the

goals and objectives outlined in the FY 2014-2018 Five Year Consolidated Plan will be effectively addressed by more than one agency. The staff of the Department of Community Development will facilitate and coordinate the linkage between these public and private partnerships and develop new partnership opportunities in the City.

This coordination and collaboration between agencies is important to ensure that the needs of the residents of Salisbury are being addressed. The main agencies that are involved in the implementation of the Plan, as well as additional financial resources that are available are the following:

**Public Agencies:**

- City of Salisbury Department of Community Development – is responsible for administration of the CDBG program.
- Wicomico Housing Authority – is responsible for administering the Section 8 Housing Choice Vouchers and the public housing units.

**Non-Profit Agencies:**

There are several non-profit agencies that serve low-income households in the City. The City continues to collaborate with these agencies. Some of these agencies are the following:

- Salisbury Neighborhood Housing Services (SNHS)
- Habitat for Humanity of Wicomico County
- Telamon Corporation

**Private Sector:**

The private sector is a key collaborator in the services and programs associated with the Five Year Consolidated Plan. The private sector brings additional financial resources and expertise that can be used to supplement existing services in the City. Examples of these private sector entities are: local lenders, affordable housing developers, business owners, community and economic development organizations, healthcare organizations, and others. The City will continue to collaborate with local financial institutions, private housing developers, local realtors, etc.

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

The City of Salisbury is committed to continuing its participation and coordination with social service agencies, housing agencies, community and economic development agencies, County, State, and Federal agencies, as well as with the private and non-profit sectors, to serve the needs of target income individuals and families in the City of Salisbury. The City solicits funding requests for the CDBG program

annually from local 501(c)(3) non-profit agencies. The City Department of Community Development staff provides guidance and technical assistance as needed to support these public agencies that receive CDBG funding.

During this program year, the City funded Project 2016-01: Program Administration in the amount of \$58,089 to accomplish this.

**Discussion**

Not applicable.

## Program Specific Requirements

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

#### Introduction

The City of Salisbury will receive an annual allocation of CDBG funds in the amount of \$290,447 for PY 2016. Since the City only receives a CDBG allocation, the questions below have been completed as 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	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

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

#### Discussion

The percentage of PY 2016 CDBG project funds that will be used for activities that benefit persons of low- to moderate-income is 100%. The PY 2016 Action Plan represents the third year of a three-year certification period covering PY 2014, 2015 & 2016.

# **SF 424 Form**

**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" value="05/05/2016"/>	<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"/>
---	--

**State Use Only:**

<b>6. Date Received by State:</b> <input type="text"/>	<b>7. State Application Identifier:</b> <input type="text"/>
--	--

**8. APPLICANT INFORMATION:**

<b>* a. Legal Name:</b> <input type="text" value="City of Salisbury, Maryland"/>		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text" value="52-6000806"/>	<b>* c. Organizational DUNS:</b> <input type="text" value="0303216990000"/>	

**d. Address:**

<b>* Street1:</b>	<input type="text" value="125 North Division Street"/>
<b>Street2:</b>	<input type="text"/>
<b>* City:</b>	<input type="text" value="Salisbury"/>
<b>County/Parish:</b>	<input type="text" value="Wicomico"/>
<b>* State:</b>	<input type="text" value="MD: Maryland"/>
<b>Province:</b>	<input type="text"/>
<b>* Country:</b>	<input type="text" value="USA: UNITED STATES"/>
<b>* Zip / Postal Code:</b>	<input type="text" value="21801-4940"/>

**e. Organizational Unit:**

<b>Department Name:</b> <input type="text" value="Office of the Mayor"/>	<b>Division Name:</b> <input type="text"/>
---	---

**f. Name and contact information of person to be contacted on matters involving this application:**

<b>Prefix:</b> <input type="text" value="Ms."/>	<b>* First Name:</b> <input type="text" value="Deborah"/>
<b>Middle Name:</b> <input type="text" value="J."/>	
<b>* Last Name:</b> <input type="text" value="Stam"/>	
<b>Suffix:</b> <input type="text"/>	

<b>Title:</b> <input type="text" value="Director of Community Development"/>
--

<b>Organizational Affiliation:</b> <input type="text"/>
--

<b>* Telephone Number:</b> <input type="text" value="(410) 334-3031"/>	<b>Fax Number:</b> <input type="text" value="(410) 334-3033"/>
--	--

<b>* Email:</b> <input type="text" value="dstam@salisbury.md"/>
---

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development (HUD)

**11. Catalog of Federal Domestic Assistance Number:**

14.218

CFDA Title:

Community Development Block Grant (CDBG) Program

**\* 12. Funding Opportunity Number:**

14.218

\* Title:

Community Development Block Grant (CDBG) Program

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Community Development Block Grant (CDBG) Program - Program Year 2016

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments



**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="290,447.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="290,447.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

**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)**

\*\* 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:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative: 

\* Date Signed:

# **Action Plan Certifications**

## 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 anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

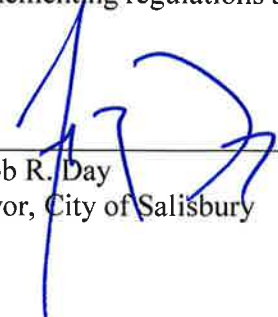
**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

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

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

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

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

  
\_\_\_\_\_  
Jacob R. Day  
Mayor, City of Salisbury

05-16-2016  
\_\_\_\_\_  
Date

## 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) 2014, 2015 and 2016 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), 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.

Jacob R. Day

Mayor, City of Salisbury  
Title

Date

05.10.2016

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING:**

#### **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.

# **Citizen Participation – Documentation**

Public and private agencies represented on the CDBG mailing list

Wicomico County Department of Social Services  
Wicomico County Health Department  
Wicomico County Housing Authority  
Wicomico County Council  
Wicomico County Administration  
Peninsula Regional Medical Center (PRMC) – Chaplain  
NAACP  
Tri-County Alliance for the Homeless  
Wicomico Partnership for Families and Children (LMB)  
MAC, Inc., Area Agency on Aging  
Holly Community, Inc. (services for the developmentally disabled)  
Salisbury Neighborhood Housing Services (SNHS)  
Shore Housing Resource Board (SHRB)  
Salvation Army  
Habitat for Humanity of Wicomico County  
Shore Up, Inc.  
Life Crisis Center  
Deaf Independent Living Association  
Epilepsy Association of the Eastern Shore  
Village of Hope (transitional housing)  
NATRA Inc.  
Diakonia  
Salisbury Urban Ministries  
Little Sisters of Jesus & Mary  
Joseph House Crisis Center  
Christian Shelter  
Help and Outreach, Point of Entry, Inc. (HOPE, Inc.)  
HALO Ministry  
Hudson Health Services  
Blind Industries (Salisbury Office)  
Blind Industries & Services of MD (Baltimore Office)  
Go Getters, Inc.  
Dove Pointe  
Atria Assisted Living  
Second Chance Home  
Two Grand's Veteran's Home, Inc.  
Mallard Landing  
Destiny Family Development  
Sarah Margaret Mollie's Place  
Salisbury Area Chamber of Commerce  
SACC Foundation  
Rotary Club



Salisbury Jaycees  
Salisbury – Wicomico Economic Development (SWED)  
Salisbury – Wicomico Arts Council (SWAC)  
Center for the Performing Arts of Salisbury  
Maryland Capital Enterprises  
Maryland Legal Aid Bureau  
Witness International  
BEACON – Salisbury University  
Bienvenidos A Delmarva  
Telamon Corp.  
Latinos Unidos, Inc.  
Shore Transit  
Maple Shade  
Pine Bluff Village  
Pemberton Manor  
Eastgate Village  
Riverside Homes  
Shea Development Group, LLC  
Housing Opportunities & Concepts  
Oak Ridge Baptist Church  
St. James A.M.E. Zion Church  
Faith Evangelical Lutheran Church  
St. Francis De Sales Catholic Church  
St. Peter's Episcopal Church  
St. Alban's Episcopal Church  
St. Paul AME Zion Church  
United Church of Deliverance  
Delmarva Rural Ministries  
Beth Israel Synagogue  
Trinity United Methodist Church  
Wesley Temple United Methodist Church  
Faith Christian Full Gospel Church  
Mount Enoch Holy Church  
Providence Presbyterian Church  
Christ United Methodist Church  
Asbury United Methodist Church  
Grace United Methodist Church  
Bethany Lutheran Church  
Harbor Pointe Community Association  
Newtown (Neighborhood) Association  
Schumaker Manor Apartments  
GNI Properties  
Clairmont Neighborhood Association  
Glenhaven Neighborhood Association

Osprey Property Co., LLC  
Ameriprise Financial  
Rebirth  
One Stop Job Market  
Wicomico Public Library  
Delmarva Transitions, Inc.  
Center4Clean Start  
Coastal Association of Realtors  
Remax  
Lower Shore Workforce Alliance  
Lower Shore Enterprises

### **PUBLIC NOTICE**

The City of Salisbury, Department of Community Development, wishes to announce the opening of the Community Development Block Grant (CDBG) funding round for CDBG Program Year 2016 (7/1/2016 - 6/30/2017). The funding round will open on Monday, November 16, 2015, and applications will be available beginning on that date at the Department of Community Development, 125 North Division Street, Room 104, Salisbury, Maryland. Completed funding applications **MUST BE RECEIVED** (not postmarked) by the Department of Community Development by no later than 4:30 p.m. on Monday, January 4, 2016. The mailing address for submitting applications is: City of Salisbury - Department of Community Development, 125 North Division Street, Room 104, Salisbury, Maryland 21801. For additional information you may contact the Department of Community Development at (410) 334-3031.

