

# City of Salisbury



## Annual Action Plan CDBG FY 2020 (7/1/2020 – 6/30/2021)

### CDBG-CV1 & CV3 Amendments

Prepared by:  
City of Salisbury  
Finance Department  
125 N. Division Street  
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**Substantial Amendment No. 2**

The City of Salisbury has prepared a substantial amendment to its FY 2020 Annual Action Plan. The proposed substantial amendment will make the following changes to reprogram excess funds from completed activities: **CDBG-CV1-02 CoS – Translation Services for COVID-19 Info/Updates** – a total of \$2,238.82 was expended and \$5,761.18 has been reprogrammed. **CDBG-CV1-04 CoS – COVID-19 PPE Production for Local Businesses (M4Reactor) - PPE Supplies** – a total of \$50,927.50 was expended and \$36,072.50 has been reprogrammed. **CDBG-CV1-05 CoS COVID-19 Critical Need Supplies for Low-Mod Income Residents** - a total of \$15,993.60 was expended and \$8,006.40 has been reprogrammed. **CDBG-CV3-02 SNHS – COVID-19 Rental/Mortgage Assistance Program** - a total of \$69,918.34 was expended and \$130,081.66 has been reprogrammed.

The proposed substantial amendment allocates the reprogrammed funding as follows: **CDBG-CV1-05 Village of Hope Emergency Meals** - create a new project/activity with FY 2020 CDBG-CV funds in the amount of \$7,046.86. The new project/activity will provide emergency meals to low-mod income persons. **CDBG-CV-01 - Lake Street Park Improvements** – create a new project/activity with FY 2020 CDBG-CV funds in the amount of \$172,874.88. The new project/activity will include a walking track and outdoor exercise equipment at Lake Street Park to allow for social distancing.  
Substantial Amendment #1.

To add the CDBG CARES Act funding and associated projects to the 2020 Annual Action Plan, and to reduce the 2020 CDBG funding amount by \$60 due to HUD formula allocation error.

## 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 (FY) 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 FY 2020 funds).

**FY 2020 Amended CDBG-CV Program Budget:**

CDBG-CV1-01 – General Program Administration	\$3,905.00
CDBG-CV1-02 – CoS – Translation Services for COVID-19 Info/updates	\$2,238.82
CDBG-CV1-03 – SNHS – COVID-19 Rental/Mortgage Assistance Program	\$105,000.00
CDBG-CV1-04 CoS – COVID-19 PPE Production for Local Businesses (M4Reactor)	\$50,927.50
CDBG-CV1-05 – CoS COVID-19 Critical Need Supplies for Low-Mod Income Residents	\$15,993.60
CDBG-CV3-01 – General Program Administration	\$1,747.00
CDBG-CV3-02 – SNHS – COVID-19 Rental/Mortgage Assistance Program	\$69,918.34
CDBG-CV3-03 – CoS – COVID-19 Critical Need Supplies for Low-Mod Income Residents	\$43,000.00
CDBG-CV1-05 – Village of Hope Emergency Meals	\$7,046.86
CDBG-CV-001 – Lake Street Park Improvements	\$172,874.88

**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 FY 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 FY 2018 CAPER, which was the fifth CAPER for the FY 2014-2018 Five Year Consolidated Plan, was approved by HUD in a letter dated 11/26/2019. In the FY 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 FY 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 FY 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 FY 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 was posted on the City website for public review on December 15, 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.

## 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 FY 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 was provided for the CV3 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.

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

The 30-day public comment period for the FY 2020 CDBG Action Plan ran from March 13, 2020 to April 13, 2020. Written comments were accepted from the public on the FY 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 ran from December 15, 2020 to December 20, 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.

## 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.

### **Substantial Amendment No. 2**

The City of Salisbury is amending its FY 2020 Annual Action plan through the following amendments:

- **CDBG-CV1-02 CoS – Translation Services for COVID-19 Info/Updates** – a total of \$2,238.82 was expended and \$5,761.18 has been reprogrammed.
- **CDBG-CV1-04 CoS – COVID-19 PPE Production for Local Businesses (M4Reactor) - PPE Supplies** – a total of \$50,927.50 was expended and \$36,072.50 has been reprogrammed
- **CDBG-CV1-05 CoS COVID-19 Critical Need Supplies for Low-Mod Income Residents** - a total of \$15,993.60 was expended and \$8,006.40 has been reprogrammed
- **CDBG-CV3-02 SNHS – COVID-19 Rental/Mortgage Assistance Program** - a total of \$69,918.34 was expended and \$130,081.66 has been reprogrammed
- **CDBG-CV1-05 Village of Hope Emergency Meals-** create a new project/activity with FY2020 CDBG-CV funds in the amount of \$7,046.86. The new project/activity will provide emergency meals to low-mod income persons.
- **CDBG-CV-01 - Lake Street Park Improvements** – create a new project/activity with FY 2020 CDBG-CV funds in the amount of \$172,874.88. The new project/activity will include a walking track and outdoor exercise equipment at Lake Street Park to allow for social distancing.

A copy of the Substantial Amendment No. 2 was on public display for a period of 30-days beginning January 29, 2026 through February 27, 2026 on the City's website, <https://salisbury.md> and in the Government Office Building.

**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	Finance Department

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The City of Salisbury's Department of Housing and Community Development is the administrating 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(I)****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(I))**

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 FY 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**

DRAFT

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

<b>1</b>	<b>Agency/Group/Organization</b>	<b>Salisbury Neighborhood Housing Services, Inc.</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City continues to work with SNHS by providing CDBG funding for Owner-Occupied Housing Rehabilitation and Homebuyer Assistance Grants. SNHS is still in the process of expending the CDBG funding for Homebuyer Assistance Grants that they were awarded in FY 2017 and 2018, so there was no need to award them any additional funding this year.
<b>2</b>	<b>Agency/Group/Organization</b>	<b>HABITAT FOR HUMANITY OF WICOMICO COUNTY</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	In FY 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.

<b>3</b>	<b>Agency/Group/Organization</b>	<b>Wicomico County Housing Authority</b>
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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.
<b>4</b>	<b>Agency/Group/Organization</b>	<b>Homeless Alliance for the Lower Shore Continuum of Care Committee</b>
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless Regional organization
	<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

<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>5</b></p>	<p><b>Agency/Group/Organization</b></p>
<p><b>Agency/Group/Organization Type</b></p>	<p><b>Wicomico County Health Department</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>

<b>6</b>	<b>Agency/Group/Organization</b>	<b>Peninsula Regional Medical Center (PRMC)</b>
	<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.
<b>7</b>	<b>Agency/Group/Organization</b>	<b>Wicomico County Department of Social Services</b>
	<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.

<b>8</b>	<b>Agency/Group/Organization</b>	<b>Wicomico Partnership for Families &amp; Children</b>
	<b>Agency/Group/Organization Type</b>	Services-Children Child Welfare Agency Other government - County Planning organization Community Needs Assessment
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Services for children, adolescents and families
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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>9</b>	<b>Agency/Group/Organization</b>	<b>MAC, INC.</b>
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<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.
<b>10</b>	<b>Agency/Group/Organization</b>	<b>Shore Housing Resource Board</b>
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Lead-based Paint Strategy

<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>11 Agency/Group/Organization</b></p>	<p><b>Shore-Up, Inc.</b></p>
<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Children                  Services-Elderly Persons                  Services-Persons with Disabilities                  Services-Education                  Services-Employment                  Child Welfare Agency                  Energy Assistance and Tax Preparation</p>
<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs                  Anti-poverty Strategy</p>
<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>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>12 Agency/Group/Organization</b></p>	<p><b>Wicomico County NAACP Branch 7028</b></p>
<p><b>Agency/Group/Organization Type</b></p>	<p>Regional organization                  Civic Leaders                  Advocacy</p>
<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs                  Anti-poverty Strategy</p>

<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>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>	
<p><b>13</b></p>	<p><b>Agency/Group/Organization</b></p>	<p><b>Telamon Corp.</b></p>
<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Education Services-Employment Service-Fair Housing Advocacy</p>	
<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs Anti-poverty Strategy</p>	
<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>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>14</b></p>	<p><b>Agency/Group/Organization</b></p>	<p><b>VILLAGE OF HOPE</b></p>
<p><b>Agency/Group/Organization Type</b></p>	<p>Services-homeless</p>	
<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Homeless Needs - Families with children 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 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.</p>	

<b>15</b>	<b>Agency/Group/Organization</b>	<b>Diakonia</b>
	<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.
<b>16</b>	<b>Agency/Group/Organization</b>	<b>Samaritan Shelter</b>
	<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>	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.

<b>17</b>	<b>Agency/Group/Organization</b>	<b>Salisbury Urban Ministries</b>
	<b>Agency/Group/Organization Type</b>	Services-Children Services-homeless Services-Education Food Pantry, Meals for the Homeless, Prescription Assistance, Kid's Cafe After-School Program
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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>18</b>	<b>Agency/Group/Organization</b>	<b>Joseph House Crisis Center</b>
	<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
	<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>19</b>	<b>Agency/Group/Organization</b>	<b>Christian Shelter</b>
	<b>Agency/Group/Organization Type</b>	Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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.
20	<b>Agency/Group/Organization</b>	<b>Help and Outreach Point of Entry (HOPE)</b>
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HOPE works to connect chronically homeless individuals with the necessary services. They are an active member of the HALS CoC, and the City works closely with them to address the issue of homelessness in our area.
21	<b>Agency/Group/Organization</b>	<b>HALO Ministry</b>
	<b>Agency/Group/Organization Type</b>	Services-homeless Day Facility, HALO Cafe, Thrift Ministry
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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>22</b>	<b>Agency/Group/Organization</b>	<b>Life Crisis Center</b>
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Victims of domestic violence, rape, and sexual assault.
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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>23</b>	<b>Agency/Group/Organization</b>	<b>Hudson Health Services</b>
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Substance Abuse Disorders
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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>24</b>	<b>Agency/Group/Organization</b>	<b>Center 4 Clean Start</b>
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Substance Abuse Disorders
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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>25</b>	<b>Agency/Group/Organization</b>	<b>Salisbury Area Chamber of Commerce</b>
	<b>Agency/Group/Organization Type</b>	Business Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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>26</b>	<b>Agency/Group/Organization</b>	<b>Salisbury-Wicomico Economic Development</b>
	<b>Agency/Group/Organization Type</b>	Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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>27</b>	<b>Agency/Group/Organization</b>	<b>MARYLAND CAPITAL ENTERPRISES</b>
	<b>Agency/Group/Organization Type</b>	Micro & Small Business Loans, Mentoring & Education, Consulting Services
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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>28</b>	<b>Agency/Group/Organization</b>	<b>Maryland Legal Aid Bureau</b>
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing Legal Services for Low-Income Individuals
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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>29</b>	<b>Agency/Group/Organization</b>	<b>Wicomico County Administration</b>
	<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.
<b>30</b>	<b>Agency/Group/Organization</b>	<b>Wicomico County Council</b>
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Community Needs

<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>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>31 Agency/Group/Organization</b></p>	<p><b>Bay Area Center for Independent Living, Inc.</b></p>
<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Persons with Disabilities</p>
<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs</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>

**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?
<b>Continuum of Care</b>	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.
<b>Annual and Five Year Capital Plan</b>	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.

DRAFT

## **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 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.

In September 2020 the City of Salisbury was awarded CDBG-CV3 funding in the amount of \$244,747. The amended 2020 Action Plan was posted on the City website for public review on December 15, 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.

### **Substantial Amendment No. 2**

The City put the “Draft” FY 2020 Annual Action Plan – Substantial Amendment No. 2 on display on the City’s website at <https://salisbury.md> and in the Government Office Building, 125 N. Division Street, Room 103, Salisbury, MD 21801.

The 30-day display period started on January 29, 2026 and ended on February 27, 2026.

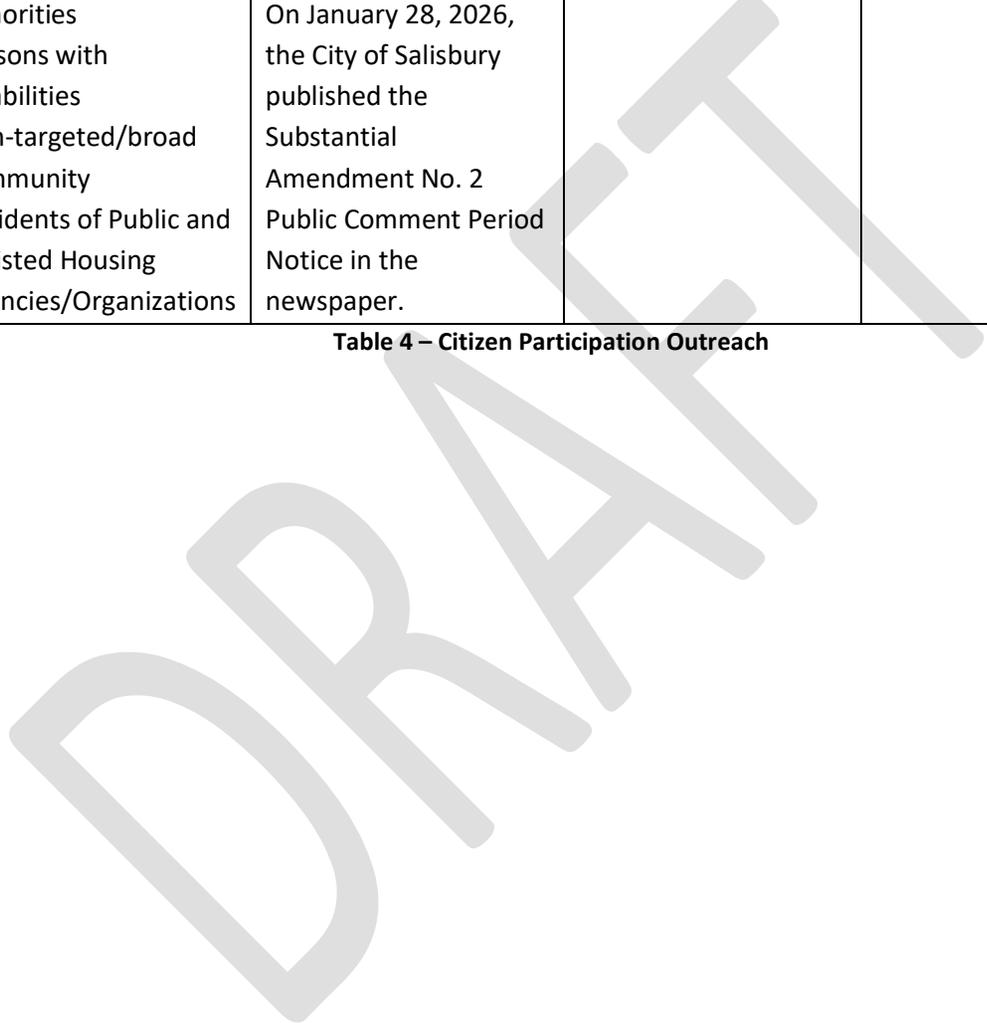
**Citizen Participation Outreach**

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. 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:1) City of Salisbury - Low-Mod Neighborhood Sidewalk Construction Program - \$167,4182) City of Salisbury - Truitt Street Community Center - Rehabilitation - \$125,0003) City of Salisbury - Truitt Street Community Center - Community Kitchen Program Manager (Part-Time Position) - \$25,000</p>	<p>No comments were received. 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.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Substantial Amendment No. 2 Public Notice Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies/Organizations	On January 28, 2026, the City of Salisbury published the Substantial Amendment No. 2 Public Comment Period Notice in the newspaper.			<a href="https://salisbury.md">https://salisbury.md</a>

Table 4 – Citizen Participation Outreach



## Expected Resources

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

#### Introduction

The City of Salisbury will receive \$387,358 in CDBG funds for the FY 2020 program year. This amount represents an increase of 10.86% over the amount of funding awarded to the City in FY 2019. The City's FY 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				Expected Amount Available Remainder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
<b>CDBG</b>	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	387,358.00	0.00	0.00	<b>387,358.00</b>	1,050,000.00	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.
<b>Other</b>	public - federal	Admin and Planning Public Services	472,652.00	0.00	0.00	<b>472,652.00</b>	0.00	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).

