



Rushern L. Baker, III

# *Prince George's County, Maryland*

## **Prince George's County, Maryland Consolidated Annual Performance and Evaluation Report (CAPER)**

**Federal Fiscal Year 2015/County Fiscal Year 2016  
(July 1, 2015 ~ June 30, 2016)**

**FINAL**

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## **EXECUTIVE SUMMARY**

The Prince George's County *FY 2016 Consolidated Annual Performance and Evaluation Report (CAPER)* is the vehicle used to highlight the County's achievements in providing decent housing, suitable living environments, and expanding economic opportunities specifically targeting low and moderate-income persons and households during the reporting period.

The *CAPER* also includes measures taken during the year to implement the County's *2016-2020 Consolidated Plan* along with a narrative summary of federal programmatic accomplishments. It also provides quantitative analyses of the successes in meeting outlined goals.

## **A. CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

The County's Fiscal Year (FY) 2016 accomplishment details marked the end of its 1-year strategy to address the goals identified in its 5-year Consolidated Plan. The County used Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Solutions Grants (ESG) and Housing Opportunities for Persons with AIDS (HOPWA) funds to address the County's priority housing and non-housing community priority needs. As a result of the County's efforts, the following accomplishments were met.

**Goal:** To improve and maintain public facilities and infrastructure for 36,766 low and moderate-income persons. In FY 2016, the County assisted 27,086 persons.

**Goal:** To increase access to affordable owner housing for 94 low and moderate-income households. In FY 2016, the County assisted 27 households.

**Goal:** To increase supply of new, affordable rental housing for 15 low and moderate-income households. In FY 2016, the County assisted 4 households.

**Goal:** To preserve existing affordable rental housing for 261 low and moderate-income households. In FY 2016, the County assisted 222 households.

**Goal:** To provide housing and supportive services for 291 families at risk of homelessness. In FY 2016, the County assisted 66 families.

**Goal:** To provide housing, healthcare and support services for 245 individuals living with HIV/AIDS and their families. In FY 2016, the County assisted 160 individuals and their families.

**Goal:** To provide job training and economic development assistance for 159 low and moderate-income individuals and 127 business. In FY 2016, the County created and/or retained 108 jobs and assisted 36 businesses.

**Goal:** To provide new and/or improved public services for 16,915 low and moderate-income persons. In FY 2016, the County assisted 11,296 persons.

**Goal:** To provide rehab of owner-occupied housing for 50 low and moderate-income households. In FY 2016, the County assisted 103 households.

Specific objectives were developed to address the County’s housing and non-housing community development priority needs. The following table (HUD Table 1) is a summary of the accomplishments in the County’s FY 2016 and 5-Year Consolidated Plan (“Strategic Plan”) to date, which includes a comparison of the expected number to actual outcomes. A detailed summary of the activities and accomplishment details is reported in Attachment A – FY 2016 Accomplishment Details.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Con Plan (Strategic Plan)	Actual – Con Plan (Strategic Plan)	Percent Complete	Expected – AAP (Program Year 2016)	Actual – AAP (Program Year 2016)	Percent Complete
Improve and maintain public facilities and infrast	Non-Housing Community Development	CDBG: \$403,244	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	183,830	27,086	14.73%	36,766	27,086	73.67%
Increase access to affordable owner housing	Affordable Housing	HOME: \$421,946.40	Direct Financial Assistance to Homebuyers	Households Assisted	470	27	5.74%	94	27	28.72%
Increase supply of new, affordable rental housing	Affordable Housing	HOME: \$5,000	Rental units constructed	Household Housing Unit	75	4	5.33%	15	4	26.67%
Preserve existing affordable rental housing	Affordable Housing	CDBG: \$42,720.42 / HOME: \$0	Rental units rehabilitated	Household Housing Unit	1,305	222	17.01%	261	222	85.06%
Provide housing and supportive services	Homeless	ESG: \$18,181.90	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	305	44	14.43%	61	44	72.13%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Con Plan (Strategic Plan)	Actual – Con Plan (Strategic Plan)	Percent Complete	Expected – AAP (Program Year 2016)	Actual – AAP (Program Year 2016)	Percent Complete
Provide housing and supportive services	Homeless	ESG: \$38,467.46	Homelessness Prevention	Persons Assisted	1,150	22	1.91%	230	22	9.57%
Provide housing, healthcare and support services	Non-Homeless Special Needs	HOPWA: \$1,904,732	Housing for People with HIV/AIDS added	Household Housing Unit	925	131	14.16%	185	131	71%
Provide housing, healthcare and support services	Non-Homeless Special Needs	HOPWA: \$150,000	HIV/AIDS Housing Operations	Household Housing Unit	925	29	3.14%	60	29	48%
Provide job training and economic development asst	Non-Housing Community Development	CDBG: \$48,514.14	Jobs created/retained	Jobs	795	108	13.58%	159	108	67.92%
Provide job training and economic development asst	Non-Housing Community Development	CDBG: \$0 (Amount included under Jobs assisted)	Businesses assisted	Businesses Assisted	635	36	5.67%	127	36	28.35%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Con Plan (Strategic Plan)	Actual – Con Plan (Strategic Plan)	Percent Complete	Expected – AAP (Program Year 2016)	Actual – AAP (Program Year 2016)	Percent Complete
Provide new and/or improved public services	Non-Housing Community Development	CDBG: \$662,865.45	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	84,575	11,296	13.36%	16,915	11,296	66.78%
Rehab of owner-occupied housing	Affordable Housing	CDBG: \$275,157.95 / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	250	103	41.20%	50	103	206.00%

**Table 1 - Accomplishments – AAP Program Year & Con Plan Strategic Plan to Date**

**Affordable Housing:**

During FY 2016, the County used its federal, state, local, and private funds for activities (e.g., direct financial assistance to homebuyers, new construction of rental units, housing rehabilitation, etc.) that addressed the “unmet needs” of households that were identified as high priority in the 2016-2020 Consolidated Plan.

The County’s annual goal was to assist 420 households or 20 percent of its 5-year goal (2,100 households.) In FY 2016, the County met 17 percent of its 5-year goal by assisting 356 households.

**Non-Housing Community Development:**

The County’s goal is to leverage CDBG funds to improve and/or maintain access to public facilities and infrastructure, public services and expand economic opportunities for low and moderate-income individuals and businesses.

The County’s annual goal for each category was to meet at least 20 percent of its 5-year goal. To date, the County improved and/or maintained public access for 38,382 low and moderate-income individuals, which is 14 percent of its 5-year goal. In FY 2016, the County used CDBG funds to create and/or retain 108 jobs (14 percent of its 5-year goal) and assist 36 businesses (one percent of its 5-year goal.)

**Homeless:**

The County’s goal is to assist at least 20 percent of its 5-year goal (1,255) individuals and families at risk of homelessness during FY 2016. To date, the County reach 5 percent of its annual goal by assisting 66 individuals and families at risk of homelessness.

**Non-Homeless Special Needs:**

The County’s 5-year goal is to provide rental and supportive assistance to 1,850 persons living with HIV/AIDs and their families. The County assisted 9 percent (160 persons and families) during FY 2016.

During FY 2016, approximately \$3,970,829.32 of the County’s federal funds (e.g., CDBG, HOME, ESG and HOPWA) expended, addressed the County’s goals and objectives specified in its 2016-2020 Consolidated Plan. The accomplishments met, to date, are summarized in Attachment A – FY 2016 Accomplishment Details. Thirty-six percent (36%) of these funds expended supported CDBG activities such as: public facility and infrastructure improvements, access to public services, direct financial assistance to homebuyers, homeowner housing rehabilitation and job creation and/or retention and technical assistance for small businesses. See Table A-1 – Accomplishment Funds Expended – Program Year and Strategic Plan to Date below.



CDBG	\$1,432,501.96	36%
HOME	\$426,946.00	11%
ESG	\$56,649.36	1%
HOPWA	\$2,054,732.00	52%
<b>Total Expended:</b>	<b>\$3,970,829.32</b>	<b>100%</b>

Table A-1: Accomplishment Funds Expended – Program Year & Strategic Plan to Date

**B. CR-10 - Racial and Ethnic composition of families assisted**

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

	CDBG	HOME	ESG
White	1,325	4	0
Black or African American	5,626	23	62
Asian	279	0	0
American Indian or American Native	48	1	0
Native Hawaiian or Other Pacific Islander	4,451	3	4
<b>Total</b>	<b>11,729</b>	<b>31</b>	<b>66</b>
Hispanic	1,292	2	4
Not Hispanic	10,437	29	62

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

**Narrative**

During FY 2016, with the use of the County’s CDBG, HOME, and ESG funds, 11,826 families benefit were assisted through various federally-funded projects such as: housing counseling, employment training, housing rehabilitation, down payment and closing cost assistance, rental assistance, etc. The majority (forty-eight percent) of the total families served were Black or African American; eleven percent of the total families served were Hispanic. The numbers in Table 2 do not reflect families assisted under the HOPWA program because the County is not considered the HUD Grantee. Activities based on low and moderate-income areas (LMAs) are also not included in Table 2. See Attachment A – FY 2016 Accomplishment Details.

**C. CR-15 - Resources and Investments 91.520(a)**

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG		18,177,168	4,443,859
HOME		5,871,100	4,395,288
ESG		1,556,784	289,703
Other	HOPWA	8,056,516	2,054,732

Table 3 - Resources Made Available

## Narrative

In FY 2016, the County used over \$11 million in CDBG, HOME, ESG and HOPWA funds for furthering the objectives in the Annual Action Plan. See HUD Table 3 – Resources Made Available above.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
County-Wide	90	87	Low-Mod Income Area
TNI - East Riverdale/Bladensburg	2	3	East Riverdale/Bladensburg
TNI - Glassmanor/Oxon Hill	3	1	Glassmanor/Oxon Hill
TNI - Hillcrest Heights/Marlow Heights	0	0	Hillcrest Heights/Marlow Heights
TNI - Kentland/Palmer Park	0	0	Kentland/Palmer Park
TNI - Langley Park	1	4	Langley Park
TNI - Suitland/Coral Hills	4	5	Suitland/Coral Hills

Table 4 – Identify the geographic distribution and location of investments

## Narrative

HUD Table 4 describes the geographic distribution and location of the County's investments during FY 2016. The majority of the federal funds (87 percent) were targeted in low and moderate-income areas throughout the County. The list of activities and location can be found in Attachment A – FY 2016 Accomplishment Details.