Deborah J. Stam  
Director of Community Development

vic 11/15/15

THE DAILY AND SUNDAY TIMES  
DELMARVA'S LARGEST NEWSPAPER  
618 BEAM STREET  
SALISBURY, MARYLAND 21801  
PHONE: 410-749-7171  
FAX: 410-341-6709

City of Salisbury  
125 N. Division St. Rm 305  
Salisbury, MD 21801

Dear Sir/Madame:

Here is the Certification of Publication for your ad that was run  
11/15/15

Sincerely,

Victoria Hagerman, Legals Department  
Legals Ext. 253

CERTIFICATION OF PUBLICATION

We hereby certify that the annexed: 11/16/2015

Public Notice: Opening of the Community Development Block Grant (CDBG)

Was published 11/15, '15

THE DAILY TIMES



The Daily Times

**PUBLIC HEARING**

**2016 CDBG Action Plan**

The City of Salisbury will hold a Public Hearing on Wednesday, January 27, 2016 beginning at 5:30 p.m. in the Council Chambers, Room 301 of the City/County Government Building. This hearing will provide an opportunity for those agencies who have applied for Community Development Block Grant (CDBG) funds to make a presentation on their proposed project to the members of the CDBG Review Committee. Once all project presentations have been made, the Committee will open up the floor to the general public to allow citizens to provide their views on the community development needs of the City of Salisbury. All interested persons are encouraged to attend. For additional information you may contact the Department of Community Development at (410) 334-3031.

**Deborah J. Stam**  
Director of Community Development

vic 1/20/16

THE DAILY AND SUNDAY TIMES  
DELMARVA'S LARGEST NEWSPAPER  
618 BEAM STREET  
SALISBURY, MARYLAND 21801  
PHONE: 410-749-7171  
FAX: 410-341-6709

City of Salisbury  
125 N. Division Street  
Salisbury, MD 21801-4940  
ATTN: DEBORAH J. STAM

Dear Sir/Madame:

Here is the Certification of Publication for your ad that was run  
01/20/16

Sincerely,

Victoria Hagerman, Legals Department  
Legals Ext. 253

CERTIFICATION OF PUBLICATION

We hereby certify that the annexed: 1/20/2016

Public Hearing: 2016 CDBG Action Plan

Was published 1/20, '16

THE DAILY TIMES

  
The Daily Times



**City of Salisbury, Maryland**  
**Community Development Block Grant (CDBG) Program**  
**2016 CDBG Applications/Presentations on Proposed Projects**  
**Public Meeting in Government Office Building, Council Chambers**  
**Wednesday, January 27, 2016 at 5:30 P.M.**

Name	Organization	Phone Number	Email Address
Cheryl Meadows	SNHS	410-543-4626	cherylm@salisburyhs.org
Jane Hoy	"	"	jhoysalisburyhs.org
Sharon Thomas	Habitat for Humanity	410 540 1551	sharon@wiconnectat.org
Molly Hilligoss	"	"	molly@wiconnectat.org
Leif Jones	"	"	leif@wiconnectat.org
Margo Kushner	"	"	
Jim Phillips	"	"	jim@wiconnectat.org



**City of Salisbury, Maryland**  
**Community Development Block Grant (CDBG) Program**  
**2016 CDBG Applications/Presentations on Proposed Projects**  
**Public Meeting in Government Office Building, Council Chambers**  
**Wednesday, January 27, 2016 at 5:30 P.M.**

Name	Organization	Phone Number	Email Address
Fritz Jendy	TELAMON CORP.	443-397-9239	fjendy@telamon.org
Jennifer Shahan	Telamon	443-397-9235	jshahan@telamon.org
Anna Aljapan	Telamon	443-803-1211	BRENES@telamon.org
Rosa Rodriguez	Telamon Corp.	443-397-9236	rrodriguez@Telamon.org
Leila P. Krouse	Telamon Corp	410-572-5959	leila.boerens@telamon.org
Gaudette Dean			
Tim Meungher			

Michael Lane  
 African-American  
 Concerned Men  
 Organization  
 410-401-2032  
 michael.lane57@yahoo.com



City of Salisbury



MARYLAND

**CDBG PUBLIC HEARING**

**APPLICATION PRESENTATIONS AGENDA**

**PY 2016 FUNDING ROUND**

---

**January 27, 2016**

**COUNCIL CHAMBERS ROOM 301**

**GOVERNMENT OFFICE BUILDING**

Opening Remarks – Ms. Deborah Stam

Introduction of Review Committee Members – Ms. Deborah Stam

**Project Presentations:**

- 1.) Habitat for Humanity of Wicomico County – Ms. Molly Hilligoss, Executive Director
- 2.) Salisbury Neighborhood Housing Services, Inc. – Cheryl Meadows, Executive Director
- 3.) Telamon Corporation – Jennifer Shahan, State Director, Maryland

Public Comments on Community Development Needs of the City of Salisbury

Closing Remarks – Ms. Deborah Stam

Adjournment – Ms. Deborah Stam

City of Salisbury  
Community Development Department  
Public Hearing  
PY 2016 CDBG Action Plan  
Project Application Presentations & Community Needs  
January 27, 2016

Deborah Stam, Director of Community Development, opened the first public hearing at 5:30 P.M. on January 27, 2016, by welcoming those present both at the meeting and at home watching on PAC 14. She introduced the CDBG Review Committee Member panel – Audrey Orr, Louise Smith, Leigh Ann McGee and Judith Jaqueth. She stated that the fifth member of the panel, Lynn Cathcart, was unable to attend the meeting due to a prior personal commitment that she was unable to reschedule. Ms. Stam stated that the entire panel had met previously and reviewed all the applications.

Ms. Stam stated that tonight we will be hearing from those local nonprofit agencies who have applied for PY 2016 CDBG funds. A representative from each agency will make an oral presentation on their projects to the committee members and then have an opportunity to address any questions on their projects. Ms. Stam mentioned in the spirit of full disclosure, that some of the CDBG committee members have occasionally made monetary contributions to some of the agencies requesting funding this evening, but since they do not receive personal benefit from these donations and are not a member of the agency boards, this is not considered a conflict of interest. She reminded everyone that this meeting is being broadcast live on PAC 14 and those getting up to speak need to identify themselves and go to the podium.

Ms. Stam introduced Molly Hilligoss, Executive Director of Habitat for Humanity of Wicomico County, for her presentation. Ms. Hilligoss thanked the City of Salisbury and the members of the review committee for their continued support. She stated that Habitat for Humanity of Wicomico County has served Wicomico County for 29 years. She stated that this would not be possible without the partnership of CDBG funds. Ms. Hilligoss stated that CDBG has contributed almost \$350,000 in the history of the affiliate. She stated that Habitat is a “hand up not a hand out.” She stated that they provide homes with a zero percent interest mortgage payment for homeowners. The homeowners must qualify first by income, within 30- 60% of the medium household income of Wicomico County, and they must agree to partner with Habitat by providing 300 hours of sweat equity in lieu of a down payment. They must also have stable employment and save up to \$2,400 in closing costs.

Ms. Hilligoss gave a brief overview of the partnership between the City of Salisbury and Habitat in the revitalization of the Church Street Neighborhood. She stated that for the grant they have applied for this year, this will be the 19<sup>th</sup> home in the Church Street neighborhood. She stated that they are transforming the neighborhood and are providing jobs. Ms. Hilligoss stated that Habitat used 20 local vendors on the home that was just completed. She stated that the partner family, which has been approved by their Board, is Betty Mae Hartman. The family is currently living in a two bedroom home

and Ms. Hartman sleeps on a recliner, as there is not a bedroom for her. The home that will be built will be of a universal design, so that Ms. Hartman will be able to age in place. She stated that they are asking for 48.6% of the project cost. The total project will cost \$154,800. She stated that Habitat has already spent \$25,000 in order to purchase the lot and to tear down the derelict house that was on the lot. She stated that they will be using volunteers and skilled trades to build the home. She stated that the project is ready to go for construction as soon as they are approved and funds are available. Their goal for the next five years is to serve 25 families with affordable home ownership as well as serve over 100 families with their roof and repair project. Ms. Hilligoss asked the committee if they had any questions.

Ms. Orr inquired about the original program participants. Of the 18 homes in the Church Street area, were the original owners still in their homes or had any of them been sold? Ms. Hilligoss stated that Habitat bought back the house on 312 Martin Street, as those owners outgrew the home. The owners have been allowed to purchase a rehabbed house at 1007 East Church Street. Ms. Orr stated that the average house on Church Street has been built for about \$87,500. She asked what the cost would've been without the sweat equity and volunteer hours. Ms. Hilligoss stated that volunteer hours average about \$26 per hour and about 2,000 volunteer hours are needed to complete a Habitat house.

Ms. McGee inquired how exactly the Church Street area has been revitalized, what difference had it made to the community and if Ms. Hilligoss had any statistics as to how crime has lessened in the area. Ms. McGee also inquired as to how many homes in the Church Street area has Habitat either rehabbed or built. Ms. Hilligoss stated that to date Habitat has rehabbed or built 16 homes in the neighborhood, there will be 2 more built on Coles Circle, and this project will be the 19<sup>th</sup> house. She stated that the impact of affordable homeownership to the family brings stability and a future to that family. Crime is down 48% in the last ten years in the neighborhood, and two community gardens have been added.

Ms. McGee stated that it is very important that CDBG funds, if granted, are expended in a timely manner. She inquired as to when Habitat plans to start constructing this home. Ms. Hilligoss stated that as soon as the funds were available the house will be built.

Ms. Smith stated that she noticed that there were 145 applications for homes this year compared to 420 the previous year. She asked why the decrease. Ms. Hilligoss stated that she could not find the original records from the previous director, the reason could be that phone inquiries were counted previously and she counts the actual applications.

