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PRINCE GEORGE'S COUNTY
ANNUAL ACTION PLAN
FISCAL YEAR 2023 (FFY 2022) – FINAL

Modified: June 14, 2022

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Prince George's County, Maryland

FY 2023 Annual Action Plan for Housing and Community Development

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Introduction

Prince George's County is qualified as an urban county entitled to receive grant funds from three (3) federal programs: Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grants (ESG). Entitlement funds are appropriated by the U.S. Congress each year and distributed on a formula basis to local jurisdictions.

The Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990, require the submission of a Consolidated Plan to undertake programs and activities to meet housing and community development needs and priorities principally for low to moderate-income residents.

On March 2016, the Prince George's County Council adopted a Resolution, CR-13-2016, to establish a Comprehensive Housing Strategy (CHS) Ad Hoc Subcommittee to develop a Comprehensive Housing Strategy (CHS) for the County, *Housing Opportunity for All*[1]. Decent housing, suitable living, and economic opportunities, plays a pivotal role in the County's future and *Housing Opportunity for All* provides a roadmap to addressing a variety of County-wide and neighborhood-specific housing conditions, with communities of choice and opportunity as drivers of the County's strategic direction.

Prince George's County's Consolidated Plan for FY 2021 – 2025[2] builds on the analysis presented in *Housing Opportunity for All*, the County's first 10-year CHS, and directly supports implementation of more than seventeen (17) actions from the CHS. The Fiscal Year (FY) 2023 Annual Action Plan supports Prince George's County's implementation of the FY 2021-2025 Consolidated Plan by leveraging the annual allocations of CDBG, HOME, and ESG entitlement fund resources to develop viable communities of choice. To ensure long-term sustainable investment, the County has established a strategic approach that supports implementation of *Housing Opportunity for All*, with intersections for broader community development goals.

Objectives and Outcomes Identified in the Annual Action Plan

In developing the FY 2023 Annual Action Plan, the County focused on how to use over $36 million in federal funds and financing to achieve outcomes articulated in *Housing Opportunity for All*, among other local and regional planning efforts. The table below shows four (4) outcomes that will be achieved by addressing the six (6) priority needs identified in the County's Consolidated Plan for FY 2021 – 2025 Consolidated Plan and to implement the actions detailed in *Housing Opportunity for All*.

[1] https://www.princegeorgescountymd.gov/2803/Comprehensive-Housing-Strategy
[2] https://www.princegeorgescountymd.gov/1039/Plans-Reports

Table 1 – Objectives and Outcomes

Priority need	Anticipated outcomes			
	Expanded partnerships and capacity	Increased access to jobs, goods, and services	Additional supports for vulnerable residents	Increased housing stability
Connections between residents and businesses to services	●	●	●	-
Accessible homes and facilities	●	-	●	●
Affordable rental and homeownership opportunities	●	●	●	●
Quality/condition of housing	●	●	●	-
Housing instability among residents experiencing a housing crisis		-	●	●
Loss of existing affordable housing opportunities	●	-	-	●

Source: FY 2021 – 2025 Consolidated Plan for Housing and Community Development

The County is leveraging two (2) additional tools to supported related goals and strategies:

- The Section 108 Loan Guarantee Program (Section 108) provides CDBG recipients with the ability to leverage their annual grant allocation to access low-cost, flexible financing for catalytic housing and/or economic development projects. Through this financing mechanism, Prince George's County can access up to $25 million in fixed-rate, long-term financing to support acquisition, rehabilitation for mixed-use and mixed-income housing, and catalytic economic development projects.[3]

- Neighborhood Revitalization Strategy Area (NRSA) is a designation under the CDBG program that encourages a coordinated approach to revitalizing a targeted neighborhood through comprehensive place-based efforts, leveraging additional flexibilities under the CDBG program. This targeted approach supports public services, economic development, and housing rehabilitation activities. Potential target areas may include the Purple Line and Blue Line Corridors.

Evaluation of Past Performance

The Federal Fiscal Year 2020 (County FY 2021) Consolidated Performance and Evaluation Report (CAPER)[4] highlights the Department of Housing and Community Development's (DHCD) achievements in providing decent housing, suitable living environments, and expanding economic opportunities for low to moderate-income residents. The following provides a summary of accomplishments in meeting outlined goals.

[3] The County has five years to expend its Section 108 authorization; figure represents maximum amount.
[4] https://www.princegeorgescountymd.gov/1039/Plans-Reports

- **Goal:** To improve communications and information sharing for 37,400 low and moderate-income persons by FY 2025. In FY 2021, the County used CDBG funds to support public services activities that assisted 5,095 individuals. To date, the County has met 14 percent of its five-year goal.

- **Goal:** To increase access to job training and economic development assistance by creating and/or retaining 45 jobs and assist 20 businesses by FY 2025. In FY 2021, the County used CDBG funds to support economic development activities that assisted low to moderate-income individuals and small businesses. The County has met its five-year goal by creating and/or retaining 125 jobs. In addition, the County met 70 percent of its five-year goal by assisting 14 businesses.

- **Goal:** To increase homeownership opportunities for 200 households by FY 2025. In FY 2021, the County used HOME funds to support affordable housing activities that assisted first-time homeowners. To date, the County assisted 20 households, meeting 7 percent of its five-year goal.

- **Goal:** To prevent displacement of long-time residents for 110 households by FY 2025. In FY 2021, the County used ESG funds to support activities that provided rental assistance for individuals that experienced homelessness. To date, the County has met 25 percent of its five-year goal by serving 27 individuals.

- **Goal:** To support high quality public infrastructure improvement for 114,000 persons by FY 2025. In FY 2021, the County supported public facilities and infrastructure improvements projects benefiting primarily low to moderate-income residents. To date the County has met 26 percent of its five-year goal by assisting 29,232 low to moderate-income persons.

- **Goal:** To support persons experiencing homelessness by assisting 885 persons by FY 2025. In FY 2021, the County used ESG funds to support activities that provided rental assistance for individuals who were at risk of homelessness. To date the County has met 5 percent of its five-year goal by assisting 46 persons.

Summary of the Citizen Participation Process and Consultation Process

The County's citizen participation process plan is largely centered on community forums, public hearings, and public comment periods.

The FY 2023 Annual Action Plan was developed in accordance with the Prince George's County's "Citizen Participation Plan". See Appendix A. Residents, nonprofit organizations, municipalities, and County agencies express their concerns, seek additional County resources, and provide suggestions or solutions to address housing and community development needs.

The primary goals for the citizen participation process are:

- To solicit viewpoints and concerns affected by the Consolidated Plan, Annual Action Plan or Consolidated Annual Performance and Evaluation Report,

- To invite participation by persons interested in helping identify needs and develop applicable strategies,
- To collect data that accurately describes and quantifies housing and community development needs and to suggest workable solutions,
- To obtain comments on proposals for allocating resources, and
- To ensure citizens have an opportunity to participate throughout the planning process.

Public Notice and Availability

Prince George's County publishes in one or more newspapers a summary of the proposed Annual Action Plan for public comment. The summary describes the context and purpose of these documents, and sites the locations where copies of the entire document may be examined. Copies are available at government offices, on the County's website, and by mail upon request.

A reasonable number of free copies of the proposed Annual Action Plan are made available for citizens and groups of interest upon request. When proposed versions of the Annual Action Plan are released for comment, they are made available for comment for not less than 30 days.

The final or amended Annual Action Plan is distributed upon request and to those actively involved in developing these documents. Copies are made available upon request and posted on the County's website.

Public Hearing

Prince George's County holds at least two (2) public hearings on the Annual Action Plan. DHCD sponsors an informal public hearing, the Housing and Community Development Needs Community Forum, at the beginning of the Annual Action Plan development process. The Forum gives citizens an opportunity to identify and describe needs for consideration, and to provide the scope, urgency, and financing requirements for proposals to address those needs. The County Council schedules the second, formal public hearing at the time a proposed Plan is transmitted from the County Executive to them for consideration and adoption.

The time, date, location, and subject of the hearings are announced in newspapers of general circulation within the County, notifying the public with adequate advanced notice, typically no less than fourteen (14) days before the hearing. Hearings are held at handicap-accessible sites, convenient to potential and actual beneficiaries. The advertisements include TTY phone numbers so hearing-impaired people can arrange for interpreters at the hearing. Those who need sign language interpretation are requested to contact the Department of Housing and Community Development at the phone number in the notice. Non-English speakers can also plan for language translation provided courtesy of a CDBG-supported, nonprofit organization. Interpreted comments are incorporated within the Annual Action Plan as appropriate.

Comments and Complaints

Comments and complaints regarding the Annual Action Plan are accepted through all stages of document preparation until the closing of the formal comment period. Written complaints and comments are referred to the Department of Housing and Community Development (DHCD). DHCD responds to written complaints within 30 days.

Consultations

The Department of Housing and Community consults with County departments, community stakeholders, and beneficiaries of entitlement programs to introduce and develop the priorities and strategies contained within the FY 2023 Annual Action Plan.

Face-to-face and phone interviews are conducted with agencies as listed below providing health services and social and housing services, including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons.

PR-05 Lead and Responsible Agencies – 24 CFR 91.200(b)

The Department of Housing and Community Development (DHCD) is the lead agency responsible for the administration of federal entitlement programs on behalf of HUD – including CDBG and HOME. DHCD subcontracts with Prince George's County Department of Social Services (DSS) to implement the ESG program. The Housing Opportunities for Persons with AIDS (HOPWA) program is administered by the District of Columbia, Department of Health, HIV/AIDS Administration, Hepatitis, STD, and TB Administration (HAHSTA) on behalf of the Washington, D.C. Eligible Metropolitan Area (EMA) and submits an Annual Action Plan to HUD each year to receive HOPWA funds for Prince George's County. In addition to administering the programs, DHCD is responsible for the preparation of the Consolidated Plans, Annual Action Plans (AAPs), and Consolidated Annual Performance and Evaluation Reports (CAPERs).

Table 2 – Responsible Agencies

Agency Role	Name	Department/Agency
Community Development Block Grant (CDBG) Administrator	Prince George's County	Department of Housing and Community Development
HOME Investment Partnerships (HOME) Administrator	Prince George's County	Department of Housing and Community Development
Emergency Solutions Grants (ESG) Administrator	Prince George's County	Department of Social Services
Housing Opportunities for Persons with AIDS (HOPWA) Administrator	Washington D.C.	D.C. Department of Health

Annual Action Plan Public Contact Information

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AP-10 Consultation – 24 CFR 91.100(b), 91.215(l)

Overview

DHCD launched a comprehensive and collaborative effort to consult with County departments, community stakeholders, and beneficiaries of entitlement programs to introduce and develop the priorities and strategies contained within the FY 2023 Annual Action Plan. The County utilized the Citizen Participation Plan to facilitate outreach to public and assisted housing providers, private and governmental health, mental health and service agencies, and stakeholders that utilize funding for eligible activities, projects, and programs.

Face-to-face and phone interviews were conducted with agencies as listed below providing health services and social and housing services, including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons.

- Department of Social Services
- Housing Authority of Prince George's County
- District of Columbia Department of Health, HIV/AIDS Administration
- Redevelopment Authority of Prince George's County

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

Prince George's County's Continuum of Care (CoC) has more than 100 partners comprised of public, private, non-profit, faith and citizen representatives. Its services are provided through a combination of street outreach, prevention, diversion, rapid re-housing, hypothermia and emergency shelter, transitional housing, permanent supportive housing, and permanent housing interventions. All CoC services are coordinated through a central intake system (the "Homeless Hotline") which is accessible 24 hours, 7 days a week, and 365 days a year.

In 1994, the Homeless Advisory Board was renamed the Homeless Services Partnership (HSP) and became the official advisory body to the County Executive. HSP's primary purpose is to identify gaps in homeless services, establish funding priorities, and pursue an overall systematic approach to address homelessness. The HSP is responsible for implementing the County's Ten-Year Plan to Prevent and End Homelessness 2012-2021 which is based upon six core strategies:

1. Coordinated entry.
2. Prevention assistance.
3. Shelter diversion.
4. Rapid re-housing.
5. Permanent supportive housing.
6. Improved data and outcome measures.

The Plan also addresses housing for the County's special needs populations including returning citizens, unaccompanied youth and young adults, veterans, survivors, chronic homeless and persons with significant behavioral challenges. Elderly and aging were included by the HSP in 2019 as an additional targeted priority sub-population and efforts are currently underway for the 2022-2031 planning cycle.

Describe consultation with the Continuum of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

The Prince George's County Department of Social Services serves as the lead for the CoC and is instrumental in collecting necessary data, performance outcomes, system priorities and policy as part of the Consolidated Plan process.

The Prince George's County Continuum of Care (CoC) for homeless persons is coordinated through the County's Homeless Services Partnership (HSP); a coalition of more than 100 organizations inclusive of representation from the Department of Housing and Community Development (DHCD) and the Housing Authority of Prince George's County (HAPGC) that meets monthly and works collaboratively to establish strategic priorities, assess progress, and oversee full implementation of the County's Plan to prevent and end homelessness. The HSP serves as the County Executive's advisory board on homelessness and is responsible for needs assessments, gaps analysis, service coordination, resource development, policies and

procedures for access, data collection (HMIS) and system performance evaluation of all homeless services.

DHCD frequently presents at HSP meetings and solicits feedback and guidance from its membership regarding County housing priorities, including but not limited to the development and implementation of the 5-year Consolidated Plan, annual ESG allocations, homeownership and other housing grant opportunities, Family Unification Program (FUP) and other subsidized voucher policies, and predatory lending practices. In addition, as a member of the HSP, DHCD actively participated in development of the County's 10-year Plan to Prevent and End Homelessness and its implementation and is actively involved in the planning process for the new 10-year plan. 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, prioritizes programming for special populations, enhances system accountability, builds on current success, and provides new flexibility and opportunity. Funding priorities for on-going services are determined using several factors: (1) Priority areas identified in the County's Ten-Year Plan, (2) Alignment with the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) and ESG regulations, (3) Level of need documented in HMIS (annual CAPER report), and (4) Funds currently available for similarly situated activities.

Policies, procedures, and performance measurements used by the County in the administration of ESG and other housing program activities to prevent and end homelessness have been developed by DHCD in partnership with the HSP and the local Department of Social Services (PGCDSS.) PGCDSS serves as the Lead Administering Agency for the CoC to ensure alignment with the County's 10-Year Plan and Section 427 of the McKinney-Vento Act as amended by the HEARTH Act. Performance measures are universal across all members of the Continuum of Care, thereby ensuring that all members are working toward the same goals. Different program types (i.e., ES, TH, RRH, and Outreach) have different performance benchmarks but the goals for all programs are the same and are informed by HUD identified system performance measures. All efforts are routinely coordinated and reviewed to ensure:

1. Consistent evaluation of individual and family eligibility for assistance in accordance with the definitions of homeless and at risk of homelessness (24 C.F.R. § 576.2) as well as with recordkeeping requirements.
2. Coordinated and integrated service delivery among all impacted providers.
3. Clear and distinct eligibility requirements in place for homelessness prevention versus rapid re-housing assistance.
4. Single mechanism for prioritizing applicants who are eligible for assistance.
5. Matrix that identifies what percentage and / or amount (or range thereof) each participant must pay, if any, while receiving assistance, how long a single participant may receive assistance (including maximum number of months or times a participant may receive assistance), and adjustments in percentage and / or amount (or range thereof) the participant must pay (including the maximum amount of assistance a participant may receive), if any.
6. Compliance with all rules and regulations.

Finally, PGCDSS serves as the County's HMIS Lead Agency and is responsible for hosting and maintaining all HMIS data, ensuring data quality, reporting, training, technical user support, custom report design, and other HMIS data activities. The HMIS Policy and Procedures Manual cover general operational protocols and privacy, security, and data quality; and policies are updated annually by the HMIS lead. Significant changes are discussed with the CoC membership during regular plenary sessions and implemented uniformly system wide.

Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Throughout the process, several groups, organizations, agencies, and residents were involved. The list below outlines the different organizations and agencies involved in this process.

Table 3 – Agencies, groups, organizations who participated

Agency/Organization	
Department of Social Services	Homeless Needs
Housing Authority of Prince George's County	Public Housing Needs and Non-Homeless Special Needs
Redevelopment Authority of Prince George's County	Housing and Economic Development Needs
District of Columbia Department of Health	Non-homeless Special Needs
DHCD – Community Planning and Development	Housing and Non-housing Community Development Needs and Resources

Table 4 – Other local / regional / federal planning efforts

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Housing Opportunity for All	DHCD	HOFA provided the strategic framework for the development of the Consolidated Plan
Plan 2035	MNCPPC	Priorities in the Consolidated Plan support Plan 2035 goals
Purple Line Corridor Housing Action Plan	PLCC	Actions presented in this plan will inform housing investments in the PLC

AP-12 Participation – 24 CFR 91.105, 91.200(c)

HUD requires entitlement jurisdictions to provide for citizen participation in developing the Annual Action Plan. The County's citizen participation process plan is largely centered on community forums, public hearings, and public comment periods.

Public Hearings/Community Forums

To encourage citizen participation Annual Action Plan process, the County holds at least two (2) public hearings (informal and formal) each year. The public hearings provide an opportunity for all Prince George's County residents, non-profit organizations, and other community stakeholders to communicate their views and needs to the County.

A community forum was held during the development of the Annual Action Plan on January 20, 2022, in a virtual platform. The purpose of the forum is to give citizens an opportunity to address housing and community development needs, the development process for proposed activities, and program performances.

A public hearing was held in a virtual platform on April 18, 2022. This public hearing was held to solicit for public comments on the Annual Action Plan.

Technical Assistance Workshops

Prince George's County makes technical assistance available to participating municipalities, nonprofit organizations, community groups, special interest groups and citizens developing proposals for Community Development Block Grant funding. DHCD's Community Planning and Development Division (CPD) can assist with needs identification, proposal concept development, budget development, underwriting and feedback, and general project and financial management. Technical assistance can be arranged by contacting CPD at (301) 883-5540.

DHCD held nine (9) Community Development Block Grant (CDBG) technical assistance sessions/workshops in a virtual platform, as listed below:

- Five Application/Proposals debriefing held July 21, 2021, and July 22, 2021.
- Municipalities Workshop held on August 10, 2021.
- Two (2) Sub-recipient Workshops – Morning Session I and Afternoon Session II: September 27, 2021.
- Notice of Funding Availability (NOFA) Application/Proposal Workshop: November 9, 2021.
- Throughout the year, Technical Assistance and Pre-construction virtual meetings were held with Sub-recipients and Contractors to review information, including the Labor Standards-Davis-Bacon Wage Rates. Also, Section 3 Safe Harbor/businesses and employment opportunities, Minority Business Enterprise (MBE) Participation, Equal Employment Opportunity Commission (EEOC), and the Copeland Act, as required by federal rules governing the specific activity and other related requirements.

Public Notices

Public notices were published at least fourteen (14) days prior to the public hearings in two (2) local newspapers, Enquirer Gazette, and Prince George's Post. A Spanish version of the public notice was also posted on the Prince George's County Department of Housing and Community Development's website.

In addition to the public notices published in two (2) local newspapers, email notifications were sent to the County's network of service delivery providers inviting them to attend. Those included network providers that provide services to LMI persons, minorities, non-English speaking persons and persons with disabilities.

The proposed FY 2023 Annual Action Plan was posted on the County's website, distributed to organizations that provide services to LMI persons and areas, provided upon request.

As referenced above, a copy of the FY 2023 Annual Action Plan was made available at the Department of Housing and Community Development (DHCD) at 9200 Basil Court, Suite 500, Largo, Maryland 20774, the County's website at: www.princegeorgescountymd.gov/sites/dhcd/resources/plansandreports/, or was made available upon request.

Public Comments

A comment period of no less than 30-days are provided for citizens and other interested parties to solicit comments on the proposed Consolidated and Annual Action Plans. The 30-day comment starts in March 2022. Prior to submitting the final Annual Action Plan to HUD, the County gives consideration, incorporates necessary changes, and provides responses to the comments received during the public comment period.