The County also met its overall goal in investing federal funds in the Transforming Neighborhoods Initiative (TNI) areas. The focus is to uplift six neighborhoods in the County that face significant economic, health, public safety and educational challenges. The neighborhoods include: Langley Park, East Riverdale/Bladensburg, Suitland/Coral Hills, Hillcrest Heights/Marlow Heights, Kentland/Palmer Park, and Glassmanor/Oxon Hill.

## Leveraging

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

In FY 2016, the County used CDBG, HOME, and ESG funds to obtain other public and private resources that addressed housing and community development needs in the Annual Action Plan.

CDBG Program: The Department of Housing and Community Development uses a formal application or Notice of Funding Availability (NoFA) process to partner with non-profit organizations, municipalities, and local government agencies. The CDBG program operates on a reimbursement basis. The prospective applicant will often times use CDBG funds as leverage when seeking other funding sources in an effort to successfully carry out their activity. During FY 2016 CDBG funds were leveraged dollar-for-dollar. The DHCD CDBG Program operates on a reimbursement basis, the sub-recipients are required to provide amount and source of other non-federal funding resources (e.g., grants, private funds, or general operating funds, etc.) that will sustain the operation of their project(s). A confirmation letter or other appropriate documentation of other funding sources are required during the NoFA process.

HOME Program: The Department of Housing and Community Development generally use HOME funds as gap financing to successfully carry out the various HOME projects. The form of financial assistance is determined on a project-by-project basis, throughout the fiscal year and provided according to the HOME Limits.

ESG Program: The Department of Social Services distributes ESG funds through a competitive process that begins with a Request for Proposals (RFPs). DSS must use ESG funds to leverage other public and private funds necessary to adequately provide essential supportive services to the County’s homeless population. During FY 2016 ESG funds were used to leverage local funds.

**Match Requirements:**

CDBG Program: HUD does not require matching contributions in the CDBG program.

ESG Program: Under the Stewart B. McKinney Homeless Assistance Act of 1988, matching contributions are required as the State and local government stake in the ESG program. The ESG program requires the County to provide a match of not less than 100 percent of the ESG funds.

In FY 2016, DSS projected a budget of \$2,355,032 to adequately provide essential supportive services to the County’s homeless population. Federal, state, and local funds were designated for administration, shelter, homeless prevention, rapid re-housing and Homeless Management Information System (HMIS) services. The County was entitled to receive \$389,196 in ESG funds, representing 17% of the total budgeted amount. These funds were 100% matched as required by HUD with County General Funds and State Emergency and Transitional Housing Services funds.

The following chart provides a budget breakdown:

Categories – FY’16	ESG Budget	Match	Other Funds	Total Budget	% of Total
Emergency Shelter	\$242,991	\$308,615	\$939,919	\$1,491,525	63%
Street Outreach	\$10,000	\$0	\$60,000	\$70,000	3%
HMIS	\$13,962	\$45,581	\$54,658	\$114,201	5%
Rapid Re-housing – Housing Relocation	\$15,000	\$23,536	\$30,214	\$68,750	3%
Rapid Re-housing – Tenant Based Rental Assistance	\$50,000	\$0	\$171,685	\$221,685	9%
Homelessness Prevention – Housing Relocation	\$10,000	\$10,000	\$43,750	\$63,750	3%
Homelessness Prevention – Tenant Based Rental Assistance	\$20,000	\$0	\$241,377	\$261,377	11%
<b>Total Projects</b>	<b>\$361,953</b>	<b>\$361,953</b>	<b>\$1,567,382</b>	<b>\$2,291,288</b>	<b>97%</b>
ESG Administration	\$27,243	\$1,464	\$35,037	\$63,744	3%
<b>Total Budget</b>	<b>\$389,196</b>	<b>\$389,196</b>	<b>\$1,576,640</b>	<b>\$2,355,032</b>	<b>100%</b>

**HOME Program:** Under the National Affordable Housing Act, which authorized the HOME program, matching contributions are required as the State and local government stake in the HOME program. The match is the local, non-Federal, permanent contribution to affordable housing, and is not counted to leveraging requirements. The HOME program requires the County to provide a match of not less than 25 percent of the HOME funds drawn down for project costs. During FY 2016, the County incurred a HOME Match liability of \$1,384,221. The County's excess match is carried over and used to meet Match liability for subsequent year. See HUD Table 5 – Fiscal Year Summary – HOME Match Report below.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	328,475,077
2. Match contributed during current Federal fiscal year	4,851,834
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	333,326,911
4. Match liability for current Federal fiscal year	1,384,221
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	331,942,690

**Table 5 – Fiscal Year Summary - HOME Match Report**

HUD Table 6 below describes the HOME projects/activities that met the match liability for the County's fiscal year.

<b>Match Contribution for the Federal Fiscal Year</b>								
<b>Project No. or Other ID</b>	<b>Date of Contribution</b>	<b>Cash (non-Federal sources)</b>	<b>Foregone Taxes, Fees, Charges</b>	<b>Appraised Land/Real Property</b>	<b>Required Infrastructure</b>	<b>Site Preparation, Construction Materials, Donated labor</b>	<b>Bond Financing</b>	<b>Total Match</b>
IDIS 1934 Bladensburg Commons 58 <sup>th</sup> Ave	09/24/2015	0	198,510	0	0	0	0	198,510
IDIS 2152 Brinkley Hill	12/16/2015	0	182,772	0	0	0	0	182,772
IDIS 2154 Rainier Manor Phase II	03/17/2016	0	116,052	0	0	0	0	116,052
IDIS 2220 Arnold Gardens	03/23/2016	0	0	0	0	0	4,354,500	4,354,500

**Table 6 – Match Contribution for the Federal Fiscal Year**

**HOME Program Income:**

Program Income generated by HOME activities must be disbursed before any new entitlement funds are used. HOME Program Income funds are used for new construction or rehabilitation of affordable and/or workforce housing opportunities. In addition 10 percent of all program income is deposited in the HOME account during the program year and is used for administrative and planning costs. During FY

2016, the County expended 67 percent of the amount of program income received. Due to the late receipting of program income in the HUD IDIS, HOME contains program income from federal fiscal year 15 and 16. Program income has not all been received in IDIS as of August 24, 2016. See Table 7 – Program Income below.

<b>Program Income</b> – Enter the program amounts for the reporting period				
<b>Balance on hand at beginning of reporting period</b> \$	<b>Amount received during reporting period</b> \$	<b>Total amount expended during reporting period</b> \$	<b>Amount expended for TBRA</b> \$	<b>Balance on hand at end of reporting period</b> \$
0	934,052.98	613,087	0	320,966

**Table 7 – Program Income**

**HOME MBE/WBE report**

Prince George’s County ensures good faith efforts towards the inclusion of minorities and women in all contracts entered into by the County in order to facilitate affordable housing activities. Contracts and subcontracts with minority-and women-owned businesses can cover various types of projects such as: purchases, consulting services, construction, and economic development.

During the reporting period, one (1) HOME contractor was awarded \$6,874,278; no Minority Business Enterprise (MBE) contractors were reported. However, \$4,254,144 in HOME funds were awarded to fifteen (15) subcontractors; which 36 percent of these funds were awarded to five (5) MBEs and three (3) of the five subcontractors were Women Business Enterprises (WBEs.) See HUD Table 8 – Minority Business and Women Business Enterprises listed below. In addition, no HOME-assisted rental property owners were identified as minority owned during the fiscal year. See HUD Table 9 – Minority Owners of Rental Property.

<b>Minority Business Enterprises and Women Business Enterprises</b> – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	<b>Total</b>	<b>Minority Business Enterprises</b>				<b>White Non-Hispanic</b>
		<b>Alaskan Native or American Indian</b>	<b>Asian or Pacific Islander</b>	<b>Black Non-Hispanic</b>	<b>Hispanic</b>	
<b>Contracts</b>						
Dollar Amount	6,874,278	0	0	0	0	6,874,278
Number	1	0	0	0	0	1
<b>Sub-Contracts</b>						
Number	15	0	1	3	1	10
Dollar Amount	4,254,144	0	374,418	1,171,985	74,900	2,632,841
	<b>Total</b>	<b>Women Business Enterprises</b>	<b>Male</b>			
<b>Contracts</b>						
Dollar Amount	6,874,278	0	6,874,278			
Number	1	0	1			
<b>Sub-Contracts</b>						
Number	15	3	12			
Dollar Amount	4,254,144	502,922	3,751,222			

**Table 8 – Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property</b> – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	1	0	0	0	0	1
Dollar Amount	200,000	0	0	0	0	200,000

**Table 9 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0	0			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	0			
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	
Cost	0	0	0	0	0	

**Table 10 – Relocation and Real Property Acquisition**

In FY 2016, the County did not use HOME funds for relocation and real property acquisition.

## II. GENERAL CAPER NARRATIVES

### A. CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	50	44
Number of non-homeless households to be provided affordable housing units	193	378
Number of Special-Needs households to be provided affordable housing units	167	160
<b>Total</b>	<b>410</b>	<b>582</b>

**Table 11 – Number of Households**

	One-Year Goal	Actual
Number of households supported through rental assistance	300	226
Number of households supported through the production of new units	39	4
Number of households supported through the rehab of existing units	35	325
Number of households supported through the acquisition of existing units	36	27
<b>Total</b>	<b>410</b>	<b>582</b>

Table 12 – Number of Households Supported

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

HUD Tables 11 and 12 provide the actual number of households the County served through various federally-funded activities (e.g. rehabilitation of existing units, homebuyer assistance, and rental assistance) during FY 2016. In FY 2016, the County provided affordable housing to 582 households including housing for homeless, non-homeless and special needs populations. The majority of the clients served were through rental assistance and housing rehabilitation programs.

In FY 2016, the County proposed to provide affordable housing to 410 households to extremely low and special needs renters and homeowners. Fifty-eight percent (or 180 households/renters) served were for the County’s special needs population (e.g. seniors, persons with disabilities and persons at risk of becoming homeless) and forty-two percent (or 131 households) were for owners.

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

The County proposed to provide affordable housing for 410 households. During the program year, the County exceeded its goal by assisting 582 households. The County plans to reach its annual goals by further investing its federal funds in low and moderate-income and TNI targeted areas.

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

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	21	0
Low-income	261	16
Moderate-income	43	15
<b>Total</b>	<b>325</b>	<b>31</b>

Table 13 – Number of Persons Served

**Narrative Information**

Sixty-one percent (356) of the households assisted during FY 2016 were served by CDBG and HOME assisted activities. The majority were low-income households. See Table 13 – Number of Persons Served above.