Ms. Smith inquired about Habitat's program services expenses in 2014 they were \$333,227 and 2015 \$514,666. Ms. Smith asked for an explanation as to why the increase in expenses. Ms. Hilligoss stated that in 2014 Habitat sold one house and in 2015 Habitat sold three houses. Ms. Smith stated that supporting services in 2014 were \$454,000 and in 2015 \$642,000. Ms. Smith asked for an explanation on the increase. Ms. Hilligoss stated that they have hired a full time construction manager, added a part time construction supervisor, and have added another employee in the ReStore.

Ms. Smith stated that she noticed that five of the Board of Directors are in their third year terms, she inquired if any Directors would be stepping down. Ms. Hilligoss stated that two Board Members were required to step down and that she would look into the others in the coming months.

There were no further questions for Ms. Hilligoss.

Ms. Stam introduced Cheryl Meadows, Executive Director Salisbury Neighborhood Housings Services (SNHS). Ms. Meadows gave a brief overview of the agency. She stated that SNHS is starting their 22<sup>nd</sup> year in business in Salisbury. She stated that SNHS is a Neighbor Works of America Organization. She stated that they are one of 240 NWOs across the country and the only one the Eastern Shore. She stated that their mission is to promote home ownership and community investment within the City of Salisbury and the surrounding areas. Their focus is on the Church Street–Doverdale, West Side and Camden area neighborhoods. Ms. Meadows thanked Molly Hilligoss and Habitat for the work that they have done in the Church Street neighborhood. She stated that have partnered with Habitat by donating lots and trading lots. Habitat has provided some rehab services for them and SNHS has provided home buyer education for Habitat. Ms. Meadows stated that they accomplish their mission through a variety of programs – loan products for purchase and rehab, educational programs for home buyers (home buyers education and financial fitness), credit and budget counseling for individuals in need of credit repair, and preservation programs for existing homeowners including rehab services and foreclosure prevention services. She stated that SNHS has experience using CDBG funds as they have been using them the entire 22 years she has been associated with the organization. Ms. Meadows stated that they also administer the State of Maryland special rehab programs, Maryland Housing Rehab and the Lead Reduction Program on behalf of the City. SHNS has administered other down payment programs for the City in the past, including the Homeowner Conversion Grant Program, the Neighborhood Stabilization Program and the Home Initiatives and Neighborhood Conservation Program. SNHS is requesting \$100,000 for closing cost and down payment assistance grants. She stated that the funds will be available for low-mod income families to purchase a home as a primary residence within the City limits. She stated that the maximum grant amount will be \$5,000. She said that they are dropping the grant amount this year in order to assist more families. Ms. Meadows stated that SNHS has its own stand-alone program that can fill in the financing gap, if needed. She stated that the program is ready to go as soon as funds are available. Ms. Meadows asked if there were any questions regarding her proposal.

Ms. Smith stated that she noticed that there was a vacancy on the Board of Directors for the Church Street area and inquired if the seat is still vacant. Ms. Meadows stated that it was. Ms. Smith stated that she could provide one or possibly two people that she would recommend and would give that information to Ms. Meadows after the hearing.

Ms. Smith stated she noticed on the financial statement that the late charge line item has gone down. She also stated that she noticed the investment income has also gone down and asked if Ms. Meadows could explain. Ms. Meadows stated that SNHS has an

agency fund set up with the Community Foundation and it has not performed as well as expected. Ms. Smith stated that the bad debt line item is down significantly. Ms. Meadows stated that they had several severely delinquent accounts that have been written off. Ms. Smith asked Ms. Meadows to expand on the difference on the change to net assets. Ms. Meadows said she was not sure, she thought it was due to the sale of four properties, but she would check the auditor's notes to make sure.

Ms. McGee asked if the need was greater than the estimate of 18 people to be served by this grant. Ms. Meadows stated that the need is always greater. Ms. McGee inquired if SNHS had many clients who do not speak English and how do they handle that client. Ms. Meadows stated that they have partnered with Telemon, who provides translation services, and they have a MOU with DILA to provide sign language services for the deaf community.

Ms. Jaqueth asked how potential clients find out about SNHS services. Ms. Meadows stated that clients find them mostly by word of mouth, sometimes through people who are already working with SNHS counselors toward home ownership. They also receive referrals through realtors and City staff.

Ms. Jaqueth asked how SHNS determines who they are going to help. Ms. Meadows stated that the grants are based on a first come first serve basis. She stated for the CDBG program applicants must meet the income limits, must have a two year stable employment, must have good credit and cannot have any outstanding liens or judgements against them. She stated that it is exactly like qualifying for a mortgage loan, SHNS just has more services to help someone of a lower income. Ms. Meadows also stated that anyone receiving one of these grants is required to complete the SNHS home buyer education class.

Ms. Orr noticed the reserves for loan loss was set for 10%. She stated that amount seemed high, she asked if SNHS was anticipating a higher risk of loan loss. Ms. Meadows stated that the amount was based on the auditor recommendation.

Ms. Orr inquired if there was much of a turn over once a family moves in or if they stay in the home at least five years. Ms. Meadows stated that most families do stay within the five year period that the forgivable lien is in place.

There were no further questions for Salisbury Neighborhood Housing Services.

Ms. Stam introduced Jennifer Shahan of Telamon Corporation for their presentation. Ms. Shahan thanked Ms. Stam and the Review Committee for the opportunity to apply for the CDBG funds. She introduced her housing counseling staff, two local members of the governing board and three corporate staff members.

Ms. Shahan gave a brief overview of Telamon Corporation. Telamon Corporation is in twelve states, in Maryland since 1977 and in Salisbury since the early 1980's. They were established in 1965 in North Carolina by a council of churches to provide services to migrant seasonal workers. She stated Telamon Corporation focuses on early

childhood education, housing, employment, and job training. In Salisbury the main focus is housing, employment and job training. Their motto is "Empowering individuals, improving communities." They focus on individuals one at a time to help ensure that the communities they work in are strong. She stated that their target individuals are the Limited English Proficiency (LEP) population, migrant seasonal farm workers and homeless individuals. Ms. Shahan stated that they meet with the individual, assess their needs and meet them where they are. She stated that they don't have a prescriptive plan. They do everything in three languages right now, Spanish, English and Haitian Creole. Ms. Shahan stated if another targeted population arises within their service area, they are flexible and would outreach and develop that program to serve the needs of that population.

Ms. Shahan stated that the CDBG grant funds would be used to expand the services that Telamon Corporation provides to this target population. They are proposing to serve 45 families or individuals and the goal is to have 15 of them on the pathway to home ownership. The remainder of the families or individuals would receive services as necessary. She stated that Telamon has staff trained and ready to go as soon as funds become available. Ms. Shahan asked if there were any questions.

Ms. Smith asked Ms. Shahan to take her through the process step by step if she walked through their door as an individual who did not speak English. Ms. Shahan stated the first thing would be to refer that individual to an English class that is in-house. Next she would let the individual know what type of resources are currently available to them in the City and Wicomico County. She stated that they are using the HUD model of Housing First, and would work hard to get that individual into housing as a first step, if they were not already housed. She would see if the person was eligible for any of their in-house employment training programs. If that individual was not eligible for any of Telamon's employment training programs they would be referred to the One Stop Job Market. She stated that they would make sure that any children in that family would be enrolled in school from day one. Ms. Smith asked if Telamon guides individuals into programs already offered in the community, and if so, where are those programs? Ms. Shahan stated adult education is offered by Wor-Wic Community College, they are a partner agency with the One Stop Job Market. She stated that Telamon offers Rosetta Stone and English classes at the One Stop Job Market. She stated that Telamon will work one-on-one with an individual as that person also attends adult education classes. Ms. Shahan stated if the individual is willing to work hard, the chicken plants are always hiring, so Telamon is able to get that person employed quickly.

Ms. Smith asked if Telamon offers services to everyone and not exclusively to the Limited English Proficiency population. Ms. Shahan stated their services are open to all. She stated that some local citizens have severe educational barriers.

Ms. McGee had some questions regarding scope. She asked if Telamon was asking for \$44,000. Ms. Shahan said yes. Ms. McGee inquired if the funds would be used to hire an additional person. Ms. Shahan stated that yes they would hire an additional person to target Salisbury, this would be an intake clerk position. Ms. McGee asked if Ms. Shahan's office was based in Salisbury, and what was the size of the office staff. Ms.

Shahan stated that her office is located in the One Stop Job Market and there are eleven full time staff members. Ms. McGee asked about how many people are served by Telamon. Ms. Shahan stated that Telamon serves about 580 in Maryland and of that number 80% are Salisbury residents.

Ms. Jaqueth asked what is attracting these individuals to this area, where do they find employment, and how is this additional person going to help you serve the community? Ms. Shahan stated that many are coming to work in the poultry plants, and many come here because they feel safer here rather than in the big cities.

Ms. Jaqueth asked why Telamon targeted home ownership and financial education for Maryland. Ms. Shahan stated that they started off working with migrant farm workers and as they had growth in that area they were drawn to providing resources to those individuals who were not able to access those services in the standard ways. She stated that in many of the countries that these individuals are coming from the banks are not to be trusted, and it is a cultural thing that she works with to make sure that the individuals understand that banks can be trusted in this area, and that they need to work with the banks in order to build their assets so that they can provide a better future for their family and become a home owner.

