

# City of Salisbury



## Annual Action Plan

CDBG PY 2020

(7/1/2020 – 6/30/2021)

## CDBG-CV1 & CV3 Amendments

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# 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, 2019 - June 30, 2024. 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, 2019 to June 30, 2024 (using CDBG Program Year (PY) 2019–2023 funds). This Annual Action Plan covers the upcoming one-year program period beginning July 1, 2020 and ending June 30, 2021 (using CDBG PY 2020 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 City of Salisbury's PY 2019-2023 Five Year Consolidated Plan proposes the following six (6) strategies to address the priority needs in the City:

#### Housing Strategy -

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

#### **Goals:**

HS-1 Homeownership – Increase the supply of owner-occupied housing units through housing counseling, down payment assistance, and closing cost assistance.

HS-2 Housing Construction – Encourage the construction of new affordable housing units in the City for owners and renters.

HS-3 Housing Rehabilitation – Conserve and rehabilitate existing affordable housing units occupied by owners and renters in the City by addressing code violations, emergency repairs and handicap accessibility.

**Homeless Strategy -**

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

**Goals:**

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

HO-2 Operation/Support – Assist providers operating housing or providing support services for the homeless and persons or families at-risk of becoming homeless.

**Other Special Needs Strategy -**

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

**Goals:**

SN-1 Housing – Support an increase in the supply of accessible, decent, safe, sanitary, and affordable housing for the elderly, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, persons with alcohol/drug dependency, and persons with other special needs through rehabilitation of existing buildings and new construction.

SN-2 Social Services – Support social service programs and facilities for the elderly, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, persons with alcohol/drug dependency, and persons with other special needs.

**Community Development Strategy -**

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

**Goals:**

CD-1 Community Facilities and Infrastructure – Improve the City’s public facilities and infrastructure through rehabilitation, reconstruction, and new construction.

CD-2 Public Safety and Services – Improve and enhance public safety, public services, and public programs.

CD-3 Connectivity – Improve connectivity within the City and to surrounding communities through physical, visual, transportation, and accessibility improvements.

CD-4 Clearance/Demolition – Remove and eliminate slum and blighting conditions throughout the City.

**Economic Development Strategy –**

**Priority Need:** There is a need to encourage employment and economic opportunities in the City of Salisbury.

**Goals:**

ED-1 Employment – Support and encourage job creation, job retention, and job training opportunities.

ED-2 Development – Support business and commercial growth through expansion and new development.

ED-3 Redevelopment – Plan and promote the development, redevelopment, and revitalization of vacant commercial and industrial sites.

**Additional Summary Information**

ED-4 Financial Assistance – Support and encourage new economic development through local, state, and federal tax incentives and programs such as Tax Incremental Financing (TIF), Tax Abatements (LERTA), Payment in Lieu of Taxes (Pilot), Enterprise Zones/Entitlement Communities, Section 108 Loan Guarantees, Economic Development Initiative (EDI) funds, etc.

ED-5 Access to Transportation – Support the expansion of public transportation and access to bus and automobile service to assist residents’ transportation needs for employment and job training opportunities.

## Administration, Planning, and Management Strategy –

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

### **Goals:**

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

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

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

Each year the City prepares its Consolidated Annual Performance Evaluation Report (CAPER). This report is submitted within ninety (90) days after the start of the new program year. Copies of the CAPER are available for review at the City's Housing and Community Development Department.

The PY 2018 CAPER, which was the fifth CAPER for the PY 2014-2018 Five Year Consolidated Plan, was approved by HUD in a letter dated 11/26/2019. In the PY 2018 CAPER, the City expended 100% of its CDBG funds to benefit low- and moderate-income persons. The City expended 7.83% of its funds during the PY 2018 CAPER period on public service, which is below the statutory maximum of 15%. The City expended 18.74% of its funds during this CAPER period on Planning and Administration, which is below the statutory maximum of 20%. The City's expenditure ratio at the end of the PY 2018 CAPER period was 1.15, which is well below the 1.5 expenditure ratio maximum.

In February 2020 the City undertook a substantial amendment to the 2018 Annual Action Plan. The City had originally set up a project in PY 2018 entitled 'Homeless Services Case Managers (2 positions)'. The intent was to utilize the CDBG funds to increase the Homeless Services Case Manager from one position to two positions. We allocated \$44,000 to the project, but as of October 2019 we had only expended \$7,106.13. It was determined that given the amount of funding we currently have available for housing vouchers, we do not need a second Case Manager at this point in time. Additional funding for the salary and benefit costs of the existing Case Manager had become available through ESG and PATH, so the CDBG funding for that project was no longer required.

Therefore, we began discussing where the remaining funding amount of \$36,893.87 could best be utilized. The Mayor decided he would like to utilize these funds to assist with the acquisition of the Truitt Street Community Center building. The City is currently renting the building, but we would prefer

to own it so that we can continue to make improvements to the facility. The Community Center is located at 319 Truitt Street in the Church Street–Doverdale CDBG Target Neighborhood.

Per the instructions received from HUD, the City published a notice of the proposed amendment to the 2018 Action Plan in the local newspaper. We provided a 30-day public comment period, which ran from 11/18/2019 to 12/18/2019. No comments were received, and no comments were rejected and/or not accepted. When the public comment period was over the City sent a letter to HUD staff advising them that no objections had been received, and we would be proceeding with amending the 2018 Action Plan. The amended 2018 Action Plan was completed and submitted for HUD review in IDIS on 2/12/2020. The Field Office completed their review, and we were advised that the status of the amended Action Plan had been switched to 'Review Completed' on 3/13/2020.

The Environmental Review Record (ERR) for the Truitt St. Community Center - Acquisition project was completed in HEROS on 3/24/2020. The project converted to 'Exempt', as the acquisition of an existing building that does not involve a change in use has no impact on the environment. The narrative information for the Homeless Services Case Managers project was updated in IDIS on 3/23/2020, and that project was marked as complete.

The City did not make any changes to its Five-Year Priorities and Goals during the previous plan year.

#### **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, advertises and holds two (2) public hearings annually on the community development needs of the City. These hearings provide residents with the opportunity to discuss the City's CDBG program and to offer their suggestions on future CDBG program priorities. In past years the CDBG public hearings were always held in the Council Chambers and broadcast live on Cable Channel 14 (PAC-14), and then videos of the hearings were posted on YouTube for viewing after the original broadcast. This year, due to the COVID-19 pandemic, we had to find an alternate method of holding the public hearings. We chose to utilize the Zoom Meeting platform for Salisbury's 2020 CDBG public hearings.

The original Public Notice regarding the 30-day public comment period for the 2020 Action Plan and the two public hearings had run in the local newspaper on March 13, 2020, just before all the strict social distancing measures came into full force. When it became clear that we couldn't hold in-person public hearings, we decided to utilize Zoom Meeting for the hearings to allow people watch the hearing and then ask questions and/or provide comments should they wish to do so. We ran a second Public Hearing notice in the local newspaper with log-in information for the two public hearing meetings that had been set up on the Zoom platform. A copy of that revised CDBG Public Hearings notice was also posted on the

City's website and the City's Facebook page. Copies of both Public Hearing notices that ran in the Daily Times are included in the 'Citizen Participation' section of the exhibits.

The City of Salisbury has updated its Citizen Participation Plan to include the new procedures that have been authorized by HUD to allow for alternate methods of holding public hearings and expedited public comment periods during disasters and/or emergencies. The City ran a Public Notice in the Daily Times newspaper advertising the 5-day public comment period for the updated Citizen Participation Plan. A copy of that notice is included in the 'Citizen Participation' section of the exhibits. No comments were received from the public, and no comments were rejected and/or not accepted by the City. The updated Citizen Participation Plan was approved by the Salisbury City Council at their legislative meeting on May 26, 2020. Also included in the exhibits is a copy of the updated Citizen Participation Plan and the Resolution passed by the City Council approving said document.

In April 2020 the City of Salisbury was awarded CDBG-CV1 funding in the amount of \$227,905 to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). The City identified four projects that would enable us to address some of the community needs that had been created by the COVID-19 pandemic. We chose to amend the City's 2020 Action Plan to utilize this additional funding, as soon as the HUD review of the 2020 Plan had been completed. As HUD had issued specific flexibilities and waivers for the CDBG-CV1 funding which would allow us to incur project costs before the amended 2020 Plan had been submitted for review, we proceeded forward with the planning and execution of the selected projects in order to meet the needs of the community as expeditiously as possible.

The amended 2020 Action Plan was posted on the City website for public review on September 1, 2020. The City published a Public Notice in the Daily Times newspaper providing a 5-day public comment period for the amended Plan. A copy of that Public Notice is included in the 'Citizen Participation' section of the exhibits. No comments were received from the public, and no comments were rejected and/or not accepted by the City.

#### **Additional Text for CV3 Amendment to the Action Plan**

In September 2020 the City of Salisbury was awarded CDBG-CV3 funding in the amount of \$244,747 to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). The City has chosen to put these additional funds towards two of the projects that were funded under the CDBG-CV1 allocation – the Salisbury Neighborhood Housing Services (SNHS) COVID-19 Rental / Mortgage Assistance Program, and the COVID-19 Critical Need Supplies for Low-Mod Income Residents project, which is being orchestrated by the members of the Vulnerable Populations Task Force.

As HUD has issued specific flexibilities and waivers for the CDBG-CV funding which will allow us to incur project costs before the CV3 amendment to the 2020 Action Plan has been formally approved, we intend to proceed forward with the planning and execution of the selected projects in order to meet the needs of the community as expeditiously as possible.

The amended 2020 Action Plan will be posted on the City website for public review on December 15, 2020. The City has published a Public Notice in the Daily Times newspaper providing a 5-day public comment period for the amended Plan. A copy of that Public Notice is included in the 'Citizen Participation' section of the exhibits. No comments will be rejected and/or not accepted by the City.

## **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 2020 were held in March and April of 2020, via the Zoom Meeting platform.