DRAFT

**If appropriate, describe publicly 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

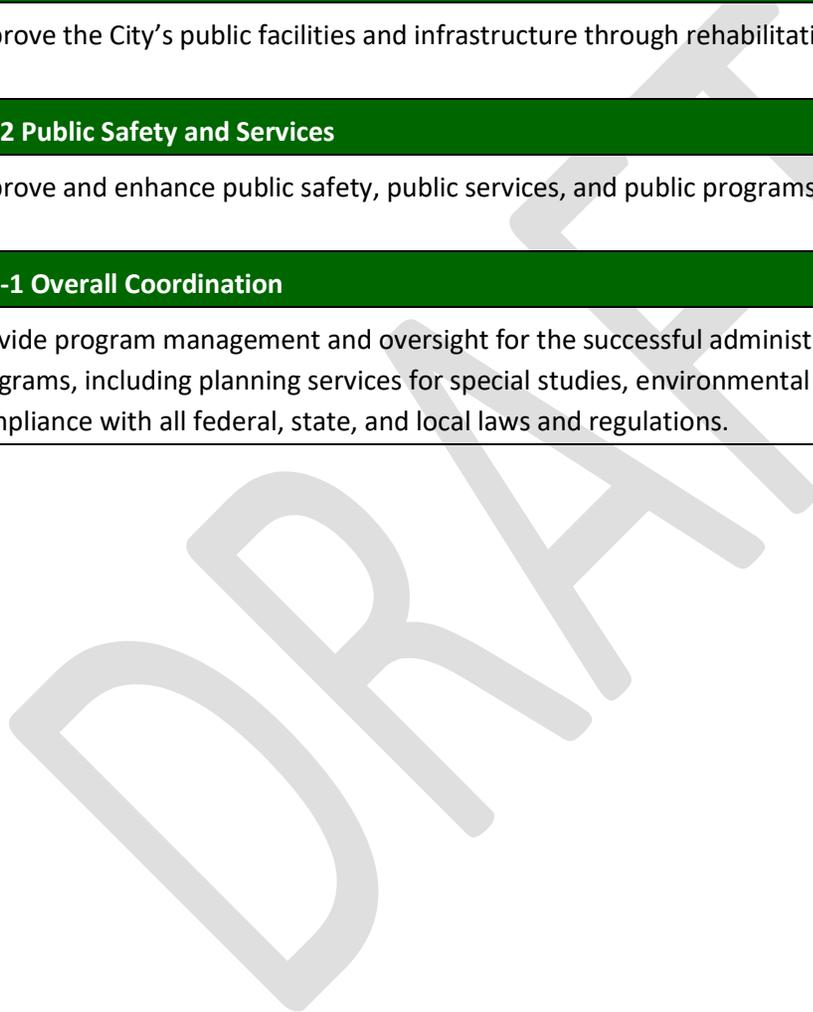
#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
8	CD-1 Community Facilities and Infrastructure	2019	2023	Non-Housing Community Development	Church Street-Doverdale CDBG Target Area  Lake Street Park, Lake Street Neighborhood	Community Development Need	CDBG: \$292,358.00  CDBG-CV: \$172,874.88	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4650 Persons Assisted  1 Public Facility
9	CD-2 Public Safety and Services	2019	2023	Non-Housing Community Development	Church Street-Doverdale CDBG Target Area  Citywide CDBG-CV	Community Development Need	CDBG: \$25,000.00  CDBG-CV: \$291,886.30	Public service activities other than Low/Moderate Income Housing Benefit: 400 Persons Assisted  352 Persons Assisted
17	AM-1 Overall Coordination	2019	2023	Planning	Citywide Low-Mod  Citywide CDBG-CV	Administration, Planning, and Management Need	CDBG: \$70,000.00  CDBG-CV: 7,890.82	Other: 1 Other  Other: 1 Other

Table 6 – Goals Summary

**Goal Descriptions**

<b>8</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>9</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.
<b>17</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.



## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

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

1. CDBG Program Administration --- \$70,000
2. Low-Mod Neighborhood Sidewalk Construction --- \$167,358
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 FY 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 FY 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.

In January 2026, the City reviewed previously funded CDBG-CV projects and proposed to create a substantial amendment to the Action Plan to reallocate any unspent funds to additional projects/activities. The proposed CDBG-CV projects/activities are:

13. Villages of Hope Emergency Food Program - \$7,046.86
14. Lake Street Park Improvements - \$172,874.88

#### Projects

#	Project Name
1	General Program Administration
2	Low-Mod Neighborhood Sidewalk Construction

#	Project Name
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
13	CV1 – Village of Hope Emergency Meals
14	CV – Lake Street Park Improvements

**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 FY 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>	<b>General Program Administration</b>
	<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: \$70,000.00
	<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>	<b>Low-Mod Neighborhood Sidewalk Construction</b>
	<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: \$167,358.00
	<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>	<b>Truitt Street Community Center - Rehabilitation</b>
	<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: \$125,000.00
	<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>	<b>Truitt Street Community Center - Community Kitchen Program Manager (Part-Time)</b>
	<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: \$25,000.00

	<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>	<b>CV1 - General Program Administration</b>
	<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: \$3,905.00
	<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.
<b>6</b>	<b>Project Name</b>	<b>CV1 - Translation Services for COVID-19 Info / Updates</b>
	<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: \$2,238.82
	<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.
<b>7</b>	<b>Project Name</b>	<b>CV1 - SNHS - COVID-19 Rental / Mortgage Assistance Program</b>
	<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: \$105,000.00
	<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.
8	<b>Project Name</b>	<b>CV1 - CoS - COVID-19 PPE Production for Local Businesses (M4Reactor)</b>
	<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: \$50,927.50
	<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.
<b>9</b>	<b>Project Name</b>	<b>CV1 - COVID-19 Critical Need Supplies for Low-Mod Income Residents</b>
	<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: \$15,993.60
	<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.	
<b>10</b>	<b>Project Name</b>	<b>CV3 - General Program Administration</b>
	<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: \$1,747.00
	<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.
<b>11</b>	<b>Project Name</b>	<b>CV3 - SNHS - COVID-19 Rental / Mortgage Assistance Program</b>
	<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: \$69,918.34
	<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.
<b>12</b>	<b>Project Name</b>	<b>CV3 - COVID-19 Critical Need Supplies for Low-Mod Income Residents</b>
	<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: \$43,000.00
	<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>	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>Location Description</b>	Services will be provided City-wide in low-mod areas.
<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.	
<b>13</b>	<b>Project Name</b>	<b>Village of Hope Emergency Meals</b>
	<b>Target Area</b>	City-wide

	<b>Goals Supported</b>	CD-2 Public Safety and Services
	<b>Needs Addressed</b>	Community Development Need
	<b>Funding</b>	CDBG-CV1: \$7,046.86
	<b>Description</b>	Provide food to low-and moderate-income persons experiencing homelessness, housing insecurity, or economic hardship as a result of the coronavirus.
	<b>Target Date</b>	02/28/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 161 low- to moderate-income persons will be served with these funds.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Provide food to low-and moderate-income persons experiencing homelessness, housing insecurity, or economic hardship as a result of the coronavirus
	<b>14</b>	<b>Project Name</b>
	<b>Target Area</b>	C.T. 300, B.G2. 1, C.T. 102, B.G. 1, C.T. 102, B.G. 4
	<b>Goals Supported</b>	CD-1 Community Facilities and Infrastructure
	<b>Needs Addressed</b>	Community Development Need
	<b>Funding</b>	\$172,874.88
	<b>Description</b>	Improvements to neighborhood park to add outdoor recreation that allows for social distancing in the event of a future pandemic. Improvements include the installation of a walking trail, distanced benches and outdoor exercise equipment.
	<b>Target Date</b>	06/15/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,705 Low- and Moderate-Income families
	<b>Location Description</b>	710 Lake Street, Salisbury, MD 21801
	<b>Planned Activities</b>	The national objective is Low/Mod Area Benefit (LMA). The project matrix code is 03F Parks, Recreational Facilities [570.201(c)]

## 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 FY 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 FY 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	0

Target Area	Percentage of Funds
Presidents-Princeton CDBG Target Area	0
Church Street-Doverdale CDBG Target Area	37
Newtown-North Division CDBG Target Area	0
West Side CDBG Target Area	0

**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 FY 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 FY 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, with the exception of Lake Street Park Improvements. Lake Street Park is located in the Lake Street Neighborhood, at 710 Lake Street and will benefit residents in these census tracts and block groups: C.T. 300, B.G2. 1, C.T. 102, B.G. 1, C.T. 102, B.G. 4

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## Affordable Housing

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

#### Introduction

In FY 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 FY 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 FY 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.

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

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

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

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

## Discussion

In FY 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 FY 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 FY 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 FY 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 FY 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 FY 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 FY 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 FY 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 FY 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 FY 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 FY 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 FY 2019-2023 Five-Year Consolidated Plan will be effectively addressed by more than one entity. The following entities will carry out the FY 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 FY 2020 CDBG activities will be reported in the FY 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 FY 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%

Under the FY 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 FY 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 FY 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.

## Attachments

DRAFT

**Citizen Participation – Documentation**

**PUBLIC HEARINGS**

The City of Salisbury Community Development Block Grant (CDBG) 2020 Action Plan (draft) will be available for public review beginning on Friday, March 13, 2020. The Action Plan may be viewed on the City website ([www.salisbury.md](http://www.salisbury.md)) under the Housing & Community Development Department (HCDD) – Community Development section, and at the Wicomico County Library. Printed copies of the plan may be requested from the City of Salisbury, HCDD. If you would like a printed copy please contact the department in advance at (410) 341-9550.

The first Public Hearing on the City's CDBG program will be held on Tuesday, March 31, 2020 from 5:30 p.m. to 6:30 p.m. in the Council Chambers, Room 301 of the City/County Government Building. This hearing will allow citizens an opportunity to comment on the 2020 Action Plan and provide their views on the community development needs of the City of Salisbury. All interested persons are encouraged to attend.

The second CDBG Public Hearing will be held on Tuesday, April 14, 2020 from 5:30 p.m. to 6:00 p.m. in the Council Chambers, Room 301 of the City/County Government Building. This hearing will provide citizens with a status report on the CDBG projects that are currently underway and those that have been completed in the last year. Residents will also have an opportunity to provide their views on the community development needs of the City of Salisbury. All interested persons are encouraged to attend.

The City will be accepting written comments on the 2020 Action Plan through 4:30 p.m. on Monday, April 13, 2020. All written comments should be mailed to the City of Salisbury, HCDD, 207 West Main Street, Suite 102, Salisbury, Maryland 21801. For additional information you may contact HCDD at (410) 341-9550.

Deborah J. Stam, Grants Manager  
Finance Dept. / HCDD

03/13/20

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CITY OF SALISBURY  
CITY OF SALISBURY  
125 N. DIVISION ST  
SALISBURY, MD 21801  
ATTN: debbie starr

### Certificate of Publication

This is to certify that the attached notice has been published in  
THE DAILY TIMES, a daily paper of general circulation, published in Salisbury, MD on:

03/13/20,



Legal Representative

Ad Number: 00C4105006

Description: PUBLIC HEARING OF THE CITY OF SALISBURY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) 2020 AD 00C

Ocean Pines Independent  
11021 Nicholas Lane, Suite 10  
Ocean Pines, Maryland 21811

Worcester County Times  
11021 Nicholas Lane, Suite 10,  
Ocean Pines, Maryland 21811

Chincoteague Beacon  
25 Market St.

Delaware Wave  
3500 Coastal Highway,  
Salisbury, Essex, Delaware 19380

Somerset Herald  
110 S. Division Street  
Salisbury, MD 21801

Wicomico Weekly  
110 S. Division Street

Eastern Shore News  
25 Market St.  
Ocean Pines, MD 21811

Delaware Coast Press  
35000 Coastal Highway,  
Delmar, Delaware 19636

The Daily Times  
110 S. Division Street

**2020 CDBG Action Plan –  
Public Hearings –  
Participation Modifications**

The City of Salisbury Community Development Block Grant (CDBG) 2020 Action Plan (draft) will be available for public review beginning on Friday, March 13, 2020. The Action Plan may be viewed on the City website ([www.salisbury.md](http://www.salisbury.md)) under the Housing & Community Development Department (HCDD) – Community Development section. An electronic copy of the Action Plan may be requested by contacting the Grants Manager, Deborah Stam, via e-mail at [dstam@salisbury.md](mailto:dstam@salisbury.md).

The first Public Hearing on the City's CDBG program will be held on Tuesday, March 31, 2020 from 5:30 p.m. to 6:30 p.m. You may view / participate through the Zoom meeting platform.

Go to Join Zoom Meeting at <https://zoom.us/j/489911759> Meeting ID: 489 911 759

This hearing will allow citizens an opportunity to comment on the 2020 Action Plan and provide their views on the community development needs of the City of Salisbury. All interested persons are encouraged to participate.

The second CDBG Public Hearing will be held on Tuesday, April 14, 2020 from 5:30 p.m. to 6:00 p.m. You may view / participate in the hearing through the Zoom meeting platform.

Go to Join Zoom Meeting at <https://zoom.us/j/185845932> Meeting ID: 185 845 932

This hearing will provide citizens with a status report on the CDBG projects that are currently underway and those that have been completed in the last year. Residents will also have an opportunity to provide their views on the community development needs of the City of Salisbury. All interested persons are encouraged to participate.

The City will be accepting written comments on the 2020 Action Plan through 4:30 p.m. on Monday, April 13, 2020. Written comments can be mailed to the City of Salisbury, HCDD, 207 West Main Street, Suite 102, Salisbury, Maryland 21801, or e-mailed to the Grants Manager, Deborah Stam, at [dstam@salisbury.md](mailto:dstam@salisbury.md).

Deborah J. Stam, Grants Manager  
Finance Dept. / HCDD

03/20/20

0004130438



Finance Department / HCDD  
Public Hearing #1 – 2020 CDBG Action Plan

Overview of CDBG Action Plan Projects

Meeting Minutes  
3/31/2020

Ms. Deborah Stam, Grants Manager, convened the first Public Hearing for the City of Salisbury's FY 2020 Community Development Block Grant (CDBG) Action Plan at 5:30 p.m. on March 31, 2020, via the Zoom Meeting platform. Ms. Stam advised that this was the first time the City had ever held a CDBG public hearing on the Zoom platform, so she asked that the audience please bear with her as this was new communication method for her.