Ms. Orr stated that Ms. Shahan had said that the grant funds would be used to fund an additional staff person to help an additional 45 families or individuals, of which 15 would be put on the pathway to home ownership. Ms. Orr asked how Telamon came up with that assessment of need – is there a waiting list and do they turn people away? Ms. Shahan stated that they do have a waiting list and at present they are unable to offer as many services as they would like due to the fact that many of their administrative components are quite high. She stated that they figured out how many staff hours are necessary to serve each individual and worked backwards from that. Ms. Orr asked if the demand for these services currently exists, what is Telamon telling these potential clients at present? Are they saying “we will get back to you when we can” or do they refer them to other agencies? Ms. Shahan stated that they do not refer them to other agencies because for those who do not speak English there isn’t any other agency in this area that can help them. She stated that they tell those individuals that they will put them on a waiting list and will call them as soon as an opening becomes available.

Ms. Stam wanted clarification that for those 45 families that Telamon proposes to serve with the requested grant funds, they are focusing on financial education and housing counseling. Ms. Shahan said that is correct.

Ms. Stam inquired how the additional person would be funded going forward once the grant funds were expended. Ms. Shahan stated that they are currently applying for additional funds and they were just awarded CITC funds. Ms. Stam inquired if Telamon expected to continue that position. Ms. Shahan said yes, they are always looking for additional funding to help support the need.

Ms. Smith stated the goal was to assist 15 families or individuals on the pathway to home ownership, she asked if that was a realistic goal and if they expect to meet that

goal. Ms. Shahan stated yes, they would be able to reach that goal. Ms. Shahan stated that in their program there are more than 15 individuals / families that want to become home owners and Telamon wants to be the resource to help guide them to the appropriate places and give them the basic education they need in order to be successful in this endeavor.

Ms. Smith asked what is the tenure of the members of their Governing Board. Ms. Shahan stated that the Officers may serve two 2 year terms and there is no regulation as to how many years they may serve as a member of the Governing Board.

There were no further questions for Ms. Shahan.

Ms. Smith had another question for Cheryl Meadows of SNHS. She asked if SNHS was serving any customers in the City that had Limited English Proficiency which would overlap services of another agency. Ms. Meadows asked one of her counselors, Jane Hoy, to answer that question. Ms. Hoy stated that SNHS offers home buyer education classes for any population, and if there is a language barrier SNHS does call on other agencies to assist in translation. She stated that SNHS also provides financial fitness, credit / budget counseling, and foreclosure prevention counseling.

Ms. McGee wanted to get clarification on the three CDBG application requests – to confirm that they were three distinct, separate types of project requests, where the project proposed by one organization did not duplicate the services that would be provided through the project proposed by another organization. One request was for funding to build a home, one request was for funding to provide closing cost / down payment assistance, and one request was for funding to provide financial services training to LEP populations. Ms. Stam stated that is correct, the applications are not in conflict or redundant.

Ms. Stam opened the floor for public comments concerning the community development needs of the City or on any of the projects that had been presented this evening. She reminded everyone that this hearing is being televised, so if they wish to comment they would need to go up to the podium to speak and to please identify their self.

Timothy Meagher, Salisbury resident, was the first to speak. He stated that he has been involved with the CDBG process since the City became an entitlement community. He stated that he was pleased to see the revitalization of the Church Street neighborhood, that Habitat has made it their target neighborhood and that he supports the efforts of Habitat. He stated that one of the criticisms of the CDBG process over many years is the lack of diversity. By that he meant diversity in the agencies to which CDBG grants were awarded, and the struggle of agencies going through the learning process of what it takes to apply for a CDBG grant. He stated that he was pleased to see that there is a new applicant this year. He stated he did not see a problem with duplication of services from two different agencies and one that specializes in a particular population.



Ms. Stam replied to the comment regarding new CDBG applicants by stating that if new agencies are interested in applying for CDBG funds the Community Development Department is always available to provide any sort of technical assistance that may be needed when the funding round opens. Agency representatives may call with any questions and the department will walk you through the process. We will explain what is involved in terms of reporting, the federal program requirements, and how the department can help with putting the application together. That guidance is available, all you need to do is ask.

Next to speak was Michael Lane, who represented African American Concerned Men. He stated that his group is working to address the homeless issue. He would like to see programs established for the homeless. He would like to see the Cannonball Building, which is on East Church Street and owned by Outten Brothers, turned into a recreation center. He stated that the building could be used for programs that would address the needs of the community, to have a place for kids to play, to have a program to refer teens for employment and provide vocational training. Mr. Lane stated that the NAACP is involved with this process. He stated that they are looking for money to have the building appraised. Mr. Lane stated that he is reaching out to the community to give back to the community. Ms. Stam stated that the Mayor's office is working to develop plans for a community center to address the issues that Mr. Lane is talking about and finding an agency that would be able to handle all the paperwork associated with the various funding sources.

There were no further comments from the public. Ms. Stam stated that for any questions about the CDBG program or about the projects presented tonight, you can contact the Department of Community Development at 410-334-3031.

Ms. Stam adjourned the hearing at 7:14 P.M.

### **PUBLIC HEARING**

The City of Salisbury Community Development Block Grant (CDBG) 2016 Action Plan (draft) will be available for public review beginning on Monday, March 18, 2016. The Action Plan may be viewed on the City website ([www.salisbury.md](http://www.salisbury.md)) under the Community Development section, and at the Wicomico County Library. Printed copies of the plan may be requested from the City of Salisbury, Department of Community Development. If you would like a printed copy please contact the department in advance at (410) 334-3031.

A Public Hearing will be held on Wednesday, April 13, 2016 from 5:30 p.m. to 6:30 p.m. in the Council Chambers, Room 301 of the City/County Government Building. This hearing will allow citizens an opportunity to comment on the 2016 Action Plan and provide their views on the community development needs of the City of Salisbury. All interested persons are encouraged to attend.

The City will be accepting written comments on the 2016 Action Plan through 4:30 p.m. on Monday, April 18, 2016. All written comments should be mailed to the City of Salisbury, Department of Community Development, 125 North Division Street, Salisbury, Maryland 21801. For additional information you may contact the Department of Community Development at (410) 334-3031.

Deborah J. Stam  
Director of Community Development

vic 3/18/16

THE DAILY AND SUNDAY TIMES  
DELMARVA'S LARGEST NEWSPAPER  
618 BEAM STREET  
SALISBURY, MARYLAND 21801  
PHONE: 410-749-7171  
FAX: 410-341-6709

City of Salisbury  
125 N. Division Street  
Salisbury, MD 21801-4940

Dear Sir/Madame:

Here is the Certification of Publication for your ad that was run  
03/18/16

Sincerely,

Victoria Hagerman, Legals Department  
Legals Ext. 253

CERTIFICATION OF PUBLICATION

We hereby certify that the annexed: 3/18/2016

Public Hearing: Wednesday, April 13, 2016

Was published 3/18, '16

THE DAILY TIMES

  
\_\_\_\_\_  
The Daily Times



**City of Salisbury, Maryland**  
**Community Development Block Grant (CDBG) Program**  
**2016 CDBG Action Plan & Status of Open Projects**  
**Public Meeting in Government Office Building, Council Chambers**  
**Wednesday, April 13, 2016 at 5:30 P.M.**

Name	Organization	Phone Number	Email Address
Sharon Thomas	Habitat for Humanity Wilco	410 546 1551	sharon@wilcomicohabitat.org
Jeff Fox	Habitat for Humanity of Wilco County	410-546-1551	jeff@wilcomicohabitat.org
Andy Gilljors	Habitat for Humanity of Wilcomico Co.	410-546-1551	molly@wilcomicohabitat.org
Ander Booth	Wilcomico Public Libraries	410-749-3012	Aboerster@wilcomico.org
Jennifer Shehu	Telamon	410 546 4604	jshohan@telamon.org

City of Salisbury



MARYLAND

**CDBG PUBLIC HEARING  
PY 2016 ACTION PLAN AND STATUS OF  
OPEN CDBG PROJECTS AGENDA**

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**April 13, 2016**

**COUNCIL CHAMBERS ROOM 301**

**GOVERNMENT OFFICE BUILDING**

Opening Remarks – Ms. Deborah Stam

Review of Open CDBG Projects – Ms. Deborah Stam

Overview of Draft PY 2016 Action Plan

Public Comments on Community Development Needs of the City of Salisbury

Closing Remarks – Ms. Deborah Stam

Adjournment – Ms. Deborah Stam

Community Development Department  
Public Hearing  
Status of Open CDBG Projects and Draft PY 2016 Action Plan  
April 13, 2016

Deborah Stam, Director of Community Development, convened the second Public Hearing for the City of Salisbury's 2016 Community Development Block Grant (CDBG) Program Year at 5:30 P.M. on Wednesday, April 13, 2016. Ms. Stam welcomed both those present & the television audience. Ms. Stam stated that today's hearing will be a status report of the previously funded CDBG projects that are currently open and an overview of the projects proposed for funding in the draft 2016 Action Plan.

Ms. Stam gave an overview of the CDBG Entitlement Funds.

The following project was funded through CDBG in PY 2010:

1. Nuisance Code Enforcement Officer - Ms. Stam stated that the City began utilizing some of its CDBG funds to provide a Nuisance Code Officer for the Church Street/Doverdale CDBG target neighborhood. She stated that this officer operates exclusively in the Church Street/Doverdale neighborhood to address nuisance code violations. She stated that this increased level of code enforcement, when combined with the other ongoing revitalization efforts in the Church Street-Doverdale neighborhood, is helping to arrest the decline of the area. Ms. Stam also stated that the Nuisance Code Officer has continued to make substantial progress in dealing with the nuisance code violations in the target neighborhood. She stated that continued funding of this position was provided in the 2011, 2012, 2013, 2014 and 2015 Actions Plans.