The first Public Hearing was held on March 31, 2020. The City elected not to hold an open funding round this year, but rather to utilize the funds internally for eligible projects that met a national objective. Therefore, the first public hearing provided an overview of the projects that were proposed in the draft 2020 Action Plan. Once the projects in the draft plan were presented, any persons watching the public hearing who wished to ask questions or provide their views on the community development needs of the City of Salisbury were provided with the opportunity to do so. No comments were received.

The second public hearing was held on April 14, 2020. This hearing provided community members with a status report on the previously funded CDBG projects that are currently open, and those that have closed within the past year. Following that status report any persons watching the public hearing who wished to ask questions or provide their views on the community development needs of the City of Salisbury were provided with the opportunity to do so. No comments were received.

Copies of the minutes from both CDBG public hearings are included in the 'Citizen Participation' section of the exhibits.

An advertised 5-day Public Comment period was provided for the updated Citizen Participation Plan. No comments were received from the public, and no comments were rejected and/or not accepted by the City.

A separate advertised 5-day Public Comment period was provided for the CV1 amendment to the 2020 Action Plan. No comments were received from the public, and no comments were rejected and/or not accepted by the City.

A separate advertised 5-day Public Comment period will be provided for the CV3 amendment to the 2020 Action Plan. No comments will be rejected and/or not accepted by the City.



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

The 30-day public comment period for the PY 2020 CDBG Action Plan ran from March 13, 2020 to April 13, 2020. Written comments were accepted from the public on the PY 2020 Action Plan during the 30-day public comment period. No comments were received. No comments on the Action Plan were rejected and/or not accepted by the City of Salisbury.

The 5-day public comment period for the updated Citizen Participation Plan ran from May 22, 2020 to May 27, 2020. Written comments were accepted from the public on the updated Citizen Participation Plan during the 5-day public comment period. No comments were received. No comments on the Citizen Participation Plan were rejected and/or not accepted by the City of Salisbury.

The 5-day public comment period for the CV1 amendment to the 2020 Action Plan ran from September 1, 2020 to September 5, 2020. Written comments were accepted from the public on the amended Action Plan during the 5-day public comment period. No comments were received. No comments on the amended Action Plan were rejected and/or not accepted by the City of Salisbury.

The 5-day public comment period for the CV3 amendment to the 2020 Action Plan will run from December 15, 2020 to December 20, 2020. Written comments will be accepted from the public on the amended Action Plan during the 5-day public comment period. No comments on the amended Action Plan will be rejected and/or not accepted by the City of Salisbury.

## **7. Summary**

Following the Citizen Participation Plan adopted by the City Council, the Housing & Community Development Department encourages service providers, citizens and other interested individuals to comment on the City's housing and community development needs. All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords all interested individuals the opportunity to participate in the process should they elect to do so.

The City of Salisbury recently updated its Citizen Participation Plan to include the new procedures that have been authorized by HUD to allow for alternate methods of holding public hearings and expedited public comment periods during disasters and/or emergencies. The updated Citizen Participation Plan was approved by the Salisbury City Council at their legislative meeting on May 26, 2020.

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 expand 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	Housing and Community Development Department

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The City of Salisbury's Department of Housing and Community Development is the administering agency for the CDBG Program. The CDBG Program is managed by the Grants Manager, who reports to the Assistant Director of Finance - Operations. The Department is responsible for the preparation of the Five Year Consolidated Plans, Annual Action Plans, Environmental Review Records (ERRs), Consolidated Annual Performance Evaluation Reports (CAPERs), as well as monitoring, processing pay requests, contracting, and oversight of the programs on a day to day basis.

In those years when the City elects to hold an open funding round for CDBG, it conducts a competitive application process to award funds to other public agencies and local 501(c)(3) non-profit organizations to undertake CDBG eligible activities. However, in some years the City may choose to utilize the CDBG funds internally to conduct eligible activities that meet a national objective.

**Consolidated Plan Public Contact Information**

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

### **1. Introduction**

In those years when the City elects to hold an open funding round for the Community Development Block Grant (CDBG) program, it conducts a competitive application process to award funds to other public agencies and local 501(c)(3) non-profit organizations to undertake CDBG eligible activities. The applications are reviewed by the CDBG Review Committee and/or City Staff Members, the Mayor, and finally submitted to the City Council for approval. A percentage of the City's CDBG funds are then awarded on a competitive basis to non-profit applicants for eligible activities. However, in some years the City may choose to utilize the CDBG funds internally to conduct eligible activities that meet a national objective.

Each year, as a part of the CDBG application process, local agencies/organizations and individuals are invited to participate in the consultation process through attending a public hearing or responding directly to the draft documents that are posted for public comment.

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

The City acts as the single point of contact to coordinate efforts between public and assisted housing providers, as well as private and governmental health, mental health, and social service agencies. The City works with the following agencies to enhance funding and service allocations to address the housing and community development needs of the City:

- Salisbury Finance Department - oversees the City's CDBG grant program
- The Wicomico County Housing Authority - manages the Housing Choice Voucher Program and Public Housing Units
- Social Services Agencies - provide supportive services to address the needs of low- and moderate-income persons
- Housing Providers - rehabilitate and develop affordable housing units for low- and moderate-income households
- Homeless Alliance for the Lower Shore Continuum of Care Committee (HALS CoC) - oversees the Continuum of Care (CoC) network including the City.

Collaboration and coordination with these entities will continue in order to capitalize on potential future funding opportunities, as well as potential project partnerships, that would result in increased benefits to low- and moderate-income households and persons.

**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 Salisbury. The HALS CoC was formed to provide supportive services and housing for the homeless individuals and families in Wicomico, Somerset, and Worcester Counties. Members include representatives from local housing programs, county homeless boards, area shelters, non-profits, service organizations, state, federal and county agencies, faith community, law enforcement, universities, Board of Education representatives of the three school districts, mental health agencies, hospitals, employment agencies, permanent supportive housing providers, landlords, local providers, foundations, the business community, local residents and formerly homeless individuals.

Subrecipient CoC and ESG funded projects address the needs of homeless persons through the Continuum of Care Lead Agency's direction to prevent and end homelessness in the area. Various organizations and individuals participate in an assortment of ways through joint collaboration to end homelessness. These organizations accomplish this goal by addressing the immediate and ongoing needs of homeless persons (chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness. The City, through various departments, regularly meets with CoC representatives to discuss efforts to address the needs of homeless persons and persons at risk of homelessness. Additionally, CDBG funds have been used to financially support and leverage the efforts of the CoC, including but not limited to: shelter/housing support, supportive service activities, administrative support and eviction prevention assistance.

In PY 2016, the City of Salisbury, in partnership with the Wicomico County Health Department (WiCHD) and Help and Outreach Point of Entry, Inc. (HOPE), began running a pilot permanent supportive housing (PSH) program for 12 chronically homeless persons. This program adheres to a 'Housing First' philosophy, stressing a relatively low barrier for access to the program and high bar for ejection from the program. In 2019, the City of Salisbury placed 2 households in the PSH program, consisting of 2 adults and one unaccompanied youth. Two households exited the program as a result of death. Currently the City's PSH program has 12 active households, with a total of 21 people, consisting of 13 adults, 1 unaccompanied youth and 7 children.

Participants are housed in private, scattered-site rentals, with the majority of the cost of housing (rent and utilities) covered by the City. Participants are required to contribute 30% of their income to the payment of their rent. The WiCHD provides targeted case management (TCM) to participants of the program, reimbursable through Medicaid. The case managers meet with the program participants approximately once a week. As needed, the Homeless Alliance of the Lower Shore provides ongoing support and advice to the City on operating the program.

**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 manages ESG funds and consults with the state agency that awards ESG funds for the balance of the state to the three (3) local jurisdictions to fund sub-recipients for ESG services. All of the ESG program sub-recipients are active participants of the CoC and serve on the CoC's governing board. In 2018 the State combined all homeless funding under the Homelessness Solutions Programs (HSP), including ESG. The CoC submits the application to the State for agencies providing ESG funded services for Outreach, Shelter, Rapid Rehousing and Prevention, all with case management. The CoC Ranking Committee reviews the project applications and forwards their recommendations to the CoC Lead for submission to the State. The City of Salisbury is one of the agencies that submits projects to provide rapid rehousing and outreach to the HALS CoC for inclusion in the annual HSP application. The CoC uses HMIS reports and the State Data Warehouse to monitor program progress by accessing data quality, number of clients served, bed utilization, length of stay, returns to homelessness, and exits to permanent housing. HMIS data is also used for PIT, HIC, AHAR/LSA, SSVF, and numerous HMIS reports that assures HMIS data can be used to prevent and end homelessness in the local CoC.

The CoC uses a ranking tool for both CoC and ESG funded projects with objective criteria. For CoC funded projects, the agencies use the CoC ranking spreadsheet provided by HUD 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.

For ESG, CoC, and SSVF funded projects, the HMIS administrator sends reports to agencies to document data quality. While the data quality standard is 90%, the CoC routinely exceeds this threshold. Should reports show data quality issues, the HMIS system administrator provides additional applicable training to staff. For projects submitting data into the State Data Warehouse, the HMIS administrator provides technical assistance and additional training to ensure that ESG programs meet the performance and data quality standards. The HMIS administrator goes over report results with program management staff and trains management and agency staff in how to ensure data quality. On a monthly basis, the HMIS administrator runs data quality reports and provides comprehensive HMIS data to the CoC on all projects on a quarterly basis.