Annual Action Plan

AP-15 Expected Resources – 24 CFR 91.220(c)(1,2)

Prince George's County is submitting this FY 2023 Annual Action Plan as the third annual action plan under the FY 2021-2025 Consolidated Plan period in accordance with Consolidated Plan regulations found at §92.220. An annual Action Plan is required by the U.S. Department of Housing and Urban Development (HUD) from all jurisdictions receiving annual entitlements of formula grants. This summary provides an overview of the goals and objectives during the FY 2021-2025 Action Plan year, including available and potential resources, funding priorities and projects, and various HUD-funded program information. The County anticipates receiving the following HUD entitlement grants during the FY 2022-2023 program year:

- Community Development Block Grant (CDBG)
- HOME Investment Partnerships Program (HOME)
- Emergency Solutions Grants (ESG)

The Annual Action Plan for FY 2023 details the County's strategy to use over $36 million of federal entitlement funds to address the six (6) priority needs and four (4) outcomes**.** In addition to federal entitlement funds, the County is applying for Section 108 Loan Guarantee Funds to establish a loan pool and will leverage our locally funded Housing Investment Trust Funded (HITF) to support development efforts throughout the County. The District of Columbia, Department of Health, HIV/AIDS Administration, Hepatitis, STD, and TB Administration (HAHSTA) is the Regional Grantee on behalf of the Washington, D.C. Eligible Metropolitan Area (EMA) and submits an Annual Action Plan to HUD each year to receive HOPWA funds for Prince George's County.

This Annual Action Plan outlines activities that will be undertaken during the program year beginning July 1, 2022 and ending June 30, 2023. By addressing these priorities, the County strives to meet local objectives identified in the 2021-2025 Consolidated Plan. All proposed activities and projects are intended to principally benefit citizens of Prince George's County who have extremely low-, low-, and moderate-incomes and populations that have special needs, such as the homeless, elderly, disabled persons, and other special needs populations.

Expected Resources

The following table identifies the entitlement allocations and program income anticipated to address priority needs, goals, and specific objectives during for FY 2023.

Table 5 – Expected Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 5				Expected Amount Available Remainder of Con Plan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public-federal	Acquisition Admin and Planning Housing Economic Development Public Improvements Public Services	$5,077,357	$470,037	-	$5,547,394	$10,898,360	The expected amount available for all years is based on a three-year average of prior federal allocations and Program Income
HOME	public-federal	Acquisition Homebuyer Assistance Homeowner Rehabilitation Multifamily Rental Rehab	$2,348,562	$1,408,411	-	$3,756,973	$8,606,438	The expected amount available for all years is based on a three-year average of prior federal allocations and Program Income
ESG	public-federal	Rapid Re-housing Rental Assistance Transitional Housing	$437,663	-	-	$437,663	$886,477	The expected amount available for all years is based on a three-year average of prior federal allocations.

Leverage from additional resources (private, state and local funds) including matching requirements:

Community Development Block Grant (Dollar-for-Dollar Match) – The CDBG Program operates on a reimbursement basis. The prospective applicant uses CDBG funds as leverage when seeking other funding sources in efforts to successfully carry out their project. CDBG funds are leveraged dollar-for-dollar.

HOME Investment Partnerships Program (25% Match Requirement) - The County uses multi-family bond proceeds, State funds, and waivers and/or deferment of State and local taxes, charges or fees, as contributions to housing total development costs pursuant to matching requirements.

Emergency Solutions Grants Program (100% Match Requirement) - The ESG Program requires the County to provide a match of not less than 100 percent of the ESG funds. Other funds include Local (General Funds), State (Emergency & Transitional Housing Services), Department of Family Services Special Funds, and private funds.

Neighborhood Stabilization Program (NSP) – Upon approval from the U.S. Department of Housing and Urban Development (HUD), DHCD may convert any program income received from the NSP1 program to Community Development Block Grant (CDBG) program income.

Other Resources:

Other CDBG Resource: Section 108 – The County is applying to HUD to establish a $25 million Section 108 Loan Guarantee Pool to support housing rehabilitation, economic development, and mixed-use and mixed-income housing development. Section 108 provides communities with a source of financing for economic development, housing rehabilitation, public facilities, and large-scale physical development projects. Local governments may borrow funds, guaranteed by HUD, through the Section 108 program and must pledge current and future CDBG allocations as security for the loan. The County will use approximately $12 to $14 million of the requested amount, initially.

Housing Opportunities for Persons with AIDS (HOPWA) -

HUD distributes HOPWA Program funds using a statutory formula based on AIDS statistics from the Center for Disease Control and Prevention (CDC). Three quarters of HOPWA formula funding is awarded to qualified states and metropolitan areas with the highest number of AIDS cases. One quarter of the formula funding is awarded to metropolitan areas that have a higher-than-average per capita incidence of AIDS. Prince George's County is eligible to receive approximately $1,880,000 under the formula allocation for FY 2023.

The District of Columbia, Department of Health, HIV/AIDS Administration, Hepatitis, STD and TB Administration (HAHSTA) is the Regional Grantee on behalf of the Washington, D.C. Eligible Metropolitan Area (EMA). The Washington, D.C. EMA comprises the District of Columbia and neighboring counties, suburban and rural Maryland, Northern Virginia, and rural West Virginia.

HAHSTA serves as the administrative agent for Suburban Maryland. This region includes Prince George's County, Calvert County, and Charles County.

All rental units in Suburban Maryland are available to individuals with HIV/AIDS provided the rents are reasonable as defined by the HUD Fair Market Rents (FMRs) and as required by federal HOPWA regulations. The most common type of housing units available for rent in Suburban Maryland are in apartment buildings, single family homes, and townhomes.

Non-entitlement resources include:

- Low-Income Housing Tax Credits (LIHTC): The federal Low-Income Housing Tax Credit Program (LIHTC) is the principal funding source for the construction and rehabilitation of affordable rental homes. In 2023, the County projects a total of 321 units will be built utilizing this federal source totaling approximately $38,600,000 in LIHTC equity and an additional 558 units in 2024 totaling approximately $74,600,000 in LIHTC equity.

- Housing Investment Trust Fund (HITF): Local funds through the Housing Investment Trust Fund (HITF) will provide gap financing loans of up to $2 million per project for the new construction or rehabilitation of affordable housing. In 2023, the County has allocated a minimum of $10,0000 to support affordable housing that will be reserved for residents with household incomes up to eighty percent (80%) of the Area Median Income (AMI).

- Housing Choice Voucher Program (HCV) The Housing Authority of Prince George's County (HAPGC) administers the Housing Choice Voucher Program for the County which provides rent subsidies for up to 5,837 and low-income households with special designation vouchers utilized for veterans, the homeless, and referrals for unification with families & foster youth aging out of foster care. The HAPGC also has an additional 139 households utilizing Emergency Housing Vouchers. The HUD anticipated budget for HAPGC's Housing Choice Voucher Program in the fiscal year 2023 is $95,312,074.

- Public Housing: The U.S. Department of Housing and Urban Development provides funding to support the management of the County's public housing sites owned and managed by HAPGC. The following properties: Owens Road (123 units); Marlborough Towne (63 units); Kimberly Gardens (50 units); Rollingcrest Villages (40 units); and Cottage City (100 units) make up the public housing sites. Based upon the Capital Fund Program (CFP) average over the last three years, the Housing Authority anticipates approximately $ $780,000 through HUD's CFP allocations on an annual basis throughout the remainder of the Consolidated Plan period to HAPGC's Public Housing program.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The Housing Authority of Prince George's County Surplus Properties

	Property Address	Zip Code	Acrage	Tax ID#	Tax Value	Zoning
1	4941 Marlboro Pike, Capitol Height	20743	1.69	17060549196	$ 7,300.00	RT
2	10004 New Orchard Dr, Upper Mar	20774	15.81	17131391234	$ 157,800.00	RR
3	5800 Leon St, Suitland	20746	29.02	17960436527	$ 670,100.00	RR
4	1301 Marcy Ave, Oxon Hill	20745	4.18	17121238328	$ 18,100.00	R80
5	10602 Woodlawn Blvd, Upper Marl	20774	9.23	17131391242	$ 172,000.00	RR
6	13001 4th St, Bowie	20720	0.23	17141646512	$ 60,600.00	R55
7	9218 5th St, Lanham	20706	0.17	17202194678	$ 55,300.00	N/A
8	1214 Chapelwood Ln, Capitol Hts	20743	0.21	17182084291	$ 35,400.00	R55
9	5113 Emo St, Capitol Hts	20743	0.15	17182080687	$ 35,200.00	R55
10	5600 Eagle St, Capitol Hts	20743	0.14	17181997790	$ 16,500.00	R55
11	6192 Old Central Ave, Capitol Hts	20743	0.14	17182050771	$ 39,700.00	R55
12	6107 Jost St, Capitol Hts	20743	0.11	17182067189	$ 35,100.00	R55
13	100 Sultan Ave, Capitol Hts	20743	0.02	17182038982	$ 100.00	R55
14	5613 Kolb St, Capitol Hts	20743	0.2	17182096212	$ 35,400.00	R55
15	808 60th Ave, Capitol Hts	20743	0.17	17182122273	$ 35,300.00	R55
16	1005 57th Pl, Captiol Hts	20743	0.13	17182121911	$ 35,100.00	R55
17	6101 J St, Landover	20785	0.11	17182000552	$ 35,000.00	R55
18	1213 Clovis Ave, Capitol Hts	20743	0.11	17182055010	$ 35,100.00	R55
19	813 Cypresstree Dr, Capitol Hts	20743	0.11	17182035830	$ 35,000.00	R55
20	815 Cypresstree Dr, Capitol Hts	20743	0.1	17182062271	$ 35,000.00	R55
21	4301 Jefferson St, Landover	20785	0.58	17202171114	$ 57,100.00	RR
22	6106 64th Ave. Riverdale	20737	0.27	17192158020	$ 30,000.00	R55
23	6220 64th Ave. Riverdale	20737	0.34	17192157949	$ 61,000.00	R55
24	6016 64th Ave. Riverdale	20737	0.2	17192157865	$ 15,100.00	R55
25	6020 64th Ave. Riverdale	20737	0.07	17192158004	$ 200.00	R55
26	6100 64th Ave. Riverdale	20737	0.13	17192158020	$ 10,005.00	R55
27	6004 64th Ave. Riverdale	20737	0.13	17192157873	$ 60,100.00	R55
28	6006 64th Ave. Riverdale	20737	0.27	17192157816	$ 60,700.00	R55
29	6511 63rd. Pl. Riverdale	20737	0.28	17192157915	$ 15,200.00	R55
30	6507 63rd. Pl. Riverdale	20737	0.23	17192157923	$ 15,100.00	R55
31	6509 63rd. Pl. Riverdale	20737	0.25	17192157972	$ 15,100.00	R55
32	4300 VermillionAve. Oxon Hill	20745	4.98	1239805	$2,169,200.00	R55
			Estimated Tax Value		$ 4,057,905.00	

Development Project for Low-Income and Market Rate Senior Community at 1313 Southern Avenue, Oxon Hill, MD.

This development concept will transform the former McGuire House site into a robust, thriving contemporary mixed-income senior housing community including a retail component that will serve the greater community. The property will be a major component for the revitalization of the Southern Avenue Green Line area. The developer has a proven history of creating and preserving high-quality affordable housing communities which enhance resident services and programs.

The 163-unit mixed-income community will be age-restricted to households in which one member is 62 years and older. The apartment mix will consist of 20% market-rate apartments with the remaining apartments restricted to 50% of Statewide Median Income in accordance with the Partnership Rental Housing Program regulations, and 60% Area Median Income. There will also be 25 accessible units and 4 HVI fully accessible units for persons with disabilities that

will comply with Uniform Federal Accessibility Standards. The proposed design allows the structure to create separate outdoor spaces, offering a variety of uses and amenities for residents. The building shape also helps create conditions where resident activities will be offered, including a community room and a centrally located lobby.

Develop or Dispose of Housing Authority Owned Property

- HAPGC's plans to submit a Repositioning Application for five (5) Public Housing developments to the Special Application Center (SAC), for the conversion of public housing properties using one or a combination of HUD's Repositioning options (Rental Assistance Demonstration (RAD), Demolition and Disposition (Section 18), Streamline Voluntary Conversion); to establish eligibility for Tenant Protection Vouchers (TPV) and achieve long-term viability of affordable housing.
- RAD Applications were submitted for Marlborough Towne, Kimberly Gardens and Rollingcrest Village. Portfolio Award was submitted for Cottage Center and Owens Road.
- Commitment to Enter into Housing Assistance Payment (CHAP) was received on Marlborough Towne, Kimberly Gardens and Rollingcrest Village.
- BV (CNA firm) was engaged to conduct RAD Capital Need Assessments (CNA)s (still under review)
- CSG Advisors has run financial models on several different options to understand any GAP funding required and to assist in prioritizing the properties to convert. Issue Request for Qualifications (RFQ) to develop/redevelop public housing owned sites.
- Strategically sell surplus properties held in the inventory with the intent to use acquisitions towards various repositioning strategies to develop a plan to move the Housing Authority towards a Demolition and/or Disposition housing portfolio transition or proceeds may be used for public housing renovations/operations.

AP-20 Annual Goals and Objectives – 24 CFR 91.220(c)(3) & (e)

Goals Summary Information

Consistent with the Consolidated Plan, through its 2023 Annual Action Plan activities Prince George's County aims to accomplish the following goals:

1. Increase supply of affordable rental homes
2. Stabilize and improve rental properties
3. Increase homeownership opportunities
4. Increase supply of accessible and affordable homes
5. Prevent displacement of long-time residents
6. Support independent living for seniors and persons living with disabilities
7. Prevent homelessness
8. Increase access to job training and economic development assistance
9. Improve quality of life/livability
10. Support high-quality public infrastructure improvements
11. Improve communications and information-sharing

Having more affordable and accessible rental and homeownership opportunities; stabilizing existing residents and properties; and improving quality of life and critical connections to services will help achieve the overarching goals of Housing Opportunity for All: 1) support existing residents; 2) attract new residents; and 3) build on strategic investments. The following chart summarizes FY 2023 goals and outcomes:

Table 6 – Goals and Objectives

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator*
1	Increase supply of affordable rental homes	FY2021	FY2025	New Unit Production	Countywide	Diverse, affordable rental and homeownership opportunities	HOME	Number of rental units constructed: 21 units
2	Stabilize and improve rental properties	FY2021	FY2025	Rehabilitation Acquisition, including preservation	Targeted	Diverse, affordable rental and homeownership opportunities Quality/condition of housing Loss of existing affordable housing opportunities	HOME CDBG	Number of rental units rehabilitated: 52units
3	Increase homeownership opportunities	FY2021	FY2025	New Unit Production	Countywide	Diverse, affordable rental and homeownership opportunities	HOME	Number of households receiving direct financial assistance: 72 households
4	Increase supply of accessible and affordable homes	FY2021	FY2025	Rehabilitation	Countywide	Accessible homes and facilities Diverse, affordable rental and homeownership opportunities	HOME CDBG	Number of households served: 60 households
5	Prevent displacement of long-time residents	FY2021	FY2025	Rehabilitation Tenant Based Rental Assistance (TBRA) Emergency Rental Assistance (in response to the Covid-19 pandemic)		Accessible homes and facilities Diverse, affordable rental and homeownership opportunities Quality/condition of housing Housing instability among residents experiencing a housing crisis Loss of existing affordable housing opportunities	HOME CDBG	Number of rental units rehabilitated: 52 units Number of households assisted: 150 households

Table 6 – Goals and Objectives

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator*
6	Support independent living for seniors and persons living with disabilities	FY2021	FY2025	Rehabilitation	Countywide	Connections between residents and businesses to services Accessible homes and facilities Diverse, affordable rental and homeownership opportunities	HOME CDBG	Number of households served: 60 households
7	Support persons experiencing homelessness	FY2021	FY2025	Homelessness	Countywide	Housing instability among residents experiencing a housing crisis	ESG CDBG	Persons or households assisted: 177 persons or households Persons or households assisted with rental assistance: 40 persons or households
8	Increase access to job training and economic development assistance	FY2021	FY2025	Non-Housing Community Development	Targeted	Connections between residents and businesses to services	CDBG	Number of jobs created: 9 jobs Number of businesses assisted: 4 businesses
9	Improve quality of life/livability	FY2021	FY2025	Rehabilitation Non-Housing Community Development	Targeted	Connections between residents and businesses to services Quality/condition of housing	CDBG	Persons assisted via public improvements: 22,800 Number of infrastructure projects: 3
10	Support high-quality public infrastructure improvements	FY2021	FY2025	Non-Housing Community Development	Targeted	Connections between residents and businesses to services	CDBG	Persons assisted via public improvements: 22,800

Table 6 – Goals and Objectives

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator*
11	Improve communications and information-sharing	FY2021	FY2025	Non-Housing Community Development	Countywide	Connections between residents and businesses to services	CDBG	Participation in federally funded programs: 2-3% increase (compared with FY2016–FY2020)
*Note that some goal indicators overlap								

AP-35 and AP-38 Projects Summary – 24 CFR 91.220(d)

The County will support the following CDBG, HOME, and ESG projects in FY 2023:

Table 7 - Projects

Community Development Block Grant (CDBG)		
1	**Project Name**	DHCD - Housing Rehabilitation Assistance Program
2	**Project Name**	DHCD - Housing Rehabilitation Assistance Program Administration
3	**Project Name**	Glenarden Housing Authority – Roof Replacement for Public Housing Units
4	**Project Name**	Housing Authority of the City of College Park – Attick Towers Affordable Housing Preservation
5	**Project Name**	HIP - Single-Family Acquisition
6	**Project Name**	HIP – Rehabilitation Administration
7	**Project Name**	RAPGC - Homeowners Assistance Program Operating Support
8	**Project Name**	UCAP – Acquisition for Rehabilitation
9	**Project Name**	UCAP – Rehabilitation Administration
10	**Project Name**	UCAP - Weatherization
11	**Project Name**	Central Kenilworth Avenue Revitalization CDC, Inc. – Growing the Capacity of the Restaurant Section I Greater Riverdale
12	**Project Name**	Hyattsville CDC – Capacity Building, Business Retention and Expansion
13	**Project Name**	DHCD - CDBG Administration
14	**Project Name**	HSC - Nonprofit Capacity Building and Recovery Initiative
15	**Project Name**	NDC - Community Design and Planning Services
16	**Project Name**	Town of Landover Hills – Road Reconstruction, Sidewalk, Curb and Gutter Restoration
17	**Project Name**	City of New Carrollton – Frenchman's Creek Road Resurfacing
18	**Project Name**	Town of Riverdale Park – 54th Place Pocket Park and Tot Lot
19	**Project Name**	The Arc of Prince George's County – Residential Facility Modifications and Rehabilitation for Health, Safety, Code Compliance and Improved Accessibility with Special Needs
20	**Project Name**	CASA De Maryland, Inc. – Somos Langley Park Housing Program
21	**Project Name**	Centro De Apoyo Familiar – Housing Stability and Financial Literacy Initiative
22	**Project Name**	Community Builders, LTD – Building Scholars Summer and After/Out of School Education and Outreach for At-risk Youth

23	**Project Name**	Employ Prince George's, Inc. – Economic Development
24	**Project Name**	First Generation College Bound, Inc. – Homework Club and College Access
25	**Project Name**	H.O.P.E., Inc. – Home Keepers Plan: Teach and Coach Financial Capabilities
26	**Project Name**	Korean Community Services Center of Greater Washington – Asian Minority Outreach and Service
27	**Project Name**	LAYC/MMYC - Workforce Readiness Program
28	**Project Name**	LARS – Eviction Prevention and Community Support
29	**Project Name**	Legal Aid Bureau, Inc. – General Operating Support for the Prince George's Maryland Office of Maryland Legal Aid
30	**Project Name**	Maryland Consumer Rights Coalition – Housing Justice in Prince George's County
31	**Project Name**	Prince George's County Child Resource Center, Inc. – Family Literacy Program
32	**Project Name**	Prince George's County DSS – Elder and Vulnerable Adult Abuse Respite Care and Emergency Placement Services
33	**Project Name**	St. Ann's Center for Children, Youth and Families – Supportive Transitional Housing Program
34	**Project Name**	SEED – Education and Counseling Program
35	**Project Name**	UCAP – Housing Counseling
36	**Project Name**	UCAP – Children's Enrichment Program
37	**Project Name**	UCAP – Grace and Age Senior Program
HOME Investment Partnerships (HOME)		
38	**Project Name**	DHCD - Multi-Family Rental Housing Construction & Rehabilitation
39	**Project Name**	DHCD - CHDO Set-Aside Activities
40	**Project Name**	DHCD - CHDO Operating Assistance
41	**Project Name**	DHCD - HOME Administration
Emergency Solutions Grants (ESG)		
42	**Project Name**	DSS - ESG PY 35

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

In developing the FY 2023 Annual Action Plan, Prince George's County focused on how to use its federal entitlement funds to achieve outcomes articulated in *Housing Opportunity for All*,

among other local and regional planning efforts. The four (4) outcomes that will be achieved by addressing the six (6) priority needs discussed in more detail in Consolidated Plan are: expanded partnerships and capacity; increased access to jobs, goods, and services; additional supports for vulnerable residents; and increased housing stability. The activities and programs funded detailed in this first annual action plan are designed to address these needs and achieve these outcomes, and to implement the actions detailed in *Housing Opportunity for All.*

This Annual Action Plan outlines activities that will be undertaken during the program year beginning July 1, 2022 and ending June 30, 2023. By addressing these priorities, the County strives to meet local objectives identified in the 2021-2025 Consolidated Plan. All proposed activities and projects are intended to principally benefit citizens of Prince George's County who have extremely low-, low-, and moderate-incomes and populations that have special needs, such as the homeless, elderly, disabled persons, and other special needs populations.