In PY 2011 the following project was funded through CDBG:

1. The City set aside \$106,083 in CDBG funds for the Coty Cox Branch Flood Relief/Drainage Improvements Project. These funds are being used for the Engineering Design portion of the Coty Cox Branch project. Ms. Stam stated that this project will address the flooding that occurs in the Westside area when we experience heavy rains. Ms. Stam stated that the project was bid and awarded to be constructed simultaneously with the West Isabella Street Water Main Replacement project. She stated that the contractor is Corrado Construction Company. Construction of the West Isabella Water Main Replacement started on Monday, April 11, 2016. She stated that according to the most recent schedule, construction will reach the Coty Cox crossing at the Top Ten store in early July 2016. Ms. Stam stated that the West Road section of Coty Cox is currently scheduled for September or October 2016.

In PY 2013 the following project was funded through CDBG:

1. Salisbury Neighborhood Housing Services (SNHS) – Owner/Occupied Housing Rehabilitation - Ms. Stam stated that rehabilitation work has been completed on seven properties and one more rehab is underway.

In PY 2014 the following projects were funded through CDBG:

1. Salisbury Neighborhood Housing Services (SNHS) – Closing Cost/Down Payment Assistance – Ms. Stam stated that nine clients have settled on their new homes to date and there are enough funds remaining in the grant account to assist one more client.

2. Holly Community, Inc. – Job Training Program for Low/Mod Income Elderly & Developmentally Disabled – Ms. Stam stated that thirteen clients have received job training to date; six individuals are now employed and four clients have proceeded to advanced level job training; four of the program participants are now enrolled in on-the-job training with positive prospects of employment. She also stated a new group of five trainees began the program in October.
3. City of Salisbury – Demolition of Blighted Properties – Ms. Stam stated that one property has been demolished to date at 709 West Isabella Street. She also stated that enough funding remains in the grant account to demolish one or two more properties, depending on the cost of demolition. She stated that the City’s Neighborhood Services and Code Compliance (NSCC) Dept. is working on identifying additional abandoned, dilapidated properties that may need to be demolished.

In PY 2015 the following projects were funded through CDBG:

1. Habitat for Humanity of Wicomico County – Housing Construction for 425 Coles Circle. Ms. Stam stated that the Environmental Review has been completed and an *Authorization to Proceed* letter has been issued. She also stated that construction is underway.
2. Village of Hope – Partial funding for the replacement of the roof of the residence building. Ms. Stam stated that the Environmental Review has been completed and an *Authorization to Proceed* letter has been issued. She also stated that construction is 75% complete.
3. City of Salisbury Low-Mod Sidewalk Creation Program. Ms. Stam stated that the Environmental Review is complete and City staff are now working on compiling a bid package for this project. She stated that these funds will be utilized to construct additional sidewalks near the intersection of Naylor & Brown Streets in the vicinity of the new Fire Station #2 building.

Ms. Stam stated that in the 2016 draft Action Plan the City has included the following projects.

1. Program Administration - \$58,089. Ms. Stam stated that this covers the overall costs of the administration of the CDBG Program, all aspects.
2. Salisbury Neighborhood Housing Services (SNHS) – Closing Cost/ Down Payment Assistance Grants - \$100,000. Ms. Stam stated that this project will serve low-mod households citywide, with priority given to residents of the neighborhoods of Camden, Newtown – North Division Street, Church Street – Doverdale, Presidents – Princeton area and the Westside. She said that these neighborhoods are the CDBG target neighborhoods. She also stated that this project will provide homeownership opportunities to an estimated eighteen (18) low-to-moderate-income households by awarding them Closing Cost/Down Payment Assistance grants.
3. Habitat for Humanity of Wicomico County – New Housing Construction - \$37,650. Ms. Stam stated that this project will provide financial assistance to Habitat for Humanity of Wicomico County to enable them to provide the opportunity for homeownership to one (1) low-to-moderate income family by partially funding the construction and site preparation costs for one (1) single-family housing unit. She also stated that the proposed site is 707 East Church Street.

4. Telamon Corporation – Financial Education & Housing Counseling - \$43,500. Ms. Stam stated that this project will provide funding to Telamon Corporation to enable them to expand their Financial Education & Housing Counseling programs to serve an additional estimated forty-five (45) low-to-moderate-income households. She stated that Telamon targets Limited English Proficiency (LEP) populations, including migrant seasonal farm workers and homeless individuals. She also stated that they have translators on staff who speak both Spanish and Haitian Creole.
  
5. City of Salisbury – Low-Mod Neighborhood Sidewalk Construction - \$51,208. Ms. Stam stated that this project will provide funds to continue the construction of sidewalks in the Church Street-Doverdale CDBG target neighborhood where none currently exist. She stated that a site has not been selected yet.

Ms. Stam then opened the floor for any questions or comments from the public. There were no comments or questions from the public.

Ms. Stam stated that the City will be accepting written comments on the 2016 Action Plan through 4:30 p.m. on Monday, April 18, 2016. She said all written comments should be mailed to the City of Salisbury, Department of Community Development, 125 N. Division Street, Salisbury, MD, 21801. Ms. Stam also stated that for any additional information on any of these projects, or the CDBG program in general, the public may contact the Community Development Department at (410) 334-3031.

Ms. Stam adjourned the Public Hearing at 5:40 PM.