**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	<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>Salisbury Neighborhood Housing Services, Inc.</p> <p>Housing Services - Housing</p> <p>Housing Need Assessment</p> <p>The City continues to work with SNHS by providing CDBG funding for Owner-Occupied Housing Rehabilitation and Homebuyer Assistance Grants. SNHS is still in the process of expending the CDBG funding for Homebuyer Assistance Grants that they were awarded in PY 2017 and 2018, so there was no need to award them any additional funding this year.</p>
2	<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>HABITAT FOR HUMANITY OF WICOMICO COUNTY</p> <p>Housing Services - Housing</p> <p>Housing Need Assessment Non-Homeless Special Needs</p> <p>In PY 2019 the City of Salisbury awarded funding to Habitat for Humanity of Wicomico County for the construction of a new single-family owner-occupied affordable housing unit, which will be located on Tangier Street in the West Side CDBG target neighborhood. The ERR for the project was completed in HEROS, and the Authority to Use Grant Funds notice was received by the City in early January 2020. The City issued an Authorization to Proceed letter to Habitat, and that project is currently underway.</p>

3	<p><b>Agency/Group/Organization</b></p> <p>Agency/Group/Organization Type</p>	<p>Wicomico County Housing Authority</p> <p>Housing PHA Services - Housing Service-Fair Housing</p> <p>Public Housing Needs</p> <p>Wicomico County Housing Authority was contacted for updated information on their new apartment complex that just recently opened, as well as the funding allocated for the management and operation of its existing public housing units and any physical improvements to be made to those units.</p>
4	<p><b>Agency/Group/Organization</b></p> <p>Agency/Group/Organization Type</p> <p>What section of the Plan was addressed by Consultation?</p> <p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Homeless Alliance for the Lower Shore Continuum of Care Committee</p> <p>Services - Housing Services-homeless Regional organization</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. Copies of all CDBG Public Notices are e-mailed to the local HALS CoC Director, per her request.</p>
<p><b>Agency/Group/Organization</b></p>	<p>Wicomico County Health Department</p>
<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Children  Services-Persons with Disabilities  Services-Persons with HIV/AIDS  Services-Health  Health Agency  Other government - County</p>
<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Lead-based Paint 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 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.</p>

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>	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency 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>	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.

8	<p><b>Agency/Group/Organization</b></p> <p><b>Agency/Group/Organization Type</b></p>	<p>Wicomico Partnership for Families &amp; Children</p> <p>Services-Children Child Welfare Agency Other government - County Planning organization Community Needs Assessment</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>Non-Homeless Special Needs Services for children, adolescents and families</p> <p>All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.</p>	
9	<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>MAC, INC.</p> <p>Services-Elderly Persons</p> <p>Non-Homeless Special Needs</p> <p>All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.</p>

10	<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>Shore Housing Resource Board</p> <p>Service-Fair Housing</p> <p>Housing Need Assessment</p> <p>Public Housing Needs</p> <p>Non-Homeless Special Needs</p> <p>Lead-based Paint Strategy</p> <p>All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.</p>
11	<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>Shore-Up, Inc.</p> <p>Services-Children</p> <p>Services-Elderly Persons</p> <p>Services-Persons with Disabilities</p> <p>Services-Education</p> <p>Services-Employment</p> <p>Child Welfare Agency</p> <p>Energy Assistance and Tax Preparation</p> <p>Non-Homeless Special Needs</p> <p>Anti-poverty Strategy</p> <p>All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.</p>

12	<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>Wicomico County NAACP Branch 7028</p> <p>Regional organization Civic Leaders Advocacy</p> <p>Non-Homeless Special Needs Anti-poverty Strategy</p> <p>All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so. Copies of all CDBG Public Notices are also e-mailed to the local NAACP Director, per her request.</p>
13	<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>All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.</p>

14	<b>Agency/Group/Organization</b>	VILLAGE OF HOPE
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Village of Hope is a transitional facility that serves homeless women and their children. They have received ESG funds through the City of Salisbury in the past, however now they are no longer eligible for these funds due to changes in regulatory enforcement pertaining to restrictions on gender of head-of-household. 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.
15	<b>Agency/Group/Organization</b>	Diakonia
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Diakonia serves many of the homeless individuals who come from the Salisbury area. 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.

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><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>Samaritan Shelter</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>The Samaritan Shelter serves some of the homeless individuals who come from the Salisbury area. 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>
17	<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>Salisbury Urban Ministries</p> <p>Services-Children Services-homeless Services-Education Food Pantry, Meals for the Homeless, Prescription Assistance, Kid's Cafe After-School Program</p> <p>Homeless Needs - Chronically homeless Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy</p> <p>All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.</p>

18	<b>Agency/Group/Organization</b>	Joseph House Crisis Center
	<b>Agency/Group/Organization Type</b>	Services-homeless 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
19	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
	<b>Agency/Group/Organization</b>	Christian Shelter
	<b>Agency/Group/Organization Type</b>	Services-homeless Homelessness Strategy
20	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
	<b>Agency/Group/Organization</b>	Help and Outreach Point of Entry (HOPE)
	<b>Agency/Group/Organization Type</b>	Services-homeless Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness 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></p>	<p>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.</p>
<p><b>21</b></p>	<p><b>Agency/Group/Organization</b></p> <p>HALO Ministry</p> <p><b>Agency/Group/Organization Type</b></p> <p>Services-homeless Day Facility, HALO Cafe, Thrift Ministry</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 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>All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.</p>
<p><b>22</b></p>	<p><b>Agency/Group/Organization</b></p> <p>Life Crisis Center</p> <p><b>Agency/Group/Organization Type</b></p> <p>Services-Victims of Domestic Violence Services - Victims</p> <p><b>What section of the Plan was addressed by Consultation?</b></p> <p>Non-Homeless Special Needs Victims of domestic violence, rape, and sexual assault.</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>All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.</p>

23	<b>Agency/Group/Organization</b> <b>Agency/Group/Organization Type</b>	Hudson Health Services 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>	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
24	<b>Agency/Group/Organization</b> <b>Agency/Group/Organization Type</b>	Center 4 Clean Start 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>	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.

25	<b>Agency/Group/Organization</b> <b>Agency/Group/Organization Type</b> <b>What section of the Plan was addressed by Consultation?</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>	Salisbury Area Chamber of Commerce Business Leaders Economic Development All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
26	<b>Agency/Group/Organization</b> <b>Agency/Group/Organization Type</b> <b>What section of the Plan was addressed by Consultation?</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>	Salisbury-Wicomico Economic Development Regional organization Planning organization Economic Development All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
27	<b>Agency/Group/Organization</b> <b>Agency/Group/Organization Type</b> <b>What section of the Plan was addressed by Consultation?</b>	MARYLAND CAPITAL ENTERPRISES Micro & Small Business Loans, Mentoring & Education, Consulting Services Economic Development

	<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><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>All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.</p> <p>Maryland Legal Aid Bureau Service-Fair Housing Legal Services for Low-Income Individuals Non-Homeless Special Needs</p> <p>All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.</p>
28	<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>Wicomico County Administration Other government - County Community Needs</p> <p>All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.</p>
29	<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>Wicomico County Administration Other government - County Community Needs</p> <p>All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.</p>

30	<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>	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
31	<b>Agency/Group/Organization</b>	Bay Area Center for Independent Living, 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>	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency 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. In those years when the City elects to hold an open funding round, local agencies/organizations are invited to submit proposals for CDBG-eligible activities and to participate in the consultation process through attending a public hearing and/or responding directly to the correspondence. This year the City has elected to utilize the CDBG funds internally to complete eligible projects that meet a national objective.

The City of Salisbury, in compliance with the City's Citizen Participation Plan, advertises and holds two (2) public hearings annually on the community development needs of the City. These hearings provide residents with the opportunity to discuss the City's CDBG program and to offer their suggestions on future CDBG program priorities. In past years the CDBG public hearings were always held in the Council Chambers and broadcast live on Cable Channel 14 (PAC 14), and then videos of the hearings were posted on YouTube for viewing after the original broadcast. This year, due to the COVID-19 pandemic, we had to find an alternate method of holding the public hearings. We chose to utilize the Zoom Meeting platform for Salisbury's 2020 CDBG public hearings.

The original Public Notice regarding the 30-day public comment period for the 2020 Action Plan and the two public hearings had run in the local newspaper on March 13, 2020, just before all the strict social distancing measures came into full force. When it became clear that we couldn't hold in-person public hearings, we decided to utilize Zoom Meeting for the hearings to allow people watch the hearing and then ask questions and/or provide comments should they wish to do so. We ran a second Public Hearing notice in the local newspaper with log-in information for the two public hearing meetings that had been set up on the Zoom platform. A copy of that revised CDBG Public Hearings notice was also posted on the City website and the City's Facebook page.

A copy of both Public Hearing notices that ran in the Daily Times are included in the 'Citizen Participation' section of the exhibits.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	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.
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 (PZ&CD). 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). The PZ&CD 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 the PZ&CD Department. In 2017 a City Planner position was created in the City's Infrastructure & Development Department to orchestrate City planning efforts and to perform the duties of the Planning Office. The City and County still share a joint Planning and Zoning Commission. The structure of the MPO is unchanged.

Development policies are determined by the Mayor and Council for the City of Salisbury. The Planning and Zoning Commission and the MPO Council have policy roles as designated by the governing bodies. The Planning Division of the Infrastructure & Development Department is an agency of the City government and follows the City administrative policies and procedures. It is funded by the City.

## **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 community development needs of the City. Those hearings provided residents with the opportunity to discuss the City's CDBG Program and to offer their suggestions on future CDBG program priorities.

Salisbury ran the first Public Notice advertising the 30-day public comment period for the 2020 Action Plan and the two scheduled CDBG public hearings on March 13, 2020. The public hearings were scheduled for March 31, 2020 and April 14, 2020. The social distancing restrictions related to the COVID-19 pandemic came into play immediately after the first public hearing notice ran in the paper. Therefore, we had to change the method by which we held the public hearings - utilizing the Zoom Meeting platform rather than in-person hearings. While the method of presentation was changed, the dates and times of the hearings remained the same as originally advertised.

We issued a second public notice advising residents of the new presentation method and providing the Zoom Meeting log-in info two days before the first scheduled public hearing, so members of the public were still able to participate in the CDBG hearing, just in a different manner. The Zoom platform allows the public to ask questions during the hearing utilizing the chat feature, so that option was also provided. The second public notice with the revised method of presentation ran in the local newspaper, and was also posted on the City's website and Facebook page. Both public hearings were recorded and posted on YouTube for on-demand viewing following the live presentation.

A "Draft" Action Plan was placed on display on the City's website at [www.salisbury.md](http://www.salisbury.md) from March 13, 2020 to April 13, 2020 for review and comment. Full public hearing minutes are included in the Action Plan exhibits. No comments were received, rejected and/or not accepted by the City.