Project Summary Information

Below is a detailed description of each project or activity planned for FY 2023 with the use of CDBG, HOME and ESG funding, including national objective and output targets.

Table 8 – Project Summary

1	**Project Name**	DHCD - Housing Rehabilitation Assistance Program
	Target Area	County-Wide
	Goals Supported	Prevent displacement of long-time residents
	Needs Addressed	Quality/condition of housing, Housing Instability among residents experiencing a housing crisis
	Funding	CDBG Program Income: $358,660
	Description	The Department of Housing and Community Development will use CDBG Program Income to provide approximately four (4) income-qualified households with an affordable rehabilitation loan for the purpose of upgrading the quality of deteriorated dwellings to contemporary minimum property standards, including the elimination of all housing code violations. The majority of the applicants are households with special needs (seniors, disabled, etc.), on a fixed income, who cannot afford the upkeep of their property. The rehabilitation entails in most cases, roofing, plumbing, electrical, carpentry, window replacements, interior and exterior painting, doors, etc.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	4 - Households
	Location Description	Agency: Prince George's County Department of Housing and Community Development 9200 Basil Ct, Suite 306, Largo, MD 20774
	Planned Activities	Local ID: AH-1-5-48 Type of Recipient: Local Government Agency HUD Matrix Code: 14A - Rehab, Single-Unit Res. CDBG National Objective: LMH
2	**Project Name**	DHCD - Housing Rehabilitation Assistance Program Administration
	Target Area	County-Wide
	Goals Supported	Prevent displacement of long-time residents
	Needs Addressed	Quality/condition of housing, Housing Instability among residents experiencing a housing crisis
	Funding	CDBG: $436,513

	Description	The Department of Housing and Community Development will use CDBG funds to provide administrative oversight of a third-party entity administering the Housing Rehabilitation Assistance Program. This Program provides income-qualified residents with an affordable rehabilitation loan for the purpose of upgrading the quality of deteriorated dwellings to contemporary minimum property standards, including the elimination of all housing code violations, and to physically revitalize declining neighborhoods and communities. The Program anticipates rehabilitating four (4) housing units which will be funded with CDBG Program Income in FY 2022. Up to twenty percent (20%) of the Housing Rehab Assistance Program Income can be used to support the Housing Rehab Assistance Administration project.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	4 - Households
	Location Description	Agency: Prince George's County Department of Housing and Community Development 9200 Basil Court, Suite 306, Largo, MD 20774
	Planned Activities	Local ID: AH-2-5-48 Type of Recipient: Local Government Agency HUD Matrix Code: 14A - Rehab; Single-Unit Res. CDBG National Objective: LMH
3	**Project Name**	Glenarden Housing Authority – Roof Replacement and Public Housing Units
	Target Area	County-Wide
	Goals Supported	Stabilize and improve rental properties
	Needs Addressed	Quality/condition of housing
	Funding	CDBG: $80,000
	Description	The Glenarden Housing Authority will use CDBG funds to replace worn and damaged roofs on public housing units. Approximately fifteen (15) households will benefit from this project.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	15 - Households
	Location Description	Agency: Glenarden Housing Authority 8639 Glenarden Parkway, Glenarden, MD 20706

	Planned Activities	Local ID: AH-3-2-48 Type of Recipient: Local Government Agency HUD Matrix Code: 14C - Public Housing Modernization CDBG National Objective: LMH
4	**Project Name**	Housing Authority of the City of College Park – Attick Towers Affordable Housing Preservation
	Target Area	County-Wide
	Goals Supported	Stabilize and Improve Rental Properties
	Needs Addressed	Quality/condition of housing
	Funding	CDBG: $372,752
	Description	The Housing Authority of the City of College Park will use CDBG funds to remove and replace the Heating/Ventilation and Air Conditioning public housing units. Approximately 108 senior/disable households will benefit from this project.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	108 - Households
	Location Description	Agency: Housing Authority of the City of College Park 9014 Rhode Island Ave., College Park, MD 20740
	Planned Activities	Local ID: AH-4-2-48 Type of Recipient: Local Government Agency HUD Matrix Code: 14C – Public Housing Modernization CDBG National Objective: LMH
5	**Project Name**	HIP - Single-Family Acquisition
	Target Area	County-Wide
	Goals Supported	Increase supply of accessible and affordable homes
	Needs Addressed	Diverse, affordable rental & homeownership opportunities
	Funding	CDBG: $400,000
	Description	Housing Initiative Partnership, Inc. (HIP) will use CDBG funds to support the direct costs related to acquisition of vacant, distressed or foreclosed single-family houses. Approximately three (3) first-time homebuyers earning 80% or less of the area median income will benefit from this project.
	Target Date	12/31/2023

	Estimate the number and type of families that will benefit from the proposed activities	3 - Households
	Location Description	Agency: Housing Initiative Partnership, Inc. 6525 Belcrest Rd, Suite 555, Hyattsville, MD 20782
	Planned Activities	Local ID: AH-5-4-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 14G – Acquisition for Rehabilitation CDBG National Objective: LMH
6	**Project Name**	HIP – Rehabilitation Administration
	Target Area	County-Wide
	Goals Supported	Increase supply of accessible and affordable homes
	Needs Addressed	Diverse, affordable rental & homeownership opportunities
	Funding	CDBG: $75,000
	Description	The Housing Initiative Partnership (HIP), Inc. will use CDBG funds to cover professional and staff costs related to the rehabilitation of three (3) existing vacant houses. Professional costs include architectural design and drawings, hazardous material testing and engineering services as applicable.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	3 - Households
	Location Description	Agency: Housing Initiative Partnership 6525 Belcrest Rd, Suite 555, Hyattsville, MD 20782
	Planned Activities	Local ID: AH-6-4-48 Type of Recipient: Non-Profit Organization HUD Matrix Code: 14H – Rehabilitation Administration CDBG National Objective: LMH
7	**Project Name**	RAPGC - Homeowners Assistance Program Operating Support
	Target Area	County-Wide
	Goals Supported	Increase homeownership opportunities
	Needs Addressed	Diverse, affordable rental & homeownership opportunities
	Funding	CDBG: $333,020

	Description	The Redevelopment Authority of Prince George's County will use CDBG funds to cover operating expenses, including staff cost to administer the HOME-assisted project "Pathway to Purchase". Pathway to Purchase provides loans to low and moderate-income first-time homebuyers. Approximately seventy-five (75) households will benefit from this project.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	75 - Households
	Location Description	Agency: Redevelopment Authority of Prince George's County 9200 Basil Court, Suite 504, Largo, MD 20774
	Planned Activities	Local ID: AH-7-3-48 Type of Recipient: Local Government Agency HUD Matrix Code: 14J - Housing Services, excluding Housing Counseling CDBG National Objective: LMH
8	**Project Name**	UCAP – Acquisition for Rehabilitation
	Target Area	County-Wide
	Goals Supported	Increase supply of accessible and affordable homes
	Needs Addressed	Diverse, affordable rental and homeownership opportunities
	Funding	CDBG: $375,000
	Description	United Communities Against Poverty, Inc. (UCAP) will use CDBG funds to acquire, rehabilitate and resell one (1) vacant single-family property a low and moderate-income household.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	1 - Household
	Location Description	Agency: United Communities Against Poverty, Inc. 1400 Doewood Lane, Capitol Heights, MD 20743
	Planned Activities	Local ID: AH-8-4-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 14G – Acquisition for Rehabilitation CDBG National Objective: LMH
9	**Project Name**	UCAP – Rehabilitation Administration
	Target Area	County-Wide
	Goals Supported	Increase supply of accessible and affordable homes

	Needs Addressed	Diverse, affordable rental and homeownership opportunities
	Funding	CDBG: $55,000
	Description	United Communities Against Poverty, Inc. will use CDBG funds for rehab admin costs associated with its Acquisition for Rehabilitation Project. Approximately one (1) household will benefit from this project.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	1 - Household
	Location Description	Agency: United Communities Against Poverty, Inc. 1400 Doewood Lane Capitol Heights, MD 20743
	Planned Activities	Local ID: AH-9-4-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 14H – Rehabilitation Administration CDBG National Objective: LMH
10	**Project Name**	UCAP - Weatherization
	Target Area	County-Wide
	Goals Supported	Prevent displacement of long-time residents
	Needs Addressed	Quality/condition of housing
	Funding	CDBG: $60,000
	Description	United Communities Against Poverty, Inc. (UCAP) will use CDBG funds to provide energy savings services to approximately thirty (30) households who are low to moderate-income.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	30 - Households
	Location Description	Agency: United Communities Against Poverty, Inc. 1400 Doewood Lane, Capitol Heights, MD 20743
	Planned Activities	Local ID: AH-10-5-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 14F – Energy Efficiency Improvements CDBG National Objective: LMH
11	**Project Name**	Central Kenilworth Avenue Revitalization CDC, Inc. – Growing the Capacity of the Restaurant Sector in Greater Riverdale
	Target Area	County-Wide

	Goals Supported	Increase access to job training & economic dev. assistance
	Needs Addressed	Connections between residents & businesses to services
	Funding	CDBG: $165,814
	Description	Central Kenilworth Avenue Revitalization CDC, Inc. will use CDBG funds to provide programs and services to restaurants in low to moderate-income communities to enable them to recover from the effects of COVID-19, retain staff, and compete in the marketplace. Approximately ten (10) small businesses and twenty (20) jobs will be created and/or retained.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	20 - Jobs created and/or retained
	Location Description	Agency: Central Kenilworth Avenue Revitalization CDC, Inc. 6801 Kenilworth Avenue, Suite 203, Riverdale Park, MD 20737
	Planned Activities	Local ID: ED-1-8-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 18B - Economic Development - Technical Assistance CDBG National Objective: LMJ
12	**Project Name**	Hyattsville CDC – Capacity Building, Business Retention and Expansion
	Target Area	County-wide
	Goals Supported	Increase access to job training & economic dev. assistance
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $100,000
	Description	Hyattsville Community Development Corporation (CDC) will use CDBG funds to provide one-on-one small business consultations, resource development, and project management. Approximately twenty (20) small businesses and thirty (30) jobs will be created and/or retained.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	30 - Jobs created and/or retained
	Location Description	Agency: Hyattsville CDC 4314 Farragut Street, Hyattsville, MD 20781

	Planned Activities	Local ID: ED-2-8-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 18B - Economic Development - Technical Assistance CDBG National Objective: LMJ
13	**Project Name**	DHCD - CDBG Administration
	Target Area	N/A
	Goals Supported	N/A
	Needs Addressed	N/A
	Funding	CDBG: $812,893
	Description	The Department of Housing and Community Development administers the CDBG program (including oversight, monitoring, compliance and technical assistance). The Department coordinates and prepares the County's 5-Year Consolidated Plans, Annual Action Plans, and Consolidated Annual Performance and Evaluation Reports as required by HUD to receive federal funds. The CDBG funds will cover reasonable administrative and planning costs. In addition, twenty percent (20%) of CDBG Program Income received from Multi-family and Commercial Loans and Lead Identification Field Testing program will be used for training, staff development, and other program enhancements.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	N/A - Planning activity
	Location Description	Agency: Department of Housing and Community Development 9200 Basil Court, Suite 306, Largo, MD 20774
	Planned Activities	Local ID: PA-1-CDBG-48 Type of Recipient: Local Government Agency HUD Matrix Code: 21A - General Program Administration CDBG National Objective: N/A - Planning activity
14	**Project Name**	Human Services Coalition of PGC, Inc. (HSC) - Nonprofit Capacity Building and Recovery Initiative
	Target Area	County-Wide
	Goals Supported	Improve communications and information-sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $98,326

	Description	Human Services Coalition of Prince George's County dba Nonprofit Prince George's will use CDBG funds to empower approximately 150 organizations that serve low to moderate-income households through capacity building workshops, networking events, support services and Affinity Groups.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	150 - Organizations
	Location Description	Agency: Human Services Coalition dba Nonprofit Prince George's 10201 MLK Jr., Hwy, Suite 270, Bowie, MD 20720
	Planned Activities	Local ID: PA-2-CDBG-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 21C - Public Information CDBG National Objective: N/A - Planning Activity
15	**Project Name**	NDC - Community Design and Planning Services
	Target Area	County-Wide
	Goals Supported	Improve communications and information-sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $104,252
	Description	The Neighborhood Design Center, Inc. will use CDBG funds to provide planning and design assistance to approximately twenty-six (26) projects serving low to moderate-income residents of the County. The organization will provide highly trained design staff to manage ethical community engagement, project timelines, quality of deliverables, meeting coordination, and client relationship management.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	26- Organizations
	Location Description	Agency: The Neighborhood Design Center, Inc. 4318 Gallatin St, Hyattsville, MD 20781
	Planned Activities	Local ID: PA-3-CDBG-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 20 - Planning CDBG National Objective: N/A - Planning Activity
16	**Project Name**	Town of Landover Hills – Road Reconstruction, Sidewalk, Curb and Gutter Restoration

	Target Area	County-wide
	Goals Supported	Support high-quality public infrastructure improve
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $123,026
	Description	The Town of Landover Hills will use CDBG funds to support an infrastructure project that will address deteriorated conditions and their associated improvements (sidewalks, gutters and curbs) that have, or have had, multiple potholes, utility repairs, and fissures. Approximately, 3,255 individuals will benefit from this project.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	3,255 - People
	Location Description	Agency: Town of Landover Hills 6904 Taylor Street, Landover, MD 20784
	Planned Activities	Local ID: PF-1-10-48 Type of Recipient: Local Government Agency HUD Matrix Code: 03K – Street Improvements CDBG National Objective: LMA CT: 8037.00/ BG: 1 CT: 8041.02/ BG: 1
17	**Project Name**	City of New Carrollton – Frenchman's Creek Road Resurfacing
	Target Area	County-wide
	Goals Supported	Support high-quality public infrastructure improve
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $398,159
	Description	The City of New Carrollton will use CDBG funds for milling; curb and apron repair; inlet, manhole and valve adjustment; asphalt resurfacing; and stripping of roadways. Approximately 1,570 individuals will benefit from this project.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	1,570 - People

	Location Description	Agency: City of New Carrollton 6016 Princess Garden Parkway, New Carrollton, MD 20174
	Planned Activities	Local ID: PF-2-10-48 Type of Recipient: Local Government Agency HUD Matrix Code: 03K – Street Improvements CDBG National Objective: LMA CT: 8036.13 / BG: 2
18	**Project Name**	Town of Riverdale Park – 54th Place Pocket Park and Tot Lot
	Target Area	County-Wide
	Goals Supported	Support high-quality public infrastructure improve
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $150,000
	Description	The Town of Riverdale Park will use CDBG funds for the design, acquisition, and installation of equipment for a pocket park and tot lot. Approximately 1,395 individuals will benefit from this project.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	1,395 - People
	Location Description	Agency: Town of Riverdale Park 5008 Queensbury Road, Riverdale Park, MD 20737
	Planned Activities	Local ID: PF-3-10-48 Type of Recipient: Local Government Agency HUD Matrix Code: 03F – Parks and Recreational Facilities CDBG National Objective: LMA
19	**Project Name**	The Arc of Prince George's County – Residential Facility Modifications and Rehabilitation for Health, Safety, Code Compliance and Improved Accessibility with Special Needs
	Target Area	County-wide
	Goals Supported	Support independent living for seniors and persons living with disabilities
	Needs Addressed	Accessible homes and facilities
	Funding	CDBG: $176,000
	Description	The Arc of Prince George's County will use CDBG funds to rehabilitate seven (7) residential homes to become adequate living arrangements for twenty-four (24) individuals with disabilities.
	Target Date	12/31/2023

	Estimate the number and type of families that will benefit from the proposed activities	7 – Public Facilities
	Location Description	Agency: The Arc of Prince George's County 1401 McCormick Drive, Largo, MD 0774
	Planned Activities	Local ID: PF-4-6-48 Type of Recipient: Nonprofit Organization HUD Matrix Code: 03B – Facility for Persons with Disabilities CDBG National Objective: LMC
20	**Project Name**	CASA de Maryland, Inc. – Somos Langley Park Housing Program
	Target Area	County-wide
	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $48,924
	Description	CASA de Maryland, Inc. will use CDBG funds to provide tenant organizing and Know Your Rights trainings to approximately 1,200 low-income immigrant residents in Langley Park while conducting coalition-building activities and monitoring of ongoing development and policy changes.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	1,200 - People
	Location Description	Agency: CASA De Maryland, Inc. 8151 15th Ave, Hyattsville, MD 20783
	Planned Activities	Local ID: PS-1-11-48 Type of Recipient: Nonprofit Organization HUD Matrix Code: 05K – Tenant/Landlord Counseling CDBG National Objective: LMC
21	**Project Name**	Centro De Apoyo Familiar – Housing Stability and Financial Literacy Initiative
	Target Area	County-wide
	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $48,924

	Description	Centro De Apoyo Familiar will use CDBG funds to assist approximately 500 low to moderate-income Latino households with building assets through rental counseling, housing counseling, financial coaching, credit building educational programs, and foreclosure prevention.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	500 - People
	Location Description	Agency: Centro De Apoyo Familiar 6901 Kenilworth Ave, Suite 110, Riverdale, MD 20737
	Planned Activities	Local ID: PS-2-11-48 Type of Recipient: Nonprofit Organization HUD Matrix Code: 05U – Housing Counseling Only, Under 24 CFR 5.100 CDBG National Objective: LMC
22	**Project Name**	Community Builders, Ltd. – Building Scholars Summer and After/Out of School Education and Outreach for At-Risk Youth
	Target Area	County-wide
	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $48,924
	Description	Community Builders Ltd. will use for education and life skills intervention with approximately 120 elementary/middle school youth identified by are schools or parents for intervention, support and academic enrichment in Capitol Heights, Marlow Heights, and Glassmanor/Oxon Hill Title I schools.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	120 - People
	Location Description	Agency: Community Builders, Ltd. 12312 Loch Carron Circle, Ft. Washington, MD 20744
	Planned Activities	Local ID: PS-3-11-48 Type of Recipient: Nonprofit Organization HUD Matrix Code: O5D – Youth Services CDBG National Objective: LMC
23	**Project Name**	Employ Prince George's, Inc. – Economic Development
	Target Area	County-wide

	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $48,924
	Description	Employ Prince George's, Inc. will use CDBG funds to provide Apprenticeship, Incumbent Worker Training (IWT) and On-the-Job Training (OJT). Approximately 90 low to moderate-income people will benefit from this project.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	90 - People
	Location Description	Agency: Employ Prince George's, Inc. 1801 McCormick Dr., Suite 400, Largo, MD 20774
	Planned Activities	Local ID: PS-4-11-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 05H – Employment Training CDBG National Objective: LMC
24	**Project Name**	First Generation College Bound, Inc. – Homework Club and College Access
	Target Area	County-Wide
	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $48,924
	Description	First Generation College Bound, Inc. will use CDBG funds to conduct two (2) programs, which will encourage approximately thirty (30) low to moderate-income students to attend college: the Homework Club (HWC) and College Access.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	30 - People
	Location Description	Agency: First Generation College Bound, Inc. 8101 Sandy Spring Road, Suite 230, Laurel, MD 20707
	Planned Activities	Local ID: PS-5-11-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 05D - Youth Services CDBG National Objective: LMC