## **CDBG Target Areas – Maps**



Newtown - North Division

Church Street - Doverdale

West Side

Presidents - Princeton

North Camden

**Legend**

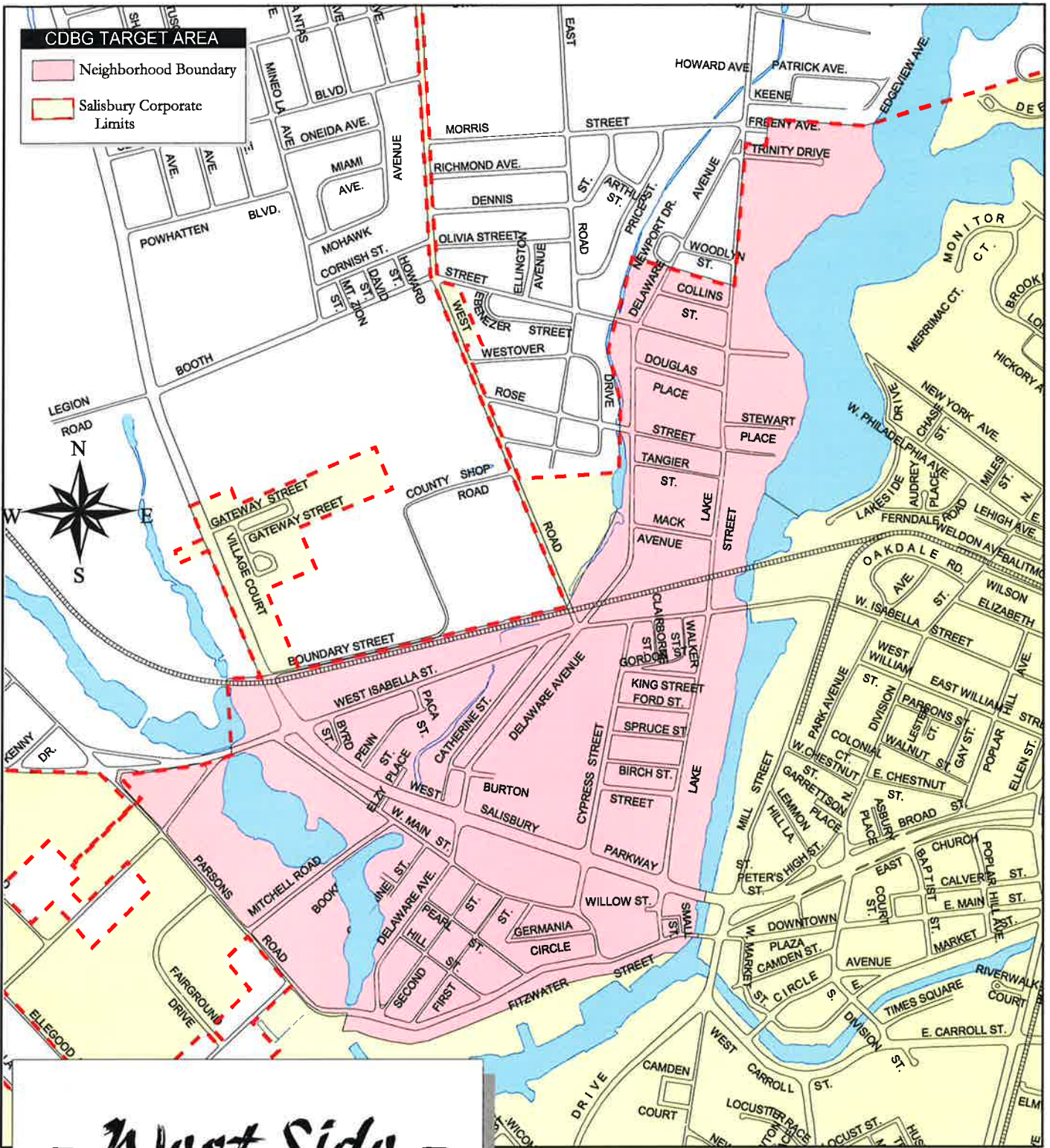
Salisbury Corporate Limits

# CDBG Target Areas



**CDBG TARGET AREA**

- Neighborhood Boundary
- Salisbury Corporate Limits





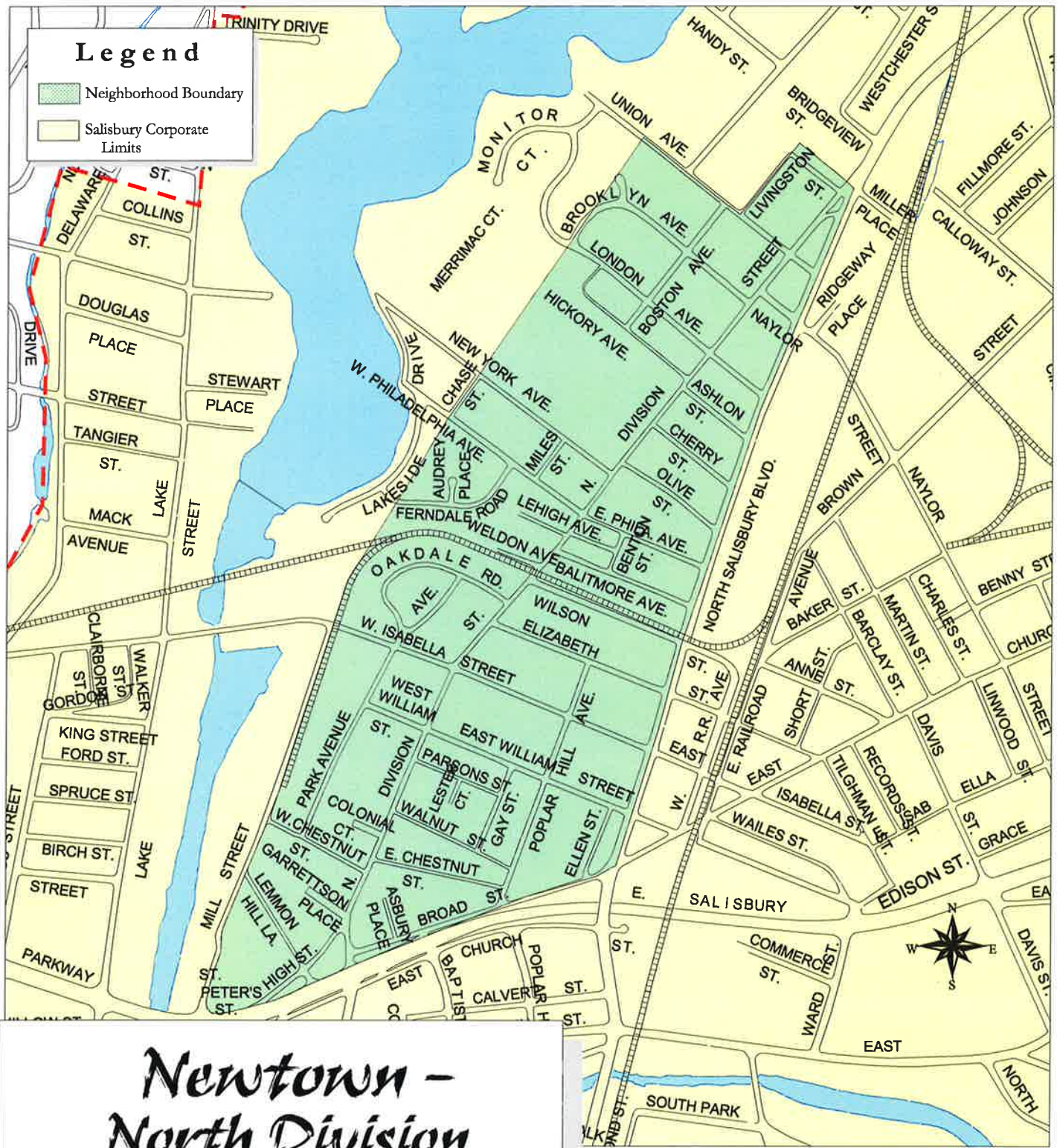
*- West Side -*

# CDBG Target Areas



# Legend

-  Neighborhood Boundary
-  Salisbury Corporate Limits



## Newtown - North Division



# CDBG Target Area

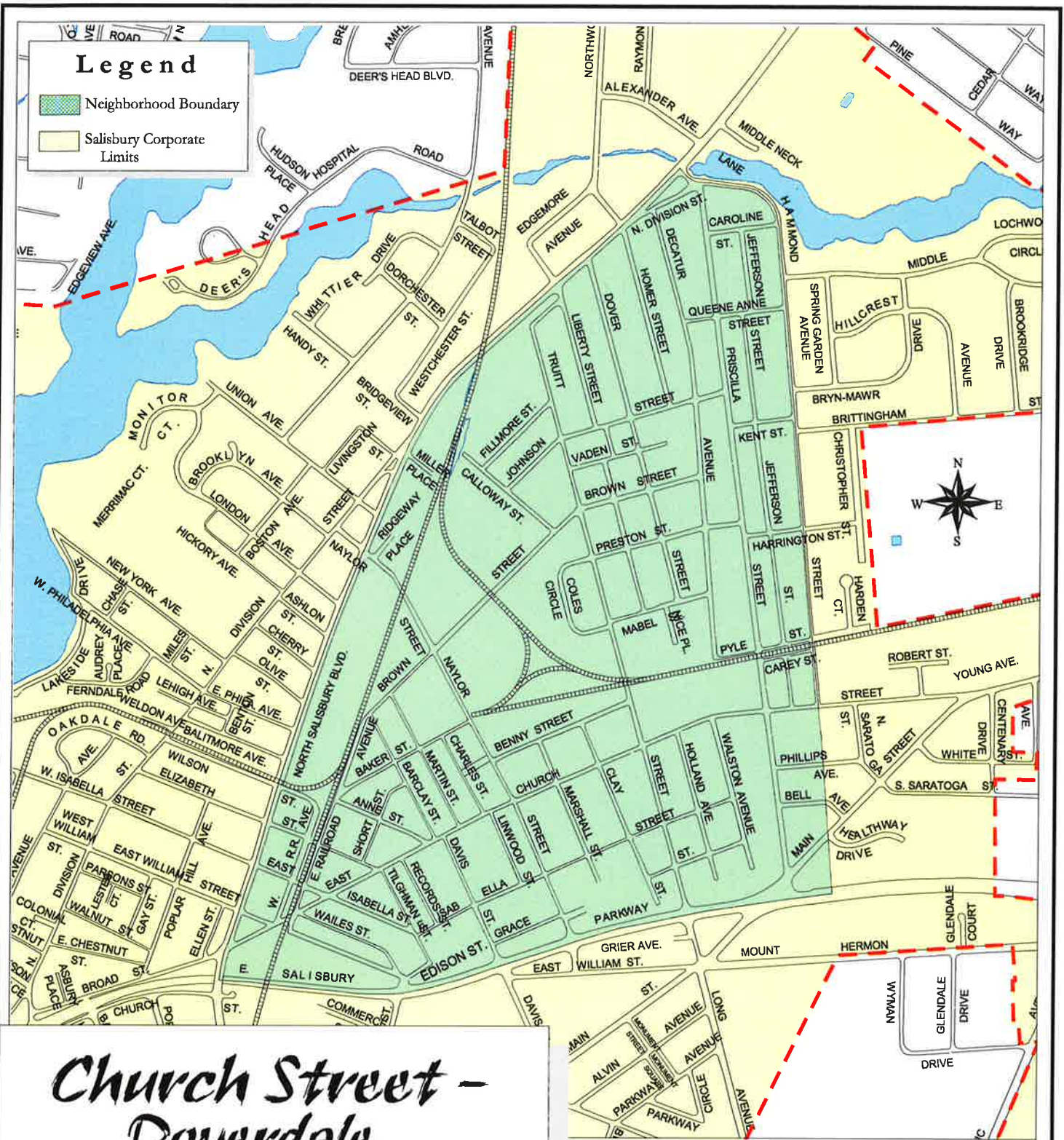


Salisbury / Wicomico Planning & Zoning  
2/15/2005



# Legend

-  Neighborhood Boundary
-  Salisbury Corporate Limits



*Church Street -  
Doverdale*

**CDBG  
Target Area**

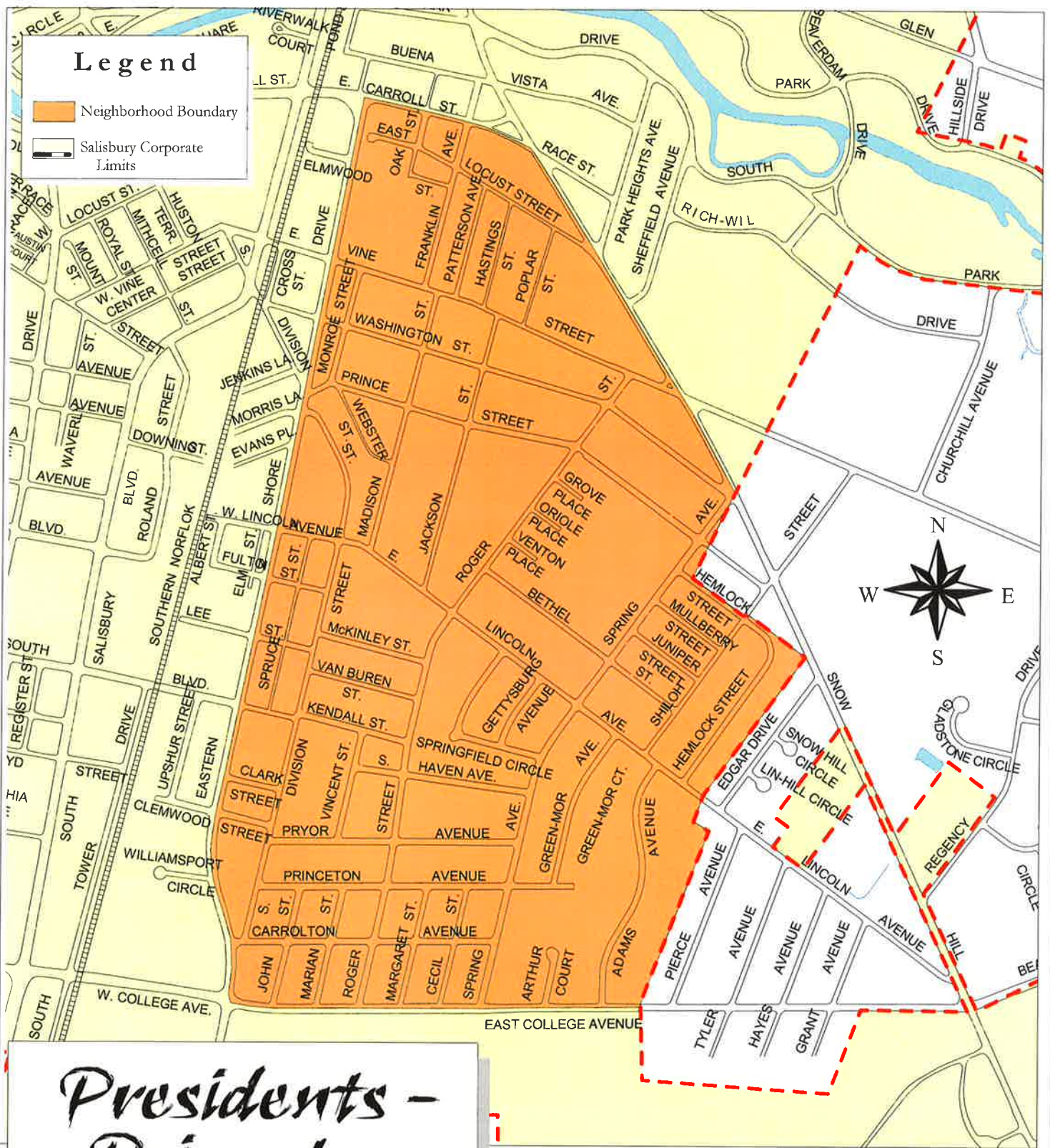


Salisbury / Wicomico Planning & Zoning  
2/15/2005



# Legend

- Neighborhood Boundary
- Salisbury Corporate Limits



*Presidents - Princeton*

# CDBG Target Areas







Salisbury / Wicomico Planning & Zoning  
2/15/2005

# **Homeless Information**



# Point-in-Time Count MD-513 Wicomico/Somerset/Worcester County CoC

Inventory Count Date: 1/28/2016

Population: Sheltered and Unsheltered Count

## Persons in Households with at least one Adult and one Child

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total Number of Households	13	5	1	19
Total Number of persons (Adults & Children)	37	10	2	49
Number of Persons (under age 18)	24	5	1	30
Number of Persons (18 - 24)	1	2	0	3
Number of Persons (over age 24)	12	3	1	16

Gender (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	20	5	0	25
Male	17	5	2	24
Transgender (male to female)				0
Transgender (female to male)				

Ethnicity (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latino	35	10	2	47
Hispanic/Latino	2	0	0	2

Point-in-Time Count MD-513 Wicomico/Somerset/Worcester County CoC

Race (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
White	10	2	0	12
Black or African-American	21	6	2	29
Asian	0	0	0	0
American Indian or Alaska Native	0	1	0	1
Native Hawaiian or Other Pacific Islander	0	0	0	0
Multiple Races	6	1	0	7

Inventory Count Date: 1/28/2016

Population: Sheltered and Unsheltered Count

**Persons in Households with only Children**

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total Number of Households	0	0	0	0
Total Number of children (under age 18)	0	0	0	0

Gender (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	0	0	0	0
Male	0	0	0	0
Transgender (male to female)				0
Transgender (female to male)				0

Ethnicity (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latino	0	0	0	0
Hispanic/Latino	0	0	0	0

Point-in-Time Count MD-513 Wicomico/Somerset/Worcester County CoC

Race (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
White	0	0	0	0
Black or African-American	0	0	0	0
Asian	0	0	0	0
American Indian or Alaska Native	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0
Multiple Races	0	0	0	0

Inventory Count Date: 1/28/2016

Population: Sheltered and Unsheltered Count

**Persons in Households without Children**

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	150	25	0	34	209
Total Number of persons (Adults)	152	26	0	35	213
Number of Persons (18 - 24)	7	6	0	2	15
Number of Persons (over age 24)	145	20	0	33	198

Gender (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	50	14	0	13	77
Male	102	12	0	22	136
Transgender (male to female)					0
Transgender (female to male)					0

Ethnicity (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	150	26	0	33	209
Hispanic/Latino	2	0	0	2	4

Point-in-Time Count MD-513 Wicomico/Somerset/Worcester County CoC

Race (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
White	83	14	0	16	113
Black or African-American	67	11	0	16	94
Asian	0	0	0	0	0
American Indian or Alaska Native	0	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	1	1
Multiple Races	2	1	0	2	5

Date of PIT Count: 1/28/2016

Population: Sheltered and Unsheltered Count

**Total Households and Persons**

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	163	30	0	35	228
Total Number of Persons	189	36	0	37	262
Number of Children (under age 18)	24	5		1	30
Number of Persons (18 to 24)	8	8	0	2	18
Number of Persons (over age 24)	157	23	0	34	214

**Gender**

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	70	19	0	13	102
Male	119	17	0	24	160
Transgender (male to female)	0	0	0	0	0
Transgender (female to male)	0	0	0	0	0

**Ethnicity**

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	185	36	0	35	256
Hispanic/Latino	4	0	0	2	6