**B. CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

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

During FY 2016, ESG funds were used to address the priority needs, goals and objectives described in the County's 2016-2020 Consolidated Plan; making incremental progress towards the County's long-term goal of ending chronic and non-chronic homelessness. While the Department of Housing and Community Development is the administering agency, the Department of Social Services (DSS) is responsible for the oversight and management of the ESG program. DSS - through contracts with private non-profit agencies in the County - uses ESG funds to provide emergency shelter assistance to those who are already homeless in the community and to provide appropriate intervention services aimed at preventing individuals and households experiencing temporary crisis from entering the shelter system. Services include rental assistance, landlord / tenant mediation and critical linkages to transitional housing, permanent supportive housing and / or other appropriate housing options whenever possible.

DSS provides the oversight and management of ESG funds in Prince George's County. The funds are designated to provide prevention and diversion services, to operate emergency shelters within the first tier of the Continuum of Care, and to provide homeless prevention and rapid re-housing assistance to households that are experiencing temporary housing crisis in the community. Structured services begin with a call to the central point of intake. Callers are assessed by case staff and provided with homeless prevention, diversion and relocation services wherever possible. When this is not successful, based on bed availability and individual caller circumstances, referrals are made through HMIS to the appropriate County shelter. While in shelter, customers receive a variety of supportive services geared towards rapidly moving people from homelessness into housing. Funds are also used to link homeless individuals and families to other tiers of the Continuum such as transitional housing, permanent supportive housing and other appropriate housing alternatives when all other lower level interventions have been unsuccessful. This grant is critical to continued operation of emergency shelters within the Continuum. Emergency shelters are where customers are stabilized, individual services plans are developed and linkages to a myriad of resources are made. The following chart identifies the number and types of individuals served during FY 2016:



		Shepherd's Cove	Prince George's House	Family Emergency Shelter	Youth Emergency Shelter	Hypothermia Program
1	<b>Total Persons Served</b>	546	142	129	52	285
	<b>% of Services Provided to:</b>					
2	Single Adult (over 18)	22%	100%	0%	64%	41%
3	Families	78%	0%	100%	2%	59%
4	Single Children (under 18)	0%	0%	0%	32%	0%
	<b>Adults only:</b>					
5	Chronically Homeless	3%	11%	0%	4%	2%
6	Victims of Domestic Violence	10%	2%	> 1%	8%	3%
7	Severally Mentally Ill	11%	15%	3%	10%	8%
8	HIV/AIDS	> 1%	0%	0%	0%	0%
9	Chronic Substance Abuse	0%	2%	> 1%	6%	> 1%
10	Other Disability	13%	25%	7%	0%	7%
11	Elderly	2%	10%	> 1%	0%	4%
12	Veterans	0%	9%	0%	0%	4%

**Table 13-A – Homeless Individuals Served by Type**

The Prince George's County Continuum of Care for homeless persons is coordinated through the County's Homeless Services Partnership (HSP). The HSP is responsible for needs assessments, gap analysis, service coordination, resource development, drafting and adoption of policy, and system performance evaluation of all homeless services. Membership includes over 100 public and private agencies, faith-based organizations, service providers, mainstream programs, consumers and concerned citizens which meet from 2 pm – 4pm on the 2<sup>nd</sup> Thursday of every month. The HSP establishes strategic priorities, approves decisions by vote, developed and oversees implementation of the County's "Ten Year Plan to Prevent and End Homelessness in Prince George's County; 2012-2021", and is the local Homeless Advisory Board for the County Executive. The Prince George's County Department of Social Services (PGCDSS) serves as the CoC's local administering agency for federal, state and county funding for homeless services, including the annual U.S. Department of Housing and Urban Development Homeless Continuum of Care grant application process.

The County's strategic plan was derived from best practices evolving locally as well as from communities nationwide and focuses on six (6) key strategies that have proven to be effective in reducing homelessness: 1.) coordinated entry, 2.) prevention assistance, 3.) shelter diversion, 4.) rapid re-housing, 5.) permanent housing, and 6.) improved data collection and performance measures. In addition, accommodations were made for five (5) homeless subpopulations that have distinct needs requiring separate exploration: 1.) unaccompanied youth ages 13-24, 2.) veterans, 3.) chronically homeless and persons with severe behavioral or physical health challenges, 4.) domestic violence / human trafficking survivors, and 5.) returning residents. The strategies are carefully designed to achieve purposeful and intentional reduction in the incidents of homelessness and collectively they form a plan that aligns County efforts with federal goals, shifts system focus from "shelter" to "housing", prioritizes programming for special populations, enhances system accountability, builds on current success, and provides new flexibility and opportunity.

**Actions Taken to Prevent Homelessness:**

The County’s CoC provides prevention services through a network of public, private, non-profit, and faith-based organizations. These network providers offer financial assistance to pay security deposits and first month’s rent as well as eviction prevention and foreclosure assistance. The following chart lists resources used in the County’s homelessness prevention effort (including utility assistance since it allows low-income households to redirect income toward rent or other household priorities:

	<b>Funding-FY’16 Homelessness Prevention Activities</b>	<b>Amount</b>	<b>Households Served</b>	<b>Individuals Served</b>
1	MD DHR-Emergency & Transitional Housing Services Program	\$78,366	74	184
2	MD DHR-Homelessness Prevention Program	\$74,692	65	162
3	FEMA-Emergency Food & Shelter Program: Eviction Prevention/Mortgage Assistance	\$85,409	77	184
4	HUD-Emergency Solutions Grant	\$70,000	29	66
5	MD Energy Assistance Program	\$5,175,530	8,931	Not available
6	Electric Universal Service Program	\$3,935,530	9,469	Not available
7	Electric Utility Assistance-Arrearages	\$2,466,769	2,228	Not available

**Table 13-B – Households At Risk of Homelessness**

**New Federal Resources Obtained from the Homeless SuperNoFA:** In FY 2016, (SHP 2015 award year) HUD awarded \$4,944,748 to the following homelessness programs in the County in addition to ESG funds:

	<b>Organization</b>	<b>Type</b>	<b>Amount Received</b>
1	DSS – PGH	Renewal	\$118,453
2	DSS – THP	Renewal	\$1,008,159
3	DSS – HELP	Renewal	\$546,103
4	JHP - PSH	Reallocation	\$246,217
5	LARS - THP	Renewal	\$47,328
6	LARS – CH	Reallocation	\$152,520
7	LARS - PSH	Renewal	\$233,782
8	PEP Act I	Renewal	\$178,998

	Organization	Type	Amount Received
9	PEP Act II	Renewal	\$179,688
10	PEP Act III	Renewal	\$178,395
11	RSI, Inc.-HUD 11	Renewal	\$273,705
12	UCAP- PATH I	Renewal	\$216,174
13	UCAP-PATH II	Renewal	\$178,542
14	UCAP-PATH III	Renewal	\$182,348
15	State Agency DHMH Shelter + Care 14	Renewal	\$322,537
16	State Agency DHMH Shelter + Care 15	Renewal	\$324,253
17	VOA	Renewal	\$183,701
18	DSS – SUCCESS	Renewal	\$223,057
19	DSS – PLANNING	New	\$150,788
20	ESG	NA	\$389,196
	<b>Total</b>		<b>\$5,333,944</b>

**Table 13-C – Federal Resources Obtained from the Homeless Super NoFA**

**C. CR-30 - Public Housing 91.220(h); 91.320(j)**

The Housing Assistance Division (HAD) manages the inventory of public and assisted housing and surplus properties owned by the Housing Authority of Prince George’s County (HAPGC). The majority, 296 units, of the 376 units of conventional public housing, is reserved for the elderly and disabled, with 80 units for families with children. The properties are located in Hyattsville, Cottage City, Laurel, Oxon Hill and District Heights, Maryland. The public housing program is funded by the United States Department of Housing and Urban Development (HUD) and operated through an agreement with the HAPGC. Eligibility is restricted to persons whose income is below 50% of the area’s median income, with rent calculated at 30% of the adjusted gross income. Residents are selected for admission from a community-wide waiting list based on preferences and date and time of application. The Division also manages a 16-unit townhouse complex of assisted housing located in District Heights, for families under the Partnership Rental Housing Program funded by the Maryland Department of Housing and Community Development (MDDHCD).

The Public Housing wait list was opened in May 2016. This was the first time that the wait list had been opened in eight (8) years.

In FY 2016, the Housing Authority achieved a designation of “Standard Performer” in recognition of maintaining a cumulative score of 81% on the Public Housing Assessment System (PHAS).

In FY 2016, the Authority in an effort to move forward in the area of energy saving and environmental initiatives entered into an Energy Services contract. Under the contract, the Authority was able to take

benefit for the bulk rate pricing afforded to county agencies. This action positions the Authority to realize substantial savings.

In FY 2016, the Authority entered into a multi- year maintenance service contract. The new vendor is certified by the Prince George's County Office of Central Services as a Minority Business Enterprise. The contractor, in addition to its competitive pricing, looks to deliver a comprehensive and systematic approach to property maintenance and support services.

The Authority implemented an Authority-wide No Smoking Policy. The non- smoking policy was implemented August, 2016. The policy will now prohibit smoking in public housing units as well as building entrances and exits. Smoking will be only be allowed in marked areas outside of the building.

In FY 2016, five public and assisted housing properties underwent renovations to improve resident satisfaction, increase market appeal, and address security, safety, and code requirements and improve energy efficiency. Modernization activities included interior common area and dwelling unit painting, water proofing at high-rise buildings, underground plumbing, UFAS renovations, and aesthetic improvements as well.

### ***Resident Services***

The Resident Services program provides supportive services to at-risk elderly and disabled residents. The program services 4 public housing properties for the elderly – Rollingcrest Village, Marlborough Towne, Cottage City Towers, and 1100 Owens Road where the program is also headquartered. Emphasis is on providing a comprehensive approach to service delivery that reduces premature institutionalization by promoting resident independence. Program components include case management and congregate services to address personal care issues, wellness and health awareness and prevention education. Program efforts are focused on linking residents to the services they require that already exists in the community.

***Resident participation efforts*** consist of each public housing property having a Resident Council that meets monthly to plan resident activities, provide information about resident activities, and to advocate on behalf of their respective tenant population. There is a Resident Advisory Board (representation from each of the Resident Councils), that provides input into the Housing Authority's Annual Five Year Agency Plan. This plan is a HUD required document that identifies goals and objectives of the various housing programs for the coming years. In addition to comments by the general public, this plan requires that residents be given an opportunity to offer input and have their priorities for services and policies considered and incorporated when possible, into the plan.

Resident Initiatives: The Housing Authority operates Family Resource Academies at Kimberly Gardens and Marlborough Town to help children succeed in school and improve their opportunities for upward mobility.