25	**Project Name**	H.O.P.E. – Home Keepers Plan: Teach and Coach Financial Capabilities
	Target Area	County-Wide
	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $48,924
	Description	Housing Options and Planning Enterprises, Inc. (H.O.P.E.) will use CDBG funds to provide housing counseling and resource referrals to approximately 350 low to moderate-income renters and homeowners facing eviction.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	350 - Individuals
	Location Description	Agency: Housing Options and Planning Enterprises, Inc. 6188 Oxon Hill Road, Suite 700, Oxon Hill, MD 20745
	Planned Activities	Local ID: PS-6-11-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 05U - Housing Counseling Only CDBG National Objective: LMC
26	**Project Name**	Korean Community Service Center of Greater Washington – Asian Minority Outreach and Service
	Target Area	County-wide
	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $30,134
	Description	Korean Community Service Center of Greater Washington will use CDBG funds to assist approximately 170 low to moderate-income English proficient Asian Americans and new immigrants residing in Prince George's County through culturally and linguistically competent services.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	170 - People
	Location Description	Agency: Korean Community Service Center of Greater Washington 700 Buckingham Dr., Silver Spring, MD 20901

	Planned Activities	Local ID: PS-7-11-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 05Z – Other Public Services Not Listed in 03T and 05A-O5Y CDBG National Objective: LMC
27	**Project Name**	LAYC/MMYC – Workforce Readiness Program
	Target Area	County-Wide
	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $38,856
	Description	Latin American Youth Center/Maryland Multicultural Youth Center (LAYC/MMYC) will use CDBG funds to provide workforce development to approximately forty (40) youth (ages 17-24) in Prince George's County. Workforce development includes job readiness training (JRT), case management, career exploration, certification, internships, GED education, and job placement.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	40 - Individuals
	Location Description	Agency: Latin American Youth Center/Maryland Multicultural Youth Center 1419 Columbia Road, NW, Washington, DC 20009
	Planned Activities	Local ID: PS-8-11-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 05H – Employment Training CDBG National Objective: LMC
28	**Project Name**	LARS - Eviction Prevention and Community Support
	Target Area	County-Wide
	Goals Supported	Prevent displacement of long-time residents
	Needs Addressed	Housing instability among residents experiencing a housing crisis
	Funding	CDBG: $48,924
	Description	Laurel Advocacy and Referral Services, Inc. will use CDBG funds to assist approximately 70 low-income individuals and families who are facing eviction or in need of first month's rent or security deposit to maintain or secure permanent housing.
	Target Date	6/30/2023

	Estimate the number and type of families that will benefit from the proposed activities	70 - Persons
	Location Description	Agency: Laurel Advocacy and Referral Services, Inc. 311 Laurel Avenue, Laurel, MD 20707
	Planned Activities	Local ID: PS-9-5-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 05Q - Subsistence Payments CDBG National Objective: LMC
29	**Project Name**	Legal Aid Bureau, Inc. - General Operating Support for the Prince George's Maryland Office of Maryland Legal Aid
	Target Area	County-Wide
	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $48,924
	Description	Legal Aid Bureau, Inc. will use CDBG funds to provide free, civil legal services to approximately 800 low-income County residents.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	800 - Persons
	Location Description	Agency: Legal Aid Bureau, Inc. 500 E. Lexington Street, Baltimore, MD 21202
	Planned Activities	Local ID: PS-10-11-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 05C - Legal Services CDBG National Objective: LMC
30	**Project Name**	Maryland Consumer Rights Coalition – Housing Justice in Prince George's County
	Target Area	County-wide
	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	$48,807

	Description	The Maryland Consumer Rights Coalition will use CDBG funds to provide tenant advocacy, direct assistance in resolving tenant/landlord issues to approximately 250 low and moderate-income people; focusing on eviction counseling, code enforcement lease, and security deposit issues.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	250 - People
	Location Description	Agency: Maryland Consumer Rights Coalition 2209 Maryland Ave, Baltimore, MD 21218
	Planned Activities	Local ID: PS-11-11-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 05C - Legal Services CDBG National Objective: LMC
31	**Project Name**	Prince George's Child Resource Center, Inc. - Family Literacy Program
	Target Area	County-Wide
	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $28,924
	Description	Prince George's Child Resource Center, Inc. will use CDBG funds to provide free year-round adult education classes like English as a Second Language (ESL), English literacy, High School Equivalency (HSE), computer literacy, and employment readiness. Approximately 220 low to moderate-income individuals will benefit from this project.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	120 - People
	Location Description	Agency: Prince George's Child Resource Center, Inc. 9475 Lottsford Road, Suite 202, Largo, MD 20774
	Planned Activities	Local ID: PS-12-11-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 05Z – Other Public Services Not Listed in 03T and 05A-05Y CDBG National Objective: LMC
32	**Project Name**	Prince George's County DSS – Elder and Vulnerable Adult Abuse Respite Care and Emergency Placement Services

	Target Area	County-Wide
	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $23,924
	Description	Prince George's County Department of Social Services (DSS) will use CDBG funds to provide short-term comprehensive services to approximately thirty (30) residents who are 62 years or older, have a physical and/or mental disability which is permanent or chronic, and are determined to be at-risk of abuse, neglect, or exploitation. Services include (1) respite care (2) emergency shelter services and (3) essential items and support services.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	30 - People
	Location Description	Agency: Prince George's County Department of Social Services 805 Brightseat Road, Landover, MD 20785
	Planned Activities	Local ID: PS-13-6-48 Type of Recipient: Local Government Agency HUD Matrix Code: 05B – Services for Persons with Disabilities CDBG National Objective: LMC
33	**Project Name**	St. Ann's Center for Children, Youth and Families – Supportive Transitional Housing Program
	Target Area	County-Wide
	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $48,924
	Description	St. Ann's Center for Children, Youth and Families to use CDBG funds to provide housing for approximately forty (40) homeless women and their families. Wrap-around services are offered including healthcare, counseling and social work support, classes in parenting, life skills and financial literacy.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	40 - People
	Location Description	Agency: St. Ann's Center for Children, Youth and Families 4901 Eastern Ave, Hyattsville, MD 20782

	Planned Activities	Local ID: PS-14-7-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 03T – Homeless/AIDS Patients Programs CDBG National Objective: LMC
34	**Project Name**	SEED – Education and Counseling Program
	Target Area	County-Wide
	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $48,924
	Description	Sowing Empowerment and Economic Development, Inc. (SEED) will use CDBG funds to educate approximately 200 low to moderate-income consumers utilizing SEED's financial counseling and homeownership preparation formulas for delivering well-prepared, well-educated, and default resistant homebuyers.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	200 - Persons
	Location Description	Agency: Sowing Empowerment and Economic Development, Inc. 6201 Riverdale Road, Suite 200, Riverdale, MD 20737
	Planned Activities	Local ID: PS-15-11-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 05U - Housing Counseling CDBG National Objective: LMC
35	**Project Name**	UCAP - Housing Counseling
	Target Area	County-Wide
	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $43,924
	Description	United Communities Against Poverty, Inc. will use CDBG funds to provide approximately 160 first-time homebuyers with English and Spanish speaking housing counseling education, foreclosure or mediation services.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	160 - Persons

	Location Description	Agency: United Communities Against Poverty, Inc. 1400 Doewood Lane, Capitol Heights, MD 20743
	Planned Activities	Local ID: PS-16-11-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 05U - Housing Counseling CDBG National Objective: LMC
36	**Project Name**	UCAP – Children's Enrichment Program
	Target Area	County-Wide
	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $28,877
	Description	United Communities Against Poverty, Inc. will use CDBG funds to
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	30 - Persons
	Location Description	Agency: United Communities Against Poverty, Inc. 1400 Doewood Lane, Capitol Heights, MD 20743
	Planned Activities	Local ID: PS-17-11-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 05L – Child Care Services CDBG National Objective: LMC
37	**Project Name**	UCAP – Grace and Age Senior Program
	Target Area	County-Wide
	Goals Supported	Improve communications and information sharing
	Needs Addressed	Connections btw residents & businesses to services
	Funding	CDBG: $28,925
	Description	United Communities Against Poverty, Inc. will use CDBG funds to provide transportation to community events (i.e., food delivery and educational activities) for approximately thirty (30) people 65 years and older. The program consists of providing companionship to homebound seniors, those living in nursing homes, and senior living facilities.
	Target Date	6/30/2023

	Estimate the number and type of families that will benefit from the proposed activities	30 - Persons
	Location Description	Agency: United Communities Against Poverty, Inc. 1400 Doewood Lane, Capitol Heights, MD 20743
	Planned Activities	Local ID: PS-18-11-48 Type of Recipient: Non-profit Organization HUD Matrix Code: 05A – Senior Services CDBG National Objective: LMC
38	**Project Name**	DHCD - Multi-Family Rental Housing Construction & Rehabilitation
	Target Area	County-Wide
	Goals Supported	Increase supply of affordable rental homes Stabilize and improve rental properties Support independent living for seniors and persons living with disabilities
	Needs Addressed	Diverse, affordable rental & homeownership opportunities Quality/condition of housing Loss of existing affordable housing opportunities
	Funding	HOME: $1,643,994
	Description	The Department of Housing and Community Development will use HOME entitlement funds as gap financing to enhance the financial feasibility of multi-family projects funded with local or state issued tax-exempt bond financing, federal low-income housing tax credits, and private financing. Applications are accepted on a "rolling basis". Approximately eleven (11) households will benefit from each project. DHCD will also use HOME Program Income for new multi-family construction, rehabilitation of affordable, workforce housing opportunities, and/or homebuyer activities.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	11 - Households
	Location Description	Agency: Department of Housing and Community Development 9200 Basil Court, Suite 306, Largo, MD 20774
	Planned Activities	Local ID: AH-1-2-6-31 Type of Recipient: Local Government Agency HUD Matrix Code: N/A CDBG National Objective: N/A

39	**Project Name**	DHCD - CHDO Set-Aside Activities
	Target Area	County-Wide
	Goals Supported	Increase supply of affordable rental homes Stabilize and improve rental properties Increase homeownership opportunities
	Needs Addressed	Diverse, affordable rental & homeownership opportunities Quality/condition of housing Loss of existing affordable housing opportunities
	Funding	HOME: $352,284
	Description	The Department of Housing and Community Development (DHCD) sets aside a minimum of 15 percent (15%) of the HOME allocation for housing development activities in which qualified Community Housing Development Organizations (CHDOs) are the owners, developers and/or sponsors of the housing project(s). Eligible activities include technical assistance; acquisition, rehabilitation, and new construction of rental housing: acquisition, rehabilitation, and new construction of homeowner properties; and direct financial assistance to purchasers of HOME-assisted housing sponsored or developed by a CHDO. Approximately two (2) households will benefit from a CHDO project.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	2 - Households
	Location Description	Agency: Department of Housing and Community Development 9200 Basil Court, Suite 306, Largo, MD 20774
	Planned Activities	Local ID: AH-1-2-3-4-31 Type of Recipient: Local Government Agency HUD Matrix Code: N/A CDBG National Objective: N/A
40	**Project Name**	DHCD - CHDO Operating Assistance
	Target Area	N/A
	Goals Supported	N/A
	Needs Addressed	N/A
	Funding	HOME: $117,428
	Description	Five percent (5%) of the HOME allocation provides general operating assistance to Community Housing Development Organizations (CHDOs) receiving set-aside funds.
	Target Date	6/30/2027

	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Agency: Department of Housing and Community Development 9200 Basil Court, Suite 306
	Planned Activities	Local ID: AH-5-7-8-9-10-31 Type of Recipient: Local Government Agency HUD Matrix Code: N/A CDBG National Objective: N/A
41	**Project Name**	DHCD - HOME Administration
	Target Area	N/A
	Goals Supported	N/A
	Needs Addressed	N/A
	Funding	HOME: $234,856
	Description	The Department of Housing and Community Development (DHCD) uses the HOME allocation for reasonable administrative and planning costs. In addition, up to ten percent (10%) of all program income is deposited into the HOME account during the program year and is used for administrative and planning costs.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Agency: Department of Housing and Community Development 9200 Basil Court, Suite 306, Largo, MD 20774
	Planned Activities	Local ID: PA-HOME-31 Type of Recipient: Local Government Agency HUD Matrix Code: N/A CDBG National Objective: N/A
42	**Project Name**	DSS - ESG PY 35
	Target Area	County-Wide
	Goals Supported	Support persons experiencing homelessness
	Needs Addressed	Housing instability of residents experiencing a crisis
	Funding	ESG: $437,663

	Description	The Department of Social Services (DSS) will use ESG funds to implement the following ESG Programs in Program Year (PY) 35: Shelters Operation and Essential Services, Street Outreach, HMIS, Rapid Re-housing, and Homelessness Prevention. The Department uses up to 7.5% of its HESG funds for administrative costs. Approximately, 1,035 individuals and families will be assisted.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	1,035 - Homeless and at-risk homeless individuals and families
	Location Description	Agency: Department of Social Services 805 Brightseat Road, Landover, MD 20785
	Planned Activities	Local IDs: Shelter (HP-1-7-35), Street Outreach (HP-2-7-35), HMIS (HP-3-7-35), RRH (HP-4-7-35), HP (HP-5-7-35), and Administration (PA-HESG-6-35) Type of Recipient: Local Government Agency HUD Matrix Code: 03T - Homeless/AIDS Patients Programs, 21A - General Program Administration

AP-50 Geographic Distribution – 24 CFR 91.220(f)
Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Minority Concentration

Areas with concentrations of Black residents are most common along the east-west Central Avenue corridor. Areas with concentrations of White residents tend to fall on the periphery of the County around and outside Route 301 (Crain Highway). Areas with concentrations of Hispanic residents are clustered in the inner-ring of North County, adjacent to Montgomery County (See Appendix C – Minority Concentration Maps). Areas with concentrations of Asian American residents are largely clustered in the northern corner of this edge.[5]

Geographic Areas for Investment

Prince George's County will consider the following two factors when prioritizing its federal investments for FY 2023: 1) areas with concentrations of at least 51 percent low-or-moderate-income persons; and 2) target areas from Housing Opportunity for All. (See Appendix C – Geographic Distribution Maps)

Alignment with target areas in Housing Opportunity for All will result in an explicit emphasis on building access to opportunity through the County's use of federal funds and assist with broader local and regional goals to increase affordability near high-frequency transit.

The following factors will be considered when prioritizing investments geographically over the next five years:

- **Access to jobs, goods, and services** – Index score that measures walkability, transit access, and commute times by car and transit
- **Social capital** – Index score that measures overall economic indicators, such as household income, poverty status, educational attainment, and labor market engagement
- **Community institutions** – Index score that measures educational indicators related to performance on standardized tests and poverty status of students
- **Proximity to Metrorail stop** – ½-mile radius around Metrorail stops that have been prioritized by the County for transit-oriented development
- **Proximity to Purple Line light rail stop –** ½-mile radius around Purple Line light rail stops
- **Opportunity Zones –** Census Tracts eligible for the Opportunity Zones Program
- **Neighborhood Revitalization Strategy Areas (NRSAs)** – targeted areas for comprehensive revitalization.
- **Priority Need: Connections between residents and businesses to services**
- Geographic Priorities – Access to jobs, goods, and services, including areas where

[5] ibid

households are underserved by current transit service; proximity to transit stops; opportunity zones; NRSAs

Priority Need: Accessible homes and facilities

- Geographic Priority – Countywide

Priority Need: Diverse, affordable rental and homeownership opportunities

- Geographic Priority – Countywide; opportunity zones

Priority Need: Quality/condition of housing

- Geographic Priority – Countywide

Priority Need: Housing instability among residents experiencing a housing crisis

- Geographic Priority – Countywide

Priority Need: Loss of existing affordable housing opportunities

- Geographic Priorities – Access to jobs, goods, and services; social capital; community institutions; proximity to transit stops

Table 9 - Geographic Distribution

Target Area	Percentage of Funds
County-Wide	100%

Rationale for the priorities for allocating investments geographically

It should be noted that the emphasis on access to opportunity does not mean that Prince George's County will only make investments in areas with lower access to opportunity (those areas with scores below the regional score) or higher access to opportunity (those areas with scores below the regional score).

Instead, these geographic priorities will inform the level and type of investment needed to improve opportunities in areas where existing access is not as strong relative to the rest of the Washington, D.C. region and expand housing opportunities in areas where access to opportunity is stronger relative to the region as a whole.

AP-55 Affordable Housing – 24 CFR 91.220(g)

According to Title II of the Cranston - Gonzalez National Affordable Housing Act, as amended, Prince George's County must describe the projected number of households that meet the Section 215 Qualifications as Affordable Housing requirements with federally funded programs

(CDBG, HOME, and ESG). The accepted definition of affordability for a household is generally described as spending no more than 30 percent of annual income on housing (including rental and owner housing).

In FY 2023, the annual goal is to assist 352 LMI individuals/families (homeless, non-homeless, and with special needs) in the production of new units, rehabilitation of existing units, homebuyer assistance, and/or rental assistance.

The following tables provide the projected number of households the County expects to serve with the use of CDBG, HOME, and ESG funds.

Table 10 – Affordable Housing Goals

One Year Goals for the Number of Households to be Supported	
Homeless	15
Non-Homeless	337
Special-Needs	0
Total	352
One Year Goals for the Number of Households Supported Through	
Rental Assistance	105
The Production of New Units	0
Rehab of Existing Units	168
Acquisition of Existing Units	79
Total	352

The County plans to use CDBG, HOME, and ESG funds in FY 2023 to provide affordable housing options to LMI households utilizing the following strategies:

- Rental Assistance – The County anticipates ESG funds will assist in providing rental assistance benefiting approximately 15 homeless families and 90 families at risk of homelessness.
- Production of New Units – The County does not anticipate any HOME projects will be completed during FY 2023 to assist persons with special needs (i.e., seniors).
- Rehab of Existing Units – The County anticipates CDBG funds will assist in the rehabilitation of existing single-family homes and rental units, benefiting approximately 168 LMI families.
- Acquisition of Existing Units – The County anticipates CDBG funds will be used to acquire and/or rehabilitate homes to preserve affordable housing for approximately 79 LMI families. All 79 units are for non-homeless individuals/families.

AP-60 Public Housing – 24 CFR 91.220(h)

Activities that will be undertaken by the jurisdiction to address the housing and supportive services needs identified in accordance with 24 C.F.R. §91.215 (e) are as follows:

- Provide housing for 185 persons with HIV/AIDS.
- Provide HIV/AIDS operational services for 185 persons.
- Provide TBRA/Rapid Re-housing assistance for 61 homeless persons.
- Provide homeless prevention services to 230 persons.
- Provide financial assistance to 94 homebuyers.
- Provide various public services to support seniors, persons with disabilities (mental, physical, and developmental), persons with alcohol or other drug addictions and public housing residents.
- Evaluate repositioning of Public Housing alternatives provided by HUD for the Conversion of Public Housing over the next three (3) to five (5) years.
- Develop a 163-unit multifamily/mixed-income dwelling for families and individuals age 62 and above as redevelopment for the 1313 Southern Avenue property (formerly known as McGuire Housing.
- Provide Housing Authority goals and objectives consistent with the 2021 – 2025 Consolidated Plan, to include the Voluntary Compliance Agreement (VCA) and the Disability Rights Maryland (DRM) Settlement Agreement.

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

The Housing Authority of Prince George's County (HAPGC) will continue to address all compliance findings, as identified by HUD under the VCA and DRM Agreement to satisfy Section 504 Program requirements. The HAPGC will continue to execute the following actions in FY 2022:

- Hire technical assistance staff to aid with policy and compliance concerns.
- Update existing HCV Administrative Plan and Public Housing's Admissions and Continue Occupancy Policies.
- Subject to the approval of its Reasonable Accommodation Policy, post a copy of the policy and provided notice to tenants of the updates policy.
- Provide exterior accessible routes at Public Housing developments, where applicable.
- Perform a self-evaluation of current policies and practices, and execute corrective steps to remedy any discrimination, as appropriate.
- Provide a copy of complaint and grievance procedures to tenants, subject to approval.
- Provide training to all employees with direct contact with tenants, including maintenance staff, regarding the federal Fair Housing Act, Section 504 of the Rehabilitation Act, and the Americans with Disabilities Act.
- Display fair housing posters in all locations where business is conducted.

Activities to Increase Resident Involvement
The HAPGC executes the following actions to increase resident involvement:

Resident Boards & Councils

- Provide periodic Board meetings (on pause during Covid) at public housing properties as a mechanism for increasing resident involvement.
- Provide virtual access to monthly board meetings, Resident Advisory Board meeting and public hearings.
- Monthly Resident Advisory Board and Resident Council meetings are held by the residents.