The City of Salisbury has updated its Citizen Participation Plan to include the new procedures that have been authorized by HUD to allow for alternate methods of holding public hearings and expedited public comment periods during disasters and/or emergencies. The City ran a Public Notice in the Daily Times advertising the 5-day public comment period for the updated Citizen Participation Plan. No comments were received



from the public, and no comments were rejected and/or not accepted by the City. The updated Citizen Participation Plan was approved by the Salisbury City Council at their legislative meeting on May 26, 2020. Included in the exhibits is a copy of the Public Notice, the updated Citizen Participation Plan and the Resolution passed by the City Council approving said document.

In April 2020 the City was awarded CDBG-CV1 funding in the amount of \$227,905 to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). The City identified four projects that would enable us to address some of the community needs that had been created by the COVID-19 pandemic. We chose to amend the City's 2020 Action Plan to utilize this additional funding. As HUD had issued specific flexibilities and waivers for the CDBG-CV1 funding which would allow us to incur project costs before the amended 2020 Plan had been submitted for review, we proceeded forward with the planning and execution of the selected projects in order to meet the needs of the community as expeditiously as possible.

The amended 2020 Action Plan was posted on the City website for public review on 9/1/2020. A Public Notice ran in the Daily Times providing a 5-day public comment period for the amended Plan. A copy of that notice is included in the 'Citizen Participation' section of the exhibits. No comments were received, and no comments were rejected and/or not accepted by the City.

**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>The first Public Hearing was held on March 31, 2020 to provide an overview of the projects included in the 2020 Action Plan, and to solicit comments from the public on the City's housing and community development needs.</p> <p>Due to COVID-19 social distancing restrictions the public hearing was held via the Zoom Meeting platform. No members of the public elected to participate in the hearing, so no comments were received.</p>	<p>The following projects are proposed for funding in the 2020 Action Plan:</p> <p>1) City of Salisbury - Low-Mod Neighborhood Sidewalk Construction Program - \$167,418</p> <p>2) City of Salisbury - Truitt Street Community Center - Rehabilitation - \$125,000</p> <p>3) City of Salisbury - Truitt Street Community Center - Community Kitchen Program Manager (Part-Time Position) - \$25,000</p>	<p>No comments were received.</p> <p>No comments were rejected and/or not 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 14, 2020. This hearing provided community members with a status report on the previously funded CDBG projects that are currently open. Following the status report the public was provided with the opportunity to comment on the community development needs of the City. Due to COVID-19 social distancing restrictions the public hearing was held via the Zoom Meeting platform. No members of the public elected to participate in the hearing, so no comments were received.</p>	No comments were received.	No comments were rejected and/or not accepted.	

**Table 4 – Citizen Participation Outreach**

## **Expected Resources**

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

#### **Introduction**

The City of Salisbury will receive \$387,418 in CDBG funds for the PY 2020 program year. This amount represents an increase of 10.88% over the amount of funding awarded to the City in PY 2019. The City's PY 2020 CDBG program year starts on July 1, 2020 and concludes on June 30, 2021.

The City is not a direct recipient of HUD's Emergency Solutions Grant (ESG), Housing Opportunities for People With AIDS (HOPWA), or HOME Partnership (HOME) funds. Entities within the City are encouraged to apply for funding under these programs through the Maryland Department of Housing and Community Development (DHCD). The City will support applications that are submitted to DHCD that address the needs and strategies identified in the Consolidated Plan.

With the emergence of the COVID-19 pandemic in early 2020 the City was awarded CDBG CARES Act (CDBG-CV1) funding in the amount of \$227,905. This funding are being utilized to execute projects that help the City to prevent, prepare for and respond to the coronavirus. The CDBG-CV1 projects will be completed and all funds expended by no later than September 30, 2022.

On September 11, 2020, HUD HQ CPD announced the third round of funding - CDBG-CV3 - for all CDBG formula grantees. The City of Salisbury was awarded an additional \$244,747 in CDBG-CV3 funding. This brings our cumulative amount for all CV allocation rounds to \$472,652. This funding will also be utilized to execute projects that help the City to prevent, prepare for and respond to the coronavirus. The CDBG-CV3 projects will be completed and all funds expended by no later than September 30, 2022.

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	387,418	0	0	387,418	The CDBG entitlement program allocates annual grants to larger cities and urban counties to develop viable communities by providing decent housing, a suitable living environment, and opportunities to expand economic prospects, principally for low- and moderate-income persons.
Other	public - federal	Admin and Planning Public Services	472,652	0	0	472,652	CDBG-CV3 funds to prevent, prepare for and respond to the Coronavirus.

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

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

The City will continue to utilize federal, state and private resources currently available to develop and expand affordable rental opportunities, homeownership options for low- and moderate-income households, and to promote other critical community sustainability initiatives.

Other resources available to help the City 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 (HOME funds), housing rehabilitation money (Maryland

Housing Rehabilitation Program - MHRP funds), Special Targeted Area Rehabilitation (STAR) Program funds, lead-based paint reduction funds (Lead Hazard Reduction Program), first-time homebuyer settlement expenses, rental allowance funds (Rental Allowance Program), and neighborhood revitalization program (Community Legacy and Neighborhood Partnership) funds.

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 Edward Byrne Memorial Justice Assistance Grant (JAG) program, the Bulletproof Vest Partnership Program (DOJ), as well as Wicomico Exile (gun control), the Gun Violence Reduction initiative, and the Maryland Criminal Intelligence Network (MCIN) 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**

The City recently amended the 2018 CDBG Action Plan to create a new project - Truitt Street Community Center - Acquisition. The City is currently renting the Truitt Street Community Center building, but we would prefer to own it so that we can have the ability to make improvements to the facility. The Community Center is located at 319 Truitt Street in the Church Street–Doverdale CDBG Target Neighborhood. The new project was funded with excess funding from another 2018 project, the 'Homeless Services Case Managers' project. The City will be funding the acquisition of the Truitt Street Community Center with a combination of State of Maryland grant funds which will be received through the Department of General Services (DGS), the reallocated 2018 CDBG funds, and City funds.

Once the acquisition of the Truitt Street Community Center has been completed the property will be owned by the City / publically owned. The City intends to utilize \$125,000 in 2020 CDBG funds to complete some much-needed renovations to the Community Center. The Community Center is open to anyone who would like to participate in the activities offered, however the youth served at the Community center are typically between 10 and 24 years of age. The Church Street-Doverdale neighborhood has an average low-mod percentage of 77.5%.

**Discussion**

The City will utilize available federal, state and private resources currently available to address the needs identified in the City's Consolidated Plan.

# Annual Goals and Objectives

## AP-20 Annual Goals and Objectives

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	AM-1 Overall Coordination	2019	2023	Planning	Citywide Low-Mod	Administration, Planning, and Management Need	CDBG: \$70,000	Other: 1 Other
2	CD-1 Community Facilities and Infrastructure	2019	2023	Non-Housing Community Development	Church Street-Doverdale CDBG Target Area	Community Development Need	CDBG: \$292,418	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4650 Persons Assisted
3	CD-2 Public Safety and Services	2019	2023	Non-Housing Community Development	Church Street-Doverdale CDBG Target Area	Community Development Need	CDBG: \$25,000	Public service activities other than Low/Moderate Income Housing Benefit: 400 Persons Assisted

Table 6 – Goals Summary



**Goal Descriptions**

<b>1</b>	<b>Goal Name</b>	<b>AM-1 Overall Coordination</b>
	<b>Goal Description</b>	Provide program management and oversight for the successful administration of federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing activities, and compliance with all federal, state, and local laws and regulations.
<b>2</b>	<b>Goal Name</b>	<b>CD-1 Community Facilities and Infrastructure</b>
	<b>Goal Description</b>	Improve the City's public facilities and infrastructure through rehabilitation, reconstruction, and new construction.
<b>3</b>	<b>Goal Name</b>	<b>CD-2 Public Safety and Services</b>
	<b>Goal Description</b>	Improve and enhance public safety, public services, and public programs.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The City of Salisbury's PY 2020 CDBG Program year begins July 1, 2020 and ends June 30, 2021. The following projects will be funded with the City's PY 2020 CDBG allocation:

1. CDBG Program Administration --- \$70,000
2. Low-Mod Neighborhood Sidewalk Construction --- \$167,418
3. Truitt Street Community Center – Rehab / Expansion --- \$125,000
4. Truitt Street Community Center – Community Kitchen Program Manager (Part-Time) --- \$25,000

With the emergence of the COVID-19 pandemic the City was awarded CDBG CARES Act funding (CDBG-CV1) in the amount of \$227,905. The following projects will be funded with the City's PY 2020 CDBG-CV1 allocation:

5. CV1 - General Program Administration --- \$3,905
6. CV1 - Translation Services for COVID-19 Info / Updates --- \$8,000
7. CV1 - SNHS - COVID-19 Rental / Mortgage Assistance Program --- \$105,000
8. CV1 - CoS - COVID-19 PPE Production for Local Businesses (M4Reactor) --- \$87,000
9. CV1 - COVID-19 Critical Need Supplies for Low-Mod Income Residents --- \$24,000

On September 11, 2020, HUD HQ CPD announced the third round of funding - CDBG-CV3 - for all CDBG formula grantees. The City of Salisbury was awarded an additional \$244,747 in CDBG-CV3 funding. The following projects will be funded with the City's PY 2020 CDBG-CV3 allocation:

10. CV3 - General Program Administration --- \$1,747
11. CV3 - SNHS - COVID-19 Rental / Mortgage Assistance Program --- \$200,000
12. CV3 - COVID-19 Critical Need Supplies for Low-Mod Income Residents --- \$43,000

This brings the City's cumulative amount for all CV allocation rounds to \$472,652. The CDBG-CV1 and CDBG-CV3 funding received for these projects will be fully expended by no later than September 30, 2022.