Ms. Stam stated that she was joined by City Administrator Julia Glanz, who had been kind enough to set up the two CDBG public hearings on Zoom for her. She advised that if anyone was interested in making a comment or asking a question when that point in the hearing was reached, they could make that request in the chat section, and Julia would enable that function for them. Julia would then call on each person that wanted to make a comment in the order that they typed their name into the chat. As is always the case in these public hearings, anyone wishing to participate would need to identify themselves for the meeting record, and state whether they were representing a specific local agency, or if they were a local citizen.

Ms. Stam then proceeded to welcome everyone to the first public hearing for the 2020 CDBG Program Year. She stated that this hearing would cover the projects that were proposed in the 2020 Action Plan. The Action Plan is the City's application to the U.S. Dept. of Housing & Urban Development (or HUD) for the annual allotment of CDBG funds.

Ms. Stam provided the following information regarding the 2020 Action Plan:

The draft of the City of Salisbury's 2020 CDBG Action Plan was made available for public review beginning on March 13, 2020. The Action Plan may be viewed on the City's website under the Housing & Community Development Department – Community Development section. The address for the City's website is [www.salisbury.md](http://www.salisbury.md).

The City of Salisbury has been a CDBG entitlement jurisdiction since 2004. As an entitlement community we operate our own CDBG program, rather than having to apply for funds through the State of MD, and we receive an annual allotment of CDBG funds directly from HUD which we administer according to HUD regulations.

Today I will be providing you with an overview of the projects that are proposed for funding during the 2020 CDBG program year, which will run from July 1, 2020 to June 30, 2021.

The total amount of CDBG funding that the City of Salisbury has been awarded for the 2020 program year is \$387,418. This figure represents an increase of 10.88% over the amount that was awarded to us for FY 2019. The City will use 18% of this amount, or \$70,000, for administration of the CDBG program. The remainder of the award will be used to fund the following three projects:

Page 1 of 2

- 1) City of Salisbury – Low-Mod Neighborhood Sidewalk Construction. The City will spend \$167,418 (43% of the award) to continue the construction of sidewalks 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.
- 2) City of Salisbury – Truitt Street Community Center – Rehabilitation. The City will spend \$125,000 (32% of the award) to assist with the rehabilitation of the Truitt Street Community Center building in order to better serve the needs of the local residents. The rehabilitation work proposed 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. The Truitt Street Community Center is located in the Church Street–Doverdale CDBG target neighborhood.
- 3) City of Salisbury – Truitt Street Community Center – Community Kitchen Program Manager. The City will spend \$25,000 (7% of the award) 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. The Truitt Street Community Center is located in the Church Street–Doverdale CDBG target neighborhood.

These three projects will assist us in addressing two of the Community Development strategies outlined in the City of Salisbury's 5-Year Consolidated Plan.

Following the presentation Ms. Stam stated once again that if any members of the public would like to make a comment or ask a question they should please indicate that in the chat section of the Zoom platform, and Julia would enable that function for them. They would need to identify themselves for the meeting record, and state whether they were representing a specific local agency, or if they were a local citizen.

Ms. Stam asked Ms. Glanz if any members of the public had indicated in the chat section that they would like to ask a question or make a comment. Ms. Glanz stated that no members of the public had elected to join the public hearing on Zoom, so there were no questions.

Ms. Stam stated that the Public Hearing on the 2020 CDBG Action Plan was concluded. The City would be accepting written comments on the 2020 Action Plan through 4:30 p.m. on Monday, April 13, 2020. Written comments could be mailed to the City of Salisbury, HCDD, 207 West Main Street, Suite 102, Salisbury, Maryland 21801, or e-mailed to her, Deborah Stam, at [dstam@salisbury.md](mailto:dstam@salisbury.md)

Ms. Stam adjourned the public hearing at 5:38 p.m.

Finance Department / HCDD  
Public Hearing #2 2020 CDBG Action Plan

Status of CDBG Projects That Are Currently Open or  
Were Closed Within the Last Year

Meeting Minutes  
4/14/2020

Ms. Deborah Stam, Grants Manager, convened the second Public Hearing for the City of Salisbury's PY 2020 Community Development Block Grant (CDBG) Action Plan at 5:30 p.m. on April 14, 2020, via the Zoom Meeting platform.

Ms. Stam stated that she was joined by City Administrator Julia Glanz, who had been kind enough to set up the two CDBG public hearings on Zoom for her. She advised that if anyone was interested in making a comment or asking a question when that point in the hearing was reached, they could make that request in the chat section, and Julia would enable that function for them. Julia would then call on each person that wanted to make a comment in the order that they typed their name into the chat. As is always the case in these public hearings, anyone wishing to participate would need to identify themselves for the meeting record, and state whether they were representing a specific local agency, or if they were a local citizen.

Ms. Stam then proceeded to welcome everyone to the second public hearing for the 2020 CDBG Program Year. She stated that this hearing would provide a status report on the City of Salisbury CDBG projects that are currently open or were closed within the last year.

Ms. Stam provided the following information regarding the City's CDBG projects:

**PY 2016 – Habitat for Humanity of Wicomico County - New Housing Construction (707 East Church Street).**

The start of this project was delayed several times due to issues that Habitat was having with some of their other properties. Construction finally began on the home in the Spring of 2018. In late May 2019 completion of the unit was once again delayed due to a city infrastructure issue related to sewer lateral lines on Church Street. Therefore, the city had to go in and install a new lateral sewer line on Church Street to connect to the Habitat house. The new sewer line was installed in July 2019, and the new owners closed on the Habitat house in late August 2019. This project is now closed.

**PY 2017 – Salisbury Neighborhood Housing Services - Homebuyer Assistance Grants.** Additional funding was provided to enable SNHS to continue to offer homeownership opportunities to low- to moderate-income households. The Homebuyer Assistance grant funds may be utilized for closing costs, down payment and/or principal write down assistance. Ten (10) of the Homebuyer Assistance grants were reserved until May 31, 2018 for new Salisbury University (SU) graduates who wished to participate in the 'Buy a Home, Build a Business'

Page 1 of 4

program developed with SU. No SU students elected to utilize the grant funds. Unfortunately, the expenditure of the Homebuyer Assistance funds has moved much more slowly than anticipated. This seems to be due to the fact that the inventory of homes available for sale to clients at or below 80% of Area Median Income is very low and/or the property is in such poor condition it will not pass the home inspection. Therefore, we executed an amendment to the Subrecipient Agreement to extend the time frame for completion of the project to 12-31-2020. A total of 17 households have been served to date.

In PY 2018 the following projects were funded through CDBG:

**Salisbury Neighborhood Housing Services – Homebuyer Assistance Grants.**

Additional funding was provided to enable SNHS to continue to offer homeownership opportunities to low- to moderate-income households. Ten (10) of the Homebuyer Assistance grants were reserved until February 28, 2019 for new Salisbury University (SU) graduates who wished to participate in the 'Buy a Home, Build a Business' program developed with SU. No SU students elected to utilize the grant funds. As previously stated, the inventory of houses available for sale to clients at or below 80% AMI is extremely low and/or the property is in such poor condition it will not pass the home inspection. In order to increase the incentive for buyers to purchase a home inside the City limits, we executed an amendment to the Subrecipient Agreement to increase the maximum grant award from \$5,000 to \$10,000 per client. That amendment also extended the timeframe for expending the 2018 grant funds to 6-30-2021. SNHS has been focusing on expending the remaining PY 2017 funds for this project, but we did complete one drawdown for 2 clients under the 2018 funding to keep that project current in the HUD IDIS system.

**City of Salisbury – Homeless Services Case Managers.** Funding was provided to increase the Homeless Services Case Manager from one position to two positions. In the Spring of 2019 it was determined that we did not need a second Case Manager at this time, due to the limited funding available for housing vouchers. Therefore, we elected to transfer the remaining funding from this grant to an alternate eligible project – the Truitt Street Community Center - Acquisition. This shifting of funds to a newly created project required us to complete a substantial amendment to the 2018 Action Plan.

A Public Notice regarding this amendment to the 2018 Action Plan was published in the local newspaper with a 30-day public comment period. No comments were received. The appropriate information and documentation was forwarded to the HUD Baltimore Field Office for review and approval.

As instructed by HUD, the City created a new, amended version of the 2018 Action Plan in IDIS. The new CDBG project – Truitt Street Community Center - Acquisition – was created and funded in IDIS by reducing the funding amount of the Homeless Services Case Managers project. The City completed the amendments to the 2018 Action Plan, and it was submitted to HUD for review through 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 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.

#### City of Salisbury – Low-Mod Neighborhood Sidewalk Construction Program.

This funding was provided to enable the City to continue the construction of sidewalks in low- to moderate-income neighborhoods within the city where none currently exist. The project was put out to bid in December 2018. Three construction companies submitted bids, and the winning bidder was ECM Corporation. The work was completed in the Church Street / Doverdale CDBG target neighborhood. Work began in March 2019 and was completed in April 2019.

Approximately 12,000 linear feet of new sidewalk was constructed through this contract. The funding remaining in this grant account (\$5,560.72) was rolled forward into the PY 2019 City of Salisbury – Low-Mod Neighborhood Sidewalk Construction project.

In PY 2019 the following projects were funded through CDBG:

#### Habitat for Humanity of Wicomico County – Housing Construction (504 Tangier Street).

The Environmental Review Record (ERR) was completed in HEROS for the Habitat for Humanity construction project located at 504 Tangier Street. The 'Authority to Use Grant Funds' was issued by HUD on January 3, 2020. The City issued the 'Authorization to Proceed' letter to Habitat on January 9, 2020. This construction project is currently underway.

#### City of Salisbury – Low-Mod Neighborhood Sidewalk Construction Program.

This funding was provided to enable the City to continue the construction of sidewalks in low- to moderate-income neighborhoods within the city where none currently exist. The work will be completed in the Church Street / Doverdale CDBG target neighborhood. This project was put out to bid on 1/17/2020, and bids were opened on 2/20/2020. Four construction companies submitted bids, and the winning bidder was ECM Corporation. The contract documents are now being executed, along with all the required Davis-Bacon – Section 3 paperwork. Once all paperwork has been completed a Notice to Proceed will be issued.

Following the presentation on the CDBG projects Ms. Stam stated once again that if any members of the public would like to make a comment or ask a question they should please indicate that in the chat section of the Zoom platform, and Julia would enable that function for them. They would need to identify themselves for the meeting record, and state whether they were representing a specific local agency, or if they were a local citizen.

Ms. Stam asked Ms. Glanz if any members of the public had indicated in the chat section that they would like to ask a question or make a comment. Ms. Glanz stated that no members of the public had elected to join the public hearing on Zoom, so there were no questions.

Ms. Stam stated that the Public Hearing on the status of the City of Salisbury's open CDBG projects was concluded.

She stated that if any members of the public had any questions on Salisbury's CDBG program, or comments on the community development needs of the City, they could mail them to the City of Salisbury, 11CDD, 207 West Main Street, Suite 102, Salisbury, Maryland 21801, or e-mail them to her, Deborah Stam, at [dstam@salisbury.md](mailto:dstam@salisbury.md)

Ms. Stam adjourned the public hearing at 5:42 p.m.

**Citizen Participation – Documentation  
CDBG-CV1 Amendment**

**PUBLIC NOTICE****City of Salisbury –  
Revised CDBG Citizen Participation Plan**

The City of Salisbury is an entitlement jurisdiction for Community Development Block Grant (CDBG) funds from the U.S. Dept. of Housing & Urban Development (HUD). As such the City is required to include in its Consolidated Plan a Citizen Participation Plan which describes how the City will solicit input from its local citizens during the development of the Consolidated Plan, the Annual Action Plan, and the Consolidated Annual Performance and Evaluation Report (CAPER).

This year, in response to the COVID-19 pandemic, HUD has issued certain Plan Amendment Waivers and CARES Act CDBG Flexibilities which allow for alternate / virtual public hearing procedures and expedited public comment periods during disasters and/or emergencies. As a result, all entitlement jurisdictions are now required to amend their Citizen Participation Plans to include these new elements.

The City of Salisbury Finance Department / HCDD has revised the City's Citizen Participation Plan for the CDBG program to include these new elements. The revised Plan is currently available for public review on the City website ([www.salisbury.md](http://www.salisbury.md)) under the Housing & Community Development Department – Community Development section. The City will be accepting written comments on the updated Citizen Participation Plan through 4:30 p.m. on Wednesday, May 27, 2020. Written comments may be mailed to Deborah Stam, City of Salisbury-HCDD, 207 West Main Street, Suite 102, Salisbury, Maryland 21801 or e-mailed to [dstam@salisbury.md](mailto:dstam@salisbury.md).

**Deborah J. Stam**  
Grants Manager  
Finance Dept. / HCDD  
05/22'20

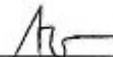
004203173-01

CITY OF SALISBURY  
CITY OF SALISBURY  
126 N DIVISION ST  
SALISBURY, MD 21801  
ATTN: Deborah J. Starn

### Certificate of Publication

This is to certify that the attached notice has been published in  
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05/22/20,

  
\_\_\_\_\_  
Legals Representative

Ad Number: 0004203173

Description: PUBLICNOTICECITYCSALISBURYREVISEDCCBGCITIZENPARTICIPATIONPLANINTECITYOFSALISBUR

Ocean Pines Independent  
11021 Nicholas Lane, Suite 10,  
Ocean Pines, Maryland 21811

Worcester County Times  
11021 Nicholas Lane, Suite 10,  
Ocean Pines, Maryland 21811

Chincoteague Beacon  
25 Market St.

Delaware Wave  
33000 Coastal Highway,  
Bethany Beach, Delaware 19920

Somerset Herald  
16 S. Division Street  
Salisbury, MD 21801

Wicomico Weekly  
115 S. Division Street

Eastern Shore News  
25 Market St.  
Onancock, VA 23417

Delaware Coast Press  
33600 Coastal Highway,  
Bethany Beach, Delaware 19920

The Daily Times  
115 S. Division Street

# **City of Salisbury**

## **Citizen Participation Plan**



**Finance Department / HCDD  
May 2020**

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## **City of Salisbury Citizen Participation Plan**

### **1) Participation**

The City of Salisbury will provide for and encourage citizen participation in the development of priority housing and community development needs eligible for funding by the federal Community Development Block Grant (CDBG) Program. In particular, the City will encourage citizen participation in the development of the Consolidated Plan, the Annual Action Plan, any amendments, and the Consolidated Annual Performance and Evaluation Report (CAPER). The City will also encourage citizen participation in the method of fund distribution.

The City will especially encourage the participation of low- to moderate-income persons, including minorities, and advocates for those with physical and/or mental disabilities, the elderly, and others with special needs. In addition, the City will encourage the participation of residents of public and assisted housing, recipients of tenant-based assistance, officials of the local Public Housing Agency, and representatives of the homeless. In particular, the City will encourage the participation of those deemed to be prospective beneficiaries of the Program, and those residents in areas and neighborhoods to be served by the Program.

### **2) Access to Information**

The previously cited citizens, public agencies, and other interested parties, including those citizens directly affected, will be provided adequate information on the Program, including the anticipated amount of CDBG funds that will be available for the current fiscal year, and the range of activities that the City may undertake with these CDBG funds. They also will be provided the opportunity to review and submit comments on any of the identified housing and community development needs, the amount of funds expected to be received, and the activities proposed to be undertaken to resolve the identified needs.