**Race**

Sheltered			Unsheltered	Total
Emergency	Transitional	Safe Haven		

Point In Time Summary for MD-513 - Wicomico/Somerset/Worcester County CoC

White	93	16	0	16	125
Black or African-American	88	17	0	18	123
Asian	0	0	0	0	0
American Indian or Alaska Native	0	1	0	0	1
Native Hawaiian or Other Pacific Islander	0	0	0	1	1
Multiple Races	8	2	0	2	12



# Point-in-Time Subpopulations Summary for MD-513 - Wicomico/Somerset/Worcester County CoC

Date of PIT Count: 1/28/2016

Population: Sheltered and Unsheltered Count

## Chronically Homeless Subpopulations

	Sheltered		Unsheltered	Total
	Emergency Shelters	Safe Haven		
Chronically Homeless Individuals	17	0	16	33
Chronically Homeless Families (Total Number of Families)	0		0	0
Chronically Homeless Families (Total Persons in Household)	0		0	0

## Chronically Homeless Veterans

	Sheltered		Unsheltered	Total
	Emergency Shelters	Safe Haven		
Chronically Homeless Individuals	2	0	1	3
Chronically Homeless Families (Total Number of Families)	0		0	0
Chronically Homeless Families (Total Persons in Household)	0		0	0

## Other Homeless Subpopulations

	Sheltered		Unsheltered	Total
	Persons in emergency shelters, transitional housing and safe havens			
Adults with a Serious Mental Illness	37		19	56
Adults with a Substance Use Disorder	21		12	33
Adults with HIV/AIDS	1		1	2
Victims of Domestic Violence	30		7	37

Inventory Count Date: 1/28/2016

Population: Sheltered and Unsheltered Count

**Youth Households**

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	8	8	0	2	18
Number of parenting youth households	1	2		0	3
Number of unaccompanied youth households	7	6	0	2	15
Total number of persons	9	11	0	2	22
Total number of persons in parenting youth households	2	5	0	0	7
Number of parenting youth (youth parents only)	1	2	0	0	3
Number of parenting youth (under age 18)	0	0		0	0
Number of parenting youth (age 18 to 24)	1	2		0	3
Number of children with parenting youth (children under age 18 with parents under age 25)	1	3		0	4
Total number of unaccompanied youth	7	6	0	2	15
Number of unaccompanied children (youth under age 18)	0	0		0	0
Number of unaccompanied youth between ages 18 and 24	7	6	0	2	15

<b>Gender (parenting youth and unaccompanied youth only)</b>	<b>Sheltered</b>			<b>Unsheltered</b>	<b>Total</b>
	Emergency	Transitional	Safe Haven		
Female	3	2	0	1	6
Male	4	4	0	1	9
Transgender (male to female)					0
Transgender (female to male)					0

<b>Ethnicity (parenting youth and unaccompanied youth only)</b>	<b>Sheltered</b>			<b>Unsheltered</b>	<b>Total</b>
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	7	6	0	2	15
Hispanic/Latino	0	0	0	0	0

<b>Race (parenting youth and unaccompanied youth only)</b>	<b>Sheltered</b>			<b>Unsheltered</b>	<b>Total</b>
	Emergency	Transitional	Safe Haven		
White	4	2	0	0	6
Black or African-American	3	3	0	0	6
Asian	0	0	0	0	0
American Indian or Alaska Native	0	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	1	1
Multiple Races	0	1	0	1	2

# Point-in-Time Count Veterans MD-513 Wicomico/Somerset/Worcester County CoC

Inventory Count Date: 1/28/2016

Population: Sheltered and Unsheltered Count

## Persons in Households with at least one Adult and one Child

	Sheltered		Unsheltered
	Emergency	Transitional	
Total Number of Households	1	1	0
Total Number of Persons	2	2	0
Total Number of Veterans	1	1	0

Gender (veterans only)	Sheltered		Unsheltered
	Emergency	Transitional	
Female	1	1	0
Male	0	0	0
Transgender (male to female)			
Transgender (female to male)			

Ethnicity (veterans only)	Sheltered		Unsheltered
	Emergency	Transitional	
Non-Hispanic/Non-Latino	1	1	0
Hispanic/Latino	0	0	0

Race (veterans only)	Sheltered		Unsheltered
	Emergency	Transitional	
White	0	0	0
Black or African-American	1	1	0
Asian	0	0	0
American Indian or Alaska Native	0	0	0

Native Hawaiian or Other Pacific Islander	0	0	0
Multiple Races	0	0	0

**Total**

2
4
2

**Total**

2
0
0

**Total**

2
0

**Total**

0
2
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0  
0

**Resolution Authorizing Submission  
of the CDBG Action Plan**

**Fair Housing Ordinances #2378 & #2379:  
Amending the Salisbury City Code to  
Amend the Definition and Requirements  
of Functional Family in Consideration  
of Disabled Individuals**

**2016 Fair Housing Month Proclamation**



## RESOLUTION NO. 2630

A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND TO APPROVE THE CITY'S ACTION PLAN FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR CDBG PROGRAM YEAR 2016 AND TO AUTHORIZE THE MAYOR'S SIGNATURE THERETO.