## Projects

#	Project Name
1	General Program Administration
2	Low-Mod Neighborhood Sidewalk Construction
3	Truitt Street Community Center - Rehabilitation
4	Truitt Street Community Center - Community Kitchen Program Manager (Part-Time)
5	CV1 - General Program Administration
6	CV1 - Translation Services for COVID-19 Info / Updates
7	CV1 - SNHS - COVID-19 Rental / Mortgage Assistance Program
8	CV1 - CoS - COVID-19 PPE Production for Local Businesses (M4Reactor)
9	CV1 - COVID-19 Critical Need Supplies for Low-Mod Income Residents
10	CV3 - General Program Administration
11	CV3 - SNHS - COVID-19 Rental / Mortgage Assistance Program
12	CV3 - COVID-19 Critical Need Supplies for Low-Mod Income Residents

**Table 7 - Project Information**

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

The City allocates its CDBG funds to those geographic areas where the population exceeds 51% low- and moderate-income households. At least 70% of the City's CDBG funds are budgeted to activities that principally benefit low- and moderate-income persons. The following guidelines for allocating CDBG funds will be used for the PY 2020 Annual Action Plan:

- The Low-Mod Neighborhood Sidewalk Construction activity is an LMA project located in the Church Street-Doverdale CDBG target neighborhood, which has a low-mod percentage of 77.5%.
- The Truitt Street Community Center – Rehabilitation activity is also an LMA project located in the Church Street-Doverdale neighborhood.
- The Truitt Street Community Center - Community Kitchen Program Manager is an LMC project. This individuals will work with the residents utilizing the Community Kitchen services in the Truitt St. Community Center.

The most significant obstacle for the City to address the underserved community needs is access to additional funding opportunities to develop additional or enhanced housing and community development activities.

The City has allocated its CDBG-CV1 and CDBG-CV3 funds based upon the COVID-19 related needs we have identified in our community. As is always the case, the most significant obstacle to addressing those needs is the limited funding available.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	General Program Administration
	<b>Target Area</b>	Citywide Low-Mod
	<b>Goals Supported</b>	AM-1 Overall Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Need
	<b>Funding</b>	CDBG: \$70,000
	<b>Description</b>	Overall administration of the CDBG program, all aspects.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable.
	<b>Location Description</b>	207 West Main Street, Suite 102, Salisbury, MD 21801
	<b>Planned Activities</b>	CDBG program administration.
2	<b>Project Name</b>	Low-Mod Neighborhood Sidewalk Construction
	<b>Target Area</b>	Church Street-Doverdale CDBG Target Area
	<b>Goals Supported</b>	CD-1 Community Facilities and Infrastructure
	<b>Needs Addressed</b>	Community Development Need
	<b>Funding</b>	CDBG: \$167,418
	<b>Description</b>	Provide funds to continue the construction of sidewalks and/or ADA accessibility ramps in low- to moderate-income neighborhoods within the city where none currently exist. New sidewalks will be created in the Church Street-Doverdale CDBG target neighborhood. The Church Street-Doverdale neighborhood encompasses Census Tract 1, Block Groups 2, 3 and 5. That area has an average low-mod percentage of 77.5%.
	<b>Target Date</b>	6/30/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 4,650 persons will benefit from this activity (LMISD figures - Low/Mod Universe total for Census Tract 1).
	<b>Location Description</b>	Church Street-Doverdale CDBG target neighborhood.
	<b>Planned Activities</b>	Construction of sidewalks and/or ADA accessibility ramps in the Church Street-Doverdale CDBG target neighborhood where none currently exist.
<b>3</b>	<b>Project Name</b>	Truitt Street Community Center - Rehabilitation
	<b>Target Area</b>	Church Street-Doverdale CDBG Target Area
	<b>Goals Supported</b>	CD-1 Community Facilities and Infrastructure
	<b>Needs Addressed</b>	Community Development Need
	<b>Funding</b>	CDBG: \$125,000
	<b>Description</b>	Provide funds to assist with the rehabilitation of the Truitt Street Community Center building in order to better serve the needs of the local residents. The Truitt Street Community Center is located in the Church Street-Doverdale CDBG target neighborhood.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Church Street-Doverdale neighborhood encompasses Census Tract 1, Block Groups 2, 3 and 5. That area has an average low-mod percentage of 77.5%. An estimated 4,650 persons will benefit from this activity (LMISD figures - Low/Mod Universe total for Census Tract 1).
	<b>Location Description</b>	319 Truitt Street, Salisbury, MD 21804
<b>Planned Activities</b>	Rehabilitation work at the Truitt Street Community center will include much needed HVAC improvements, and construction of a 65' x 65' modular style addition to the main building. This addition will include a multi-purpose space with a kitchenette area for the Community Kitchen, 2 classrooms with basic furnishings, and 2 ADA-compliant bathrooms.	
<b>4</b>	<b>Project Name</b>	Truitt Street Community Center - Community Kitchen Program Manager (Part-Time)
	<b>Target Area</b>	Church Street-Doverdale CDBG Target Area

	<b>Goals Supported</b>	CD-2 Public Safety and Services
	<b>Needs Addressed</b>	Community Development Need
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	Provide assistance to partially fund the cost of hiring a part-time Community Kitchen Program Manager for the Truitt Street Community Center. This individual will coordinate, supervise and work with a team of cooks and volunteers to provide food and food service related activities to the residents utilizing the Community Kitchen section of the Truitt Street Community Center. The Truitt Street Community Center is located in the Church Street-Doverdale CDBG target neighborhood.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Truitt Street Community Center is located in the Church Street-Doverdale CDBG target neighborhood. The Church Street-Doverdale neighborhood encompasses Census Tract 1, Block Groups 2, 3 and 5. That area has an average low-mod percentage of 77.5%. An estimated 4,650 persons will benefit from this activity (LMISD figures - Low/Mod Universe total for Census Tract 1).
	<b>Location Description</b>	319 Truitt Street, Salisbury, MD 21804
	<b>Planned Activities</b>	The Community Kitchen Program Manager for the Truitt Street Community Center will be a part-time position. This individual will coordinate, supervise and work with a team of cooks and volunteers to provide food and food service related activities to the residents utilizing the Community Kitchen section of the Truitt Street Community Center.
5	<b>Project Name</b>	CV1 - General Program Administration
	<b>Target Area</b>	Citywide Low-Mod
	<b>Goals Supported</b>	AM-1 Overall Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Need
	<b>Funding</b>	CDBG-CV1: \$3,905
	<b>Description</b>	Overall administration of the CDBG program, all aspects. Funds will be used to purchase a new laptop and software for working remotely, and for CDBG program advertising costs.
	<b>Target Date</b>	9/30/2022

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	The Director of the CDBG program will be located in the City of Salisbury Housing & Community Development Department (HCDD), 207 West Main Street, Suite 102, Salisbury.
	<b>Planned Activities</b>	Administrative funds will be used to purchase a new laptop and software for working remotely, and for CDBG program advertising costs.
6	<b>Project Name</b>	CV1 - Translation Services for COVID-19 Info / Updates
	<b>Target Area</b>	Citywide Low-Mod
	<b>Goals Supported</b>	AM-1 Overall Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Need
	<b>Funding</b>	CDBG-CV1: \$8,000
	<b>Description</b>	Provide funding for the translation and printing of COVID-19 health and safety informational materials in other languages and/or sign language interpretation services for verbal public presentations as needed.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	N/A
	<b>Planned Activities</b>	Provide funding for the translation and printing of COVID-19 health and safety informational materials in other languages and/or sign language interpretation services for verbal public presentations as needed.
7	<b>Project Name</b>	CV1 - SNHS - COVID-19 Rental / Mortgage Assistance Program
	<b>Target Area</b>	Citywide Low-Mod
	<b>Goals Supported</b>	CD-2 Public Safety and Services
	<b>Needs Addressed</b>	Community Development Need

	<b>Funding</b>	CDBG-CV1: \$105,000
	<b>Description</b>	Provide financial assistance to Salisbury Neighborhood Housing Services (SNHS) to enable them to offer assistance with rent or mortgage payments that are past due because of a loss of income specifically caused by the COVID-19 pandemic. Maximum amount per household will equal no more than three (3) months of mortgage or rent payments and will total no more than \$3,000.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated thirty (30) low-mod income households will be served with these funds.
	<b>Location Description</b>	The project will serve low-mod income households citywide.
	<b>Planned Activities</b>	Provide financial assistance to Salisbury Neighborhood Housing Services (SNHS) to enable them to offer assistance with rent or mortgage payments that are past due because of a loss of income specifically caused by the COVID-19 pandemic.
	<b>8</b>	
	<b>Project Name</b>	CV1 - CoS - COVID-19 PPE Production for Local Businesses (M4Reactor)
	<b>Target Area</b>	Citywide Low-Mod
	<b>Goals Supported</b>	CD-2 Public Safety and Services
	<b>Needs Addressed</b>	Community Development Need
	<b>Funding</b>	CDBG-CV1: \$87,000
	<b>Description</b>	The City of Salisbury (CoS) will partner with M4Reactor to produce PPE for local businesses to enable them to reopen safely. M4Reactor will design, fabricate and manufacture various types of Personal Protective Equipment (PPE) such as acrylic shields for work areas, face shields for workers, and other PPE devices. Local business owners will be able to submit an application to the City to participate in the program and receive these items which will be produced by M4Reactor.
	<b>Target Date</b>	9/30/2022



	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	We estimate that the project will serve forty (40) businesses located within the City limits of Salisbury.
	<b>Location Description</b>	Businesses located within the City limits of Salisbury will be eligible to participate in the program.
	<b>Planned Activities</b>	The City of Salisbury will partner with M4Reactor to produce PPE for local businesses to enable them to reopen safely. M4Reactor will design, fabricate and manufacture various types of Personal Protective Equipment (PPE) such as acrylic shields for work areas, face shields for workers, and other PPE devices. Local business owners will be able to submit an application to the City to participate in the program and receive these items which will be produced by M4Reactor.
9	<b>Project Name</b>	CV1 - COVID-19 Critical Need Supplies for Low-Mod Income Residents
	<b>Target Area</b>	Citywide Low-Mod
	<b>Goals Supported</b>	CD-2 Public Safety and Services
	<b>Needs Addressed</b>	Community Development Need
	<b>Funding</b>	CDBG-CV1: \$24,000
	<b>Description</b>	Provide funding for the purchase and distribution of COVID-19 critical need supplies to low-mod income City residents such as food, personal protective equipment (PPE), hand sanitizer, antibacterial soap, etc. These items will be distributed by City staff and/or community volunteers at various locations in the CDBG target neighborhoods throughout the City. The City will also work with the Haitian and Hispanic churches in Salisbury to get these items to their membership.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 18,540 people will benefit from this project (Citywide Low-Mod Universe total).
	<b>Location Description</b>	This will be a Low-Mod Area benefit project with a Citywide service area. The City of Salisbury has an overall low-mod percentage of 60.65% (2015 ACS LMISD).