### **3) Plan Publication**

The City of Salisbury will widely publish its Consolidated Plan in order to provide its citizens the opportunity to review and comment on it. The Consolidated Plan, the Annual Action Plan and the CAPER will be posted on the City of Salisbury website under the Housing & Community Development Department (HCDD) – Community Development section. Hard copies of the plans will also be placed at the Wicomico County Library – Downtown Branch. A printed copy of the plan may be requested from

the City of Salisbury, Finance Department / HCDD by contacting the department in advance at (410) 341-9550.

#### **4) Public Hearings**

The City will also schedule and hold at least two (2) Public Hearings annually to solicit citizen comments on its Consolidated Plan and/or Annual Action Plan. Although held at different stages of the program year, these hearings will address housing and community development needs, proposed activities to resolve the needs, and program performance. These hearings will be held at times and locations that are convenient to both potential and actual beneficiaries. All locations will be accessible to those with physical disabilities. If the City expects that a significant number of non-English speaking residents will be participating in the hearing, the City will attempt to provide an interpreter for the non-English language expected to be most prevalent among people at the hearing. All such hearings will be scheduled separately from the regularly scheduled City Council meetings.

In the event that national or local health officials recommend social distancing and/or limited public gatherings for public health reasons, virtual or web-based hearings will be used in lieu of in-person hearings. If this format is used accommodations for real-time responses, timely responses from local officials to all citizen questions and issues, public access to all questions and response, and accommodations for persons with disabilities or limited English proficiency will be made to the greatest extent possible.

The hearings generally address housing, social, and community development needs, proposed activities, and the review of program performance. On the day of the public hearing, comments may be submitted in writing or made orally during the hearing.

#### **5) Notice of Public Hearings**

Adequate advance notice of each public hearing will be provided to all of Salisbury's citizens. In particular, at least two (2) weeks prior to a public hearing a notice will be published in the local newspaper (the Daily Times) and posted on the City of Salisbury website. This notice will include sufficient information on the hearing, including the purpose, date, time, location, and any important constraints.

#### **6) Notices During Disasters or Emergencies**

In the event of certain disasters or emergencies HUD may provide waivers and/or alternative requirements relative to public notification processes. In such events, the City will avail itself of any provided that will help in expediting notifications for the delivery of assistance to the community.

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**7) Access to Meetings**

All meetings and public hearings related to the CDBG Program will be held in reasonably accessible locations.

**8) Public Comments**

It is the policy of the City to provide residents, service providers, government agencies, and other stakeholders a sufficient time period to review and comment on the proposed Consolidated Plan, Annual Action Plans, and substantial amendments.

When any draft plan or report is complete or a substantial amendment is proposed, the availability for public review and comment will be publicly announced along with the date(s) of applicable public meeting(s).

All public notices will advise interested persons of the process to submit comments and obtain additional information regarding the proposed action(s). The City of Salisbury will consider any comments received during the public comment period and make modifications, if appropriate, in response to the comments, before it completes, adopts or submits the information to HUD, as applicable.

A summary of all comments or views of citizens received in writing, or orally at public hearings, along with a summary of any comments not accepted and reasons thereof, will be attached and made a part of the corresponding document.

The City provides citizens timely opportunities to review and submit comments on the Consolidated Plan, Action Plans, substantial amendments, and performance reports as follows:

Consolidated Plan & Annual Action Plans --- 30 days  
Substantial Amendments --- 30 days  
Consolidated Annual Performance & Evaluation Reports (CAPER) --- 15 days  
Emergency Special Waivers / Flexibilities --- 5 days

Comments may be made in person or in writing to:

Grants Manager  
Finance Department / HCDD  
City of Salisbury  
207 West Main Street, Suite 102  
Salisbury, Maryland 21801

Or emailed to: [dstam@salisbury.md](mailto:dstam@salisbury.md)

In person: Monday through Friday, from 8:30 a.m. until 4:30 p.m.

#### **9) Substantial Amendments**

The City of Salisbury may amend its Consolidated Plan as the need arises. Any substantial amendments to the Consolidated Plan will provide for a 30-day public comment period. The City will give citizens reasonable notice and an opportunity to comment on the proposed amendment. All citizen comments provided to the City either orally or in writing will be considered prior to implementing the Plan change. A summary of these citizen comments and the City's decision and reasoning with respect to their acceptance will be included with the changes or "substantial amendments" to the Plan.

Federal regulations require the inclusion of specific criteria in the Citizen Participation Plan for determining what constitutes a change in programming activities significant enough to be classified as a "Substantial Amendment" to the Consolidated Plan. The City of Salisbury will use the following criteria to determine whether a change is substantial enough to warrant an amendment to the City's Consolidated Plan:

- A change in which the total grant award for an entitlement program increases or decreases by more than 50% during the program year.
- To carry out an activity that was not previously identified in the plan.
- A change in purpose, scope, location, funding, or beneficiaries from one eligible activity to another by more than 50% of the total amount previously authorized.

A change in federal rules or regulations that mandates an alteration in current programming operations would not be considered a substantial amendment, but rather a conforming regulatory requirement.

#### **10) Disasters, Emergency Events, and Urgent Needs**

In the event of a declared disaster or emergency, it may be necessary to expedite substantial amendments to the Consolidated Plan and/or Annual Action Plan. These amendments may include funding new activities and/or the reprogramming of funds, including canceling activities to meet needs resulting from a declared disaster or emergency. In these instances the City may utilize CDBG funds to meet these needs with a 5 day public comment period instead of a 30-day public comment period (otherwise required for substantial amendments).

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With respect to a declared disaster or emergency event, the City may elect to use CDBG funds to address needs not provided for by the Federal Emergency Management Agency (FEMA), the Small Business Administration (SBA), or other disaster relief efforts. Funding for disaster relief may not duplicate other efforts undertaken by federal or local sources unless allowed by the federal government. Potential eligible uses of funds are those that are included in this Citizen Participation Plan, the Consolidated Plan, or any other CDBG-eligible use. HUD may provide new guidance on eligible uses in which the City will comply with and may utilize as well.

### **Urgent Needs**

To comply with the "Urgent Needs" National Objective, activities undertaken in response to disaster or emergency events will meet community development needs having particular urgency. These activities will alleviate existing conditions that the City certifies:

- Pose a serious and immediate threat to the health and welfare of the community;
- Are of recent origin or recently became urgent,\*
- Are unable to be financed by the City on its own;\*\* and
- Other resources of funding are not available to carry out the activity.

\* A condition will generally be considered to be of recent origin if it is developed or became critical within 18 months preceding the City's certification.

\*\* If HUD allows activities under Urgent Needs to be funded without the requirement that the participating jurisdiction is unable to finance the activity on its own and with no other resources available to carry out the activity, the City will only certify that the activity poses a serious and immediate threat to the health and welfare of the community. Therefore, it is of recent origin or recently became urgent.

Activities to address "Urgent Needs" include, but are not limited to the following:

- Clearance of debris;
- Provision of extra security patrols;
- Demolition, clearance and/or reconstruction of damaged property posing an immediate threat to public safety;
- Emergency reconstruction of essential water, sewer, electrical, medical, and telephone facilities;
- Emergency repair of streets and sidewalks; and
- Providing a variety of relief services to individuals

#### 11) Environmental Review Process

An environmental review process is required for all HUD-assisted projects to ensure that the proposed project does not negatively impact the surrounding environment, and the property site itself will not have an adverse environmental or health effect on end-users. Not every project is subject to a full environmental review (i.e., every project's environmental impact must be examined, but the extent of this examination varies), but every project must be in compliance with the National Environmental Policy Act (NEPA), and other related Federal and state environmental laws. As part of this process, public notification and solicitation of comments may be required. Environmental Review Records (ERR's) for all CDBG-funded projects are maintained on file at the City of Salisbury Housing & Community Development Department, 207 West Main Street, Suite 102, Salisbury, Maryland 21801, and may be viewed by the public Monday through Friday between the hours of 8:30 am and 4:30 pm.

#### **Dissemination and/or Publication of the Findings of No Significant Impact**

If the City of Salisbury makes a "finding of no significant impact" it will prepare a Notice of Finding of No Significant Impact (FONSI). This FONSI notice will be published in the local newspaper (the Daily Times), and copies of the notice will be mailed to all agency representatives on the City's environmental mailing list, and to the HUD Field Office. There is an expectation that the City of Salisbury will publish the FONSI notice in the Daily Times newspaper, however, if the notice is not published, it will be prominently displayed in City Hall, and may also be published on the City's website and/or social media.

The City of Salisbury may disseminate or publish a FONSI notice at the same time it disseminates or publishes the Notice of Intent to Request Release of Funds (NOI-RROF) as required by 24 CFR §58.70. If the notices are released as a combined notice, the combined notice shall:

- Clearly indicate that it is intended to meet two separate procedural requirements; and
- Advise the public to specify in their comments which "notice" their comments address.

The City of Salisbury will consider any comments received during the below public comment period and make modifications, if appropriate, in response to the comments, before it completes its environmental certification and submits the RROF to HUD.

### Public Comment Period - Environmental Review

Required notices must afford the public the following minimum comment periods, counted in calendar days:

Notice of Finding of No Significant Impact	15 days when published, or, if no publication, 18 days when mailing and posting
Notice of Intent to Request Release of Funds	7 days when published, or, if no publication, 10 days when mailing or posting.
Concurrent or Combined Notices	15 days when published, or if no publication, 18 days when mailing and posting.

Written comments related to environmental reviews must be submitted to:

Grants Manager  
Finance Department / HCDD  
City of Salisbury  
207 West Main Street, Suite 102  
Salisbury, Maryland 21801

Or emailed to: [dstam@salisbury.md](mailto:dstam@salisbury.md)

### 12) Consolidated Annual Performance and Evaluation Report (CAPER)

Within 90 days after the close of the City's fiscal year (September 30th), HUD regulations require the City to submit a performance report - the Consolidated Annual Performance and Evaluation Report (CAPER). Principally, the CAPER provides information on how the federal funds were spent and the extent to which they were used for activities that benefited low and moderated income citizens.

The CAPER also provides HUD with information to assess whether the City carried out its programs in compliance with applicable regulations and requirements, as stated in that year's plan. Additionally, the CAPER is a vehicle through which the City can describe its program achievements to local citizens.

Like the Consolidated Plan and the Annual Action Plan, the citizens will be provided with an opportunity to comment on the CAPER. Prior to submission of the CAPER to HUD, all citizens will be provided a fifteen (15) day comment period. Any citizen

comments provided either orally or in writing to the City will be considered prior to submission of the report. A summary of the citizen comments will be attached to the report.

### **13) Plan Availability and Access to Records**

The City of Salisbury's Consolidated Plan, Annual Action Plan, any substantial amendments to either of those documents, and the Consolidated Annual Performance and Evaluation Report (CAPER) will be made available to the public. In particular, all of these documents, as well as any related documents, will be available to any interested party, upon request, in the City of Salisbury Housing & Community Development Department (HCDD), 207 West Main Street, Suite 102, Salisbury, Maryland 21801.

### **14) Antidisplacement**

The City proposes to take all reasonable steps to minimize the displacement of any persons in undertaking all CDBG-funded activities. However, if any persons are displaced, the City will provide the affected persons with assistance as outlined in the City of Salisbury Residential Antidisplacement and Relocation Assistance Plan, or will require the subrecipient grantee to provide this same level of assistance.

### **15) Technical Assistance**

If needed, and requested in writing, the City of Salisbury will offer technical assistance directly to groups representing low- to moderate-income persons, neighborhood organizations, and community service organizations. Alternatively, the City may refer these groups to a competent local organization that can provide such assistance. Generally, such assistance would include the development of project proposals for CDBG-funding assistance.

### **16) Complaints**

Any complaints from citizens with respect to the Consolidated Plan, the Annual Action Plan, any amendments, and/or the Consolidated Annual Performance and Evaluation Report (CAPER) will be responded to by the City within a reasonable period of time. Such a response will be provided by the City within fifteen (15) days, if practicable.

Approved by the Salisbury Mayor and City Council  
May 28, 2020

**RESOLUTION NO. 3038**

**A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND TO APPROVE THE AMENDED CITIZEN PARTICIPATION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT PROGRAM.**

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

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

WHEREAS, the Consolidated Plan must include, as one of its elements, a Citizen Participation Plan which describes how the City will solicit input from its local citizens during the development of the Consolidated Plan, the Annual Action Plan, any substantial amendments to these documents, and the Consolidated Annual Performance and Evaluation Report (CAPER); and,

WHEREAS, as a result of the COVID-19 pandemic the CARES Act was passed by the federal government which allows HUD to issue certain Plan Amendment Waivers and CDBG Flexibilities for alternate/virtual public hearing procedures and expedited public comment periods during disasters and/or emergencies; and

WHEREAS, all entitlement jurisdictions are required to amend their Citizen Participation Plans to include these new elements; and

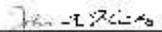
WHEREAS, the HUD regulations concerning the development of a Consolidated Plan specify that the Citizen Participation Plan must be adopted by the City Council.

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Salisbury, Maryland does hereby approve the amendments to the Citizen Participation Plan and adopt the City of Salisbury Citizen Participation Plan, as attached.

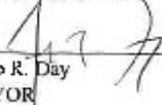
THE ABOVE RESOLUTION was introduced, read, and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on May 26, 2020, and is to become effective immediately.

ATTEST:

  
Kimberly R. Nichols  
CITY CLERK

  
John R. Heath  
CITY COUNCIL PRESIDENT

APPROVED BY ME THIS 2<sup>nd</sup> day of May, 2020.

  
\_\_\_\_\_  
Jacob R. Day  
MAYOR

**PUBLIC NOTICE**

**City of Salisbury  
2020 Action Plan Amendment for CDBG-CV1 Funding**

The City of Salisbury has amended its 2020 Community Development Block Grant (CDBG) Action Plan to include the additional projects that are being proposed with CDBG-CV1 funding awarded to the City in the amount of \$227,905. This funding is to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). The draft of the amended Action Plan will be available for public review beginning on September 1, 2020. The amended Plan may be viewed on the City website ([www.salisbury.md](http://www.salisbury.md)) under the Housing & Community Development Department (HCDD) - Community Development section. An electronic copy of the amended Action Plan may be requested by contacting the Grants Manager, Deborah Stam, via e-mail at [dstam@salisbury.md](mailto:dstam@salisbury.md).

The City will be accepting written comments on the amended 2020 Action Plan through 4:30 p.m. on September 5, 2020. Written comments may be e-mailed to the Grants Manager, Deborah Stam, at [dstam@salisbury.md](mailto:dstam@salisbury.md).

**Deborah J. Stam**  
Grants Manager  
Finance Dept. / HCDD

09/01/20

0004349327-01

CITY OF SALISBURY  
CITY OF SALISBURY  
125 N. DAVIS ST  
SALISBURY, MD 21801  
ATTN: Deborah J. Stein

### Certificate of Publication

This is to certify that the attached notice has been published in  
THE DAILY TIMES, a daily paper of general circulation, published in Salisbury, MD on:

09/01/21.

  
\_\_\_\_\_  
Legals Representative

**Ad Number: 0004352934**

**Description: PUBLICNOTICECITYOF SALISBURY2020ACTIONPLANAMENDMENTFORCDBGCV1FUNDINGTHROUGHTHECITYOF**

Ocean Pines Independent  
11021 Nicholas Lane, Suite 10  
Ocean Pines, Maryland 21811

Worcester County Times  
11021 Nicholas Lane, Suite 10,  
Ocean Pines, Maryland 21811

Chincoteague Beacon  
25 Market St.