### ***Family Resource Academies (FRAs)***

The Authority operates learning centers at the 2 family public housing properties located at Kimberly Gardens and Marlborough Towne. These technology centers are open to resident children, ages 6 – 18, and classroom-modeled lessons are taught, using information technology to improve skills in reading, mathematics and other disciplines. This program provides a wide range of opportunities to increase student's ability to exceed in school and meet educational requirements for higher learning. The

Kimberly Gardens campus is enhanced by a partnership with a non-profit group who operates a homework club. The group has certified public school teachers who provide hands-on assistance for homework, special classroom projects, and ongoing tutorial assistance. Additionally, students of the County's Public School system are encouraged to use Community Services hours received through the FRA toward Community Services credits required for high school graduation.

#### **D. CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

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

Households with extremely low-income (0-30 percent of their median family income) and who spend more than half of their income on housing are considered under-served and have the "worst-case needs." The majority of these households are renters.

In FY 2016, the following programs were made available to address the extremely low-income households.

#### **Veterans Affairs Supportive Housing Program (VASH)**

The Veterans Affairs Supportive Housing Program (VASH) Program assists honorably discharged homeless veterans who reside in Prince George's County. These vouchers are issued based on referrals from the U.S. Department of Veterans Affairs Medical Center. Currently, there are a total of 150 vouchers available for this program. This program is by referral only by the U.S. Department of Veterans Affairs Medical Center (VAMC).

#### **Veterans Assistance Program (VET)**

The Veterans Assistance (VET) Program assists homeless veterans from Prince George's County as identified by the Department of Social Services and the VAMC homeless program. There are a total of 55 vouchers available for the VET program when funding is available. This program is by referral only by the Department of Social Services and the VAMC homeless program.

#### **Violence Against Women Act Program (VAWA)**

The Violence Against Women Act Program (VAWA) Program assists victims of domestic violence identified by the Family Crisis Center, Inc., of Prince George's County, Safe Passage Program Emergency Shelter. There are a total of 50 vouchers available for extremely low-income households when VAWA funding is available. This program is by referral only by the Family Crisis Center.

#### **Mental Illness and Disabilities Program (MIAD)**

The Mental Illness and Disabilities (MIAD) Program assists persons with a mental illness and/or a disability identified by the Department of Family Services. There are a total of 55 vouchers available for

this program when funding is available. This program is by referral only by the Department of Family Services.

### **Housing Choice Voucher Program (HCV)**

The Housing Authority of Prince George's County, Rental Assistance Division administers the HUD funded Housing Choice Voucher (HCV) Program. Eligible participants are issued vouchers to obtain affordable housing in the private rental market for their families. The program currently has 5,827 Housing Choice Vouchers in its portfolio.

### **Housing Choice Voucher Homeownership Program**

The Housing Choice Voucher Homeownership Program has been extremely successful in helping program participants reach their goal of becoming a first-time homebuyer. Currently, there are 68 Housing Choice Voucher families who have achieved homeownership in Prince George's County.

### **Family Unification Program (FUP)**

The Family Unification Program (FUP) provides housing choice voucher rental assistance to reunite families when children are placed in foster care or when parents are in imminent danger of separation from their children due to a lack of adequate housing. Currently there are 409 families being served through this program. This program is by referral only from the Department of Social Services when funding is available.

### **Family Unification Program for Foster Care (FFC)**

This Family Unification Program for Foster Care (FFC) provides housing choice voucher rental assistance for persons who are at least 18 years old and not more than 21 years old who left foster care and who do not have adequate housing. FUP vouchers used by youth are limited, by statute to 18 months of housing assistance. Currently, there are a total of 60 housing choice vouchers for this program when funding is available. This program is by referral only by the Department of Social Services.

### **Family Self-Sufficiency Program (FSS)**

Families who receive housing choice voucher assistance are eligible to participate in the Housing Choice Voucher Family Self-Sufficiency (FSS) Program. Family Self-Sufficiency is a voluntary program helping housing choice voucher participant families become economically self-sufficient. The Housing Authority and the head of each participating family execute an FSS contract of participation that specifies the rights and responsibilities of both parties. The 5-year FSS contract specifies goals and services for each family. Family members must fulfill all requirements in order to obtain full benefits.

An interest-bearing FSS escrow account is established by the Housing Authority for each participating family. An escrow credit, based on increases in earned income of the family, is credited to this account by the Housing Authority during the term of the FSS contract. The Housing Authority may make a portion of this escrow account available to the family during the term of the contract to enable the family to complete an interim goal such as education.

If the family completes the contract and no member of the family is receiving cash welfare assistance, the amount of the FSS account is paid to the family. These funds are often used for homeownership, continuing education, and to starting a business. If the Housing Authority terminates the FSS contract, or if the family fails to complete the contract before its expiration, the family's FSS escrow funds are forfeited.

During FY 2016, there were 108 Housing Choice Voucher families participating in this program; 5 families completed their contract and graduated from the program, and 1 moved on to homeownership.

### **Rental Allowance Program (RAP)**

The Rental Allowance Program (RAP) is a homeless housing assistance program funded by the State of Maryland and administered through the Maryland Department of Housing and Community Development, Community Development Administration (CDA). Prince George's County has been awarded grants since 1990, and the Housing Authority of Prince George's County administers the program. During FY 2016, 31 very-low income families received RAP assistance.

### **Housing Choice Voucher Portability Program**

Portability is a feature of the Housing Choice Voucher program that allows an eligible family with a Housing Choice Voucher to use that voucher to lease a unit anywhere in the United States where there is a Public Housing Agency (PHA) operating a Housing Choice Voucher program. Portability refers to the transfer of a household within the Housing Choice Voucher program from one jurisdiction to another.

The decision to move is made by the housing choice voucher participant. During FY 2016, 99 families exercised their portability rights to move into, and receive, Housing Choice Voucher assistance in Prince George's County.

### **Landlord Seminars**

Each month, the Rental Assistance Division conducts landlord outreach through their Landlord Seminars. During these seminars landlords receive detailed information regarding the Housing Choice Voucher program regulations and operations with emphasis on landlord responsibilities to the family; to the program and inspection requirements. Landlords are advised on the significance of their communication between RAD Inspectors and Rental Specialists. In FY 2016, RAD held seminars for 133 landlords.

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

- The County operates a Housing Rehabilitation Assistance Program (HRAP) administered by a third party entity to provide funding to repair health and safety hazards in the homes of low- and moderate-income homeowners. The HRAP offers deferred loans of up to \$60,000 to qualified homebuyers.
- CDBG funds may be used to support code enforcement activities (both residential and commercial), as implemented by a sub-recipient. These activities seek to monitor and maintain properties in deteriorated areas, including TNI communities and other low-to-moderate income neighborhoods.

- The Prince George's County Health Department provides several services to residents as part of the Lead and Healthy Homes Program, including:
  - Nursing case management for children with high lead levels in their blood and testing for uninsured children;
  - Environmental assessments of residences for the presence of lead, in response to confirmed medical reports of elevated blood levels in children and adults;
  - Referrals to the Maryland Occupational Safety and Health (MOSH) Program, as necessary, when adult lead exposure is suspected in the workplace;
  - Educational programs concerning potential lead exposure and safe lead paint abatement techniques;
  - Telephone consultations on asthma triggers, mold and other indoor air contaminants; and
  - Telephone consultations regarding lead in drinking water.

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

To address poverty and help families and individuals move toward self-sufficiency, the County works with local service providers to pursue resources and innovative partnerships to support the development of affordable housing, homelessness prevention and emergency food and shelter. The County administers programs that aim to mitigate poverty and its associated problems. Among others, these programs include public housing for seniors, a Section 8 Housing Voucher Program, and rental assistance through Community Development Block Grant (CDBG) and Emergency Solutions Grants (ESG) funding.

The intergovernmental resources include the Prince George's County Department of Housing and Community Development (DHCD) that serves as the grantee of federal funds (CDBG, ESG, and HOME), where funds are awarded to eligible activities that meet the needs of LMI persons and households and areas. DHCD partners with organizations that provide services to the neediest children and families, the homeless, ex-offenders, low-income seniors, at-risk youth, individuals with disabilities, and other disadvantaged and underserved populations.

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

The DHCD seeks to collaborate with government agencies, non-profit housing developers, private social welfare organizations, and municipalities. The DHCD will encourage consistent and timely communications, information sharing, and execute required program monitoring, ensuring that the resources committed to programs achieve maximum outcomes.

As a participating jurisdiction under HUD's entitlement programs, the County has a history of coordinating with government offices, municipalities, agencies and nonprofits organizations, comprising its institutional delivery system. The DHCD believes the institutional system does not have major gaps in service delivery; instead, it continues to seek opportunities to enhance and strengthen existing partnerships.



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

The Prince George's Department of Housing and Community Development (DHCD) is the administrator of the entitlement funds allocated to the jurisdiction. The DHCD established a competitive process for the award of CDBG and HOME entitlement funds based on a Notice of Funding Availability (NOFA). A NOFA is issued annually for the CDBG Program. The DHCD accepts HOME Program applications on a rolling basis. Upon the receipt of applications, a Proposal Advisory Group (PAG) evaluates each application to determine eligibility. Under the CDBG Program, applicants must provide a detailed project description, project budget, and implementation schedule. Recommendations for project funding are forwarded to the County Executive and County Council for approval.

The DHCD is the administering agency of the Emergency Solutions Grants (ESG) program however, DHCD subcontracts with the Prince George's County Department of Social Services (DSS) to implement the ESG program. The DSS oversees the Continuum of Care (CoC) for the homeless and coordinates the County's Homeless Services Partnership Program (HSP).

The DHCD works collaboratively with the District of Columbia Department of Health (DOH) HIV/AIDS Hepatitis/STD/TB Administration (HAHSTA), the Regional Grantee on behalf of the Washington, D.C. Eligible Metropolitan Area (EMA). The Washington, D.C. EMA is comprised of the District of Columbia and neighboring counties: Suburban and Rural Maryland, Northern Virginia, and Rural West Virginia. The Suburban Maryland region includes Prince George's County, Calvert County and Charles County. HOPWA provides funding to community-based organizations and support a continuum of dedicated housing units designed to assist people with HIV/AIDS access housing.

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

**Local Government Efforts**

The Department of Housing and Community Development continues to provide funding to the County's Human Relation Commission for the direct purpose of increasing outreach and education to residents regarding their rights when it comes to fair housing and fair lending. The Human Relations Commission is the County's civil rights education and enforcement agency. The thirteen member commission has the authority to investigate and adjudicate complaints of discrimination in housing. And, although the County's local ordinance is not substantially equivalent with the Federal Fair Housing laws, it is still very robust and offers protections greater than many jurisdictions in the State of Maryland, without substantially equivalent statutes.