	<b>Planned Activities</b>	Provide funding for the purchase and distribution of COVID-19 critical need supplies to low-mod income City residents such as food, personal protective equipment (PPE), hand sanitizer, antibacterial soap, etc. These items will be distributed by City staff and/or community volunteers at various locations in the CDBG target neighborhoods throughout the City. The City will also work with the Haitian and Hispanic churches in Salisbury to get these items to their membership.
10	<b>Project Name</b>	CV3 - General Program Administration
	<b>Target Area</b>	Citywide Low-Mod
	<b>Goals Supported</b>	AM-1 Overall Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Need
	<b>Funding</b>	CDBG-CV3: \$1,747
	<b>Description</b>	Overall administration of the CDBG program, all aspects.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A.
	<b>Location Description</b>	The Director of the CDBG program will be located in the City of Salisbury Housing & Community Development Department (HCDD), 207 W. Main Street, Suite 102, Salisbury.
	<b>Planned Activities</b>	Overall administration of the CDBG program.
11	<b>Project Name</b>	CV3 - SNHS - COVID-19 Rental / Mortgage Assistance Program
	<b>Target Area</b>	Citywide Low-Mod
	<b>Goals Supported</b>	CD-2 Public Safety and Services
	<b>Needs Addressed</b>	Community Development Need
	<b>Funding</b>	CDBG-CV3: \$200,000

	<b>Description</b>	Provide financial assistance to Salisbury Neighborhood Housing Services (SNHS) to enable them to offer assistance with rent or mortgage payments that are past due because of a loss of income specifically caused by the COVID-19 pandemic. Maximum amount per household will equal no more than six (6) months of mortgage or rent payments and will total no more than \$6,000. For those rental / mortgage assistance clients that are also behind on their electric bills additional utility assistance may be provided.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated twenty-two (22) low-mod income households will be served with these funds.
	<b>Location Description</b>	The project will serve low-mod income households citywide.
	<b>Planned Activities</b>	Provide financial assistance to Salisbury Neighborhood Housing Services (SNHS) to enable them to offer assistance with rent or mortgage payments that are past due because of a loss of income specifically caused by the COVID-19 pandemic. Maximum amount per household will equal no more than six (6) months of mortgage or rent payments and will total no more than \$6,000. For those rental / mortgage assistance clients that are also behind on their electric bills additional utility assistance may be provided.
12	<b>Project Name</b>	CV3 - COVID-19 Critical Need Supplies for Low-Mod Income Residents
	<b>Target Area</b>	Citywide Low-Mod
	<b>Goals Supported</b>	CD-2 Public Safety and Services
	<b>Needs Addressed</b>	Community Development Need
	<b>Funding</b>	CDBG-CV3: \$43,000
	<b>Description</b>	Provide funding for the purchase and distribution of COVID-19 critical need supplies to low-mod income City residents such as food, personal protective equipment (PPE), hand sanitizer, antibacterial soap, etc. These items will be distributed by City staff and/or community volunteers at various locations in the CDBG target neighborhoods throughout the City. The City will also work with the Haitian and Hispanic churches in Salisbury to get these items to their membership.
	<b>Target Date</b>	9/30/2022

<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p>	<p>This will be a Low-Mod Area benefit project with a Citywide service area. The City of Salisbury has an overall low-mod percentage of 60.65% (2015 ACS LMISD).</p>
<p><b>Location Description</b></p>	<p>Services will be provided City-wide in low-mod areas.</p>
<p><b>Planned Activities</b></p>	<p>Provide funding for the purchase and distribution of COVID-19 critical need supplies to low-mod income City residents such as food, personal protective equipment (PPE), hand sanitizer, antibacterial soap, etc. These items will be distributed by City staff and/or community volunteers at various locations in the CDBG target neighborhoods throughout the City. The City will also work with the Haitian and Hispanic churches in Salisbury to get these items to their membership.</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 generally not directed to any specific geographic area, but based on income benefit. In PY 2020 all three of the projects financed with CDBG funds will benefit low- and moderate-income persons in the Church Street-Doverdale CDBG target neighborhood.

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 (88.25%), as well as a large number of people with low-mod household incomes and high rates of poverty. Besides capital investments to support homeownership opportunities, provide services to homeless individuals, and improve infrastructure in low-mod income neighborhoods to improve accessibility and connectivity, 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 three census tracts within the City of Salisbury which qualify under this definition; Census Tract 1, Census Tract 3 and Census Tract 5. Census Tract 1 encompasses the Church Street-Doverdale CDBG target neighborhood. The percentage of minority residents residing in Census Tract 1 is 60.92%. Census Tract 3 encompasses the Westside CDBG target neighborhood. The percentage of minority residents residing in Census Tract 3 is 88.25%. Census Tract 5 encompasses the Presidents-Princeton CDBG target neighborhood. The percentage of minority residents residing in Census Tract 5 is 60.92% (2013-2017 ACS 5-Year Estimates).

All of the projects funded with the PY 2020 'regular' CDBG funds (with the exception of the General Administration funds) are being utilized in the Church Street-Doverdale CDBG Target neighborhood, while all of the CDBG-CV1 and CDBG-CV3 funding is being utilized for projects that will serve low-mod income households City-wide. This results in a geographic distribution percentage as shown in Table 4 below.

## Geographic Distribution

Target Area	Percentage of Funds
Citywide Low-Mod	63
North Camden CDBG Target Area	
Presidents-Princeton CDBG Target Area	
Church Street-Doverdale CDBG Target Area	37
Newtown-North Division CDBG Target Area	
West Side CDBG Target Area	

**Table 8 - 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 PY 2020 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 determining 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 5-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 PY 2020 CDBG Activities/Projects are as follows:

- Project 2020-01: Program Administration – will benefit residents city wide.
- Project 2020-02: Low-Mod Neighborhood Sidewalk Creation – will be located in the Church Street-Doverdale CDBG target neighborhood, which is a low-mod income neighborhood.
- Project 2020-03: Truitt Street Community Center -Rehabilitation - will be located in the Church Street-Doverdale CDBG target neighborhood.
- Project 2020-04: Truitt Street Community Center -Community Kitchen Program Manager - will be located in the Church Street-Doverdale CDBG target neighborhood.

All of the projects funded with the CDBG-CV1 and CDBG-CV3 funds will benefit low-mod income residents city wide.

## **Affordable Housing**

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

#### **Introduction**

In PY 2017 and 2018 the City awarded CDBG funding to Salisbury Neighborhood Housing Services (SNHS) for Homebuyer Assistance Grants. The expenditure of these funds moved much more slowly than anticipated. This is due to the fact that the inventory of homes for sale inside the City limits that are affordable to clients at or below 80% AMI is low and/or the property is in such poor condition it will not pass the home inspection. Accordingly, SNHS is still in the process of expending their 2018 CDBG funds for Homebuyer Assistance Grants.

In PY 2019 the City awarded funding to Habitat for Humanity of Wicomico County for a housing unit to be constructed at 504 Tangier Street. Construction began on the house in February 2020, and was completed by the end of June 2020. The fencing was installed in July 2020. The homeowner approved to buy the house suffered an injury which subsequently required surgery, and this has impacted her income. Closing has had to be postponed, and Habitat now expects that it will take place in December 2020.

Therefore, the City of Salisbury will utilize its 'regular' 2020 CDBG funds to address other Community Development needs identified in the Church Street-Doverdale CDBG target neighborhood. Specifically those related to Community Facilities and Infrastructure (CD-1) and Public Safety and Services (CD-2).

In April 2020 the City of Salisbury was awarded CDBG-CV1 funding in the amount of \$227,905 to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). The City identified four projects that would enable us to address some of the community needs that had been created by the COVID-19 pandemic. One of those projects was the Salisbury Neighborhood Housing Services (SNHS) COVID-19 Rental / Mortgage Assistance Program. We allocated \$105,000 to that project, and we were able to serve thirty-two (32) low-mod income households with those funds.

In September 2020 the City was awarded CDBG-CV3 funding in the amount of \$244,747. The City has chosen to put these additional funds towards two of the projects that were funded under the CDBG-CV1 allocation, one of which is the Salisbury Neighborhood Housing Services (SNHS) COVID-19 Rental / Mortgage Assistance Program. The maximum amount per household will equal no more than six (6) months of mortgage or rent payments and will total no more than \$6,000. For those rental / mortgage assistance clients that are also behind on their electric bills additional utility assistance may be provided. We have allocated \$200,000 in CV3 funding to that project, and we estimate that we will be able to serve an additional twenty-two (22) low-mod income households with those funds.



The amended one year goals for affordable housing in the City of Salisbury in PY 2020 are shown in the tables below. This number represents the 32 households that were served with the CV1 funding, and the 22 households we estimate we will be able to serve with the CV3 funding.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	54
Special-Needs	0
Total	54

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	54
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	54

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

## Discussion

In PY 2020 the City of Salisbury will not be allocating any of the 'regular' CDBG funding to affordable housing projects, as previously funded projects with Salisbury Neighborhood Housing Services and Habitat for Humanity of Wicomico County are still underway.

In April 2020 the City of Salisbury was awarded CDBG-CV1 funding in the amount of \$227,905 to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). The City identified four projects that would enable us to address some of the community needs that had been created by the COVID-19 pandemic. One of those projects was the Salisbury Neighborhood Housing Services (SNHS) COVID-19 Rental / Mortgage Assistance Program. We allocated \$105,000 to that project, and we were able to serve thirty-two (32) low-mod income households with those funds.

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## **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 Phase I of the Booth Street RAD project which was completed in January 2017.