Delaware Wave  
13000 Coastal Highway,  
Randy Beach, Delaware 19920

Somerset Herald  
115 S. Division Street  
Salisbury, MD 21801

Wicomico Weekly  
115 S. Division Street

Eastern Shore News  
25 Market St.  
Craneock, VA 22417

Delaware Coast Press  
33000 Coastal Highway,  
Delmar Beach, Delaware 19936

The Daily Times  
115 S. Division Street

**Citizen Participation – Documentation  
CDBG-CV3 Amendment**

**PUBLIC NOTICE**

**City of Salisbury  
2020 Action Plan Amendment for CDBG-CV3 Funding**

The City of Salisbury has completed another amendment to its 2020 Community Development Block Grant (CDBG) Action Plan to include the additional projects that are being proposed with the CDBG-CV3 funding awarded to the City in the amount of \$244,747. This funding is to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). The draft of the amended Action Plan will be available for public review beginning on December 15, 2020. The amended Plan may be viewed on the City website ([www.salisbury.md](http://www.salisbury.md)) under the Housing & Community Development Department (HCDD) – Community Development section. An electronic copy of the amended Action Plan may be requested by contacting the Grants Manager, Deborah Stam, via e-mail at [dstam@salisbury.md](mailto:dstam@salisbury.md).

The City will be accepting written comments on the amended 2020 Action Plan through December 20, 2020. Written comments may be e-mailed to the Grants Manager, Deborah Stam, at [dstam@salisbury.md](mailto:dstam@salisbury.md).

Deborah J. Stam  
Grants Manager  
Finance Dept. / HCDD  
12/15/20

0004506421-01

CITY OF SALISBURY  
CITY OF SALISBURY  
125 N DIVISION ST RM 104  
SALISBURY, MD 21851  
ATTN: Deborah J. Stam

### Certificate of Publication

This is to certify that the attached notice has been published in  
THE DAILY TIMES, a daily paper of general circulation, published in Salisbury, MD on:

12/15/20,

  
\_\_\_\_\_  
Legals Representative

**Ad Number:** 0004506421

**Description:** PUBLIC NOTICE CITY OF SALISBURY 2020 ACTION PLAN AMENDMENT FOR CD86CV3 FUNDING THE CITY OF

Ocean Pines Independent  
11021 Nicholas Lane, Suite 10  
Ocean Pines, Maryland 21851

Worcester County Times  
11021 Nicholas Lane, Suite 10  
Ocean Pines, Maryland 21851

Chincoteague Beacon  
25 MARKET ST

Delaware Wave  
33000 Coastal Highway,  
Pollywog Beach, Delaware 19893

Somerset Herald  
116 S. Division Street  
Salisbury, MD 21801

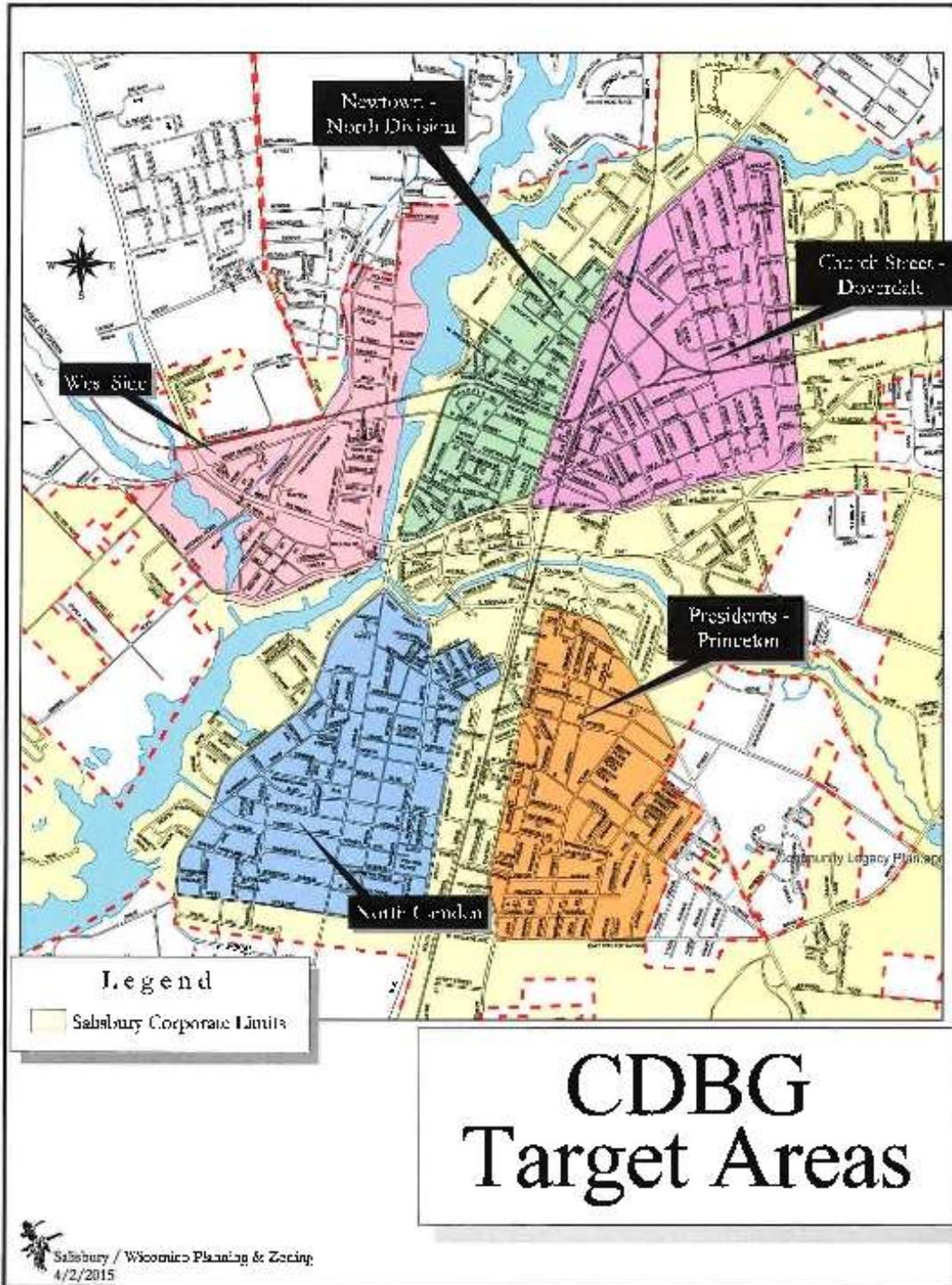
Wicomico Weekly  
115 S. Division Street

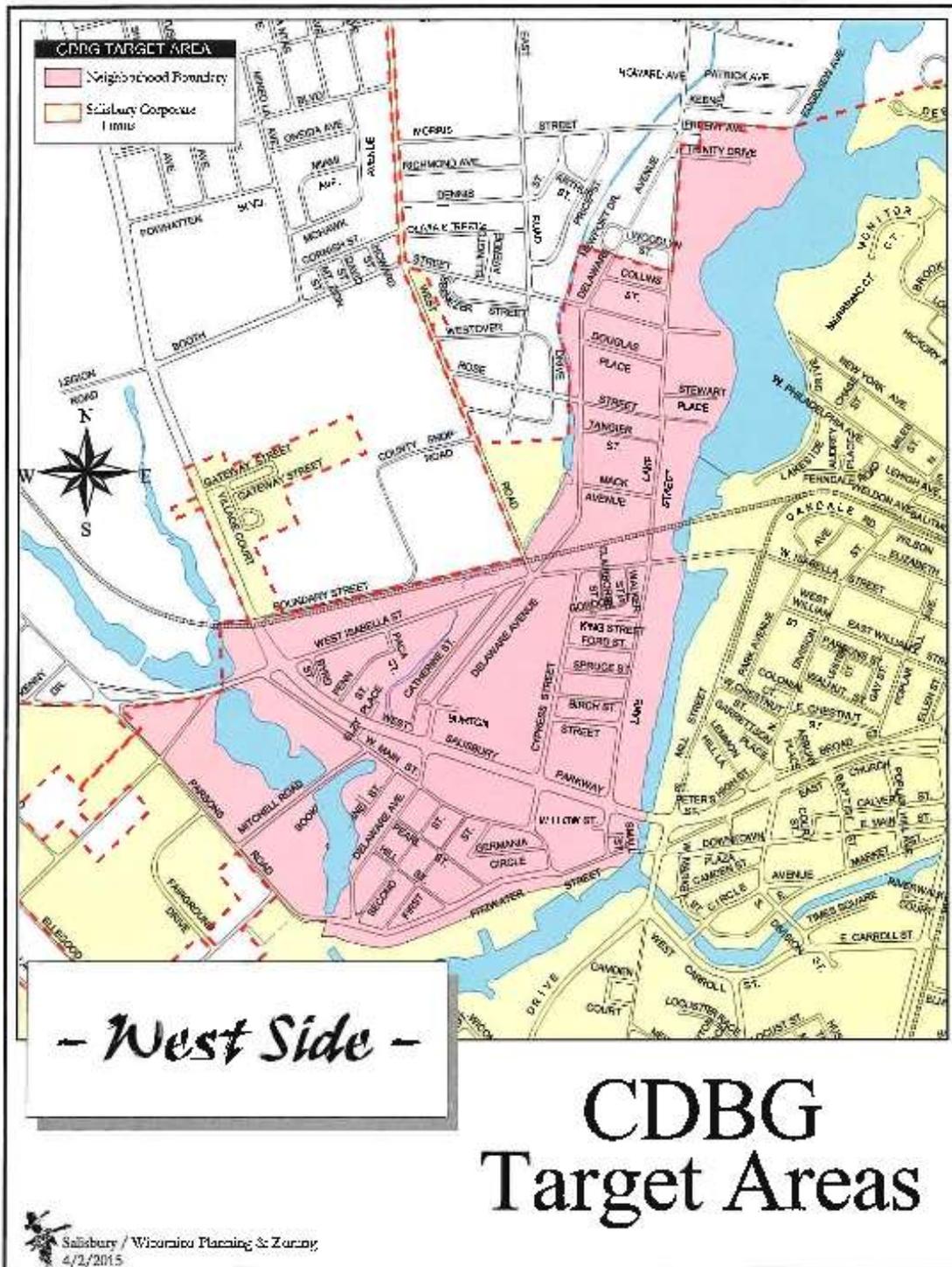
Eastern Shore News  
25 Market St  
Chancock, VA 23047

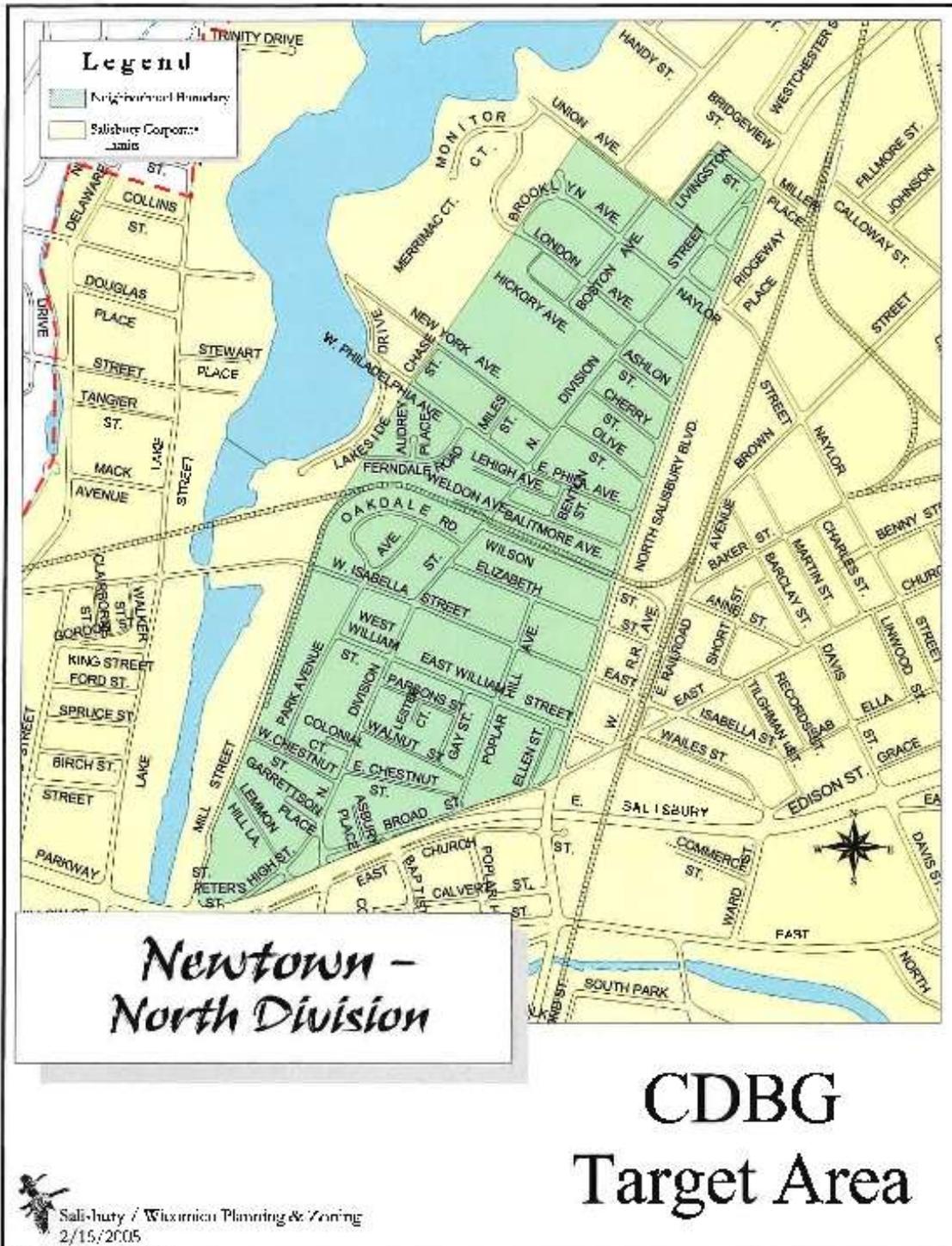
Delaware Coast Press  
33000 Coastal Highway,  
Pollywog Beach, Delaware 19893