Resident Services

- Provide a comprehensive network of supportive services through collaboration with County agencies and community-based organizations for resident services. Services are targeted for at-risk seniors and individuals with disabilities at four (4) public housing properties. Also, provide cross partnerships for
- Operate as Family Resource Academies, in public housing converted community spaces used for effective enrichment activities, primarily geared to school-age children. Major projects include computer classes with trained certified instructors, youth councils, and structured leisure and recreational activities *(Activities may be suspended during Covid)*

Is the public housing agency designated as troubled, under 24 C.F.R. part 902?
No, the HAPGC is designated as a standard performer.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance
Not applicable.

AP-65 Homeless and Other Special Needs Activities – 24 CFR 91.220(i)

The Prince George's County Ten Year Plan to Prevent and End Homelessness is designed to**:**

- Prevent homelessness whenever possible and when it is not possible, to ensure that episodes are brief and one time only.
- Ensure easy access to communitywide, culturally competent, safe, and effective housing and homeless services.
- Ensure people exit homelessness as quickly as possible.
- Connect people to communities and the resources needed to thrive.
- Build and sustain the political will and community support needed to permanently end homelessness.

As part of the County's Consolidated Plan, the CoC is focusing 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. These 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 success, and provides flexibility and opportunity.

Meeting people where they are—geographically, philosophically, and emotionally—is the first step in actively engaging people experiencing homelessness and creating the relationships needed to allow them to trust, understand and accept help. To streamline that connection, the County has two primary methods of outreach – an in-person system of street outreach and a centralized homeless hotline which operates 24/7/365.

Street Outreach: Outreach workers are often the first and only point of contact for people who might otherwise be disconnected and there are several ways in which the County currently engages its homeless - the annual Point in Time (PIT) Count, the SOAR team, Crisis response teams, faith ministries, Warm Nights (the County's emergency overflow shelter), Soup kitchens and other individual outreach to known encampments. These efforts are crucial to developing trust among many of the CoC's unsheltered and stable funding is essential to long term sustainability of this effort. Of particular concern to the CoC, is the continued lack of immediate behavioral health crisis beds with intensive treatment services available for those unsheltered persons experiencing a crisis. Development of these resources which has proven so successful in other parts of the Country, is – and remains - a CoC funding priority.

Centralized intake and assessment / Homeless Hotline: The County's Homeless Hotline provides additional opportunities for identification of those who are homeless or at imminent risk of becoming homeless. This process, available 24/7/365, has standardized the intake and assessment process for accessing homeless assistance and housing services, creates a faster match between a household's needs and the program that fits those needs best, and moves

households quickly from a state of housing crisis to permanent housing whenever possible. The hotline is staffed by trained workers capable of conducting an initial intake, connecting callers (clients and providers), and entering initial data into HMIS. Staff are trained on a regular basis to ensure they are aware of all the resources available for callers' needs and can act quickly to resolve crisis situations (e.g., for households fleeing domestic violence). The hotline also provides 2-1-1 diversion and prevention services.

Once a person has entered the homeless system, shelter personnel are responsible to develop rapid exit strategies designed to move individuals and families into stable housing as quickly and efficiently as possible. In the event these efforts are unsuccessful, the CoC then relies on its Coordinated Entry system to engage in a higher level of acuity testing and prioritization to ensure that those with the highest intervention needs are served first when more permanent system resources become available. The CoC's Coordinated Entry Team provides an in-depth and individualized analysis of each homeless household and establish a uniform way for the CoC to evaluate them based on actual level of need, with referrals and admissions to more intensive services and programs being reserved for those who present with the highest mortality risk and/or greatest barriers to permanent housing. The process also helps evaluate the system's ability to serve consumers properly by tracking where households were sent and whether the selected intervention was successful. This data is vital to the CoC's ability to identify and address potential system gaps in services and programming and to find the fastest path out of homelessness with the lowest level intervention possible for each person.

Finally, the CoC has opened a drop-in center for youth and young adults and is working on a plan to open one or more drop-in centers for adults and families that will provide one-stop access to resources for individuals and families experiencing homelessness with the aim of quickly ending their homelessness. This provides a critical physical location for providing 1-on-1 assessments that will enhance the "warm hand-off and referral" process. The primary purpose of this effort will be to triage and facilitate the quickest route to permanency for all consumers. It is important to note that the County currently has very limited non COVID prevention and diversion resources as well as a severe lack of funding for Rapid Re-housing efforts where the subsidy lasts for more than one month; both of which are widely recognized as the most cost-effective solution to homelessness for most individuals. In addition, there are currently no funds set aside for a housing bonus or landlord mitigation fund – both of which have proven successful elsewhere in encouraging local landlords to partner with the CoC on rapid exit strategies and to incentivize landlords to support the housing needs of persons experiencing homelessness, particularly those with poor credit or eviction histories. This is a challenge that will need to be addressed to fully reap the benefits of a coordinated entry and assessment system and ensure these particular goals in the County's 10-year plan are reached.

Addressing the emergency and transitional housing needs of homeless persons

The County currently operates 421 regular emergency shelter beds (184 for families, 217 for individuals, and 20 for unaccompanied youth), 43 domestic violence survivor emergency shelter beds (all for families), 154 transitional shelter beds (88 for families, 12 for individuals, and 56

for unaccompanied youth), and 144 rapid re-housing beds (88 for families and 56 for singles). Unfortunately, while this network is strong, it is insufficient to meet the daily demands of persons in crisis; sheltering less than 40% in any given year, and while there is clearly a place within the Continuum of Care for emergency and transitional sheltering, they are not universally necessary in everyone's journey from homelessness to permanent housing. Rather they are seen as one of many possible system responses to homelessness and deployment is entirely dependent on individual circumstances. It is hoped that as additional alternative housing responses are implemented, some shelter savings will occur which can be reallocated to service gaps that remain in the system.

There are several efforts underway to reframe this segment of the County's response system to add bed space and more effectively meet the changing dynamics of the County's current homeless population. These efforts include, but are not limited to: 1. Funding in the County's capital improvement budget for replacement and redesign of two older emergency facilities as well as a new building for homeless youth and a permanent location for the Warm Nights overflow program which provides the CoC with a unique opportunity to design emergency shelters that are highly flexible, incorporate lessons learned from the pandemic response, increase equitable access, and eliminate design barriers currently inhibiting certain services and/or population mixes inherent in the older facilities; 2. A strategic focus on lower cost and often more effective alternatives to traditional shelter including prevention, diversion, rapid re-housing and housing first strategies as well as housing solutions targeted to special populations presenting unique challenges to the Continuum; 3. Increase in deeply affordable permanent housing opportunities, particularly for the CoC priority sub-populations; and 4. Access to site based vouchers for CoC PSH expansion and 5. Expanded deeply affordable housing, shallow subsidy rental assistance programs and additional set aside housing vouchers to support permanent housing and move on strategies for lower acuity residents from CoC PSH programs.

Under the current CoC system, the shelter pathway is no longer linear. The household is now at the center of the response system and the initial intervention identified is intended to be their last whenever possible. The CoC uses a combination of tools including the locally developed Housing Prioritization Tool and composite scoring structure and the Vi-SPDAT as a part of the assessment process for anyone requesting housing assistance in the County. These tools help the CoC identify which intervention(s) are most likely to produce results in the least amount of time for the least amount of money. For those that score into a permanent supportive housing response, an additional composite vulnerability index is calculated that prioritizes within that subset by level of risk and likelihood of imminent mortality.

The CoC relies on three strategic priorities to ensure long term success: 1. Centralized triage to facilitate timely assessment and placement in the quickest route to permanency ; 2. Significantly increased funding for prevention and rapid re-housing that provide decreasing subsidies on a medium to long term basis and creation of strong trusting relationships with landlords willing to provide second chance leases that are so vital to households whose debt history is either non-existent or severely compromised; and 3. Expansion of permanent housing options for persons with significant challenges to long term stability.

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

Shelters of any kind are never a replacement for a home and experiences of homelessness are not limited to a unique place or class of people. It is an outward symptom of a wide array of socio-economic, episodic factors that result in people facing the loss of shelter. Since "one size does not fit all", the County's plan contains a range of options that are needed – some of which are in place and others which are targeted for development – to reduce the amount of time a household remains homeless, expedite their transition to permanent housing and independence, and prevent recidivism.

Using best practices learned from communities nationwide, this part of the County's plan focuses on three key strategies: diversion/prevention, rapid re-housing (RRH) and permanent housing (PH). In addition, accommodations are made for six subpopulations that are identified by the CoC as presenting unique challenges under these three strategies: Unaccompanied youth; Veterans; Chronically homeless and persons with severe somatic and behavioral health challenges; Survivors of Domestic violence, human trafficking, and sexual assault; Vulnerable elderly and disabled; and Returning residents. To that end, the CoC has created subcommittees for each of these populations and each subcommittee is charged with designing and implementing additional sustainable strategies that address the unique barriers to permanent housing for their sub-population. Finally, the County has a small housing retention initiative (2 Resident Advocates) that follow up with households for up to 18 months after a diversion or prevention intervention has been used to help ensure newly stabilized households remain housed and expansion of this team has been targeted as essential to the continued reduction in recidivism.

Rapid Re-Housing: Recognizing that RRH is a national best practice with a high level of success at a lower cost than traditional shelter-based interventions, the County's plan contains strategies for significant expansion of funding for its current RRH response including:

- Identification of new or expansion of existing funding opportunities including but not limited to the Emergency Solutions Grant (ESG), Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), Housing Trust Fund (HTF) and Housing Opportunities for Persons with AIDS (HOPWA) funding.
- Evaluation of current sheltering funds for potential re-allocation.
- Improved utilization of the County's Community Benefits Agreement (CBA) legislation.
- Targeted landlord outreach and partnerships, including a damage mitigation fund.
- Expansion of deeply affordable and accessible units to accommodate special housing needs of high need, extremely low-income residents

- Reunification when possible (in certain cases, the best PH solution may be reunification with a family member, friend, or other person; especially in the case of an unaccompanied youth).

Keys to the success of this approach include but are not limited to a well-developed housing barrier assessment process, good relationships with landlords, the presence of staff skilled in negotiation, housing location, and case management, and the availability of funds for short-to-medium rental and utility subsidies, landlord mitigation, and other costs associated with moving to – and sustaining – stable housing.

Permanent Housing: The longer a household remains in a state of homelessness, the less likely they are to prevent the cycle from re-occurring and the greater their risk for recidivism so timely and appropriate intervention is critical. While all housing solutions are important, the County's plan focuses on two priority areas of permanent housing - subsidized housing and permanent supportive housing (PSH) - both of which are designed to address the complex needs of those identified as least likely to be successful without a long-term sustainable housing solution and for whom multiple RRH interventions have failed. These solutions are yet one more way to "open the back door" of the homeless assistance system and have proven very successful in providing a permanent solution to homelessness for chronically homeless households and other households with very high barriers. By pairing a housing subsidy with wraparound services if it's necessary for the household, these solutions provide a supportive setting for these households while significantly reducing the costs to other systems (i.e., jails and emergency rooms). To ensure these housing solutions are targeted appropriately and are as effective as possible, the County's plan includes:

- Administration of a vulnerability assessment and case review by a centralized multi-disciplinary team that targets deeply, ensuring higher-barrier and chronically homeless households are prioritized for vacant units and the highest risk is served first.
- Creation of new units including expansion of voucher set asides and/or priorities, property owner tax credits and landlord incentives, and application for new vouchers including mainstream, EHV, 811, FUP, FUP-Y, FYI, VASH, Section 202, Pay for Success, and other federal opportunities.
- Utilization of Medicaid reimbursable activities to fund PSH activities and expand units.

Special Populations: Permanent Housing for these populations presents a unique set of barriers that further complicate services to persons who are homeless and require additional strategies that are customized to remove these challenges and facilitate transition to permanency.

- *Unaccompanied youth and young adults*: The County has identified unaccompanied young people ages 13-24 as deserving of separate attention and development of a single integrated system of care that is based upon meeting their immediate needs, connecting them with appropriate support systems, and supporting their personal development along their transition to adulthood is essential to reducing the numbers of

youth and young adults experiencing homeless. The County began development of this system in FY 2012 and since that time, has conducted 6 annual housing instability counts, launched a drop in center and street outreach program, created 20 beds of emergency shelter, 4 host home beds, 56 beds of transitional and rapid rehousing, 16 beds of permanent supportive housing, participated on a statewide task force to study housing and supportive services for unaccompanied homeless youth and make recommendations for action by the Maryland General Assembly and State executive agencies[6], helped pass legislation that resulted in Youth REACH MD - a statewide enumerative effort to count this sub-population, adding homeless youth to the list of those eligible for tuition waivers, establishing a minor's right to consent to shelter law, and Maryland's Ending Youth Homelessness Act of 2018. Additional strategic targets include closing gaps in housing for youth who identify as Lesbian, Gay, Bi-sexual, Transgender and Questioning (LGBTQ), are attending college and need more than 2 years of housing assistance to achieve independence, and / or cannot live independently without long-term housing subsidies and wrap around supportive services. The County was selected in Round 3 as a federal Youth Homeless Demonstration Program site, has complete the Coordinated Community Plan (the goals, programs and strategies of which are incorporated here by reference as County recognized priorities in the 2020-2025 consolidated plan.

- *Chronically homeless and persons with severe somatic and behavioral health challenges*: Studies show that although chronically homeless people represent a small share of the overall homeless population, their effect on the homeless system and the community is considerable. Emergency shelters are not designed to address the extensive needs of people with serious mental illness or other disabilities, and they tend to be difficult to place in permanent housing without supportive services. The result is they stay homeless in shelters for long periods of time and use a disproportionate amount of shelter resources. Further, many individuals in these subpopulations do not access emergency shelter because they are not willing or cannot comply with the shelter regulations. Strategic efforts to provide permanent housing for this subpopulation include: Development of a registry of all homeless individuals who are chronic and/or experiencing a behavioral health crisis that prevents them to maintaining housing stability without intense intervention and support; County-wide implementation of a vulnerability assessment and composite index and multidisciplinary review panel to determine placement prioritization; Creation of crisis beds (medical and psychiatric); and Development of high acuity housing options for high system utilizers (i.e.; Pay for Success).

- *Veterans*: Prince George's County has the largest number of veterans in the State and yet few access the homeless services system. Out of nearly 70,000 veterans living in the County only 16 were identified as homeless during the FY 2021 Point in Time count.

[6] Report of the SB764/HB823 Task Force to Study Housing and Supportive Services for Unaccompanied Homeless Youth, Governor's Office for Children, November 1, 2013.

There is a national commitment to end homelessness among veterans and the County's plan includes strategies designed to help achieve this goal, including: Collaborative relationships with the VA, community colleges, workforce organizations, housing developers and service providers which put the County in position to take advantage of upcoming funding opportunities; A single point of access to veteran service providers - including Supportive Services for Veteran Families (SSVF), Homeless Veterans' Reintegration program (HVRP) and Grants Per Diem (GPD) grantees - that enable veterans to easily access supportive and housing support services and link simultaneously to multiple service organizations; Application for new Veterans Affairs Supportive Housing Program (VASH) vouchers and other housing subsidies; landlord approved leasing discounts for veterans; and expansion of private donations supporting rapid re-housing assistance specifically for veterans.

- *Re-Entry*: Approximately 4,000 inmates are released from the Department of Corrections each year and when this occurs without a structured reentry plan, they place additional stress on communities and service systems that are ill-equipped and/or lack funding to support them. Many do not go back to family or friends, resulting in homelessness and/or an increased risk for returning to a life of crime. The County's plan calls for a collaboration of criminal justice agencies, community organizations and service providers to promote successful re-integration of returning citizens facing homelessness and includes strategies that include: A structured and coordinated re-entry process that prioritizes planning for returning citizens whose were identified as homeless at the time of arrest and who are likely to remain in a County facility (many of those who are incarcerated will be sentenced to a facility outside of the County); Establishment of a County discharge plan that ensures returning citizens are not discharged into homelessness; Applications for new funding opportunities focused on this sub-population; Creation of a step down criminogenic transition program with supports, and Development of relationships with an increased number of landlords willing to offer second chance housing to residents with a criminal history typically precluded from traditional housing resources.

- *Survivors of domestic violence, human trafficking and sexual assault*: There is a significant lack of emergency shelter beds for domestic violence survivors in general and a complete lack of specialized shelter for survivors who meet the following criteria: human trafficking, sexual assault, undocumented immigrant populations, domestic violence by a non-partner and LGBTQ domestic violence survivors. In fact, in FY 2021 the specialized shelter was only able to serve 189 survivor households while the regular shelter system served an additional 21 survivor households in the same reporting period demonstrating the significant need for additional resources for these residents. The County's plan includes strategies designed to address those challenges and ensure every person trying to flee domestic violence has a safe, secure place to stay regardless of their family configuration, and include: Simplified access to services and housing; Re-design of existing shelter facilities to include un-served populations; Trauma-informed training for housing providers to create competency within the regular homeless system

to address the unique needs of survivors; Application for new CoC funding and/or other housing subsidies for survivors; and a collaboration with the National Alliance for Safe Housing to develop a Countywide strategic plan for a comprehensive survivor response system, the goals, programs and strategies (incorporated herein by reference) as County recognized priorities in the 2020-2025 consolidated plan.

- *Vulnerable Elderly and Aging:* Elderly and aging accounts for the largest subpopulation growth in the County's homeless population (a 60% increase in 2021 alone which is significantly above the national average of 30%) and the oldest unsheltered person identified by the street outreach team last year was 83 years old. Elderly persons experiencing homelessness face unique vulnerabilities due to health or mobility limitations. They may also have more significant health concerns not typically seen in homeless services systems, such as Alzheimer's disease or cancer causing significant system challenges related to supporting aging in place within a traditional homeless shelter setting and leading to a significant surge in cost increases associated with health care and housing needs (estimated at more than 5 billion dollars a year). It's important to note that older adults experiencing homelessness already have medical ages that exceed their biological ages. Multiple studies have demonstrated that older adults experiencing homelessness have age-related medical conditions, such as decreased mobility and cognitive decline, on par with housed counterparts who are 20 years older. The average life expectancy of a person experiencing homelessness is estimated between 42 and 52 years, compared to 78 years in the general U.S. population. While relatively new, this local trend is not unique to Prince George's. National demographic trends suggest that there will be a dramatic increase in the number of people age 65 or older as the Baby Boomer generation reaches retirement age and the National Alliance to End Homelessness projects that homelessness among the elderly may "more than double between 2010 and 2050, when over 95,000 elderly persons are projected to be homeless." To combat this, the CoC is pursuing a number of housing interventions—including home modification funding, Section 202, permanent supportive housing and rapid re-housing—which could offset issues of homelessness, declining health statuses, and excessive health care spending.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

The first defense against homelessness is prevention and/or diversion both of which are highlighted as priorities in the County's strategic plan. It is much more cost effective for many households to keep them housed rather than take them into the homeless emergency system and then re-house them. The County has a very strong system of prevention and intervention but unfortunately does not have the funding necessary to fully realize its potential in the fight to end homelessness. Currently, individuals and families at risk of becoming homeless can

request help and receive support 24/7/365 through the County's 211 hotline. Trained counselors work with individuals and families to mediate family and/or landlord disputes, link to them to mainstream resources, and solve short-term challenges that can eliminate the emergency. In the event diversion is not possible, direct case management and financial assistance can often be provided (rental arrears and utility assistance) to resolve the crisis and prevent homelessness from occurring.

Shelter diversion: The goal of this strategy is to help at-risk households seeking shelter to identify alternative housing options (avoiding entry into a shelter) and to offer support and services that will help them stabilize until a permanent housing opportunity becomes available. Shelter diversion is handled through the coordinated intake process and is used in cases where it is a safe and practical alternative to shelter. Intake workers identify all possibilities that might exist to help prevent unnecessary shelter entry, including staying with friends, relatives, or coworkers and where possible and practical, to permanently re-house the household into a more affordable or appropriate unit. Households needing funds or services to make an alternate housing solution work are provided with financial assistance (when available), case management, mediation, and other services as needed.

Prevention: Prevention assistance, usually in the form of immediate and short-term rental and/or utility assistance, provides a means of preserving permanent housing situations and saving households from having to enter the homeless assistance system. Prevention and diversion programs are of critical importance to keeping people from ever becoming homeless in the face of a personal crisis and the County's plan includes creation of a publicly and privately funded and coordinated intervention system focused on preventing homelessness in a way that maximizes the effectiveness of this limited pool of resources. Strategies to support this include an intentional focus on performance measurement, careful targeting of resources to the households most at risk of homelessness, and coordination with mainstream agencies that may be able to provide financial support to homeless households.