WHEREAS, the Maryland State Office of the U.S. Department of Housing & Urban Development (HUD) has determined that the City of Salisbury qualifies as an "entitlement community"; and

WHEREAS, the City of Salisbury is, therefore, entitled to receive Community Development Block Grant (CDBG) funds directly from HUD upon HUD's approval of the City's annual Action Plan; and

WHEREAS, the Council of the City of Salisbury wishes the City to receive this annual allotment of CDBG funds from HUD, in order that various community development projects may be completed.

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Salisbury, Maryland does hereby authorize the Mayor to submit this CDBG 2016 Action Plan to HUD for review and approval.

THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on April 25, 2016, and is to become effective immediately.

  
Kimberly R. Nichols  
CITY CLERK

  
John R. Heath  
CITY COUNCIL PRESIDENT

APPROVED BY ME THIS

27<sup>th</sup> day of April, 2016.

  
Jacob R. Day  
MAYOR

**ORDINANCE NO. 2378**

AN ORDINANCE OF THE CITY OF SALISBURY TO AMEND CHAPTER 15.24.1620 DETERMINATION OF FUNCTIONAL FAMILY OF THE SALISBURY CITY CODE TO AMEND THE REQUIREMENTS OF FUNCTIONAL FAMILY.

WHEREAS, the ongoing application, administration and enforcement of the Salisbury Municipal Code, demonstrates a need for periodic review, evaluation and amendment; and

WHEREAS, Chapter 15.24.1620, entitled Determination of Functional Family, of the Salisbury City Code currently does not give consideration to disabled individuals; and

WHEREAS, the Fair Housing Act directs that reasonable accommodations be made with regard to the housing needs of individuals with disabilities; and

WHEREAS, by correcting this subsection, the City will be better aligned with the Federal Fair Housing Standards Act, the Americans with Disabilities Act and Maryland State law.

NOW, THEREFORE, be it enacted and ordained by the City Council of the City of Salisbury, that section 15.24.1620 of the City of Salisbury City Code, be amended as follows:

Article XXIX

15.24.1620 Determination of functional family.

1. Upon application of a group of not more than four persons, the Department of Neighborhood Services and Code Compliance shall make a determination of whether a

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“functional family” exists. Each of the following criteria shall be met:

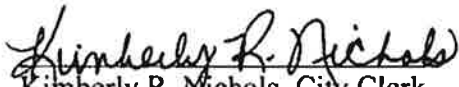
- A. Share a permanent personal bond and commitment to one another;
- B. Not dependent upon or supported by someone who does not maintain legal domicile at the particular dwelling unit and reside therein (not including any alimony or child support payments made to or for the benefit of any members of the group);
- C. Maintain legal domicile at the particular dwelling unit;
- D. Share a single household budget;
- E. Share in the repair and maintenance of the dwelling unit and its grounds, if any;
- F. Prepare and eat meals together on a regular basis;
- G. Share in legal ownership or tenancy of the dwelling unit, as evidenced on a deed or lease.

2. In the case of an application by persons who are disabled pursuant to the terms of the Americans with Disability Act, the Department of Neighborhood Services and Code Compliance shall make a determination of whether a “functional family” exists under 15.24.1620(1). When making that determination, the Department of Neighborhood Services and Code Compliance shall make any necessary and reasonable accommodations, including the modification of conditions required by subsection (1) of this section and the allowance of more than four unrelated individuals in the same household, when necessary to comply with applicable federal and state laws regarding fair housing and persons with disabilities.

AND BE IT FURTHER ENACTED AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, that the Ordinance shall take effect upon final passage.


THIS ORDINANCE was introduced and read at a meeting of the Council of the City of Salisbury held on the 22 day of February, 2016 and thereafter, a statement of the substance of the ordinance having been published as required by law, in the meantime, was finally passed by the Council on the 14 day of March, 2016.

ATTEST:

  
Kimberly R. Nichols, City Clerk

  
John R. Heath, City Council President

Approved by me, this 17<sup>th</sup>  
day of MARCH, 2016.

  
Jacob R. Day, Mayor

**ORDINANCE NO. 2379**

**AN ORDINANCE OF THE CITY OF SALISBURY TO AMEND CHAPTER 17.04.120 ZONING DEFINITIONS OF THE SALISBURY CITY CODE TO AMEND THE REQUIREMENTS OF FUNCTIONAL FAMILY.**

WHEREAS, the ongoing application, administration and enforcement of the Salisbury Municipal Code, demonstrates a need for periodic review, evaluation and amendment; and

WHEREAS, Chapter 17.04.120. Definitions, of the Salisbury City Code currently does not give consideration to disabled individuals; and

WHEREAS, the Fair Housing Act directs that reasonable accommodations be made with regard to the housing needs of individuals with disabilities; and

WHEREAS, by correcting this subsection, the City will be better aligned with the Federal Fair Housing Standards Act, the Americans with Disabilities Act and Maryland State law.

NOW, THEREFORE, be it enacted and ordained by the City Council of the City of Salisbury, that section 17.04.120 of the City of Salisbury City Code, be amended as follows:

**17.04.120 Definitions**

“Family” means and includes, subject to the exceptions below.

- I. C. 1. A group of not more than four persons who are approved by the Department of Neighborhood Services and Code Compliance pursuant to Section

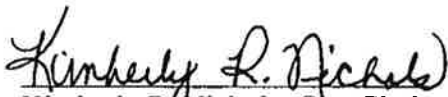
15.24.1620(1) as a "functional family," and

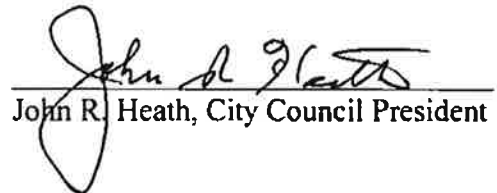
2. A group of four or more disabled persons (as defined by the Americans with Disability Act), who are approved by the Department of Neighborhood Services and Code Compliance pursuant to Section 15.24.1620(2).

AND BE IT FURTHER ENACTED AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, that the Ordinance shall take effect upon final passage.

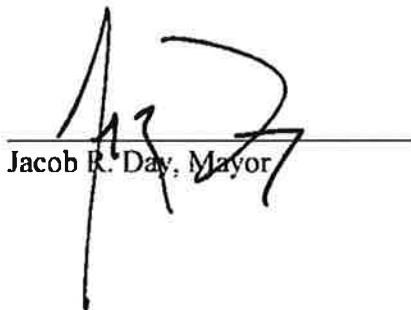
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ATTEST:

  
Kimberly R. Nichols, City Clerk

  
John R. Heath, City Council President

Approved by me, this 17<sup>th</sup>  
day of MARCH, 2016.

  
Jacob R. Day, Mayor

# City of Salisbury



MARYLAND

## Proclamation

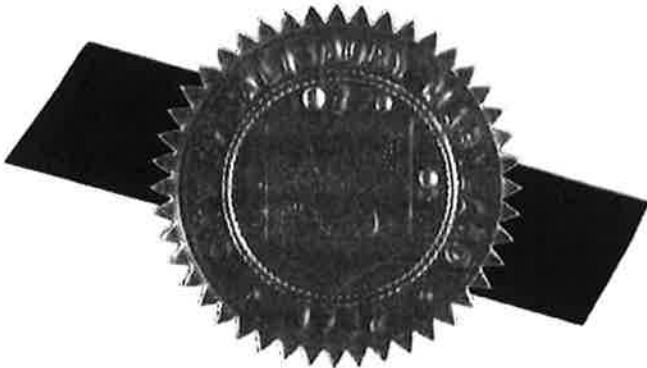
- WHEREAS,** *the Fair Housing Act has prohibited discrimination in housing; and*
- WHEREAS,** *equal opportunity for all is a fundamental goal of our nation, state and city, regardless of race, color, religion, sex, disability, familial status or national origin; and*
- WHEREAS,** *housing is a critical component of family and community health and stability; and*
- WHEREAS,** *the Shore Housing Resource Board, Inc., a private non-profit organization operating in Somerset, Wicomico and Worcester Counties, consists of volunteers representing business, government, non-profit agencies and individuals committed to promoting and educating fair housing; and*
- WHEREAS,** *the Shore Housing Resource Board strives daily to make Fair Housing a reality for every resident;*
- WHEREAS,** *the Zoning Ordinance of the City of Salisbury is intended to affirmatively further fair housing in the City of Salisbury by abiding by the provisions of the Fair Housing Act of 1968 as amended, promoting fair housing choice for all residents in the City of Salisbury, assuring the rights of all individuals that are identified as members of a protected class by the Federal Government, and preventing discrimination in housing based on a person's race, color, national origin, religion, sex, familial status or handicap;*

**NOW THEREFORE,** I, Jacob R. Day, Mayor of the City of Salisbury, do hereby proclaim the month of April 2016 as

### **"FAIR HOUSING MONTH"**

*in our City and encourage all residents to participate in creating and promoting fair housing opportunities for everyone in their community.*

**IN WITNESS THEREOF,** I hereunto set my hand and the seal of the City of Salisbury this 28<sup>th</sup> day of March, 2016.



  
Jacob R. Day, Mayor