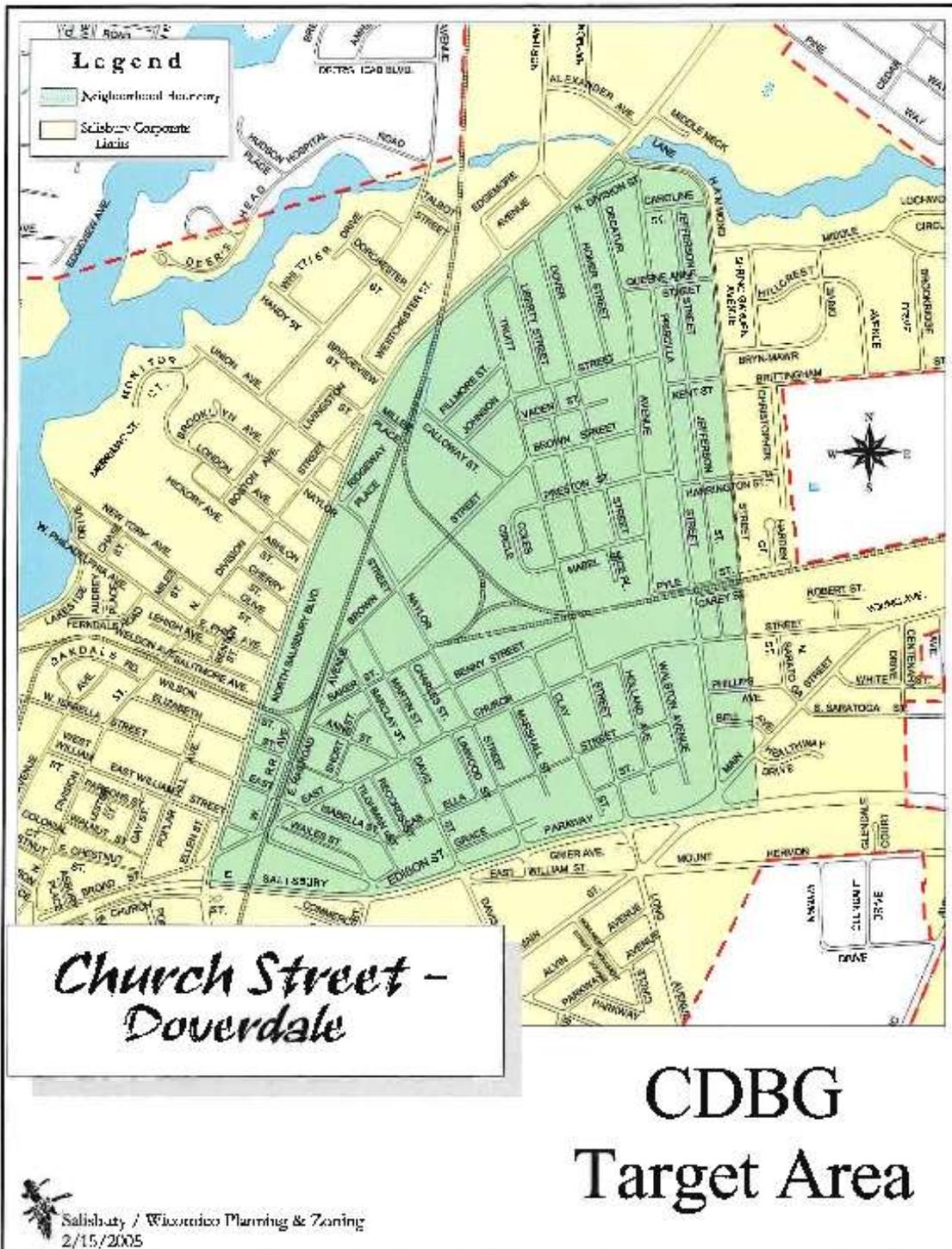
The Daily Times  
115 S. Division Street

## **CDBG Target Areas – Maps**

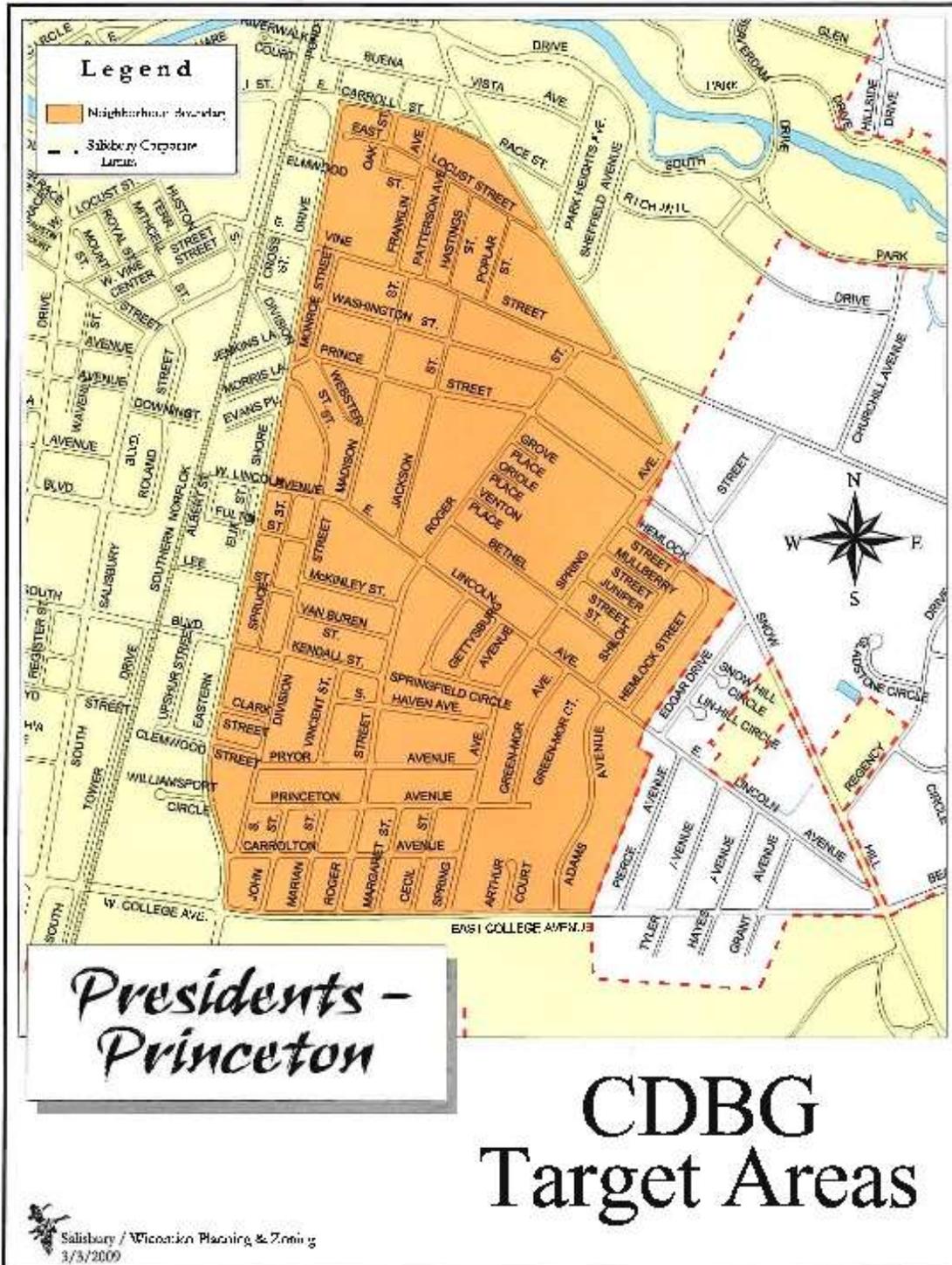


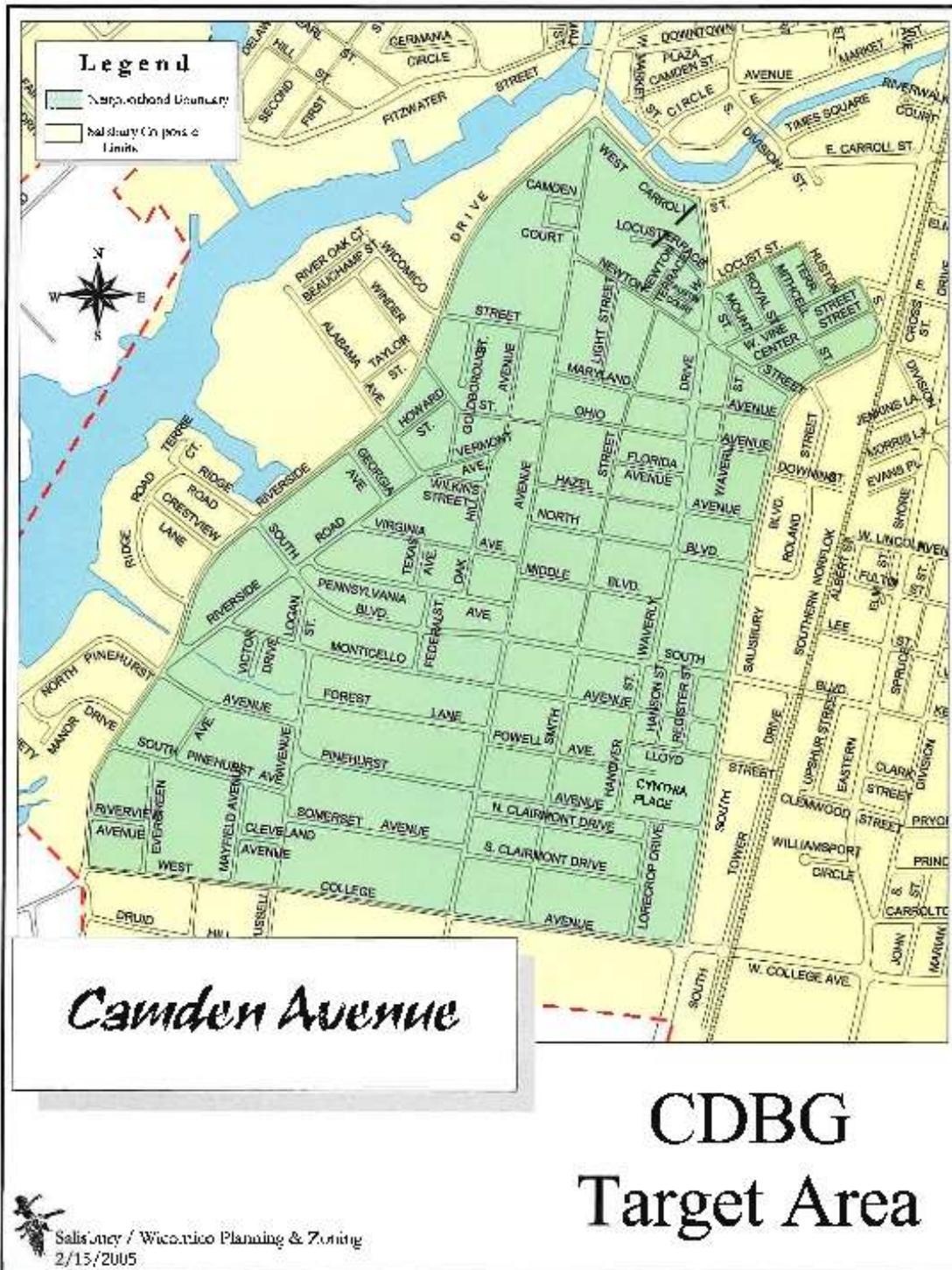






CDBG target areas 2005.aar





## **Homeless Information**

## Point-in-Time Count MD-513 Wicomico, Somerset, Worcester Counties CoC

Population: Sheltered and Unsheltered Count

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

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total Number of Households	15	9	0	24
Total Number of persons (Adults & Children)	52	25	0	77
Number of Persons (under age 18)	33	16	0	49
Number of Persons (18 - 24)	3	3	0	6
Number of Persons (over age 24)	16	6	0	22

Gender (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	27	15	0	42
Male	24	10	0	34
Transgender	1	0	0	1
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0

Ethnicity (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latino	51	25	0	76
Hispanic/Latino	1	0	0	1

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Point-in-Time Count MD-513 Wicomico, Somerset, Worcester Counties CoC

Race (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
White	19	5	0	24
Black or African-American	28	20	0	48
Asian	0	0	0	0
American Indian or Alaska Native	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0
Multiple Races	5	0	0	5

Chronically Homeless (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total number of households	3		0	3
Total number of persons	7		0	7

Population: Sheltered and Unsheltered Count

**Persons in Households with only Children**

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

Gender (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	0	0	0	0	0
Male	0	0	0	0	0
Transgender	0	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0

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

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

Chronically Homeless (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total number of persons	0		0	0	0

Point-in-Time Count MD-513 Wicomico, Somerset, Worcester  
Counties CoC

Population: Sheltered and Unsheltered Count

**Persons in Households without Children**

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	148	11	0	37	196
Total Number of persons (Adults)	150	11	0	37	198
Number of Persons (18 - 24)	4	0	0	3	7
Number of Persons (over age 24)	148	11	0	34	191

**Gender (adults and children)**

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	50	6	0	12	68
Male	100	5	0	25	130
Transgender	0	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0

**Ethnicity (adults and children)**

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	148	11	0	37	196
Hispanic/Latino	2	0	0	0	2

Point-in-Time Count MD-513 Wicomico, Somerset, Worcester  
Counties CoC

Race (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
White	70	3	0	19	92
Black or African-American	78	8	0	18	104
Asian	0	0	0	0	0
American Indian or Alaska Native	0	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0	0
Multiple Races	2	0	0	0	2

Chronically Homeless (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total number of persons	34		0	7	41

Date of PIT Count: 1/23/2019  
 Population: Sheltered and Unsheltered Count

**Total Households and Persons**

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	163	20	0	37	220
Total Number of Persons	202	36	0	37	275
Number of Children (under age 18)	33	16	0	0	49
Number of Persons (18 to 24)	7	3	0	3	13
Number of Persons (over age 24)	162	17	0	34	213

**Gender**

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	77	21	0	12	110
Male	124	15	0	25	164
Transgender	1	0	0	0	1
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0

**Ethnicity**

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	199	36	0	37	272
Hispanic/Latino	3	0	0	0	3

**Race**

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Point-In-Time Summary for ND-513 - Worcester, Somerset, Worcester Counties CoC

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
White	89	8	0	19	116
Black or African-American	106	28	0	18	152
Asian	0	0	0	0	0
American Indian or Alaska Native	0	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0	0
Multiple Races					
<b>Chronically Homeless</b>	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total number of persons	41		0	7	48

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## Additional Homeless Populations Summary for MD-513 - Wicomico, Somerset, Worcester Counties CoC

Date of PIT Count: 1/23/2019

Population: Sheltered and Unsheltered Count

### Other Homeless Subpopulations

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Adults with a Serious Mental Illness	43	1	0	9	53
Adults with a Substance Use Disorder	14	2	0	6	22
Adults with HIV/AIDS	1	0	0	0	1
Adult Survivors of Domestic Violence	2	1	0	0	3

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1

Inventory Count Date: 1/23/2019  
 Population: Sheltered and Unsheltered Count

**Unaccompanied Youth Households**

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of unaccompanied youth households	3	0	0	3	6
Total number of unaccompanied youth	4	0	0	3	7
Number of unaccompanied children (under age 18)	0	0	0	0	0
Number of unaccompanied young adults (age 18 to 24)	4	0	0	3	7

Gender (unaccompanied youth)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	2	0	0	2	4
Male	2	0	0	1	3
Transgender	0	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0

Ethnicity (unaccompanied youth)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	4	0	0	3	7
Hispanic/Latino	0	0	0	0	0

Point in Time Count MC-13 Worcester, Somerset, Worcester Counties CoC

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

Chronically Homeless (unaccompanied youth)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total number of persons	2		0	0	2

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Inventory Count Date: 1/23/2019  
 Population: Sheltered and Unsheltered Count  
**Parenting Youth Households**