Prince George's County envisions a comprehensive housing crisis response system through which homelessness can be prevented, and when this is impossible, episodes of homelessness can be quickly ended. The plan is designed to identify and align homeless support systems to meet the distinct needs of people at risk of, or experiencing homelessness, make additional affordable housing resources available either through development and/or subsidy programs, realign existing resources with prevention and rapid re-housing initiatives, and target permanent supportive housing for those deemed most vulnerable.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

Based on data from the Maryland Department of Health and Mental Hygiene, there were 311 persons diagnosed with HIV in Prince George's County in 2018. Of the 311 HIV diagnoses in 2018, 34.7% were among adults ages 20-29 years old, 25.7% were among those ages 30-39, and

15.1% were among those ages 40-49 years old.

The supply of affordable rental units is very limited. Declines in vacancy rates and increases in average rents create an affordability barrier for residents. Individuals who do not receive rent subsidy have difficulty finding appropriate places to live. Apartments are generally too expensive for many low-income residents. Renters in this region often incur housing cost burdens.

It is projected that the need for services will continue to increase as the life span of persons living with HIV/AIDS continues to improve. Every effort must be made to stabilize adequate living conditions to prevent homelessness and premature placement of dependent children into foster care. Through the HOPWA Program, tenant-based rental assistance and housing related short-term assistance are offered to individuals and families living in shelters or who are in imminent danger of becoming homeless. HOPWA provides ongoing housing assistance to households with family members affected by the virus. It also provides emergency assistance on a case-by-case basis for HIV/AIDS-affected households.

As stated, the HAHSTA is the administrative agent for Suburban Maryland. This region includes Prince George's County, Calvert County, and Charles County. Suburban Maryland jurisdictions operate HOPWA programs in collaboration with nonprofit organizations that help clients meet their daily needs for housing, mental health, substance abuse treatment, and other supportive services. Each HOPWA agency assists participants toward self-sufficiency by providing referrals to job training and rehabilitation programs. All HOPWA agencies in Suburban Maryland participate in their respective County's Continuum of Care (CoC) Plan. The priorities and allocations of the Suburban Maryland region correlate with those of the Washington, D.C. Eligible Metropolitan Statistical Area.

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. The most common type of housing units available for rent in Suburban Maryland are in apartment buildings, single-family homes, and townhomes.

It is anticipated in FY 2023 with the use of available HOPWA funds, 150 individuals and families will receive housing assistance. Approximately 85 individuals and families will receive tenant-based rental assistance and 65 individuals and families will receive housing related short-term assistance (short-term rent, mortgage, and utility assistance). Currently, Suburban Maryland does not use HOPWA funds for supportive services due to funding availability. However, Suburban Maryland provides a link to supportive services.

Currently, there are over 200 clients on the waiting list for housing. The housing gaps are emergency housing, transitional housing, long-term housing facilities. The County considers this need a "high priority". Therefore, the five-year goal is to provide housing opportunities for as many clients that the funding will allow with HIV/AIDS and their families and to continue to

provide supportive services for existing and new clients.

HAHSTA subcontracts with the Housing Counseling Services, Inc. (HCS). HCS administers the Metropolitan Housing Access Program (MHAP), the centralized source for housing services and housing information for persons living with HIV/AIDS (PLWHA) in the District of Columbia, Prince George's County, and Charles County. MHAP services differ depending on where you live. Find out which MHAP services are available in Prince George's County, Maryland: http://housingetc.org/metropolitan-housing-access-program-mhap-prince-georges-county-md/ or contact the Housing Counseling Services, Inc. at 202-667-7006 for more information.

AP-75 Barriers to affordable housing – 24 CFR 91.220(j)
Introduction:

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment.

Introduction:

Prince George's County conducted an Analysis of Impediments to Fair Housing Choice (AI) in alignment with the County's FY 2021-2025 Consolidated Plan cycle.[7] The AI requires that the County consider how funds by the U.S. Department of Housing and Urban Development will "affirmatively further fair housing" as required under the Fair Housing Act of 1968 and the Housing and Community Development Act of 1974, as amended.

The AI analyzes the disparities in access to housing as well as policies, practices, and procedures that limit housing choice to protected classes. The Fair Housing Act ensures that no person will be denied the sale or rental of housing because of their race, color, religion, sex, familial status, and persons with disabilities (protected classes). The County also includes protection for: age, occupation, political opinion, personal appearance, and most recently, source of income. The AI includes a market analysis, and a review of policies, practices, and procedures that impede or limit housing choice. Some examples of topics that are barriers to housing and impede housing choice include:

- Racial and ethnic segregation especially concentrated areas of poverty.
- Gentrification and displacement of residents from their communities.
- Access to communities with high quality schools, good jobs, and public transportation.
- Access barriers for people with disabilities.
- Zoning regulations that limit housing types.
- Fair housing rights and enforcement.
- Seniors, families with children, Housing Choice Voucher holders, and persons with disabilities face unique housing challenges.

[7] Adopted by the Prince George's County Council on November 10, 2020 through Council Resolution CR-092-2020.

The County has identified the following barriers to fair housing choice:

Demographics

The AI includes an analysis of demographic, economic, and housing information for Prince George's County and the City of Bowie, along with comparisons with the Washington DC metropolitan area and the State of Maryland. The demographic analysis is designed to describe the underlying conditions that shape housing market behavior and access to housing opportunities in Prince George's County and the City of Bowie. This analysis is also intended to help the County and City plan for where there are likely to be growing housing needs in the future.

Among the key findings from the demographic analysis:

Population

- Since 2000, the Black population in Prince George's County has stayed relatively stable, while the White population has continued to decline. The biggest change in the racial/ethnic composition of both Prince George's County and the City of Bowie has been the dramatic growth of the Hispanic population.

- An estimated one of out of ten Prince George's County residents age five and older speak English less than "very well," with Spanish being, by far, the most common language spoken. The number of non-English speakers has increased dramatically since 2000.

- Nearly one in 10 County and City residents has a physical or cognitive disability, comparable to rates in the Washington DC region and the State of Maryland. Because disability status and age are highly correlated, the disabled population likely will increase significantly in the next two decades as the population ages.

Income and Poverty

- In Prince George's County and the City of Bowie, Black households have a higher median household income than the overall median. In addition, poverty rates for Black residents in Prince George's County are lower than for other racial and ethnic groups. Rates of poverty among Hispanic residents are higher in Prince George's County but are lower in the City of Bowie.

Employment

- Since 2015, job growth in Prince George's County has outpaced growth in both Montgomery County and the State of Maryland. However, the County's economy

continues to be more highly concentrated in public sector employment and lower-wage industries.

Housing Market

- Prince George's County felt the effects of the 2006 to 2009 housing market downturn more acutely than most of the rest of the Washington DC metropolitan area, and the County took longer to recover. However, home prices have been up strongly in recent years, which is a positive for current homeowners, but is making it more difficult for first-time buyers.

- In both Prince George's County and the City of Bowie, there has been a substantial decrease in the number of rental units with rents below $1,000. At the same time, new high-rent units have been added to the stock, often with rents of $2,000 or more. Rising rents have created significant affordability challenges for individuals and families with low and moderate incomes.

Segregation/Integration

Measures of racial segregation are important for understanding how historic residential settlement patterns have had an impact on the ability for individuals and families in Prince George's County and the City of Bowie to access opportunity. This section uses segregation indices and mapping to evaluate patterns of segregation and integration within the County and City. Key findings from the segregation/integration analysis include the following:

- There remains persistently high racial and ethnic segregation in Prince George's County, with residential segregation levels virtually unchanged over the past two decades. Across the region, levels of Black-Hispanic segregation are highest in the District of Columbia and Prince George's County. The Hispanic-White segregation measure is higher in Prince George's County than in other Washington DC area jurisdictions.

- The residential locations of the foreign-born population are strongly associated with the locations of the County's Hispanic population, with high concentrations of foreign-born residents in Langley Park, Chillum, and Adelphi. These are neighborhoods where Limited English Proficient (LEP) residents also are highly concentrated.

- There are more than 83,000 residents in Prince George's County with one or more disabilities, including about 5,350 residents of the City of Bowie. There are neighborhoods with large populations of disabled persons in many parts of the County, including many areas with relatively high levels of poverty.

Racially and Ethnically Concentrated Areas of Poverty (R/ECAPs)

Analyzing the locations and population characteristics of R/ECAPs in Prince George's County can help to better understand entrenched patterns of segregation and poverty, which is critical in assessing where public- and private-sector investments are most needed, and whether local policies and programs are helping to alleviate—or, alternatively, have the effect of increasing—income and racial segregation.

- Only four Census tracts in Prince George's County, fewer than 2% of all Census tracts, meet HUD's definition of racially and ethnically concentrated areas of poverty. There are no R/ECAPs located in the City of Bowie.

- Hispanic residents and Asian residents make up disproportionately high shares of individuals living in the County's R/ECAPs. Black Prince George's County residents are less likely than residents of other races/ethnicities to live in racially and ethnically concentrated areas of poverty.

- Persons with a disability in Prince George's County are modestly more likely to reside in a R/ECAP than are residents without a disability.

Disparities in Access to Opportunity

There is a broad set of research that has documented the important links between health, education, and economic outcomes of individuals and families and the quality of the neighborhoods in which they live. Access to a wide range of education, employment, transportation, and health services and amenities is critical for ensuring successful outcomes for families and children. When segments of the population do not have access to these opportunities, then the entire community is negatively impacted.

The AI examined access to various types of opportunities—education, employment, transportation, low-poverty neighborhoods, and environmentally healthy neighborhoods. The analysis included a synthesis of the barriers faced by members of protected classes in accessing opportunities in Prince George's County and the City of Bowie.

Education

Access to education is critical for ensuring opportunities for economic mobility and success. There are indicators that patterns of residential segregation in Prince George's County have left some individuals, children, and families with a lack of access to high-quality education, while others benefit from high-quality educational opportunities.

Employment

When individuals have good access to jobs, there is a wide range of beneficial outcomes, including family and housing stability, dismantling of intergenerational poverty, and

opportunities for upward economic mobility. In Prince George's County, there remain disparities in employment opportunities and outcomes.

- Neighborhoods in Prince George's County with higher shares of Black residents tend to have access to fewer jobs, based on HUD's Jobs Proximity Index, compared to neighborhoods with lower shares of Black residents. By contrast, neighborhoods in the County with relatively high concentrations of Hispanic residents, who tend to reside in a handful of close-in neighborhoods near major transportation routes, tend to have higher employment access.

- There is an on-going need for greater job skills training, especially among protected classes and public housing residents. The City of Bowie is focusing its attention on City youth, especially those disengaged from work or school, through its Life Skills and STEM program that prepares youth for higher-paying professional jobs in industries such as information technology, cybersecurity, aeronautics, science, and the medical field. Expanding access to employment centers also remains essential. Construction of the Purple Line from New Carrollton to Bethesda is supposed to improve access to job opportunities; however, much will depend on the fare and operating hours, as well as future redevelopment along the Purple Line corridor.

Transportation

Disparate access to transportation options can often be a major impediment to economic mobility. In fact, a comprehensive study of economic mobility found that "the relationship between transportation and social mobility is stronger than that between mobility and several other factors, like crime, elementary-school test scores, or the percentage of two-parent families in a community."

- In Prince George's County and the City of Bowie, lower-income residents and non-White residents are more likely than more affluent residents and White residents to rely on public transportation and to have longer commutes. Transportation opportunities depend on both household income and place of residence within the County or City. Disparities in these opportunities can exacerbate gaps in economic mobility.

Low-Poverty Exposure

Researchers, advocates, educators, health care professionals, and others all know how neighborhood environments—particularly the presence of poverty—has long-lasting impacts on children's eventual success in adulthood.

- There are significant variations in poverty rates across the County. Census tracts with higher shares of Black residents have a somewhat lower average poverty rate than the overall rate for the County. By contrast, neighborhoods with relatively high shares of Hispanic residents tend to have more concentrated poverty.

Environmentally Healthy Neighborhoods

Environmentally healthy neighborhoods are defined as places with healthy physical environments, free from pollutants, with limited exposure to crime, and availability of healthy options. However, lower-income families, persons of color, and disabled individuals are often disproportionately negatively impacted by unhealthy neighborhoods. Research has demonstrated important links between environmentally healthy environments and individual health outcomes. For example, one study found that exposure to health hazards accounts for up to 60% of racial disparities in intergenerational inequality.

Disproportionate Housing Needs

The AI included assessments of housing challenges in Prince George's County and the City of Bowie, including housing cost burden, evictions, homelessness, and housing vacancies, which are important issues to evaluate, particularly as members of protected classes are routinely more severely impacted by these challenges. In addition, the evaluation includes an analysis of homeownership and access to home mortgages.

Disability and Access

Based on the data, interviews, and focus groups analyzed, it was determined that the protected class with the most underserved needs in Prince George's County are disabled persons.

Summary of Fair Housing Goals and Strategies

The AI Fair Housing report identified the following top fair housing issues based on the Analysis of Fair Housing Issues, Disparities in Access to Opportunity, and Disproportionate Housing Needs:

1. Inadequate Fair Housing Enforcement
2. Limited Housing Choices for Persons with Disabilities
3. Persistent Housing Challenges Among Hispanic Residents
4. Insufficient Funding for Nonprofit Organization
5. Limited Homeownership Options for Subgroups of County and City Residents
6. Need for Affordable Housing for Vulnerable Populations
7. Limited Access to High-Quality Neighborhoods for Residents of Many Parts of the County

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing:

The County continues to reduce the barriers identified in its 2019 AI update by assigning specific tasks and recommended actions to address each identified impediment. Additionally, the County is in the process of developing a Language Access Plan (LAP), which will help address the goal to better reach persons with Limited English Proficiency (LEP). Currently, the DHCD has taken steps to broaden its outreach with translation of its public notices from English to

Spanish, as well as providing translation services as public meetings.

The following are the fair housing goals and actions that address the fair housing issues and impediments listed above.

Goal 1: Complete steps to create a fair housing enforcement ecosystem for Prince George's County

Action Taken:

- Attain Fair Housing Assistance Program (FHAP) status for the HRC and amend Division 12 to allow HRC to investigate cases.
- Identify and fund a nonprofit partner as a certified fair housing organization able to conduct fair housing testing.
- Increase training on fair housing, the Americans with Disabilities Act, Section 504, and other applicable laws and regulations.
- Share data and findings with Washington metro region's Regional Analysis of Impediments effort.

Goal 2: Address deficiencies related to the Ripley settlement

Action Taken:

- Expand the capacity of the County's 504 Coordinator by adding resources.
- Prioritize the County's Housing Rehabilitation Assistance Program (HRAP) for persons with disabilities and seniors.
- Create a Visitability Advisory Board to ensure that that all CDBG and HOME-assisted units comply with visitability standards.
- Consider developing an online tools to assist in the identification of accessible housing units.

Goal 3: Prioritize programs and funding for persons with disabilities, homeless individuals and families, and seniors

Action Taken:

- Convert HOME funding to Tenant-Based Rental Assistance Program (TBRA) to prioritize disabled persons, seniors, and single-headed households in danger of homelessness.
- Add priority points in the CDBG grant selection process for organizations that provide public services that serve disabled, Latino, and senior communities.
- Prioritize Housing Trust Fund dollars for the construction of affordable housing for individuals and families at 30% AMI and below, especially persons with disabilities and seniors.
- Develop new senior housing developments with greater access to transportation, retail, and services.

Goal 4: Ensure language access especially for the county's Spanish speaking population

Action Taken:

- Complete the four-factor analysis to determine whether programs are adequately accessible to those with limited English proficiency (LEP).
- Identify and fund a HUD-certified nonprofit housing counseling partner that can increase the number of bilingual counselors and provide education on tenant rights and rental counseling.
- Increase and improve code enforcement efforts.

Goal 5: Balance investments in revitalizing distressed communities (including R/ECAPs) with investments to expand affordable housing options in neighborhoods of opportunity

Action Taken:

- Support Plan 2035's vision by targeting funds identified in the plan's Growth Policy
- Engage in transportation equity issues.
- Consider environmental justice concerns in the siting and location of new affordable housing developments, as well as opportunities for the relocation of affected lower-income residents, particularly seniors and children with health concerns.
- Fully launch Right of First Refusal Program (ROFR).
- Establish clearer standards for the County's Payment in Lieu of Taxes (PILOT) program.
- Reconsider adoption of an Accessory Dwelling Unit (ADU) policy.

AP-85 Other Actions – 24 CFR 91.220(k)

Introduction:

Actions planned to address obstacles to meeting underserved needs

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." Most of these households are renters. Funding remains the largest obstacle to meeting these under-served needs. To address this issue, County leverages limited HUD funds by encouraging and forming partnerships with nonprofit organizations, local government agencies, municipalities, and for-profit organizations for housing projects that will serve households at or below 30 percent of the area median income (AMI). The following are CDBG, HOME, ESG, HOPWA, Public Housing, and Housing Choice Voucher projects that will serve under-served households during FY 2023.

Table 11 – FY 2023 Projects Serving Households at or below 30 Percent of the AMI

Resource	Project Types	Income Limits	Proposed Number of Households Served
CDBG	Homeowner Rehab Rental Assistance	0 – 80% AMI	157 - Households
HOME	Multi-Family Housing Rental Rehab and Construction	0 – 80% AMI	11 - Seniors, Persons with Disabilities and/or Low to Moderate Income Households
ESG	Rental Assistance	0 – 50% AMI	35 - Individuals and Families experiencing homelessness or at risk of homelessness
HOPWA	Rental Assistance	0 – 80% AMI	150 - Persons living with HIV/AIDS and their Families
Public Housing	Rental Assistance	0 – 30% AMI	376 - Households
Housing Choice Voucher	Rental Assistance	0 – 30% AMI	5,837 – Households

Note: Extremely Low (0-30% AMI), Very Low (31-50% AMI), and Low (51-80% AMI)

Actions planned to foster and maintain affordable housing

Through Housing Opportunity for All, the County is taking a dual approach to housing investments over the next 10 years. First, it will remove regulatory barriers and other hurdles to make development easier across the board. Second, it will use public policy and resources to help produce new housing options, especially for lower income households that the private market may not serve. The Housing Opportunity for All working group prioritized exploring increases to the HITF (Cross-cutting Action 3.1), establishing stronger, market informed inclusionary housing requirements (Cross-cutting Action 1.5), strengthening the right-of-first refusal provisions (Targeted Action 2.6) and establishing a land bank to support redevelopment

of abandoned residential properties (Targeted Action 3.2).

Actions planned to reduce lead-based paint hazards

The State of Maryland's approach to reducing and eliminating childhood lead poisoning was significantly revised with the October 2015 update of the "Maryland Targeting Plan for Areas at Risk for Childhood Lead Poisoning" (Targeting Plan). The Executive Summary of the Plan describes its key recommendations as:

- Testing of all Maryland children ages 12 and 24 months: For a period of three years, all Maryland children under the age of 6 years should be tested for lead exposure at 12 and 24 months of age, based on a determination by DHMH that all ZIP codes and census tracts in the State should be considered "at risk" under the requirements of Maryland Code Annotated, Health-General Article, § 18- 106, and Code of Maryland Regulations (COMAR) 10.11.04;
- Re-evaluation of recommendations based on surveillance findings: At the end of three years, DHMH will re-evaluate these recommendations, based on the analysis of blood lead testing data developed over the three-year period; and
- Clinical management: Like children with higher blood lead levels, children with blood lead levels of 5 to 9 micrograms per deciliter (mcg/dL) should have a confirmatory test, an assessment of possible sources of lead exposure, an assessment of other vulnerable individuals in the home, and a repeat blood test until it is clear that they do not have ongoing lead exposure.

The second element of the State Elimination Plan is to identify children who may be at risk of lead exposure. The State of Maryland requires testing children at the ages of one and two.

Actions planned to reduce the number of poverty-level families

The 2013-2017 ACS data shows Prince George's County poverty level is 9.3%. The chart breaks down the total population for whom poverty status is determined based on race and Hispanic or Latino origin, the general population with any disability, and veterans. The Hispanic or Latino population for whom poverty status is determined is 155,904. Of which, 13.3% are living below the poverty level. Of the White population for whom poverty status is determined, 10% are living below the poverty level. The population with the largest population for whom poverty status is determined is the Black or African American population, 565,323. Of which, 8.2% are living below the poverty level. The poverty rate for any persons with a disability is far higher than the County's rate – 13.8%. Looking at the veteran population for whom poverty status is determined, there are 56,520 veterans. Four percent (2,260/4%) have incomes in the past 12 months below poverty level.