Phase II of the Booth Street RAD project, called the Square at Merritt Mill was completed in February 2020 and contains a total of 75 units. The last section of the Booth Street federal housing is currently being demolished and the site will provide a future use for affordable housing. With this second phase of development being completed 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 2020 funds for its public housing units:

- Physical Improvements: \$216,123
- Management Improvements: \$7,500
- Administration: \$28,123
- Operations: \$29,487

In addition, 24 of the boarded-up Scattered Site housing units in the City of Salisbury and the City of Fruitland will have major rehabilitation work started on them this year. The Housing Authority has received approval from HUD under the RAD program to secure private / public financing to complete this task. The Scattered Site units consist of a total of ninety (90) single-family houses located in the City of Salisbury and the City of Fruitland.

The WCHA will also be disposing of 12 single family homes on West Road as part of its portfolio repositioning. These units will be sold at public sale and the proceeds will be used to pay off long term debt and provide a funding source for future housing development. The current residents of these units will be given Tenant Protected Vouchers to find long term permanent housing.

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

The Wicomico County Housing Authority (WCHA) 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 that 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. As we begin the phased Scattered Site renovations we encourage the public to attend the meetings being held to update the community on changes to the project schedules.

### **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 (WCHA) is now designated as a “standard” performer by HUD. The WCHA continues to make changes to its operation by converting its public housing portfolio to project based housing. The administration believes that by diversifying its services it can better serve the community. Policy changes for 2020 will include a revised Admissions & Continued Occupancy Policy and a revised Administrative Policy for its Housing Choice Voucher Program. Upon completion of its re-positioning process all of the authority properties will be project based housing. The program participants will continue to pay no more than 30% of their adjusted household income with the balance of the new rents funded by a voucher. It is anticipated that in 2020 the Authority will be going through a name change to bring the agency in line with its new operation approach. The name being proposed is the ‘Housing Opportunities Commission of Wicomico’.

### **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 2019, the Homeless Alliance for the Lower Shore Continuum of Care applied for \$1,279,346 in total CoC funds that represented \$1,202,587 allocated to Tier 1 Projects and \$76,759 allocated to Tier 2 Projects. 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 in the amount of \$956,368 for six HUD Supportive Housing Program grants, which serve a total of 72 households (51 of which are prioritized for chronically homeless individuals and families). DHMH receives funding for three Shelter Plus Care program grants in the amount of \$322,978 covering the three counties on the Lower Eastern Shore of Maryland, which serve a total of 29 households (12 of which are prioritized for chronically homeless individuals and families). In addition, the City of Salisbury provides 12 units of PSH for unsheltered, chronically homeless individuals at a cost of \$97,300. The U.S. Department of Veterans Affairs provides 75 units of HUD VASH for veterans.

### **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 CoC will continue to provide the following outreach to homeless persons and families:

- Wicomico County has contracted with City of Salisbury to provide a PATH staff person to conduct street outreach including encampments
- City of Salisbury receives ESG funds to provide street outreach
- Two day facilities offer meals, services and bathroom facilities
- Community Resource Days are scheduled to provide outreach, information, and referrals for housing and services
- Faith based organizations provide outreach and referral for housing and services
- Veteran outreach through SSVF
- SOAR case manager conducts outreach
- Homeless ID Project
- Distribution of Resource Cards and Guides throughout the area
- Outreach provided at community events
- Annual PIT count
- Food pantries and soup kitchen outreach
- 24-hour general help hotline 211
- HALS CoC website

The CoC will provide additional funding for its street outreach workers which includes training on the assessment tool. The assessment tool determines the priority of needs and uses a self-sufficiency outcome matrix to determine rapid rehousing and permanent housing needs to ensure that homeless persons are prioritized by need and in a timely manner.

The City continues to participate in CoC meetings and applicable subcommittees.

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

There are two large emergency shelters in the City of Salisbury that are faith-based and do not accept any government funds. One of those shelters also provides transitional housing to individuals and families that have succeeded in the emergency shelter, but need more resources, services and support before they can secure permanent housing. Two other emergency shelters receive ESG funding from the City of Salisbury. There is a Cold Weather shelter that uses churches on a rotating basis to house unsheltered men in the winter months, and another shelter also adds beds/cots during severe weather. There are three faith-based shelters who provide transitional shelter to individuals – two to women and their children and one to men. One of the transitional shelters that serves women and their children had been funded by ESG in the past, however it was de-funded when the shelter Board stated that they could not also serve men with families, and therefore they were determined to be in violation of the Equal Access rule.

### **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 CoC works with its partners to resolve, reduce and remove barriers homeless persons' experience during their transition to permanent housing and independent living by:

- Establishing a coordinated assessment process to reduce barriers to program entry
- Implementing the 'Housing First' model
- Connecting program participants to resources such as: income, utilities, rent, identification, case management, etc.) to enable them to sustain permanent housing
- Utilizing available housing resource lists to assist program participants to identify housing options
- Using HMIS data to analyze results

**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 CoC has created a network of outreach programs, intake and assessment options, housing opportunities, and service referrals to help low-income individuals and families avoid becoming homeless. This process is linked to the coordinated entry system and the 'housing first' model. Additionally, 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, and corrections programs and institutions) to ensure that those individuals receive the supportive services that match their needs.

While all of the publicly funded institutions and systems of care in the area have adopted discharge policies and procedures that are designed to not discharge clients into homelessness, CoC members have observed that the implementation of these plans is not flawless. The CoC has identified a lack of adequate staffing levels to properly access post-discharge housing and services. The largest area of improvement the CoC has identified to address this issue, is utilization of the CoC's coordinated entry system. The CoC will continue its efforts, in collaboration with the City and tri-county members, to improve knowledge and communication between publicly funded institutions and systems of care that could potentially discharge a client into homelessness and the housing/service providers.

The City of Salisbury's Housing and Community Development Department has staff available to refer low-income individuals and families to available affordable housing options and supportive service programs in the City to help them avoid becoming homeless. Additionally, the Housing Authority has prioritized waiting list status for seniors and persons with disabilities.

The City of Salisbury has recently begun developing community centers around the City to address the needs of our local youth. The City purchased a building at 306 Newton Street, and that building is currently undergoing substantial renovations which will allow the City to offer a range of after school programs at the facility. After-school programs are an effective means of preventing engaging in destructive lifestyles, such as drug use, delinquency, violence, and school failure. These programs provide benefits to youth that extend beyond academics, helping to develop the whole child - academically, socially and emotionally.

The City is operating a second Community Center at 319 Truitt Street. The City has been renting the building that houses the Truitt St. Community Center, but we are now in the process of purchasing it so

that we can make some much needed improvements to the facility. The Center is open to anyone who would like to participate in the activities offered, however the youth served are typically between 10 and 24 years of age.

The Truitt St. Community Center uses basketball and other programs to reach the neighborhood youth. The participants benefit from sports activities, tutoring, group and enrichment exercises, and homework help. The Center works with several local nonprofits to provide services to the local residents, including the Salisbury PRIDE Lions Club, Chesapeake Health Care and Kidz Roc. The City has included funding in the 2020 Action Plan for rehabilitation work to be completed at the Community Center, and the hiring of a part-time Community Kitchen Program Manager.

The City has also provided CDBG funding over the years to local agencies for projects that address the needs of the elderly and/or disabled populations. Those agencies include MAC, Inc., Area Agency on Aging, Holly Community, Inc. (now known as the Bay Area Center for Independent Living), and the Deaf Independent Living Association (DILA).

## **Discussion**

The CoC has identified the following goals for PY 2020:

- Reduce the number of homeless individuals and families
- Reduce the number of first time homeless individuals and families
- Reduce the length of time people experience homelessness
- Reduce the returns to homelessness
- Address the anticipated increase in the number of individuals experiencing homelessness, due to recent changes in the PIT count methodology required by HUD.
- Obtain funding for a project dedicated to youth homelessness.
- Establish a chronic by-name list and workgroup to reduce the number of chronically homeless individuals and families.
- Declare an end to veteran homelessness

In PY 2019, the HUD NOFA awarded the CoC a total of \$1,307,961 in Tier 1 funds (including CoC Planning funds), an increase of \$105,374 over the original Tier 1 amount requested (\$1,202,587). The CoC NOFA provided the funding levels shown to the following renewal projects:

Tier 1 Funds Awarded:

- MHA S+C Lower Shore (Somerset & Wicomico) - \$282,815
- MHA S+C Lower Shore (Worcester) - \$72,791
- Project 23 - \$499,619
- Project 1 - \$323,931
- Wicomico Chronic 1 - \$22,642

- Bonus Project - \$67,783
- CoC Planning Project - \$38,380

The CoC also requested funding for the following Tier 2 projects, which have not yet been awarded:

Tier 2 Funds Requested / Pending:

- Project 23 - \$38,437
- Somerset Chronic - \$17,352
- Wicomico Chronic 2 - \$18,768

In SFY 2020, the CoC was awarded \$649,500 in Homelessness Solutions Funds (HSP) which included ESG. The CoC expects HSP total funding levels to at least remain level or increase somewhat in the 2020-2021 HSP NOFA funding.

A large portion of the CDBG-CV1 and CDBG-CV3 funding awarded to the City of Salisbury is being used for the Salisbury Neighborhood Housing Services (SNHS) COVID-19 Rental / Mortgage Assistance Program. This funding will help prevent additional low-mod income families from becoming homeless during the COVID-19 pandemic.

CV1 and CV3 funding has also been allocated for the COVID-19 Critical Need Supplies for Low-Mod Income Residents project, which is being orchestrated by the members of the Vulnerable Populations Task Force. This project is providing funding for the purchase and distribution of COVID-19 critical need supplies to low-mod income City residents such as food, personal protective equipment (PPE), hand sanitizer, antibacterial soap, etc. These items are being distributed by City staff and/or community volunteers at various locations in the CDBG target neighborhoods throughout the City. The City is also working with the Haitian and Hispanic churches in Salisbury to get these items to their membership.



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

### **Introduction:**

The City of Salisbury will monitor and review public policies for discriminatory practices and/or impacts on housing availability. The City completed an Analysis of Impediments to Fair Housing Choice concurrent with the preparation of the Five Year Consolidated Plan during PY 2019.