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total number of parenting youth households	3	3	0	6
Total number of persons in parenting youth households	6	8	0	14
Total Parenting Youth (youth parents only)	3	3	0	6
Total Children in Parenting Youth Households	3	5	0	8
Number of parenting youth (under age 18)	0	0	0	0
Children in households with parenting youth under age 18 (children under age 18 with parent under 18)	0	0	0	0
Number of parenting youth (age 18 to 24)	3	3	0	6
Children in households with parenting youth age 18 to 24 (children under age 18 with parents under age 25)	3	5	0	8

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Pain-Unit-Time Count FD-515 Wrentham, Somerset, Worcester Counties CoC

Gender (parenting youth)	Sheltered		Unsheltered	Total
	Emergency	Transitions:		
Female	3	3	0	6
Male	0	0	0	0
Transgender	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0

Ethnicity (parenting youth)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latino	3	3	0	6
Hispanic/Latino	0	0	0	0

Race (parenting youth)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
White	0	0	0	0
Black or African-American	3	3	0	6
Asian	0	0	0	0
American Indian or Alaska Native	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0
Multiple Races	0	0	0	0

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Point-in-Time Count, MD-513 Wicomico, Somerset, Worcester Counties OX

Chronically Homeless (parenting youth)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total number of households	1		0	1
Total number of persons	2		0	2

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## Point-in-Time Count Veterans MD-513 Wicomico, Somerset, Worcester Counties CoC

Inventory Count Date: 1/23/2019

Population: Sheltered and Unsheltered Count

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

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

Gender (veterans only)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	0	0	0	0
Male	0	0	0	0
Transgender	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0

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

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Point-in-Time Count Veterans MD-513 (Warrior, Survivor, Served, Stronger) Counties CAC

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

Chronically Homeless (veterans only)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total number of households	0		0	0
Total number of persons	0		0	0

Inventory Count Date: 1/23/2019

Population: Sheltered and Unsheltered Count

**Persons in Households without Children**

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	11	0	0	4	15
Total Number of Persons	12	0	0	4	16
Total Number of Veterans	11	0	0	4	15

**Gender (veterans only)**

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	1	0	0	1	2
Male	10	0	0	3	13
Transgender	0	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0

**Ethnicity (veterans only)**

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	11	0	0	4	15
Hispanic/Latino	0	0	0	0	0

Point-in-Time Count MU-513 Wozomica, Somerset, Worcester Counties QxQ

Race (veterans only)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
White	6	0	0	4	10
Black or African-American	5	0	0	0	5
Asian	0	0	0	0	0
American Indian or Alaska Native	0	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0	0
Multiple Races	0	0	0	0	0

Chronically Homeless (veterans only)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total number of persons	1		0	2	3

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## Point-in-Time Summary Veterans for MD-513 - Wicomico, Somerset, Worcester Counties CoC

Date of PIT Count: 1/23/2019

Population: Sheltered and Unsheltered Count

### Total Households and Persons

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	11	0	0	4	15
Total Number of Persons	12	0	0	4	16
Total Number of Veterans	11	0	0	4	15

### Gender

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	1	0	0	1	2
Male	10	0	0	3	13
Transgender (male to female)	0	0	0	0	0
Transgender (female to male)	0	0	0	0	0

### Ethnicity

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	11	0	0	4	15
Hispanic/Latino	0	0	0	0	0

### Race

Sheltered			Unsheltered	Total
Emergency	Transitional	Safe Haven		

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Point In Time Summary for Youth (Wilton, Somerset, Worcester Counties DDC)

White	6	0	0	4	10
Black or African-American	5	0	0	0	5
Asian	0	0	0	0	0
American Indian or Alaska Native	0	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0	0
Multiple Races	0	0	0	0	0

Chronically Homeless	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total number of persons	1		0	2	3

**Resolution Authorizing Submission  
of the 2020 CDBG Action Plan**

RESOLUTION NO. 3031

A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND TO APPROVE THE CITY'S ACTION PLAN FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR CDBG PROGRAM YEAR 2020.

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

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

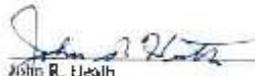
WHEREAS, the Council of the City of Salisbury wishes the City to receive this annual allotment of CDBG funds from HUD so that various community development projects may be completed.

NOW THEREFORE, BE IT RESOLVED, that the Council of the City of Salisbury, Maryland does hereby authorize the Mayor to submit the 2020 CDBG Action Plan to HUD for review and approval.

THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on April 27, 2020, and is to become effective immediately.

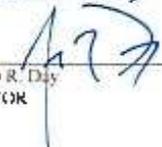
ATTEST:

  
Kunberly R. Nichols  
CITY CLERK

  
John R. Heath  
CITY COUNCIL PRESIDENT

APPROVED BY ME THIS

12<sup>TH</sup> day of <sup>MAY</sup> April, 2020.

  
Jacob R. Day  
MAYOR

**Grantee SF-424's and Certification(s)**

**SF 424 & 424-D Forms**

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letters: <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: 01/24/2020	4. Account Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>		5b. Federal Award Identifier: B-20-HC-24-0018
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Applicant Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: City of Salisbury		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 02-6003806	* c. Organizational DUNS: 000015590008	
d. Address:		
* Street: Street: * City: County/Parish: * State: Province: * Country: * Zip / Postal Code:	<input type="text"/> 125 South Division Street <input type="text"/> <input type="text"/> Salisbury <input type="text"/> Wicomico County <input type="text"/> MD; Maryland <input type="text"/> <input type="text"/> USA; United States <input type="text"/> 21801-5036	
e. Organizational Unit:		
Department Name: Office of the Mayor	Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
* Prefix: Mr.	* First Name: Deborah	<input type="text"/>
Middle Name: J.	<input type="text"/>	
* Last Name: Bean	<input type="text"/>	
Suffix: <input type="text"/>	<input type="text"/>	
Title: Grants Manager - Finance Department / OIGD		
Organizational Affiliation: City of Salisbury		
* Telephone Number: (410) 341-9000	* Fax Number: <input type="text"/>	
* Email: ms.en@salisbury.md		

Application for Federal Assistance SF-424	
<b>* 9. Type of Applicant 1: Select Applicant Type:</b> <input type="text" value="City or Township Government"/> <b>Type of Applicant 2: Select Applicant Type:</b> <input type="text"/> <b>Type of Applicant 3: Select Applicant Type:</b> <input type="text"/> <b>* Other (specify):</b> <input type="text"/>	
<b>* 10. Name of Federal Agency:</b> <input type="text" value="U.S. Department of Housing and Urban Development"/>	
<b>11. Catalog of Federal Domestic Assistance Number:</b> <input type="text" value="14.812"/> <b>CFDA Title:</b> <input type="text" value="Community Development Block Grant (CDBG) Program"/>	
<b>* 12. Funding Opportunity Number:</b> <input type="text" value="17.2.6"/> <b>* Title:</b> <input type="text" value="Community Development Block Grant (CDBG) Program"/>	
<b>13. Competition Identification Number:</b> <input type="text"/> <b>Title:</b> <input type="text"/>	
<b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b> <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
<b>* 15. Descriptive Title of Applicant's Project:</b> <input type="text" value="Fiscal Year 2020 Annual Action Plan for the Community Development Block Grant (CDBG) Program"/>	
<b>Attach supporting documents as specified in agency instructions.</b> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>	

**Application for Federal Assistance SF-424**

16. Congressional Districts Of:

\* a. Applicant: [ ] \* b. Program/Project: 1 [ ]

Attach an additional list of Program/Project Congressional Districts (if available):

[ ]

17. Proposed Project:

\* a. Start Date: 07/27/2021 \* b. End Date: 06/30/2021

18. Estimated Funding (\$):

* a. Federal	377,410.00
* a. Applicant	[ ]
* c. State	[ ]
* c. Local	[ ]
* e. Other	[ ]
* f. Program Income	0.00
* g. TOTAL	377,410.00

\* 19. Is Application Subject to Review By State Under Executive Order 12872 Process?

a. This application was made available in the State under the Executive Order 12872 Process for review on [ ]

b. Program is subject to E.O. 12872 but has not been selected by the State for review

c. Program is not covered by E.O. 12872.

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

Yes  No

If "Yes", provide explanation and attach:

[ ]

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties (U.S. Code, Title 28, Section 1001).

I AGREE

\*\* The list of certifications and assurances, or an alternate thereof you may obtain this list, is contained in the announcement of agency specific instructions.

Authorized Representative:

Prefix: Mr. \* First Name: Jacob

Middle Name: R.

\* Last Name: Day

Suffix: [ ]

\* Title: Mayor, City of Salisbury

\* Telephone Number: (410) 548-3100 \* Fax Number: [ ]

\* Email: jday@salisbury.md

\* Signature of Authorized Representative: [Signature] \* Date Signed: 7 May 2021

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0329  
Expiration Date: 01/31/2019

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

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

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

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

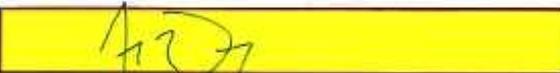
1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in the application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4769) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4501 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1695-1698), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107) which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment, and Rehabilitation Act of 1970 (P.L. 91-618), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11980; (d) evaluation of flood hazards in floodplains in accordance with EO 11888; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11585 (Identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §5468a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from: (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Jacob R. Day - Mayor
APPLICANT ORGANIZATION City of Berkeley, Maryland (2025 Funding Only)	DATE SUBMITTED 7 May 2020

HF-4740 (Rev. 7-97) Back

**SF 424 & 424-D Forms  
CDBG-CV1 Amendment**

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Pre-application <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Unretracted Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revisor	* If New, set as appropriate label: <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: 03/01/2020	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: A-20-HQ-24-0015	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: <input type="text" value="City of Salisbury"/>		
* b. Employee/Taxpayer Identification Number (EIN/TIN): 07-0206806	* c. Organization OUS: 0303216990000	
d. Address:		
* Street: 125 North Division Street	<input type="text"/>	
* Zip: <input type="text"/>	<input type="text"/>	
* City: Salisbury	<input type="text"/>	
* County/Parish: Wicomico County	<input type="text"/>	
* State: Province: Country:	MD; Maryland <input type="text"/> USA; UNITED STATES	
* Zip / Postal Code: 21081-0030	<input type="text"/>	
e. Organizational Unit:		
Department Name: Office of the Mayor	Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Middle Name: * Last Name: Suffix:	* First Name: Deborah <input type="text"/> <input type="text"/> Blair <input type="text"/>	
Title: Grants Manager - Economic Development / HRM <input type="text"/>		
Organizational Address: City of Salisbury <input type="text"/>		
* Telephone Number: (410) 441-4510	Fax Number: <input type="text"/>	
* Email: dstam@city-salbury.md <input type="text"/>		

Application for Federal Assistance SF-424	
<b>* 9. Type of Applicant: Select Applicant Type:</b> <input type="text" value="City or Township Government"/> <b>Type of Applicant 2: Select Applicant Type:</b> <input type="text"/> <b>Type of Applicant 3: Select Applicant Type:</b> <input type="text"/> <b>* Other (specify):</b> <input type="text"/>	
<b>* 10. Name of Federal Agency:</b> <input type="text" value="U.S. Department of Housing and Urban Development"/>	
<b>* 11. Catalog of Federal Domestic Assistance Number:</b> <input type="text" value="14.218"/> <b>CFDA Title:</b> <input type="text" value="Community Development Block Grant (CDBG) Program (CDBG-CES Act Funding)"/>	
<b>* 12. Funding Opportunity Number:</b> <input type="text" value="14.218"/> <b>Title:</b> <input type="text" value="Community Development Block Grant (CDBG) Program (CDBG-CES Act Funding)"/>	
<b>13. Competition Identification Number:</b> <input type="text"/> <b>Title:</b> <input type="text"/>	
<b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b> <input type="text"/> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span>Add Attachment</span> <span>Delete Attachment</span> <span>View Attachment</span> </div>	
<b>* 15. Descriptive Title of Applicant's Project:</b> <input type="text" value="City of Salisbury CDBG Act Funding - Amendment 11 to the 2015 Annual Action Plan for the Community Development Block Grant (CDBG) Program (CDBG-CV)"/>	
<b>Attach supporting documents as specified in agency instructions.</b> <div style="display: flex; justify-content: space-around;"> <span>Add Attachments</span> <span>Delete Attachments</span> <span>View Attachments</span> </div>	

**Application for Federal Assistance SF-424**

16. Congressional Districts Of:

\* a. Applicant:  \* b. Program/Project:

Attach an additional list of Program/Project Congressional Districts Funded.

17. Proposed Project:

\* a. Start Date:  \* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="177,925.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="177,925.00"/>

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

a. This application was made available in the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

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

Yes  No

If "Yes," provide explanation and attach

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001)

I Agree

\*\* The list of certifications and assurances or an internet site where you may obtain this list is available in the announcement or agency specific instructions.

Authorized Representative:

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0039  
Expiration Date: 01/31/2019

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0318-0042), Washington, DC 20503.

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

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

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

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in its application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§1728-4765) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 300, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 83-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1081-1883, and 1885-1886), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to non-discrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to non-discrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§260 ds-3 and 290 ds-3) as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to non-discrimination in the sale, rental or financing of housing; (i) any other nondiscriminatory provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

Previous Edition Usable

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Standard Form 424-U (Rev. 7-87)  
Prescribed by GMB Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(e) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-160) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11736; (c) protection of wetlands pursuant to EO 11989; (d) evaluation of flood hazards in floodplains in accordance with EO 11989; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting environments or potential contents of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties) and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and DMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant, award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

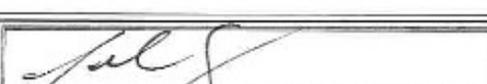
SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Julia Clark, City Administrator
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Berkeley, Maryland (2024) ARK Act Printing	9/12/2024

BF-4247 (Rev. 7-97) Back

**SF 424 & 424-D Forms  
CDBG-CV3 Amendment**

Application for Federal Assistance SF-424			
*1. Type of Submission: <input type="checkbox"/> Preapplication <input type="checkbox"/> Application <input checked="" type="checkbox"/> Changed/Corrected Application		*2. Type of Application: <input type="checkbox"/> New <input type="checkbox"/> Continuation <input checked="" type="checkbox"/> Revision	
*3. Date Received: 02/21/2023		*4. Applicant Identifier: [Empty]	
*6. Federal Entity Identifier: [Empty]		*5. Federal Award Identifier: B-20-NR-24-0113	
State Use Only:			
*8. Date Received by State: [Empty]		*7. State Application Identifier: [Empty]	
<b>8. APPLICANT INFORMATION.</b>			
*a. Legal Name: City of Salisbury			
*b. Employer/Taxpayer/Identification Number (EIN/TIN): 42-5030906		*c. Organizational DUNS: 0303215940000	
<b>d. Address:</b>			
* Street1:	125 E. Delaware Street		
* Street2:	[Empty]		
* City:	Salisbury		
* County/Parish:	[Empty]		
* State:	MD: Wye'and		
* Province:	[Empty]		
* Country:	USA: UNITED STATES		
* Zip / Postal Code:	21101-0030		
<b>e. Organizational Unit:</b>			
Department Name: Office of the Mayor		Division Name: [Empty]	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>			
Prefix:	[Empty]	* First Name:	[Empty]
Middle Name:	[Empty]	[Empty]	
* Last Name:	Stam		
Suffix:	[Empty]		
* Title:	Grants Manager - Economic Development / IC30		
Organizational Affiliation: City of Salisbury			
* Telephone Number:	[001] 341-6530	* Fax Number:	[Empty]
* Email:	dstam@salisbury.md		