The County and its partners implement a variety of programs to eliminate poverty through increasing the affordability of housing, increasing the wherewithal of residents to afford more house in relation to their income, stemming neighborhood decline and blight, thus helping

residents grow value in their owned or rented real estate assets, and by protecting vulnerable populations and minority communities from predatory financial lending practices and discrimination. These programs meet the various needs of individuals and families as they progress toward financial self-sufficiency.

Creating Economic Opportunities for Low- and Very Low-income Persons and Eligible Businesses

In efforts to utilize DHCD's federal programs to maximize economic opportunities for low and very low-income persons, the County Council enacted Council Bill (CB-112-2012)[8] by adding requirements under Section 3 of the Housing and Urban Development Act of 1968, as amended, generally related to housing and community development. Effective November 20, 2020, DHCD is required to prepare a Section 3 Action Plan as part of its five-year Consolidated Plans and Annual Action Plans. The enactment of a Section 3 Action Plan is not a requirement of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3); instead, it is a tool to assist the Department with facilitating its implementation.

The purpose of Section 3 is to ensure that economic opportunities, most importantly employment, generated by certain HUD financial assistance shall be directed to low- and very low-income persons.

In order for the Department to comply with the Section 3 Safe Harbor[9] requirements it shall "to the greatest extent feasible"[10]

1. Certify the Prioritization of Efforts:
   a) Employment and training opportunities to Section 3 workers; and
   b) Award contractors and subcontractors that provide economic opportunities for Section 3 workers.

2. Meet or exceed the applicable Section 3 Benchmarks established by Prince George's County:
   a) Thirty-five percent (35%) of the total number of labor hours worked by all workers on a Section 3 project are Section 3 workers; and

[8] December 6, 2012, Prince George's County Maryland Code, Chapter No. 94, Subtitle 15A. Consolidated Housing and Community Development Plan

[9] September 29, 2020, Section 3 Final Rule 24 C.F.R. § 75.23

[10] "Greatest Extent Feasible" means that every effort shall be made to comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3) which includes the original explanation of the phrase. In sum, when properly executed the "greatest extent feasible" provision will not force a contractor to disband an organization by replacing current employees with local workers or contractors. The original definition also rejects the application of anticipated hiring preferences that have historically excluded minorities from countless employment and business opportunities. National Housing Law Project, An Advocate's Guide to the HUD Section 3 Program: Creating Jobs and Economic Opportunity, February 2009.

b) Five percent (5%) of the total number of labor hours worked by all workers on a Section 3 project are Targeted Section 3 workers. This means that the five percent (5%) is included as part of the thirty-five percent (35%) threshold.

DHCD amended the FY 2016 – 2020 Consolidated Plan and FY 2016 Annual Action Plan by including a Section 3 Action Plan. The County Council and County Executive adopted and approved Council Resolution (CR-15-2016) on May 17, 2016.

The FY 2016 – 2020 Section 3 Action Plan was prepared based on the Section 3 Proposed Rule 24 C.F.R. § 135. DHCD would amend its Section 3 Action Plan whenever HUD finalized the Section 3 regulations to reflect any revisions in the new regulations.

In September 2020, HUD finalized the Section 3 Rule, removed the implementing regulations and added the final regulation 24 C.F.R. § 75. The final rule updated HUD's Section 3 regulations to create more effective incentives for employers to retain and invest in their low- and very low-income workers, streamlined reporting requirements by aligning them with typical business practices, provided for program-specific oversight, and clarified the obligations of entities that are covered by Section 3.[11]

The DHCD amended its Section 3 Action Plan to reflect the Section 3 Final Rule 24 C.F.R. § 75 regulations. See Appendix D – 2021-2025 DHCD Section 3 Action Plan.

In efforts to ensure the objectives of Section 3 are met in the use of applicable Federal funds in the County, DHCD established the following goals and strategies.

[11] September 29, 2020, Section 3 Final Rule 24 C.F.R. § 75

Section 3 Goals

In efforts to meet or exceed the applicable Section 3 benchmarks established by HUD, DHCD aims to accomplish the following annual goals through its Section 3 projects.

2021 – 2025 Section 3 and Local Benchmarks							
Annual Goal	**Source of Funds**	**County FY Year**	**Performance Indicators**	**Number of Labor Hours worked by all Workers**	**Number of Labor Hours worked by Section 3 Workers**	**Number of Labor Hours worked by Targeted Section 3 Workers**	**Percent Met**
Meet or exceed the 25% applicable Section 3 Benchmarks established by HUD: 35% of the total number of labor hours worked by all workers on a Section 3 project are Section 3 workers; and 5% of the total number of labor hours worked by all workers on a Section project are Targeted Section 3 workers.	CDBG, HOME, ESG, Section 108, LBPHC and LHRD	2022 2023 2024 2025	Number of labor hours worked				
		MULTI-YEAR GOAL TOTALS					

Strategies to Achieve Section 3 Goals

The DHCD plans to use the following strategies to achieve the Section 3 Benchmarks:

Strategy: DHCD shall require contractors and subcontractors to provide justification for not utilizing Section 3 workers or Targeted Section 3 workers.

Failure to submit these documents shall constitute a breach of contract and may result in termination of the contract.

Strategy: DHCD shall standardize Section 3 requirements in all written agreements with contractors and subcontractors.

Strategy: DHCD shall require sub-recipients to monitor and enforce the DHCD Section 3 Action Plans for Contractors and Subcontractors timely.

Strategy: DHCD shall provide updated DHCD Contractor and Subcontractor with the Section 3 Action Plan and request that sub-recipients provide it to their contractors and subcontractors.

Strategy: DHCD shall provide the sub-recipients, contractors, and subcontractors with a list of Section 3 business concerns interested and qualified for all proposed Section 3 covered projects.[12]

Strategy: DHCD shall require Section 3 covered sub-recipients to utilize, maintain, and monitor contractors and subcontractors using required documents in the DHCD Section 3 Action Plan for Contractors and Subcontractors.

The sub-recipient, contractors, and subcontractors are required to keep records as necessary to demonstrate Section 3 compliance and submit copies of these records to DHCD.

Failure to submit these documents shall constitute a breach of contract and may result in termination of the contract.

Strategy: DHCD shall include a provision notifying prospective applicants that Section 3 and the regulations in 24 C.F.R. § 75 are applicable to all funding awards during its announcements of notices of funding availability (NOFAs).

Strategy: DHCD shall require prospective applicants of Section 3 Covered projects to demonstrate efforts to reach the Section 3 Goals.

The Department of Housing and Community Development (DHCD) has joined the Prince George's County American Job Center Network[13] partnered with Employ Prince George's, Inc. (EPG) to assist the agency with meeting its Section 3 Safe Harbor requirements. Both agencies have agreed that EPG's Construction Works Program can serve as a valuable tool for job seekers and businesses to connect to DHCD's Section 3 covered projects.

Employ Prince George's Construction Works Program prepares County job seekers with the training that leads to entry to middle-skilled employment opportunities with the high growth-high demand Construction Industry. In addition, this Program connects job seekers with local businesses that participate in the Construction Works Program for employment.

The Program partners with numerous businesses, Prince George's County Public Schools, Prince George's County Community College, private career schools, nontraditional educational

[12] Section 3-based Business Concerns Directory for contractors and subcontractors seeking to do business in Prince George's County: http://www.hud.gov/Sec3Biz.
[13] Prince George's County American Job Center Network: http://pgcajc.com

entities, and Maryland Department of Labor Workforce Innovation and Opportunity Act (WIOA) Eligible Training Providers to provide superior construction trades training.

The EPG Construction Works Program will be staffed with a Construction Works Program Coordinator and a Construction Works Program Business Consultant. The Construction Works Program Coordinator will enroll Section 3 job seekers into the Program, provide one-on-one services to help remove barriers to employment, and assist them with achieving their employment goals. In addition, the Construction Works Program Coordinator will partner with the Construction Works Program Business Consultant to connect program graduates with Section 3 business concerns, local businesses that have employment opportunities in the Construction and Real Estate Industries.

Employ Prince George's, Inc. will also help to market the DHCD Section 3 Action Plan for Contractors and Subcontractors by participating in DHCD subrecipient technical assistance workshops, pre-bid and pre-construction conferences.

DHCD will encourage sub-recipients, contractors, and subcontractors to participate in the EPG Construction Works Program to help ensure compliance with the Section 3 Safe Harbor requirements.

Actions planned to develop institutional structure

Cross-cutting Action 2.8 in Housing Opportunity for All helps to increase internal capacity to support implementation of CHS goals and strategies, by assessing the existing delivery systems and organizational structures, and aligning them to support strategy implementation. This effort will be ongoing during the FY 2021-2025 Consolidated Plan.

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

Cross-cutting Action 2.1 in Housing Opportunity for All supports cross-departmental coordination and communication. By implementing this action, the County will establish a cross-departmental team to coordinate on housing development and capital improvement and related planning projects, geographic targeting and priorities, evaluating the impact of policies and leveraging cross-sector resources, capacity and tools, including social service providers.

AP-90 Program Specific Requirements – 24 CFR 91.220(l)(1,2,4)

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

DHCD administers the CDBG program. The federal 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, principally for LMI persons. Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table.

The following identifies program income that is available for use that is included in projects to be carried out.

The County anticipates it will earn $470,037 in CDBG Program Income, which must be disbursed before any new entitlement funds are used. Up to twenty percent (20%) of the program income received may be, as allowed under the regulations, deposited into DHCD's account(s) for administrative related costs.

The County anticipates program income will be generated from the following sources in FY 2023:

- Housing Rehabilitation Assistance Program (HRAP): The County anticipates $358,660 in program income will be generated from the Housing Rehabilitation Program.
- Multi-family and Commercial Loans: The County anticipate receiving $22,276 in program income will be generated from CDBG commercial loans. The program income will be used for CDBG training, staff development, and other program enhancements.
- Lead Identification Field Testing (LIFT): The County anticipates $89,101 in program income will be generated from any CDBG commercial loans and will be used for eligible affordable housing, economic development, public facilities and infrastructure, planning and administration and public services activities.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	$470,037
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	N/A
3. The amount of surplus funds from urban renewal settlements.	N/A
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	N/A
5. The amount of income from float-funded activities	N/A
Total Program Income	$470,037

Other CDBG Requirements

1. The amount of urgent need activities	N/A

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

1. **A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:**

Prince George's County does not use HOME funds in any other manner than those described in 24 C.F.R. § 92.205.

2. **A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:**

DHCD administers one HOME funded homebuyer program, the Pathway to Purchase Program, which assists income-eligible first-time homebuyers to purchase eligible residential properties by providing homeownership assistance.

The Program offers zero percent (0%) interest, deferred payment of up to the maximum of $10,000 as needed, for mortgage principle reduction, and/or down payment and/or closing costs. To be eligible, applicants must comply with monthly housing costs burden and total debt ratio requirements set administratively by the Department of Housing and Community Development. All properties must pass a Housing Quality Standards (HQS) Inspection.

When using HOME funds in any County program involving homebuyer activities, the County will incorporate the following provisions as appropriate:

Recapture Provision

For all programs providing a direct HOME subsidy to enable the homebuyer to buy a housing unit, the recapture provision will be enforced. Direct HOME subsidy includes down payment, closing costs, interest subsidies, or other HOME assistance provided directly to the homebuyer. In addition, direct subsidy includes any assistance that reduces the purchase price from fair market value to an affordable price.

If the HOME recipient decides to sell the house within the affordability period, based upon the direct HOME subsidy provided to the homebuyer which enabled the homebuyer to purchase the unit, the County will recapture all or a portion of the direct HOME subsidy. However, the amount recaptured by the County cannot exceed what is available from net proceeds. Net proceeds are defined as the sales price minus superior loan repayments (other than HOME funds) and any closing costs. Under no circumstances will the County recapture more than is available from the net proceeds of the sale.

The County enforces the recapture provision with a HOME Regulatory Agreement, Declaration of Covenants and Deed of Trust to be recorded in the County's land records. For all homebuyer assistance programs providing a direct HOME subsidy, the County will execute and record similar legal documents to enforce the recapture provision.

NOTE: Exception: Development subsidies (i.e., the difference between the cost of producing the unit and the fair market value of the unit) are not subject to recapture as the homebuyer does not realize a direct benefit from these funds. For properties that receive development subsidies only, and there is no direct financial assistance to the homebuyer, the resale requirements below will apply.

Resale Provision

Subject to underwriting, certain County programs, specifically those involving newly constructed or substantially rehabilitated HOME-assisted units must remain affordable over the entire affordability term, and therefore those units will be designated as "affordable units." If a unit is so designated, and is sold during the affordability period, the sale must meet the following criteria:

- The new purchaser must be low-income, defined as a family at seventy to eighty percent (70% to 80%) of area medium income paying no more than thirty percent (30%) of income for principal, interest, property taxes and insurance.
- The new purchaser must use the property as the family's principal residence and agree to assume the remainder of the original affordability period.

- The sales prices will be controlled by the County so as to be “affordable” to the new purchaser.
- The original homebuyer, now the home seller, must receive a “fair return” on their investment, as defined by the County.
- Fair return will be measured by the percentage change in the Consumer Price Index (CPI) over the period of ownership.
- The basis for calculating fair return will include a return on: 1) the HOME-assisted buyer’s original investment, plus 2) capital improvements made by the original buyer based on the actual costs of the improvements as documented by the homeowner’s receipts.
- These improvements will include: window and roof replacements; electrical and plumbing systems upgrades; infrastructure improvements; kitchen and bathroom remodels; finishing of basement and energy efficient upgrades.
- In some instances, it may be necessary for the County to provide HOME assistance to the subsequent purchaser to ensure that the original buyer receives a fair return and the unit is affordable to the low-income population, as defined.
- The County will use applicable deed restrictions and land covenants to enforce the resale restrictions.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The County will enforce the recapture/resale guidelines during the applicable affordability with a deed restrictions and land covenants to be recorded in the County’s land records.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Prince George’s County does not use HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds.

Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)

DHCD is the administering agency of the Emergency Solutions Grants (ESG) program. DHCD subcontracts with the Prince George’s County Department of Social Services (DSS) to implement the ESG program.

1. Include written standards for providing ESG assistance (may include as attachment)

Written standards to be used in administering ESG activities have been developed in

partnership with DHCD, DSS, and the CoC (HSP) and ensure:

- Consistent evaluation of individual and family eligibility for assistance in accordance with the definitions of homeless and at risk of homelessness (24 C.F.R. §576.2) as well as with recordkeeping requirements.
- Coordinated and integrated service delivery among all impacted providers.
- Clear and distinct eligibility requirements in place for homelessness prevention versus rapid rehousing assistance.
- Single mechanism for prioritizing applicants who are eligible for assistance.
- Matrix that identifies what percentage and/or amount (or range thereof) each participant must pay, if any, while receiving assistance, how long a single participant may receive assistance (including maximum number of months or times a participant may receive assistance), and adjustments in percentage and/or amount (or range thereof) the participant must pay (including the maximum amount of assistance a participant may receive), if any.
- Compliance with all ESG rules and regulations.

See Appendix E – ESG-CV Written Standards.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The Prince George's County Continuum of Care (CoC) for homeless persons is coordinated through the County's Homeless Services Partnership (HSP) which includes over one hundred (100) public and private agencies, faith-based organizations, service providers, mainstream programs, consumers and concerned citizens which meet monthly and work collaboratively to establish strategic priorities, assess progress, ensure compliance with HUD and other funder requirements and oversees full implementation of the County's Ten Year Plan to Prevent and End Homelessness.

The CoC is fully compliant with HUD's requirements for centralized intake and assessment. The CoC operates a 24-hour hotline for calls related to housing instability and homelessness. Entrance to all County emergency shelters, as well as diversion and prevention measures, are accessed through this hotline. The central point of entry allows homeless persons to gain services and shelter without having to navigate several different systems and application procedures. Residents are screened, assessed and linked to a prevention/diversion program or an appropriate emergency shelter based on gender, family composition, need, and bed availability. This centralized process includes system wide coordinated entry protocols for prioritizing and customizing homeless services based on the identified needs of the individual. These protocols create a prioritization code for all those currently in or entering the system which is used to help determine which response – RRH, Emergency Shelter, Transitional Shelter, or PSH is best suited to the household and will help reduce the time spent in homelessness as well as reducing the cost per successful placement. As part of this approach, the CoC also

maintains a registry of all known chronically homeless persons and uses a vulnerability index to prioritize those most in need of long-term subsidies and support. The centralized assessment team meets weekly to review all cases.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

Through direct operations, as well as publicly procured contracts with private non-profit agencies in the County, DSS currently uses ESG funds to provide emergency shelter, street outreach, HMIS, and homeless prevention and rapid re-housing services. Services are provided through the HSP provider network and all financial assistance funds are issued by DSS. Funding priorities for services are determined using several factors: (1) priority areas identified in the County Ten Year Plan to prevent and end homelessness, (2) alignment with HEARTH and ESG regulations, (3) level of need documented in HMIS (annual CAPER report), and (4) funds currently available for similarly situated activities.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The County meets the homeless participation requirement. Several members of the HSP are individuals who were homeless or formerly homeless.

5. Describe performance standards for evaluating ESG.

Written standards to be used in administering ESG activities have been developed in partnership with DHCD, DSS, and the CoC (HSP) and ensure:

- Consistent evaluation of individual and family eligibility for assistance in accordance with the definitions of homeless and at risk of homelessness as well as with recordkeeping requirements.
- Coordinated and integrated service delivery among all impacted providers.
- Clear and distinct eligibility requirements in place for homelessness prevention versus rapid rehousing assistance.
- Single mechanism for prioritizing applicants who are eligible for assistance.
- Matrix that identifies what percentage and/or amount (or range thereof) each participant must pay, if any, while receiving assistance, how long a single participant may receive assistance (including maximum of months or times a participant may receive assistance), and adjustments in percentage and/or amount (or range thereof) the participant must pay (including the maximum amount of assistance a participant may receive), if any.
- Compliance with all ESG rules and regulations.

DHCD also uses monitoring standards governing activities set forth in HUD's monitoring guidebook for the ESG program for making judgments about the program effectiveness and

management efficiency, which includes performance expectations (i.e., number of persons in overnight shelter, number of beds created, etc.).

Monitoring

Monitoring is an integral management control technique and a Government Accountability Office (GAO) standard. It is an ongoing process that assesses the quality of a program participant's performance over a period of time. Monitoring provides information about program participants that is critical for making informed judgments about program effectiveness and management efficiency. It also helps in identifying instances of fraud, waste, and abuse.

Prince George's County's Consolidated Plan for Housing and Community Development was implemented through County departments and agencies, municipalities, private nonprofit organizations and for-profit entities using Federal, State, County and private financing. The following describes the complex undertaking, policies and procedures for the regular monitoring of the performance of operating agencies and their compliance with the federal laws and CPD program regulations.

Monitoring Objectives

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, and the Emergency Solutions Grants (ESG) Program.
- Consolidated Plan funds are used for the purposes for which they were made available.
- General administrative and financial management capabilities by providing a mixture of training, orientation, and technical assistance to grantees.

Monitoring Standards

Standards governing activities listed in the *Consolidated Plan* shall be those set forth in HUD's monitoring guidebooks for each covered program (CDBG, HOME, and ESG). Basic monitoring will address the following:

- National objectives/eligibility
- Program progress
- Overall management systems
- Personal property management
- Sub-recipients and third-party contractors
- Financial management/audits
- Allowable costs/cost principles
- Program income/program disbursements
- Records maintenance and activity status reporting

- Davis-Bacon Wage Rates
- Reversion of assets
- Real property inventory and reporting
- Matching, level of effort and earmarking requirements
- Anti-discrimination, affirmative action, and equal employment opportunity
- Religious and political activity
- Conflict of interest
- Procurement standards and methods
- Environmental compliance
- Lead-based paint abatement
- Confidentiality
- Terms applicable to assistance over time

Specific emphasis will be placed on assurance of compliance with certifications submitted with the *Consolidated Plan* to the U.S. Department of Housing and Urban Development. These include, but are not limited to, the following:

- Affirmatively furthering fair housing
- Acquisition, anti-displacement and relocation assistance
- Drug-free workplace
- Section 3
- Excessive force
- Anti-lobbying
- Program-specific certifications for CDBG, HOME, and ESG

Sub-recipient Monitoring Procedures

The County's approach to Sub-recipient monitoring involves several areas of focus through a scheduling process as follows:

1. Orientation, Training, and Technical Assistance

    - Orientation: A sub-recipient orientation workshop is held prior to the commencement of each program year, and after adoption of each Annual Action Plan to provide sub-recipients with an overview of the County's expectations for their performance in carrying out activities under contract. The workshop includes a briefing on basic rules and requirements, panel presentations by sub-recipient peers on issues and solutions, and separate roundtable discussions for review of more specific programmatic requirements under CDBG, HOME, and ESG. The intent is to ensure full awareness and understanding of performance expectations, especially by new discussion and peer-interaction.