The Prince George's County Human Relations Commission (HRC) is the county's civil rights education and enforcement agency. Its Commissioners independently receive and review charges of discrimination brought by its Executive Director. The Executive Director leads a staff of investigators who investigate claims of discrimination. Staff receive complaints of discrimination in housing and financial lending and real estate transactions, among other areas and has the authority to investigate those complaints fully, and if a negotiated settlement is not appropriate or successful, the Executive Director of the Commission is empowered to file civil charges against the alleged violator and request a public hearing before the Commission, whose function it is to determine whether discrimination occurred and if so found, to award damages up to \$200,000, levy fines up to \$10,000 and order additional sanctions against violators, with the aim of hopefully correcting discriminatory behavior. For

the first time in several years, the Commission has had a close to a full complement of Commissioners (10 out of 13) between FY 2015 and the start of FY 2017. This fiscal year, the Executive Director will be asking the County Council to revise its housing discrimination enforcement provisions to enable the Commission to become certified by the HUD under its Fair Housing Assistance Program (FHAP), which in turn would enable the Commission to receive funding for investigating and adjudicating housing discrimination complaints under contract with HUD.

The current Commissioners are: Merrill Smith, Acting Chair; Gail Heath, Esq., Acting Vice Chair; Nora Eidelman, Secretary; Katrina Burson; Dr. Gerald Folsom; Walter Howell, Jr.; Eric Jackson, Esq.; Janelle Johnson; Eugene “Tony” Langbehn; and Troy Lowe, Esq.

#### *Analysis of Impediments (AI) to Fair Housing Choice*

The Prince George’s Human Relations Commission uses its CDBG funds to oversee the completion of an updated Analysis of Impediments (AI) Study developed by consultant’s Mullin and Lonergan of Pittsburg, Pennsylvania. During FY 2014, the Commission staff held briefings with County officials and departments in anticipation of approval by the County Council with an implementation plan. The Draft AI Study was transmitted to the County Executive in September 2013 for County Council’s approval and adoption in November 2013. The Human Relations Commission has been asked to take an active role in drafting the Prince George’s County Fair Housing Plan and submitting recommendations for the County’s update to its Consolidated Plan.

#### *Commission Accomplishments and Activities*

The Commission is also charged with the responsibility to educate and train residents, property owners and other housing stakeholders on Fair Housing practices in accordance with the Fair Housing Act and other HUD guidance. Each year the Commission and staff participate in the DHCD Annual Housing Fair. In June 2015 and June 2016, the Commission and staff manned a booth and provided one-on-one interview opportunities for potential complainants and distributed materials aimed at educating the over three thousand attendees about the Commission’s mission to eradicate discrimination through education and aggressive enforcement of the County’s laws barring discrimination in Housing, Employment, Education, Law Enforcement Conduct, Public Accommodations, Real Estate transactions and Financial Lending.

For FY 2016, the Commission staff opened investigations for 2 complaints of housing discrimination. Although many of the cases are found to have insufficient basis for moving to adjudication and were dismissed, the education initiatives regarding civil rights in housing continues to result in more citizens looking for assistance and more cases for initial interview than in the previous year. One of the current open cases involves mortgage lending discrimination.

The Commission in FY 2016 averaged 25 intake interviews per month for complaints of discrimination in all areas. Housing discrimination complaints accounted for just under 5% of the cases approved for investigation. In FY 2017, The Executive Director is planning to work with the National Community Reinvestment Coalition (NCRC) to conduct testing in the mortgage market in Prince George’s County and to produce data on possible discrimination or corrective actions by major lenders. This type of investigation was one of the recommendations of the Analysis of Impediments Study. In addition, the Executive Director is providing advisory assistance to the County Council committee established to look at housing patterns and the housing market in Prince George’s.

In addition to community engagement, enforcement and research, the Commission is dedicated to ensuring proper training for its investigators and all investigators have completed the 5-week Fair Housing Training Course offered by the National Fair Housing Training Academy (NFHTA.) To date, all agency investigators have completed the entire 5 week course leading to certification after an exam, to be scheduled. Completion of the training will be a precursor to the Commission’s application for interim FHAP status with the U.S. Department of Housing and Urban Development.

The Commission is also charged with the responsibility to educate and train residents, property owners and other housing stakeholders on Fair Housing practices in accordance with the Fair Housing Act and other HUD guidance.

**Department of Housing and Community Development Efforts**

The County continues to promote its Fair Housing and Equal Opportunity effort In FY 2016. This effort is directed at improving the County’s position addressing discrimination in housing and related Economic Opportunity matters. The County directly sponsored a series of workshops and public forums across the County. There were two such forums which were directed at providing Fair Housing information and assistance with the purchase of homes. Thousands of persons attended these occasions which targeted first time homebuyers. There were two additional forums which addressed the high need for assistance to homeowners facing property foreclosures. Financial institutions, banks, mortgage companies, legal representatives and additional vendors attended and provided information to the public.

	Dates	Events
1	September 2015	2015 County Fair
2	June 2016	2016 Housing Fair
3	June 2016	2016 Mortgage Late Don’t Wait

**Table 13-D – Local Fair Housing Events**

In FY 2016, the Prince George’s County Department of Housing and Community Development (DHCD) participated in numerous activities that affirmatively furthered fair housing. The largest event sponsored by DHCD is the annual Housing Fair. This year over 40 exhibitors were on hand at the Sports and Learning Complex in Landover, MD to talk with fair attendees about buying homes, foreclosure mitigation, renting opportunities and more. Residents came out to meet with housing industry professionals and participate in workshops and were encouraged to attend this discussion to receive free expert advice on the value of their home and what options are available if their house is underwater or if the home owner is facing foreclosure.

Housing Fair attendees had the opportunity to meet with housing industry professionals, such as mortgage lenders, realtors, rental property managers, housing counselors, banks, non-profit organizations and various government agencies. The Fair also included workshops on financial literacy, avoiding housing scams, first-time home buyer programs, managing your money and more. The Maryland Department of Housing and Community Development will facilitated the opportunity for major mortgage bank servicers to discuss options with homebuyers trying to avoid foreclosure.

## Federal Government Efforts

Residents of Prince George’s County are also encouraged to file fair housing complaints with the Fair Housing and Equal Opportunity (FHEO) Office of the U.S. Department of Housing and Urban Development (HUD). FHEO administers federal laws and establishes national policies that make sure that all Americans have equal access to the housing of their choice. The Baltimore Neighborhoods, Inc. (BNI) is a non-profit organization designated as a Fair Housing Enforcement Agency eligible to receive HUD Fair Housing Initiatives Program funds, which promotes fair housing laws and equal opportunities awareness covering the State of Maryland. According BNI, in FY 2016, their agency received three (3) complaints filed with HUD and seven (7) inquiries. All calls were closed by the end of December 2015. The following table is a listing of the Fair Housing complaints and inquiries during the County’s FY 2016.

### Complaints & Inquires from Prince George’s County, MD: FY 2016

	Violation City	Call Date	Bases	Complaint (C) or Inquiry (I)	Issues	Closure Reason	Closure Date	Compensation
1	Unknown, PG County	7/14/2015	Tenant/ Landlord	I	BGE account separation	Referral to Tenant/Landlord	7/24/2015	n/a
2	Unknown, PG County	8/4/2015	Fair Housing General	I	Not renting to a fraternity	Gave information on law	8/4/2015	
3	Mitchellville	8/27/2015	Race & Redlining	C	Discrimination in home loan process	Complaint intake occurred, Complainant Failed to Follow Up or Submit Documentation	9/30/2015	n/a
4	Unknown, PG County	9/16/2015	Tenant/Landlord	I	Rent escrow	Referral to Tenant/Landlord	9/16/2015	n/a
5	Suitland	10/8/2015	Fair Housing General	I	Not renting to a family witness protection	Gave information on the law	10/8/2015	n/a

	Violation City	Call Date	Bases	Complaint (C) or Inquiry (I)	Issues	Closure Reason	Closure Date	Compensation
6	Unknown, PG County	10/26/2015	National Origin	C	Discrimination during the home buying process	Referred to Green and Healthy Homes	10/27/2015	n/a
7	Clinton	12/22/2015	Race	C	Discrimination in the home loan process	Referral to Housing Opportunities Planning Enterprises (HOPE)	12/22/2015	n/a
8	Greenbelt	12/30/2015	Tenant/Landlord	I	Eviction process	Referred to Tenant/Landlord	12/30/2015	n/a
9	Suitland	1/7/2016	Tenant/Landlord	I	Additions to the lease	Referred to Tenant/Landlord	1/1/2016	n/a
10	Unknown, PG County	1/11/2016	Tenant/Landlord	I	Owner/Property Management relationship	Referred to Tenant/Landlord	1/14/2016	n/a

**Table 13-E – Federal Fair Housing Complaints and Inquiries**

**E. CR-40 - Monitoring 91.220 and 91.230**

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

The County's Monitoring and Compliance objectives are to ensure:

- Compliance with Federal statutory and regulatory requirements for the Community Development Block Grant (CDBG) Program, HOME Investment Partnerships (HOME) Program, the Housing Opportunity Program for People with HIV/AIDS (HOPWA) and the Emergency Solutions Grant (ESG) Program;
- Consolidated Plan funds are used for the purposes for which they were made available; and
- General administrative and financial management capabilities by providing a combination of training, orientation and technical assistance to grantees.

The Monitoring and Compliance Unit monitors all the programs for Prince George’s County. The purpose of the onsite monitoring visit is to ensure program activities are carried out in compliance with applicable federal laws and DHCD program regulations. Areas reviewed include meeting national objectives, financial management systems, and general program administration. The monitoring unit also reviews compliance with Fair Housing and Equal Employment Opportunity, Section 504 of the Rehabilitation Act/ADA Labor standards, and Section 3 of the Housing and Urban Development Act of 1974.

Financial monitoring consists of reviewing accounting policies and procedures, systems for internal control and reimbursement requests for allowable costs. Financial monitoring also involves maintaining complete and accurate files on each activity. DHCD staff reviews the recordkeeping systems to determine if each activity is eligible, the program beneficiaries are low and moderate-income and project files support the data provided in the monthly activity reports. When problems are identified in a monitoring report and an action plan is requested to cure the concerns/ and or findings. The following is a list of on-site monitoring visits conducted in FY 2016.