Application for Federal Assistance SF-424	
<b>* 9. Type of Applicant 1: Select Applicant Type:</b> <input type="text" value="City or Township Government"/> <b>Type of Applicant 2: Select Applicant Type:</b> <input type="text"/> <b>Type of Applicant 3: Select Applicant Type:</b> <input type="text"/> <b>* Other (specify):</b> <input type="text"/>	
<b>* 10. Name of Federal Agency:</b> <input type="text" value="U.S. Department of Housing and Urban Development"/>	
<b>11. Catalog of Federal Domestic Assistance Number:</b> <input type="text" value="14.218"/> <b>CFDA Title</b> <input type="text" value="Community Development Block Grant (CDBG) Program (CDBG-DF) Assistance"/>	
<b>* 12. Funding Opportunity Number:</b> <input type="text" value="14.218"/> <b>* Title</b> <input type="text" value="Community Development Block Grant (CDBG) Program (CDBG-DF) Assistance"/>	
<b>13. Competition Identification Number:</b> <input type="text"/> <b>Title</b> <input type="text"/>	
<b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b> <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
<b>* 15. Descriptive Title of Applicant's Project</b> <input type="text" value="City of Salisbury CDBG Sub-Award - Agreement #0 to the FY 2020 Annual Action Plan for the Community Development Block Grant (CDBG) Program (CDBG-DF) - CDBG-DF Funding"/>	
Attach supporting documents as specified in agency instructions <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>	

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: <input type="text" value="1"/>	* b. Program Title: <input type="text"/>
Attach a separate list of Program-Project Congressional Districts if needed.	
<input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
17. Proposed Project:	
* A. Start Date: <input type="text" value="03/27/2021"/>	* B. End Date: <input type="text" value="12/31/2021"/>
18. Estimated Funding (\$):	
* a. Federal	<input type="text" value="472,512.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL:	<input type="text" value="472,512.00"/>
* 19. Is Application Subject to Review By State Under Executive Order 12972 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12972 Process for review on <input type="text"/>	
<input type="checkbox"/> b. Program is subject to E.O. 12972 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12972	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes", provide explanation and attach	
<input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
21. By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001)	
<input checked="" type="checkbox"/> I AGREE	
** The list of certifications and assurances is an internal site where you may obtain this list is contained in the announcement or agency specific solicitation.	
Authorized Representative:	
* First Name: <input type="text" value="Ms."/>	* Last Name: <input type="text" value="Julia"/>
* Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Glenn"/>	
* Title: <input type="text" value="City Administrator, City of Salisbury"/>	
* Telephone Number: <input type="text" value="(410) 548-3100"/>	* Fax Number: <input type="text"/>
* Email: <input type="text" value="jglenn@salisbury.md"/>	
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="12/17/2021"/>

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number 4040-0009  
Expiration Date 02/28/2022

Much reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing this collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0047), Washington, DC 20503.

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

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

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

- |   |   |
|---|---|
| <p>1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs); to ensure proper planning, management and completion of project described in this application.</p> <p>2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance, and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.</p> <p>3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.</p> <p>4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.</p> <p>5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.</p> <p>6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.</p> <p>7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.</p> | <p>8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to proscribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 903 Subpart F).</p> <p>9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§9001 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.</p> <p>10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1651-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-618), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1917 (42 U.S.C. §§290 d2-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.</p> |
|---|---|

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Standard Form 424-J (Rev. 7-87)  
Prescribed by GMB Circular A-132

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and Federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7374) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§275a-1u 276a-7), the Copeland Act (40 U.S.C. §276c and 19 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for Federally-assisted construction agreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients to a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) initiation of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955 as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470; EO 11593) (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§468a-7 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audit of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 100(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from: (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect; (2) Procuring a commercial sex act during the period of time that the award is in effect; or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Paula Clark, State Administrator
APPLICANT ORGANIZATION	DATE SUBMITTED
St. of Maryland, Maryland COMS CRMS Act Funded	12/22/2020

SH-424U (Rev. 7-67) Back

**SF 424 & 424-D Forms  
PY 2020 CDBG Amendment  
HUD Formula Allocation Error –  
Reduction in Funding of \$60**



OFFICE OF COMMUNITY PLANNING  
AND DEVELOPMENT

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-7000

December 17, 2020

Mr. Keith Cordrey  
Director of Finance  
City of Salisbury  
225 North Division Street Room 103  
Salisbury, MD 21801

Dear Mr. Cordrey:

The U.S. Department of Housing and Urban Development (HUD or the Department) notified the City of Salisbury by letter, received on November 9, 2020, of an error in HUD's initial formula allocations for fiscal year (FY) 2020 Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOMF) program grants. The Department is poised to undertake Line of Credit Control System (LOCCS) corrections to the grant amounts for these programs and is outlining the next steps the City must take below. As a reminder, the original and adjusted allocations for the FY 2020 CDBG grant are listed below.

	CDBG
Original Allocation	\$387,418
Adjusted Allocation	\$387,358
Difference	-\$ 60

The City must submit new SF 424s for the CDBG program reflecting the changed allocation. The City will also need to amend its 2020 action plan to reference the corrected amount of the CDBG allocation. The Consolidated Plan regulations (24 CFR Part 91) require a grantee to identify in its citizen participation plan the criteria it will use for determining what constitutes a substantial amendment to its action plan. It is these substantial amendments that are subject to a citizen participation process.

The City will need to determine if a substantial amendment is triggered and if so, engage in the necessary citizen participation activities.

HUD will send the City amended grant agreement that reflect the correct allocation amount after the Baltimore Field Office of Community Planning and Development receives the newly executed SF-424 for the FY 2020 CDBG grant. Upon receipt, HUD will adjust the allocation amount in IDIS and LOCCS to ensure funds in excess of the revised allocation amount are not disbursed from the City's line of credit.

[www.hud.gov](http://www.hud.gov)

[espm@hud.gov](mailto:espm@hud.gov)

The Department appreciates the City's patience and efforts in this process and our office is available to assist in ensuring a timely correction.

Sincerely,

*Charles Halm*

Charles Halm  
CPD Director

cc:  
Olga Butar  
Deborah Stam

Application for Federal Assistance SF-424	
* 1. Type of Guarantee: <input type="checkbox"/> Pre-application <input type="checkbox"/> Application <input checked="" type="checkbox"/> Original/Corrected Application	
* 2. Type of Application: * If Revisor, select appropriate category: <input type="checkbox"/> New <input type="checkbox"/> Continuation <input checked="" type="checkbox"/> Revisor	
* 3. Date Received: 07/24/2021	
4. Applicant Identifier:	
5a. Federal Entity Identifier:	
5b. Federal Award Identifier: P-19-MC-24-0115	
State Use Only:	
6. Date Received by State:	
7. State Application Identifier:	
<b>8. APPLICANT INFORMATION:</b>	
* a. Legal Name: City of Salisbury	
* b. Employer/Taxpayer Identifier Number (FIN/TIN): 02 000000	
* c. Organization EIN: 0000000000	
<b>d. Address:</b>	
* Street: 100 N. Salisbury Street	
Street2:	
* City: Salisbury	
County/Parish:	
* State: MD: Maryland	
Province:	
* Country: USA: UNITED STATES	
* Zip / Postal Code: 21801-0000	
<b>e. Organizational Unit:</b>	
Department Name: Office of the Mayor	
Division Name:	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>	
Prefix: Mr. * First Name: Deborah	
Middle Name:	
* Last Name: Stov	
Suffix:	
Title: Grants Manager - Finance Department - OMA	
Organizational Affiliation:	
City of Salisbury	
* Telephone Number: (410) 341-5100 Fax Number:	
* Email: contact@citysalisbury.net	

Application for Federal Assistance SF-424	
<b>* 8. Type of Applicant 1: Select Applicant Type:</b> <input type="text" value="City or Township Government"/>	
<b>Type of Applicant 2: Select Applicant Type:</b> <input type="text"/>	
<b>Type of Applicant 3: Select Applicant Type:</b> <input type="text"/>	
<b>* Other (Specify):</b> <input type="text"/>	
<b>* 10. Name of Federal Agency:</b> <input type="text" value="U.S. Department of Housing and Urban Development"/>	
<b>11. Catalog of Federal Domestic Assistance Number:</b> <input type="text" value="14.213"/>	
<b>CFDA Title:</b> <input type="text" value="Community Development Block Grant (CDBG) Program"/>	
<b>* 12. Funding Opportunity Number:</b> <input type="text" value="14.213"/>	
<b>* Title:</b> <input type="text" value="Community Development Block Grant (CDBG) Program"/>	
<b>13. Competition Identification Number:</b> <input type="text"/> <b>Title:</b> <input type="text"/>	
<b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b> <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachments"/>	
<b>* 15. Descriptive Title of Applicant's Project:</b> <input type="text" value="Program Year 2020 Annual Action Plan for the Community Development Block Grant (CDBG) Program"/>	
<b>Attach supporting documents as specified in agency instructions.</b> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>	

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: <input type="text"/>	* b. Program/Project: <input type="text"/>
Attach an additional list of Program/Project Congressional Districts if needed: <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
17. Proposed Project:	
* a. Start Date: <input type="text" value="07/01/2022"/>	* b. End Date: <input type="text" value="05/31/2024"/>
18. Estimated Funding (\$):	
* a. Federal:	<input type="text" value="287,358,000"/>
* b. Applicant:	<input type="text"/>
* c. State:	<input type="text"/>
* d. Local:	<input type="text"/>
* e. Other:	<input type="text"/>
* f. Program Income:	<input type="text"/>
* g. Total:	<input type="text" value="287,358,000"/>
* 19. Is Application Subject to Review By State Under Executive Order 12872 Process? <input type="checkbox"/> a. This application was made available to the State under the Executive Order "2372 Process for review on <input type="text"/> . <input type="checkbox"/> b. Program is subject to E.O. 12872 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12872.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", provide explanation and attach: <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
21. "By signing this application, I certify (1) to the statements contained in the list of certifications" and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances" and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001) <input checked="" type="checkbox"/> I Agree	
** The list of certifications and assurances, or an informal list where you may deem this list is contained in the announcement of agency specific instructions.	
Authorized Representative:	
PwGr: <input type="text" value="Ms."/> * First Name: <input type="text" value="Julia"/> Middle Name: <input type="text"/> * Last Name: <input type="text" value="Glenn"/> Suffix: <input type="text"/>	
* Title: <input type="text" value="City Administrator, City of Salisbury"/>	
* Telephone Number: <input type="text" value="(410) 548-2200"/>	* Fax Number: <input type="text"/>
* Email: <input type="text" value="jglenn@salisbury.md"/>	
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="1/9/2023"/>

ASSURANCES - CONSTRUCTION PROGRAMS

GMS Number: 4646-2009  
Expiration Date: 06/30/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0548-2042), Washington, DC 20503.

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

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

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

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs), to ensure proper planning, management and completion of project described in the application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or persons' gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4753) relating to prescribed standards of merit systems for programs funded under one of the 10 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1699), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290c(d)-(j) and 290c-5), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the applicant.

Previous Edition Expired

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

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Flood Act (5 U.S.C. §§ 1501-1508 and 7524-7528) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as appropriate, with the provisions of the Davis-Bacon Act (40 U.S.C. §§ 276a-1 to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-329) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance for the total cost of insurable construction and acquisition of \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190); and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11590; (d) evaluation of flood hazards in floodplains in accordance with EO 11388; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 175(c) of the Clean Air Act of 1965, as amended (42 U.S.C. §§ 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470); EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 108(g) of the Trafficking Victim Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which shall bills grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Julia Sizem, City Administrator
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Salisbury, Maryland	1/6/2021

SP-4740 (Rev. 7-87) Back

## **Action Plan Certifications**

**CERTIFICATIONS**

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 1601-1655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

**Consistency with plan** --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (42 U.S.C. 1701u) and implementing regulations at 24 CFR Part 155.

  
\_\_\_\_\_  
Signature of Authorized Official

7 MAY 2020  
Date

Jacob R. Day  
Mayor, City of Salisbury

## Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

**Community Development Plan** -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

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

**1. Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

**2. Overall Benefit.** The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) **2019, 2020, 2021** [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

**3. Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

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

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

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

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, I, K and R.

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

  
\_\_\_\_\_  
Signature of Authorized Official

7 MAY 2020  
\_\_\_\_\_  
Date

Jacob R. Day  
Mayor, City of Salisbury

**OPTIONAL Community Development Block Grant Certification**

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

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

N/A

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

**Specific HOME Certifications**

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

**Eligible Activities and Costs** -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

**Subsidy layering** -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

N/A

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

**Major rehabilitation/conversion/renovation** – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the complete conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 5 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for these individuals.

**Matching Funds** – The recipient will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

**Discharge Policy** – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

N/A

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

**Housing Opportunities for Persons With AIDS Certifications**

The HOPWA grantee certifies that:

**Activities** – Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** – Any building or structure assisted under that program shall be operated for the purpose specified in the consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility;
2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

N/A

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

**APPENDIX TO CERTIFICATIONS**

**INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

**Lobbying Certification**

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

**Action Plan Certifications  
CDBG-CV1 Amendment**

## CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

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

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

**Consistency with plan** -- The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

  
\_\_\_\_\_  
Signature of Authorized Official

9/2/2020  
Date

Julia Glanz  
City Administrator  
City of Salisbury

## Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

**Community Development Plan** -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

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

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).
2. **Overall Benefit.** The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) **2020** [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

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

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

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

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, I, K and R.

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

  
\_\_\_\_\_  
Signature of Authorized Official

9/2/2020  
Date

Julia Glanz  
City Administrator  
City of Salisbury

**OPTIONAL Community Development Block Grant Certification**

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

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

N/A

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

**Specific HOME Certifications**

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

**Eligible Activities and Costs** -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

**Subsidy layering** -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

N/A

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## **Emergency Solutions Grants Certifications**

The Emergency Solutions Grants Program recipient certifies that:

**Major rehabilitation/conversion/renovation** – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for these individuals.

**Matching Funds** – The recipient will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and

families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

**Discharge Policy** – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

N/A

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

**Housing Opportunities for Persons With AIDS Certifications**

The HOPWA grantee certifies that:

**Activities** – Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

N/A

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

#### **Lobbying Certification**

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

**Action Plan Certifications  
CDBG-CV3 Amendment**

## CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-111, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

**Consistency with plan** -- The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

  
\_\_\_\_\_  
Signature of Authorized Official

2/22/2020  
Date

Julia Glanz  
City Administrator  
City of Salisbury

## Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

**Community Development Plan** -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

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

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).
2. **Overall Benefit.** The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2020 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

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

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

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

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

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

  
\_\_\_\_\_  
Signature of Authorized Official

12/22/2020  
\_\_\_\_\_  
Date

Julia Glanz  
City Administrator  
City of Salisbury

**OPTIONAL Community Development Block Grant Certification**

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

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

N/A

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

**Eligible Activities and Costs** -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

**Subsidy layering** -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

N/A

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## **Emergency Solutions Grants Certifications**

The Emergency Solutions Grants Program recipient certifies that:

**Major rehabilitation/conversion/renovation** – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for these individuals.

**Matching Funds** – The recipient will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and

families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

**Discharge Policy** The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

N/A

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

**Housing Opportunities for Persons With AIDS Certifications**

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility.
2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

N/A

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

#### **Lobbying Certification**

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