### **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 will continue to undertake the following actions in CDBG PY 2020:

- Review the City Zoning Ordinance for potential revisions
- Leverage its financial resources and apply for additional public and private housing funding

The City of Salisbury has allocated PY 2020 CDBG funds to the following activity to address barriers to affordable housing: Project 2020-01: CDBG Program Administration.

### **Discussion:**

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 the construction of affordable housing
- Continue to waive single-family owner-occupied building permit fees
- Assist in acquiring sites for affordable housing
- Promote Federal and State financial assistance for affordable housing

## **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 2020 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 funds for new affordable housing
- Continue its support and cooperation with the Continuum of Care (CoC)
- 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 owns Mitchell Landing Apartments, a 24-unit apartment complex which was built with Partnership Rental Housing Program (PRHP) funds received from CDA / DHCD. Severn Companies manages the property for the City. Mitchell Landing serves moderate-income families.

In PY 2016, the City of Salisbury, in partnership with the Wicomico County Health Department (WiCHD) and Help and Outreach Point of Entry, Inc. (HOPE), began running a pilot permanent supportive housing (PSH) program for 12 chronically homeless persons. This program adheres to a 'Housing First' philosophy, stressing a relatively low barrier for access to the program and high bar for ejection from the program. In 2019, the City of Salisbury placed 2 households in the PSH program, consisting of 2 adults and one unaccompanied youth. Two households exited the program as a result of death. Currently the City's PSH program has 12 active households, with a total of 21 people, consisting of 13 adults, 1 unaccompanied youth and 7 children.

The PSH participants are housed in private, scattered-site rentals, with the majority of the cost of housing (rent and utilities) covered by the City. Participants are required to contribute 30% of their

income to the payment of their rent. The WiCHD provides targeted case management (TCM) to participants of the program, reimbursable through Medicaid. The case managers meet with the program participants approximately once a week. As needed, the Homeless Alliance of the Lower Shore provides ongoing support and advice to the City on operating the program.

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

- Continue to provide Housing Choice Vouchers and public housing units
- Continue to rehabilitate, make 504 improvements, and develop new housing units

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

In Salisbury, it is estimated that 7,258 housing units in the City were built before 1980 and are at risk of lead-based paint hazards. Based on the 2009-2013 American Community Survey, 1,924 (or 51%) of owner-occupied housing units were built before 1980 and 3,929 (or 47%) of renter-occupied housing units were built before 1980. CHAS data reports that there are 1,136 (or 30%) owner-occupied housing units with children present that were built before 1980 and may contain LBP hazards and 288 (or 3%) renter-occupied housing units with children present that were built before 1980 and may contain LBP hazards in the City. The City of Salisbury will continue to comply with Title 24 Part 35: Lead-Based Paint Poisoning Prevention in Certain Residential Structures (Current Rule). The City is not funding any activities that directly reduce lead-based paint hazards during PY 2020.

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

Based on the 2013-2017 ACS data an estimated 27.5% of the City of Salisbury's residents live below the poverty level, which is much greater than the State of Maryland where 9.7% of residents live below the poverty level. Female-headed households with children are particularly affected by poverty at 36.2%, and 29.6% of all youth under the age of 18 were living in poverty.

HUD recently completed their review of the City's amended 2018 Action Plan. The amended version of the Plan reallocated some of the 2018 CDBG funding to a new project - Truitt Street Community Center - Acquisition. The City is currently renting the facility, but we would prefer to own it so that we can make some much needed improvements to the structure. The City has also recently received the Capital Grants Project Agreement from DGS for this project, so we are now able to move forward with the acquisition. We hope to settle on the property in December 2020. The Truitt Street Community Center is located in the Church Street-Doverdale CDBG target neighborhood and provides activities and services for all of the residents of that low-mod income neighborhood.

In PY 2020 we are planning to allocate additional CDBG funding to two more projects associated with the Truitt Street Community Center:

- Truitt Street Community Center – Rehab / Expansion --- \$125,000
- Truitt Street Community Center – Community Kitchen Program Manager (Part-Time) --- \$25,000

The Truitt Street Community Center is open to anyone who would like to participate in the activities offered, however the youth served at the Community center are typically between 10 and 24 years of age. The Center includes a community garden which provides the youth with the opportunity to learn how to grow vegetables. The Community Center uses basketball and other programs to reach the youth who want to participate in activities with other kids rather than just hanging around the neighborhood streets. The participants benefit from sports activities, tutoring, group and enrichment exercises, and homework help. The Center works with several local nonprofits to provide services to the local residents. The City administration strongly believes that the activities and opportunities provided by Community Centers of this type have a positive impact on the youth they serve and reduce the likelihood that they will live in poverty as adults.

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

The City of Salisbury has a productive working relationship with many community partners in the implementation of the City's housing and community development projects. The Finance Department / HCDD will coordinate activities among the public and private agencies and organizations in the City. This coordination will ensure that the goals and objectives stated in the PY 2019-2023 Five-Year Consolidated Plan will be effectively addressed by more than one entity. The following entities will carry out the PY 2020 annual goals and objectives:

- City of Salisbury Finance Department / HCDD – manages and administers the CDBG program
- The Wicomico County Housing Authority – manages and administers Housing Choice Vouchers and public housing units
- Homeless Alliance for the Lower Shore (HALS) Continuum of Care (CoC) Committee – coordinates homeless services and homeless prevention activities
- City of Salisbury Housing & Community Development Department (HCDD) - manages the Truitt Street Community Center
- City of Salisbury Infrastructure & Development Department - oversees the Low-Mod Neighborhood Sidewalk Constructions projects

The City will continue to develop relationships that will assist the City to address its housing and community development needs, especially collaborative relationships that provide additional financial resources and expertise that can be used to supplement existing services in the City.

## **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. In those years when the City elects to hold an open funding round, the City solicits funding requests for the CDBG program from local 501(c)(3) non-profit agencies. The City's Finance Department / HCDD staff provide guidance and technical assistance as needed to support these public agencies that receive CDBG funding. Alternatively, the City may also choose to utilize the annual CDBG funding award to execute projects internally that meet the CDBG national objective and eligibility requirements.

During this program year, the City funded Project 2020-01: Program Administration in the amount of \$70,000 to accomplish this goal.

### **Discussion:**

The Finance Department / HCDD has the primary responsibility for monitoring the City's Five Year Consolidated Plan and Annual Action Plan. The Department maintains records on the progress toward meeting the goals and the statutory and regulatory requirements of each activity. The Department has a monitoring process that is focused on analyzing activities based on program performance, financial performance, and regulatory compliance. The accomplishments of the PY 2020 CDBG activities will be reported in the PY 2020 Consolidated Annual Performance and Evaluation Report (CAPER) and will be used as a basis for future funding decisions.

## Program Specific Requirements

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

**Introduction:**

The City of Salisbury will receive an allocation of CDBG funds in the amount of \$387,418 for PY 2020. The City will also receive an allocation of CDBG CARES Act funding (CDBG-CV1) in the amount of \$227,905. Those two amounts equal a total of \$615,323 in funding. The following CDBG funds are expected to be available during the program year and program specific requirements will be met.

#### 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%

Annual Action Plan 70  
2020

Under the PY 2020 CDBG Program, the City will receive a grant in the amount of \$387,418 and anticipates \$0 in program income. The City budgeted \$70,000 for General Administration for a total planning and administration cost of \$70,000 (18.0%). The balance of the funds (\$317,418) will be allocated to activities which principally benefit low- and moderate-income persons in the amount of \$317,418 (100.00%), \$0 for the removal of slums and blight (0%), and \$0 for urgent needs (0%). The activities that will principally benefit low- and moderate-income persons are:

- 1) Low-Mod Neighborhood Sidewalk Construction - \$167,418 (52.7%)
- 2) Truitt Street Community Center - Rehabilitation - \$125,000 (39.4%).
- 3) Truitt Street Community Center - Community Kitchen Program Manager - \$25,000 (7.9%)

Under the PY 2020 CARES Act funding, the City will receive a CDBG-CV1 grant in the amount of \$227,905 and anticipates \$0 in program income. The City budgeted \$3,905 for General Administration, and \$8,000 for Translation Services for Critical COVID-19 Information / Updates. This gives us a total planning and administration cost of \$11,905 (5.22%). The balance of the funds (\$216,000) will be allocated to activities which principally benefit low- and moderate-income persons city-wide in the amount of \$216,000 (100.00%), \$0 for the removal of slums and blight (0%), and \$0 for urgent needs (0%). The activities that will principally benefit low- and moderate-income persons are:

- 1) SNHS - COVID-19 Rental / Mortgage Assistance - \$105,000 (48.6%)
- 2) CoS & M4Reactor - COVID-19 PPE Production for Local Businesses - \$87,000 (40.3%)
- 3) CoS - COVID-19 Critical Need Supplies for Low-Mod Residents - \$24,000 (11.1%)

Under the PY 2020 CARES Act funding, the City will receive a CDBG-CV3 grant in the amount of \$244,747 and anticipates \$0 in program income. The City budgeted \$1,747 for General Administration (.71%). The balance of the funds (\$243,000) will be allocated to activities which principally benefit low- and moderate-income persons city-wide in the amount of \$243,000 (100.00%), \$0 for the removal of slums and blight (0%), and \$0 for urgent needs (0%). The activities that will principally benefit low- and moderate-income persons are:

- 1) SNHS - COVID-19 Rental / Mortgage Assistance - \$200,000 (82.3%)
- 2) CoS - COVID-19 Critical Need Supplies for Low-Mod Residents - \$43,000 (17.7%)

In those years when the City elects to hold an open funding round for the Community Development Block Grant (CDBG) program, it conducts a competitive application process to award funds to other public agencies and local 501(c)(3) non-profit organizations to undertake CDBG eligible activities. The applications are reviewed by the CDBG Review Committee and/or City Staff Members, the Mayor, and finally submitted to the City Council for approval. A percentage of the City's CDBG funds are then awarded on a competitive basis to non-profit applicants for eligible activities. However, in some years the City may choose to utilize the CDBG funds internally to conduct eligible activities that meet a national objective.