**FY 2016 On-site Monitoring Visits Conducted**

Federal Program	Proposed	Actual
HOME Development Projects	40	33
HOME CHDOs	1	1
CDBG	5	28
ESG	1	5
HOPWA	2	2

**Table 13-F – FY 2016 On-Site Monitoring Visits Conducted**

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

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

On September 15, 2016, the Draft FY 2016 CAPER became available to the public for review and comment for a period of 15 days. Copies of the draft CAPER are available at the following locations: the Department of Housing and Community Development, on the County's website, and available by mail upon request.

### **III. PROGRAM NARRATIVES**

#### **A. CR-45 - CDBG 91.520(c)**

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

The Department of Housing and Community Development (DHCD) administers the County's CDBG program. The DHCD Community Planning and Development (CPD) Division is responsible for the oversight and management of the CDBG program. The primary grant administration functions are oversight, monitoring, compliance, and technical assistance.

The CDBG program provides annual grants on a formula basis to entitled cities and counties to develop viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities for principally low and moderate-income persons.

#### ***Assessment of Relationship of CDBG funds to Goals and Objectives***

During FY 2016, CDBG funds were used to address the following priority needs, goals and special objectives described in the County's 2016-2020 Consolidated Plan.

**Goal:** To improve and maintain public facilities and infrastructure for 36,766 low and moderate-income persons. In FY 2016, the County assisted 27,086 persons, which is 74 percent of the annual goal.

**Goal:** To preserve existing affordable rental housing for 261 low and moderate-income households. In FY 2016, the County assisted 222 households, which is 85 percent of the annual goal.

**Goal:** To provide job training and economic development assistance for 159 low and moderate-income individuals and 127 business. In FY 2016, the County created and/or retained 108 jobs and assisted 36 businesses, which is 68 percent and 28 percent of the annual goal, respectively.

**Goal:** To provide new and/or improved public services for 16,915 low and moderate-income persons. In FY 2016, the County assisted 11,296 persons, which is 67 percent of the annual goal.

**Goal:** To provide rehab of owner-occupied housing for 50 low and moderate-income households. In FY 2016, the County assisted 103 households, which is 206 percent of the annual goal.

The Department of Housing and Community Development along with Prince George’s County Representatives are continuing to support activities that address unmet needs in order that all goals are achieved by the end of the 5-year goal. Lack of funding remains to have a negative impact on fulfilling the overall vision; however, the Department continues to encourage non-profits to form partnerships with other non-profits that have similar visions in order that partnerships will have a positive impact on the County.

<b>Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?</b>	No
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**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

**B. CR-50 - HOME 91.520(d)**

**Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

During FY 2016, thirty-five (35) HOME-assisted rental projects were subject to §92.504(d), which eighteen (18) were not scheduled for rental housing reviews due to staff turnovers. DHCD is currently in the process of filling the vacant positions.



IDIS No	Project Name	Address	Comments
10	MT RAINIER MANOR APTS	3001 QUEEN CHAPEL RD, MT. RAINIER, MD 20712	Rental Housing Review: Passed HQS Inspection: Passed
11	HENSON CREEK MANOR I	5239 HARAS PL, TEMPLE HILLS, MD 20746	Rental Housing Review: Passed HQS Inspection: Passed
17	VESTA WHEELER HILLS	9301 ANNAPOLIS RD Suite 300, LANHAM, MD 20706	Rental Housing Review: Passed HQS Inspection: Passed
55	PARK SETON(aka-PARKVIEW @ BLADENSBURG	4202 58TH AVE, BLADENSBURG, MD 20710	Rental Housing Review: Not Scheduled HQS Inspection: Passed
74	WOODSIDE VILLAGE I (aka-COUNTRY VIEW VILLAGE)	6801 BOCK RD, FT WASHINGTON, MD 20774	Rental Housing Review: Passed HQS Inspection: Passed
85	WOODLAND SPRINGS	6617 ATWOOD ST, DISTRICT HEIGHTS, MD 20747	Rental Housing Review: Not Scheduled HQS Inspection: Passed
97	PARKVIEW MANOR	5040 38TH AVE, HYATTSVILLE, MD 20782	Rental Housing Review: Not Scheduled HQS Inspection: Passed
302	LANGLEY GARDENS APTS	1100 LEBANON ST, SILVER SPRINGS, MD 20903	Rental Housing Review: Passed HQS Inspection: Passed
305	HENSON CREEK MANOR II	5239 HARAS PL, TEMPLE HILLS, MD 20746	Rental Housing Review: Passed HQS Inspection: Passed
319	PIN OAK VILLAGE I	16010 EXCALIBUR LN, BOWIE, MD 20716	Rental Housing Review: Passed HQS Inspection: Passed
353	PIN OAK VILLAGE II	16010 EXCALIBUR LN, BOWIE, MD 20716	Rental Housing Review: Passed HQS Inspection: Passed
469	WOODSIDE VILLAGE II aka-COUNTRY VIEW VILLAGE)	6801 BOCK RD, FT WASHINGTON, MD 20774	Rental Housing Review: Passed HQS Inspection: Passed

IDIS No	Project Name	Address	Comments
471	ST PAULS SENIOR LVG I	1207 ADDISON RD, CAPITOL HEIGHTS, MD 20743	Rental Housing Review: Not Scheduled HQS Inspection: Passed
524	MANOR AT VICTORIA PARK(aka-PRINCE GEORGES MANOR APTS.	3420 RICKEY AVE. TEMPLE HILLS, MD 20746	Rental Housing Review: Passed HQS Inspection: Passed
553	PARKWAY TERRACE	3415 PARKWAY TERRACE DR., SUITLAND, MD 20746	Rental Housing Review: Not Scheduled HQS Inspection: Passed
625	MT RAINIER ARTIST APTS.	3801 33RD ST, HYATTSVILLE, MD 20782	Rental Housing Review: Not Scheduled HQS Inspection: Passed
704	WINDSOR CROSSING I	2931 VICTORY LANE, SUITLAND, MD 20746	Rental Housing Review: Not Scheduled HQS Inspection: Passed
705	WINDSOR CROSSING II	2931 VICTORY LANE, SUITLAND, MD 20746	Rental Housing Review: Not Scheduled HQS Inspection: Passed
706	TRINITY TERRACE	6001 FISHER RD, TEMPLE HILLS, MD 20746	Rental Housing Review: Not Scheduled HQS Inspection: Passed
812	FT WASHINGTON SENIOR LIVING	10800 INDIANHEAD HWY, FT. WASHINGTON, MD 20744	Rental Housing Review: Passed HQS Inspection: Passed
817	MT RAINIER COM. HSG (aka-ARTSPACE).	3311 RHODE ISLAND AVE.MT. RAINIER, MD 20712	Rental Housing Review: Passed HQS Inspection: Passed (One deficiency which was resolved within 90 days from written notice.)
877	ST PAULS SENIOR LVG II	1207 ADDISON RD, CAPITOL HEIGHTS, MD 20743	Rental Housing Review: Not Scheduled HQS Inspection: Passed
878	OVERLAND GARDENS (aka-GLENMORE APTS)	3119 75TH AVENUE, LANDOVER, MD 20784	Rental Housing Review: Passed HQS Inspection: Passed
881	VICTORY HOUSE OF PALMER PARK	7801 BARLOW RD, LANDOVER, MD 20784	Rental Housing Review: Not Scheduled HQS Inspection: Passed
1076	CHEVAL COURT	2611 LUANA DR, FORESTVILLE, MD 20747	Rental Housing Review: Not Scheduled HQS Inspection: Passed

IDIS No	Project Name	Address	Comments
1190	RENIASSANCE SQUARE ARTISTS HOUSING	4307 JEFFERSON ST, HYATTSVILLE, MD 20782	Rental Housing Review: Not Scheduled HQS Inspection: Passed
1191	NEWTON GREEN SENIOR HOUSING	5300 NEWTON ST, BLADENSBURG, MD 20710	Rental Housing Review: Passed HQS Inspection: Passed
1193	ALLENTOWN APTS	5218 MORRIS AVE, CAMP SPRINGS, MD 20746	Rental Housing Review: Not Scheduled HQS Inspection: Passed
1198	JERICO SENIOR HOUSING	1000 BRIGHTSEAT RD, LANDOVER, MD 20784	Rental Housing Review: Passed HQS Inspection: Passed
1277	MARLTON PLAZA SENIOR HOUSING	9590 CRAIN HWY, UPPER MARLBORO, MD 20772	Rental Housing Review: Not Scheduled HQS Inspection: Passed
1285	VICTORY CREST APTS.	6100 SARGENT RD, HYATTSVILLE, MD 20782	Rental Housing Review: Passed HQS Inspection: Passed
1413	RAINIER MANOR APTS	3001 QUEEN CHAPEL RD, MT. RAINIER, MD 20712	Rental Housing Review: Passed HQS Inspection: Passed
1513	PARKVIEW AT LAUREL I & II	9010 BRIARCROFT LN, LAUREL, MD 20707	Rental Housing Review: Not Scheduled HQS Inspection: Passed
1632	GLENARDEN WOODS APTS	7926 GLENARDEN PARKWAY, LANHAM, MD 20706	Rental Housing Review: Not Scheduled HQS Inspection: Not Scheduled
1633	GLENREED APTS.	3203 REED ST, LANHAM, MD 20706	Rental Housing Review: Not Scheduled HQS Inspection: Not Scheduled

**Table 13-G – HOME On-Site Inspections of Affordable Rental Housing Assisted in FY 2016**

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)**

All development projects applying for HOME funds are required to submit to the department a copy of their marketing plan. Their plan is reviewed by staff to ensure attention to affirmative and fair housing marketing. Guidance to staff and developers is provided by the department's Fair Housing Specialist.

When projects are completed and are in the monitoring phase, DHCD staff as part of the overall monitoring function during the affordability period reviews the project's affirmative and fair housing compliance which includes among other things a review of the project's affirmative and fair housing marketing efforts and materials; written tenant selection procedures; tenant leases, tenant rents and utility allowances; low-income occupancy; etc., and tenant complaints, if any. DHCD staff provides training to the project management staff, if necessary; to ensure affirmative marketing and fair housing compliance procedures are followed.

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

During FY 2016, the County used \$613,087 in program income for IDIS 2154 (Rainier Manor Phase II) project. The Developer (Stavrou Associates, Inc.) acquired land and plan to construct 57 new senior rental units. All units will be rented to seniors earning 60% or below the County's Area Median Income.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

The County is committed to executing actions to affirmatively further fair housing. The list below identifies programs and policies to address the barriers to affordable housing in Prince George's County:

- Provision of homeownership programs;
- Passage of Ban the Box Legislation (County Council Bill – 78 – 2014);
- Increasing the minimum wage;
- Formation of the Department of Permitting, Inspections, and Enforcement (DPIE) as a new agency;
- Encouraging mixed-use development zones<sup>1</sup>;
- Encouraging mixed-use development around public transportation;
- Conducting investigation of municipalities prior to receipt of entitlement funds;
- Granting authority to the Prince George's County Human Relations Commission to apply for status as a Fair Housing Assistance Program Agency with the U.S. Department of Housing and Urban Development (HUD);
- Providing tax credits, financial assistance, zoning, and other tools to promote the development of higher-density housing in transit-oriented, mixed-use communities;
- Promoting and supporting public-private partnerships, nonprofit housing providers, expanding existing housing programs, and pursuing state and federal funding to rehabilitate and maintain the existing affordable housing stock; and

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<sup>1</sup> Prince George's County General Plan 2035

- Attracting high value commercial development of properties like MGM Casino at the National Harbor, and the Westphalia and Konterra mixed-use development projects currently under construction.
- Implementing the Right of First Refusal Law (County Council Bill – 27-2013) to target the conversion of rental housing when appropriate to stabilize, preserve, and promote housing opportunities for low and moderate-income households, seniors, and persons with disabilities.

Prince George’s County has made significant strides in its policies towards promoting homeownership. The County has assisted nearly 1,300 homebuyers purchase homes in the County. In 2014, the County provided 267 loans to first-time homebuyers, through the Homebuyer’s Program which generated over \$2,133,300 in property, recordation and transfer taxes. Additionally, the County entered into a unique partnership with the Maryland Department of Housing and Community Development and the Maryland Attorney General’s Office to assist families purchase a home in the County by offering the Maryland Mortgage Program<sup>2</sup> (MMP Triple Play Initiative), a \$100 million initiative which could help an estimated 500 families own a home. Through the initiative, all eligible Maryland Mortgage Program borrowers purchasing in Prince George’s County receive a .25 percent discount on the existing low rates of the regular Maryland Mortgage Program and \$10,000 down payment assistance in the form of an interest-free, deferred loan, good for the life of the loan. The State will waive its fee on the Maryland Home Credit, allowing homebuyers to claim a federal income tax credit of up to \$2,000 for as long as the Maryland Mortgage Program loan is outstanding.<sup>3</sup>

In 2014, the County passed CB-078-2014 (known as Ban the Box), which makes it illegal for employers to inquire into an applicants’ criminal background or arrest records until after a conditional offer of employment has been extended. The ordinance seeks to expand job opportunities for the unusually high number of County residents with negative criminal histories, most of which are minor offenses. Also, in an effort to promote affordable housing, the County passed legislation to require employers to incrementally increase the minimum wage from \$7.25 per hour to \$11.50 per hour by 2017.

To consolidate and reduce the time and cost associated with the permitting and inspection process for developers, the County formed DPIE (the Department of Permitting, Inspections and Enforcement). Currently, County leaders are encouraging mixed-use and mixed income development, incentivizing developers to build quality high density housing in commercial projects. Plans are underway to negotiate with the Washington Metropolitan Area Transit Authority and other landowners for development to occur around public transportation nodes and subway sections. Housing in walkable, mixed-use communities near public transportation is one method to make housing more affordable for families; it reduces transportation costs and provides access to amenities and retail.

The Human Relations Commission (HRC) is seeking status as a Fair Housing Assistance Program (FHAP) Agency with the Department of Housing and Urban Development (HUD). This designation enables HRC to assist individuals with housing discrimination in their efforts to seek federal protection. The County

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<sup>2</sup> As of May 5, 2015, the MMP has utilized all funds. Currently, DHCD is collaborating with the State of Maryland to identify a new source of funds for this program.

<sup>3</sup> Prince George’s County Department of Housing and Community Development  
<http://www.princegeorgescountymd.gov/sites/dhcd/Pages/default.aspx>

has its own housing discrimination code enforced by HRC; however, it includes lower damage awards than if HRC was an FHAP agency.

The County has also sought to increase its business tax base by attracting large-scale commercial and mixed-use project development for the National Harbor, like the building of the MGM Casino at the National Harbor. It is anticipated that the project will generate over 2,700<sup>4</sup> stable, well-paying jobs, \$11,119,577.00 annually in property tax revenue<sup>5</sup> and millions annually for education<sup>6</sup> and County infrastructure improvements, among other benefits.

### **C. CR60-CR75 ESG 91.520(g)**

The County operates a 24/7/365 hotline for calls related to homelessness and 5 emergency shelter projects serving youth, individuals and families that are literally homeless; 1.) 100 bed shelter for single women and women with children (boys age 11 & under), 2.) 24 bed shelter for single men, 3.) 47 bed shelter for parents with children that include boys over age 11, childless couples, and intact families, 4.) 10 beds for unaccompanied youth age 13-24, and 5.) 50 bed hypothermia shelter for individuals and families. Each resident is provided with basic shelter amenities as well as employment, case management, health care, and housing placement assistance.

#### Homeless Hotline Outcomes:

All County emergency shelters are accessed through the Homeless Hotline, by calling a toll-free number 24/7 throughout the year. The central point of entry allows homeless persons to access shelter without having to navigate several shelter systems. Residents are screened, assessed and linked to either an appropriate emergency shelter based on gender, family composition, need, and bed availability or to the Shelter Diversion Counselor. The main goal of the Shelter Diversion program is to provide appropriate crisis intervention services aimed at preventing households experiencing temporary crisis from entering the shelter system. Services include rental assistance, credit counseling, job placement, and landlord/tenant mediation.

Proposed Outcome: 5,000 unique callers will be triaged through the hotline.

Outcome(s): 1. 3,912 unique callers were triaged through the hotline  
2. 33,394 total calls for shelter were processed by the hotline.

#### Emergency Shelter Outcomes:

1. *Shepherd's Cove*: This is a shelter for single homeless women and women with children (boys up to 11 years of age only). The residents share space with other women and children in a dormitory-type setting. Each family member is provided with a bed or cot, clean linens, blankets, and other basic shelter amenities. The shelter provides 20 beds for single homeless women and 80 beds for women

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<sup>4</sup> According to "The Prince George's County, Maryland Fiscal Impact Analysis of Proposed Gaming Projects", Appendix 1-MGM National Harbor Overall Analysis Assumptions (December 18, 2013), the estimated operating jobs will be 2,726, of the available 5,729 Prince George's County residents.

<sup>5</sup> Id. at Appendix 2-MGM National Harbor Estimated Real Estate and Personal Property Tax Revenue.

<sup>6</sup> Id. at 13. There is an education fund, financed by the gaming tax which will generate approximately \$217,756,710.00 in the first year of the project for the State of Maryland. It is anticipated that Prince George's County will generate approximately \$29,893,041.00 in gaming tax funds. A percentage or portion of funds from these revenues will go towards education in Prince George's County, but the numbers have yet to be quantified.

with children. All residents receive three meals a day, and are allowed to stay at the shelter for up to 90 days. While in the shelter, residents receive comprehensive case management services, health care services, employment, and housing placement assistance.

2. *Prince George's House*: This is a combination emergency and transitional shelter for single homeless men 18 years or older. The residents share space with other men in a dormitory-type setting. The shelter has a total of 36 beds. Twenty-four beds are used for emergency shelter and 12 beds are used for transitional housing. All residents receive three meals a day. Those residing in the emergency beds are allowed to stay at the shelter for up to 90 days while those in the transitional beds may stay for up to 1 year.
3. *Family Emergency Shelter*: This is a shelter for homeless single parents with children and boys over 11 years of age, childless couples, and intact two parent families with minor children. The families are housed in fully furnished one and two bedroom apartment units at scattered sites in Oxon Hill, Maryland. The shelter has a total of 13 units and all units have kitchens that are equipped with cooking utensils to allow the resident to prepare their own meals. The residents are allowed to stay at the shelter for up to 90 days. They receive an array of supportive services including case management services, substance abuse screening and counseling and housing placement assistance.
4. *Promise Place Shelter*: This is an emergency shelter for homeless unaccompanied youth and young adults between the ages of 13-24. The shelter provides 10 beds and residents share space in a dormitory-type setting. Each youth is provided with a bed, clean linens, blankets, and three meals a day and are allowed to stay at the shelter for up to 21 days. Youth receive an array of supportive services including case management services, family counseling, substance abuse screening and counseling, education and employment support and housing placement assistance. In addition, the County supports a second youth shelter program through a partnership with MMYC for an additional 4 beds in host homes throughout the County providing the same compliment of services.
5. *Hypothermia Program*: This program offers a 12-hour overnight daily shelter for homeless individuals and families during the winter months, from November through April. Over 30 community-based churches, volunteer and public and private organizations work with Community Crisis Services to implement the program. The program provides 50 overnight beds through scattered church sites in the County.

Proposed Outcome: 1,000 will benefit from the shelter programs.

Outcome 1: 1,220 individuals sheltered  
*Break-out by shelter: Cove-546, PG House-142, FES-129, Youth-52, and Hypothermia\*-285*

\*note: Duplication may occur for customers served by the hypothermia program as some are eventually moved to the 24/7/365 shelters as space becomes available.

Outcome 2: 402 individuals were diverted from shelter.

**CR-60 - ESG 91.520(g) (ESG Recipients only)**

**ESG Supplement to the CAPER in *e-snaps***

**For Paperwork Reduction Act**

**1. Recipient Information—All Recipients Complete**

**Basic Grant Information**

<b>Recipient Name</b>	PRINCE GEORGE'S COUNTY
<b>Organizational DUNS Number</b>	058592189
<b>EIN/TIN Number</b>	526000998
<b>Identify the Field Office</b>	WASHINGTON DC
<b>Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance</b>	Prince George's County CoC

**ESG Contact Name**

<b>Prefix</b>	Ms
<b>First Name</b>	Shirley
<b>Middle Name</b>	E
<b>Last Name</b>	Grant
<b>Suffix</b>	0
<b>Title</b>	CPD Administrator

**ESG Contact Address**

<b>Street Address 1</b>	9200 Basil Court Suite 306
<b>Street Address 2</b>	0
<b>City</b>	Largo
<b>State</b>	MD
<b>ZIP Code</b>	-
<b>Phone Number</b>	3018835542
<b>Extension</b>	0
<b>Fax Number</b>	0
<b>Email Address</b>	segrant@co.pg.md.us

**ESG Secondary Contact**

<b>Prefix</b>	
<b>First Name</b>	
<b>Last Name</b>	
<b>Suffix</b>	
<b>Title</b>	
<b>Phone Number</b>	
<b>Extension</b>	
<b>Email Address</b>	



**2. Reporting Period—All Recipients Complete**

**Program Year Start Date** 07/01/2015  
**Program Year End Date** 06/30/2016

**3a. Subrecipient Form – Complete one form for each subrecipient**

**Subrecipient or Contractor Name:** PRINCE GEORGE'S COUNTY

**City:** UPPER MARLBORO

**State:** MD

**Zip Code:** 20772,

**DUNS Number:** 058592189

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Unit of Government

**ESG Subgrant or Contract Award Amount:** 389196

**CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes**

**10. Shelter Utilization**

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	74,590
Total Number of bed-nights provided	73,385
Capacity Utilization	98.38%

**Table 14 – Shelter Capacity**

**CR-75 – Expenditures**

**11. Expenditures**

**11a. ESG Expenditures for Homelessness Prevention**

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	59,664	24,822	20,000
Expenditures for Housing Relocation & Stabilization Services - Services	20,000	13,645	10,000
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Homelessness Prevention</b>	<b>79,664</b>	<b>38,467</b>	<b>30,000</b>

**Table 15 – ESG Expenditures for Homelessness Prevention**

**11b. ESG Expenditures for Rapid Re-Housing**

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	92,531	11,344	50,000
Expenditures for Housing Relocation & Stabilization Services - Services	27,397	6,837	15,000
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Rapid Re-Housing</b>	<b>119,928</b>	<b>18,181</b>	<b>65,000</b>

Table 16 – ESG Expenditures for Rapid Re-Housing

**11c. ESG Expenditures for Emergency Shelter**

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Essential Services	89,809	99,809	117,901
Operations	136,905	54,982	125,090
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
<b>Subtotal</b>	<b>226,714</b>	<b>154,791</b>	<b>242,991</b>

Table 17 – ESG Expenditures for Emergency Shelter

**11d. Other Grant Expenditures**

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
HMIS	24,129	6,051	13,962
Administration	20,547	19,733	27,243
Street Outreach	0	0	0

Table 18 - Other Grant Expenditures

**11e. Total ESG Grant Funds**

Total ESG Funds Expended	2013	2014	2015
1,087,401	470,982	237,223	379,196

Table 19 - Total ESG Funds Expended

**11f. Match Source**

	<b>2013</b>	<b>2014</b>	<b>2015</b>
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	0
Local Government	470,983	237,225	389,196
Private Funds	0	0	0
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	<b>470,983</b>	<b>237,225</b>	<b>389,196</b>

**Table 20 - Other Funds Expended on Eligible ESG Activities**

**11g. Total**

<b>Total Amount of Funds Expended on ESG Activities</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
2,184,805	941,965	474,448	768,392

**Table 21 - Total Amount of Funds Expended on ESG Activities**

**D. Housing Opportunities for Persons with AIDS (HOPWA)**

During FY 2016, HOPWA funds were used to address the following priority needs, goals and special objectives described in the County’s 2016-2020 Consolidated Plan.

In FY 2016, the goal was to assist in the provision of housing options for 245 persons living with HIV/AIDS. The County met 65 percent of its annual goal.

<b>Specific Objectives</b>	<b>Annual Assessment</b>		
	<b>Expected Number</b>	<b>Actual Number</b>	<b>Percent Completed</b>
Assist persons (households) with special needs to obtain affordable housing.	245	160	65%

**Table 22 – Number of HOPWA Persons Assisted in FY 2016**

The District of Columbia, Department of Health, HIV/AIDS Administration, Hepatitis, STD and TB Administration (HAHSTA) is the HIV/AIDS Administration sub-recipient for Suburban Maryland. This region includes Prince George’s County, Calvert County, and Charles County. The District has contracted with Greater Washington Urban League, Inc. and Suburban Maryland Tri-County Community Action Committee, Inc. to administer the HOPWA program. HOPWA provides Tenant-based Rental Assistance (TBRA) to households with family member(s) affected by the virus. It also provides Short-term Rental Mortgage Utility assistance (STRMU) to eligible applicants with HIV/AIDS.

Suburban Maryland jurisdictions operate HOPWA programs in collaboration with nonprofit organizations including local health departments to obtain services through Ryan White who help clients secure and sustain their housing. Continuum of care remains a priority for case managers as needed to ensure housing stability plans are in place and adhere to, while providing clients with a variety of supportive services.

Our Consolidated Housing Plan addressed client assessment needs, referral services to assist clients in maximum self-sufficiency. Job training and employment services continue to be our focus to enhance client's housing stability. Strategies of discussions to implement new programs as unspent funds are not exhausted. Tools developed and HMIS enhancements to improve client assessment and program evaluation. Favorable results from our client satisfaction survey regarding program's overall performance to improve our quality service.

All rental units in Suburban Maryland are available to individuals with HIV/AIDS as long as the rents are reasonable as defined by the HUD Fair Market Rents (FMRs) and as required by federal HOPWA regulations. There are several types of housing units available for rent in Suburban Maryland including garden-style and high-rise apartments, single-family homes, condos and townhomes.

In FY 2016, Suburban Maryland received HOPWA funds to provide 231 housing units. Major goals and activities described in the FY 2016 Annual Action Plan are as follows:

- Provide tenant-based rental assistance for 131 households living with HIV/AIDS.
- Provide housing related short-term assistance to 100 households living with HIV/AIDS.
- Successful file audit
- Increase in participants' with gainful employment reducing rental subsidy
- A thorough document checklist audit was conducted on entire caseload to ensure accuracy which resulted in achieving an exceptional audit conducted by our program funders.
- Prepare and submit monthly programmatic reports and rent rolls on time to ensure timely expenditure of HOPWA funds.

During FY 2016, HOPWA funds were used for the purpose of providing assistance or residential support to persons with HIV/AIDS and their families; 131 were Rental Assistance units and 29 were for Short-term/Emergency Housing Payments. (See Performance Charts on next page)

**SUBURBAN MARYLAND HOPWA PERFORMANCE CHART**

Type of Unit	Units with HOPWA funds	HOPWA funds	Units with other funds	Amount other funds	Deduction for units in more than one column	TOTAL
1. Rental Assistance	131	\$1,904,732.00	-	-	-	\$1,904,732.00
2. Short-term/emergency housing payments	29	\$150,000	-	-	-	\$150,000
3-a. Units in facilities supported with operating costs	-	-	-	-	-	-
3-b. Units in facilities that were developed with capital costs and opened and served clients	-	-	-	-	-	-
3-c. Units in facilities being developed with capital costs but not yet opened	-	-	-	-	-	-
Subtotal	160	\$2,054,732.00	-	-	-	\$2,054,732.00
Deduction for units reported in more than one category	-	-	-	-	-	-
Total	160	\$2,054,732.00				\$2,054,732.00

**Table 23 – Suburban Maryland HOPWA Performance Chart 1 for FY 2016**

NOTE: Suburban Maryland includes: Prince George’s County, Calvert County, and Charles County Performance Chart does include Administrative fees. Performance year is as of 6/30/16. Program Year does not end until 9/30/16.

**Suburban Maryland FY 2016 Performance Chart 2:  
Comparison of Planned Actions**

Type of Unit	EST. # of Units in FY 2016 Action Plan	Actual Units
1. Rental Assistance	131	131
2. Short-term/emergency housing payments	100	29
3-a. Units in facilities supported with operating costs	-	-
3-b. Units in facilities that were developed with capital costs and opened and served clients	-	-
3-c. Units in facilities being developed with capital costs but not yet opened	-	-
Subtotal	231	160
Deduction for units reported in more than one category	-	-
Total	231	160

**Table 24 – Suburban Maryland HOPWA Performance Chart 2 for FY 2016**

NOTE: Suburban Maryland includes: Prince George’s County, Calvert County, and Charles County

***Overview of Barriers***

- Housing Case management
- Substance Abuse/Mental Illness
- Transportation
- Hard to house some clients due to poor credit history
- Lack of funding to assist clients with high security deposits
- The increasing amount of landlords requiring clients to pay for all utility in their units
- Increasing client’s voucher size due to adult family members and their children
- Closed waiting list

***Improvements Needed to Overcome Barriers***

- Implement Case manager into next year’s budget
- Treatment plans enforced by medical case managers
- Metro access cards needed
- Offer free credit classes/workshops including pulling credit reports and credit counseling.
- Provide funding in budget for housing placement to provide security deposits.
- Encourage clients to locate units with all or some utilities included in rent.
- Set an age limit for adult children in the household to move out.
- Alternative housing i.e., Section 8 Housing Choice Voucher, and other non-HOPWA housing suggested to alleviate the depression and anxiety clients are faced with.

The HOPWA, short-term rent, mortgage, and utility assistance is available to qualifying clients who are not receiving tenant based rental assistance.

The Suburban Maryland program will continue to provide tenant-based rental assistance to persons with HIV/AIDS and their families. While the need for services will continue to increase as the life span of persons living with HIV/AIDS continues to improve with healthy lifestyles and medication. The face of the TBRA program is changing because of this trend and we continue to see increasing incomes.

### **Institutional Structure and Coordination**

The HOPWA program is coordinated and promoted through each local Continuum of Care network, which serves homeless people. The Housing Authority of each jurisdiction refers clients who already receive rental subsidy but may need services from their HOPWA operating agency.

Local agencies administering the Temporary Assistance for Needy Families Program (TANF) and the local child welfare agencies responsible for the care of minors facing out-of-home placements also provide referrals to HOPWA agencies.

The Health Department in each Suburban Maryland jurisdiction and other HIV agencies promotes the prevention of HIV/AIDS through strategies such as increasing awareness and providing effective instruction about HIV/AIDS.

A network of government and private, nonprofit agencies in Suburban Maryland provide services to individuals with HIV/AIDS. Each HOPWA agency collaborates with these entities creating a continuum of care for clients. The Ryan White Care Act, Titles I and II, provides services to residents. All such Ryan White services are available to persons served by HOPWA funds. These services allow clients to live independently in their own homes. Service providers offer family and individual counseling, transportation assistance, food donations, and housekeeping support to eligible clients. A growing number of nursing homes are increasingly providing skilled care for persons living with HIV/AIDS. Hospice and home-based hospice care are other essential links in the institutional system.

Community-based organizations such as the Family Services Foundation, Prince George's County Department of Health, Prince George's County Department of Social Services, Prince George's County Department of Corrections, the Regional Veterans Services, and other local providers receive information on the HOPWA program goals and achievements. Through the distribution of the Suburban Maryland HOPWA "Program Summary", these community organizations are invited to consult on current and future program operations. This process of citizen participation and consultation established the priorities for the HOPWA program.

### **APPENDICE: A, B, C**

- A – FY 2016 Accomplishment Detail Table
- B – CDBG Financial Summary Report (PR26)
- C – ESG FY 2016 eCart - Supplement Report