    - Training: Training of sub-recipients is conducted throughout the program year and will address technical matters such as eligible costs and compliance with the Office of Management and Budget (OMB) circulars. Its purpose will be to enhance sub-recipient performance, encourage capacity building, and increase sub-recipient effectiveness and efficiency in delivering benefits to the community.

- Technical Assistance: Technical assistance is offered to sub-recipients to correct specific weaknesses identified through monitoring the particular funded activity, or through review of required reports.

- Further risk assessments will be conducted early in the program year to assist sub-recipients detect potential problems before they occur and offer workable solutions. Technical assistance is also available in response to sub-recipient requests.

2. Program and Records Management

The maintenance of the documentation on sub-recipient performance in implementing activities under contract is the cornerstone of the County's Consolidated Plan monitoring efforts. The file documentation to be maintained on site is specified in the contract provisions. The following describes the type of documentation maintained in the project files:

- Project Files: Separate six-sided files are maintained on each funded activity per program year and program. These files include approved applications for CDBG, HOME, or ESG funding.
- Award notifications, grant agreements, and contracts executed between the County and its sub-recipients, and between sub-recipients and their contractors.
- Correspondence between the County and its sub-recipients concerning questions they have about eligible costs, substantial changes in the uses of CDBG, HOME, or ESG funds. Such correspondence may address amendments, eligible costs, and qualifying basis.
- Financial and audit reports.
- Reports requested from sub-recipients concerning activities undertaken with CDBG, HOME and ESG funds.
- Copies of requests for payment or reimbursement submitted by sub-recipients or their contractors.
- Any records pertaining to monitoring reviews and follow-up.
- Program Management: A tracking system, using a data base compatible with HUD's IDIS software may be used to record the status of each funded activity as it moves through the contract development and approval process, as well as all financial transactions up to project close out. The tracking system will permit retrieval of beneficiary characteristics including numbers of persons served, race and ethnicity, socio-economic data, and others as appropriate and required by HUD for reporting purposes.

3. On-Site Comprehensive Monitoring

An on-site monitoring schedule is developed annually upon HUD's formal release of the County's entitlement funds associated with each program (CDBG, HOME, and ESG). In addition, a risk assessment will be conducted at the outset to identify sub-recipients for onsite monitoring which are most likely to encounter problems in complying with program requirements. A risk assessment is a methodology used to identify and analyze the relative risk

that program participants pose to the Department.

Priority in selections will be afforded as follows:

- Sub-recipients new to the covered Federal programs, who may not be familiar with their compliance and performance requirements.
- Sub-recipients experiencing turnover in key staff positions performing functions relating to funded activities.
- Sub-recipients with previous compliance or performance problems, where follow-up monitoring is expected.
- Sub-recipients with high-risk activities, such as economic development projects requiring extensive reporting and file management.
- Sub-recipients presenting evidence that funds allocated are not being obligated or expended in a timely or appropriate fashion consistent with Federal performance guidelines.

4. Compliance and Monitoring Procedures for DHCD Programs

The Monitoring and Compliance Unit monitors all programs administered by DHCD 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 1968, as amended.

Program monitoring involves reviewing the scope of services and onsite records to ensure compliance with eligible activities meeting a national objective and program beneficiaries are low- and moderate-income. The monitoring team reviews the level of accomplishment, remaining balance of funds and monthly activity reports to ensure the activity is progressing timely. The team reviews onsite project records and interviews staff to determine if the activity is progressing as described in the operating agreement.

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 an action plan is requested to cure the concerns/ and or findings.

The following is the proposed on-site monitoring schedule for FY 2023.

Table 12 - FY 2023 Proposed On-site Monitoring Schedule

Federal Program	Number of Visits	Proposed Month/Year
HOME Development Projects	35	7/1/2022 thru 6/30/2023
HOME CHDOs	2	7/1/2022 thru 6/30/2023
CDBG	20	7/1/2022 thru 6/30/2023
ESG	6	7/1/2022 thru 6/30/2023

Appendices

Appendix A: Modified FY 2021 – 2025 Citizen Participation Plan

Appendix B: Section 108 Loan Pool Summary

Appendix C: Geographic Distribution Maps

Appendix D: 2021-2025 Section 3 Action Plan

Appendix E: ESG-CV Written Standards

Appendix F: Public Comment Summary

Appendix G: Prince George's County Income Limits

Appendix A

Modified FY 2016 – 2020 Citizen Participation Plan

The Prince George's County "Citizen Participation Plan" is a mechanism for managing the development of the County's Consolidated Plan, Annual Action Plan (AAP) and the Consolidated Annual Performance and Evaluation Report (CAPER). Residents, nonprofit organizations, municipalities, and County agencies express their concerns, seek additional County resources and provide suggestions or solutions to address housing and community development needs.

The primary goals for the citizen participation process are:

- To solicit viewpoints and concerns affected by the Consolidated Plan, Annual Action Plan or Consolidated Annual Performance and Evaluation Report;
- To invite participation by persons interested in helping identify needs and development applicable strategies;
- To collect data that accurately describes and quantifies housing and community development needs and to suggest workable solutions; and
- To obtain comments on proposals for allocating resources.

The County ensures citizens have an opportunity to participate throughout the planning process.

Public Notice and Availability

Prince George's County publishes in one or more newspapers a summary of the proposed Consolidated Plan, Annual Action Plan, and Consolidated Annual Performance and Evaluation Report for public comment. The summary describes the context and purpose of these documents, and sites the locations where copies of the entire document may be examined. Copies are available at government offices, libraries, on the County's website, and by mail upon request.

A reasonable number of free copies of the proposed Consolidated Plan and Annual Action Plan and the draft of the CAPER are made available for citizens and groups of interest upon request. When proposed versions of the Consolidated Plan are released for comment, they are made available for comment for not less than 30 days. The draft CAPER is available for not less than 15 days before submission to the U.S. Department of Housing and Urban Development (HUD).

The final or amended Consolidated Plan, Annual Action Plan, and Consolidated Annual Performance and Evaluation Report is distributed upon request and to those actively involved in developing these documents. Copies are provided to the local libraries and posted on the County's website.

Access to Records

A list of all projects using CDBG, HOME, ESG, and HOPWA funds is made available upon request. This list includes the sub-recipient's name, allocation amount, a brief description of the activity, and the fiscal year in which the funds were distributed. DHCD maintains records and reports on all activities financed, and upon request, makes these materials available to the public.

Technical Assistance

Prince George's County makes technical assistance available to participating municipalities, non-profits, community groups, special interest groups and to citizens developing proposals for CDBG funding. The Community Planning Development Division and the Housing Development Division can assist with needs identification, proposal concept development, budget development and general program questions by contacting the DHCD at (301) 883-5540.

Public Hearing

Prince George's County holds at least two public hearings on the Consolidated Plan and the Annual Action Plan. DHCD sponsors an informal public hearing, the Housing and Community Development Needs Community Forum, at the beginning of the Consolidated Plan and Annual Action Plan development process. The Forum gives citizens an opportunity to identify and describe needs for consideration, and to provide the scope, urgency and financing requirements for proposals to address those needs. The County Council schedules the second, formal public hearing at the time a proposed Plan is transmitted from the County Executive to them for consideration and adoption.

The time, date, location and subject of the hearings are announced in newspapers of general circulation within the County, notifying the public no less than fourteen (14) days before the hearing. Hearings are held at handicap-accessible sites, convenient to potential and actual beneficiaries. The advertisements include TTY phone numbers so hearing-impaired people can arrange for interpreters at the hearing. Those who need sign language interpretation are requested to contact the Community Planning and Development Division and the Housing Development Division at the phone number in the notice. Non-English speakers can also make arrangements for language translation provided courtesy of a CDBG-supported, nonprofit organization. Interpreted comments are incorporated within the Consolidated Plan and Annual Action Plan as appropriate.

The public notices include instructions on how to receive a free copy of the proposed, final, or amended Consolidated Plan and Annual Action Plan. A minimum of 30 days is provided for comments on each Plan before submission to HUD.

Comments and Complaints

Comments and complaints regarding the Consolidated Plan, Annual Action Plan, or Consolidated Annual Performance and Evaluation Report are accepted through all stages of document preparation until the closing of the formal comment period. Written complaints and comments are referred to the Department of Housing and Community Development (DHCD). DHCD responds to written complaints within 30 days.

Criteria for Amendments to a Plan

Prince George's County revises and submits to HUD, amendments to the final Consolidated Plan or Annual Action Plan whenever a "substantial change" is planned or actual activities require such an amendment. Revised or amended Plans are made available for public comment and the same public notice and 30-day public comment period observed as required under this Citizen Participation Plan. The County Council shall hold a public hearing for public input on any substantial revision or amendment to the Plans, and approve the amendment by resolution pursuant to Section 15A-106 of the County Code.

The Prince George's County Consolidated Plan or Annual Action Plan is only amended for a "substantial change" whenever it makes the following decisions:

- A change in the allocation priorities or a change in the method of distribution of funds;
- The addition of an eligible activity not originally funded or described in the Annual Action Plan;
- A change in the location, description, regulatory reference, national objective citation, and status of an activity originally described in the Annual Action Plan;

- A change in the use of CDBG, Program Income, or ESG funds, exceeding at least $250,000 from one existing activity to another existing eligible activity in any category within the applicable Program. All activities must have been in an approved Annual Action Plan. The CDBG categories include Affordable Housing, Economic Development, Public Facilities and Infrastructure Improvements, Public Services and Planning and Administration. The ESG categories include Emergency Shelter, Street Outreach, HMIS, Rapid-Rehousing, Homeless Prevention and Administration; and

- A change in the proposed uses of HUD 108 Loan Guarantee and Section 108 Program Income.

Emergency Amendments

In the event of a pandemic, natural disaster, catastrophic occurrence, or the County's receipt of disaster recovery funding, Prince George's County establishes expedited procedures to draft, propose, or amend its Consolidated plans and Annual Action Plans. Where the County need to make a Substantial Amendment to the Consolidated Plan and current Annual Action Plan to address the unforeseen needs of the community. The County will determine the necessary changes, prepare the proposed amendment and provide citizens with reasonable notice of and an opportunity to comment on the proposed amendment.

Pursuant to any published waivers or upon request by the County to HUD for a waiver of the required 30 days public comment, the County will proceed with an expedited process for giving the public reasonable notice and a reasonable opportunity to comment. In such situations, the County will provide a timeframe of no less than 5 days for public comments on a substantial amendment and dictate lesser or no public hearings. The County may choose to suspend the need for in-person public hearings and otherwise meet the public hearing requirements with use of a virtual public hearing if the following conditions are met:

- National/local health authorities recommend social distancing and limiting public gatherings for public health reasons; and

- Virtual hearings provide reasonable notification and access for citizens in accordance with the grantee's certifications, timely responses from local officials to all citizen questions and issues, and public access to all questions and responses.

The time, date, location and subject of the hearings will be announced in newspapers of general circulation within the County, notifying the public with reasonable advanced notice, as permitted, but no less than 5 days.

However, if HUD dictates a shorter comment period and/or fast turnaround times and lesser (or no) hearings, the County will comply with federal requirements.

Non-Substantial Amendments for CDBG, Program Income and ESG Reprogramming Authorized
The County authorizes a "non-substantial amendment" process for CDBG, Program Income and ESG through the County Department of Housing and Community Development (DHCD) subject to the process, below, when there is a change in the use of CDBG, Program Income and ESG entitlement funds less than a total of $250,000 in the County's fiscal year [July 1 – June 30], from one existing activity to another existing eligible activity in any category within the applicable program.

Process to Identify Community Development Block Grant (CDBG) Funds for Reprogramming:
The CDBG categories eligible to reprogram funds include Affordable Housing, Economic Development, Public Facilities and Infrastructure Improvements, Public Services, and Planning and Administration. The identification of funds for the purpose of reprogramming includes the following:

- **Voluntary Reprogrammed Funds:** Voluntary reprogramming represents those CDBG funds acquired when the sub-recipient has completed the originally funded activity and the DHCD staff has closed the activity in the HUD Integrated Disbursement and Information System (IDIS). DHCD will take actions pertaining to voluntary reprogramming subject to a sub-recipient's request and/or recommendation. However, when the eligible activity is completed and closed with a remaining balance, this represents funds available for another approved eligible activity. A sub-recipient is not permitted to maintain any portion or a remaining balance for a completed and closed activity.

  Under the voluntary reprogramming, the sub-recipient provides written notification to DHCD stating: 1) the project is complete and provides closeout documentation, as required; 2) the remaining balance dollar amount; and 3) a recommendation to reprogram the remaining balance into the CDBG Program to another eligible activity.

- **Involuntary Reprogrammed Funds:** Involuntary reprograming represents when a CDBG activity is generally flagged as "At Risk", under the HUD IDIS system, when the activity has required no draw down of funds for a year or more. The DHCD will take actions pertaining to involuntary reprogramming subject to the specific circumstances that are consistent with HUD's IDIS system, which is used to provide administrative oversight of each entitlement jurisdiction.

  In the case of involuntary reprogramming, the DHCD will issue a written letter specifying a sixty (60) calendar day intensive technical assistance period to the sub-recipient with a copy to the Prince George's County Council. If the intense technical assistance period does not address the deficiency, DHCD will issue a written letter to the sub-recipient stating that funds will be reprogrammed, thirty (30) calendar days from the date of the letter based on the aforementioned "At Risk" condition subject to approval of the Prince George's County Council.

- **Program Income:** Program Income (PI) is defined as the gross income received by the grantee and its sub-recipient directly generated from the use of CDBG funds pursuant to 24 C.F.R. § 570.504. As required, the DHCD's Annual Action Plan lists anticipated CDBG program income each year. As program income is receipted, it is applied to an eligible and funded sub-recipient activity, resulting in "available" entitlement funds. The application of program income does not affect a sub-recipient's original allocation award.

Criteria for Eligible CDBG Activities to Receive Reprogramming Funds:
County approved CDBG activities in prior program years that are eligible to receive reprogrammed funds include Affordable Housing, Economic Development, and Public Facilities and Infrastructure Improvements, Public Services, and Planning and Administration.

These activities must meet one or more of the following conditions:

1) must have submitted an application and received an approved funding allocation in a previously approved Annual Action Plan;
2) demonstrates evidence of a need for additional CDBG funding;
3) have a HUD approved environmental review on file;
3) show evidence of being ready to proceed in a timely manner;

4) DHCD agrees that the activity meets a **priority** in the approved 2016 – 2020 Consolidated Plan; or
5) DHCD had determined that the recommended activity and sub-recipient demonstrates the ability to expend funds in a timely manner.

Timeframe for Reprogramming
The DHCD may exercise its right to reprogram voluntary and involuntary CDBG, ESG and Program Income funds each during the County fiscal year (July 1 – June 30). These reprogrammed funds will be reported by DHCD in the annual CAPER submitted to HUD.

Reprogramming Notification and Approval Process
DHCD shall place a notice pertaining to the proposed allocations of reprogrammed funds on the DHCD/County's website at least thirty (30) calendar days prior to the proposed actions to be executed by the Director pertaining to reprogrammed funds. The notice shall contain information regarding the proposed reprogramming, including total amount, opportunity to comment and subject to County Council approval.

DHCD shall provide written notification thirty (30) calendar days prior to the proposed actions to be executed by the Director pertaining to reprogrammed funds to the Prince George's County Council, except when the County Council is in recess in August and December, including:

- Identification of where reprogramming funds are transferred from, specifically the program year, sub-recipient's name, project title, remaining balance amount, and the summation of facts pertaining to the DHCD action (i.e. voluntary or involuntary reprogrammed funds or program income).
- Identification of where reprogrammed funds will be transferred to, specifically, the program year, the sub-recipient's name, project title, scope, location, budget, term of performance and amount of reprogrammed funds.

DHCD shall timely provide any public comments or referrals received in response to the proposed reprogramming to the County Council prior to the expiration of the thirty (30) review period.

The County Council shall provide written notification to DHCD prior to the expiration of the thirty (30) calendar days whether the Council approves, disapproves or amends the reprogrammed funds. Failure by the County Council to provide the written notification within the thirty (30) calendar day time period shall be deemed an approval of the proposed reprogramming.

DHCD shall provide written notification of all final actions executed by the Director pertaining to reprogrammed funds to the Prince George's County Council and HUD. In all cases, DHCD shall place a

notice pertaining to the final allocations of reprogrammed funds in three (3) local newspapers and update the DHCD/County's website.

Adoption of the Citizen Participation Plan

Prince George's County makes the Citizen Participation Plan available for public comment for 30 days in conjunction with the distribution of the Consolidated Plan. The Citizen Participation Plan is adopted along with the Consolidated Plan of which it is a part.

Countywide Public Meeting

Public meetings are held to provide information on the Consolidated Plan and to solicit feedback on the data analysis and ideas conceived by the focus groups. The County Council will hold two public hearings, one to obtain comments on the draft document and one to obtain final comments prior to the adoption of the Plan. Summaries of comments received during the development and completion of the Consolidated Plan will be attached.

Public Notices

Flyer and meeting invitations are sent to participants for focus group meetings. Flyers, email announcements, and advertisements in local newspapers are used to advertise the community-wide meetings. Also, DHCD advertises the Consolidated Plan activities on its website, cable television and through radio interview. Notices are posted in all County libraries and community centers.

Appendix B:

Section 108 Loan Pool Summary

Prince George's County's population is growing. This puts a strain on the local housing market and creates a shortage of decent, safe and quality housing that is affordable to very low-income persons. Additionally, the County's housing stock is concentrated in a few price points (rental options are generally priced for households earning between 31 and 80 percent of area median income) and few building types (predominantly single-family housing). Where there are different housing options (e.g., townhomes or larger multi-family buildings), they tend to be clustered in a few areas of the County, primarily inside the Beltway and in the north central areas of the County. The County intends to apply for the maximum amount of Section 108 Loan Guarantee financing under existing authority, approximately $25 million, to establish a loan pool to support development projects. The County initially intends to use about $12 to $14 million of this funding. By leveraging Section 108 financing the County can support mixed-income and mixed-use developments, as well as economic development projects.

The County intends to submit a Generic Application to establish a Loan Pool. A Generic Application identifies a program, targeted areas for concentrated efforts of delivery, Eligible Activities and National Objectives the Loan Pool will fund. The application will enumerate specific Underwriting Guidelines governing credit and risk evaluation. As staff identifies prospective transactions, it will screen projects for compliance with eligibility and conformance to the low-to-moderate risk profile the Section 108 thresholds require. For projects surviving the screening process, staff will assemble an Eligibility Determination that documents program eligibility and credit and submit to the Area Office for approval.

Specifically, the purpose of the Section 108 Loan Pool is to assist with economic, housing, and community development activities in targeted areas. This will foster job creation and community and housing revitalization in these communities. Goals of the Section 108 Loan Pool include acquiring land for redevelopment and directly assisting businesses, nonprofits, and real estate development projects that produce a public benefit. Individual projects are proposed to be evaluated by a loan and investment committee involving County and subrecipient staff, as applicable, led by the County's Department of Housing and Community Development (DHCD). The Section 108 Loan Pool will be leveraged as a tool to bring real estate and community development projects to fruition in the County.

Section 108 National Objectives and Public Benefit Criteria

There are specific National Objectives, as defined by HUD, which this loan pool will address. Title 24 of the U.S. Code of Federal Regulations (CFR), Section 570.208, defines the criteria under which an activity may meet Section 570.200(a)(2), National Objectives. Section 570.200(a)(2) requires that all CDBG activities meet one of three national objectives. These objectives are to: 1) benefit low- and moderate-income families, 2) aid in the prevention or elimination of slums or blight, and 3) meet other urgent community development needs that pose a serious and immediate threat to the health or welfare of the community. Each project funded through the Section 108 Loan Pool will meet one of these National Objectives as detailed in Section 570.208. The primary national objective for Prince George's County's

Section 108 Loan Pool will be the benefit of low- and moderate-income families using the housing occupancy criteria. Use of the urgent need national objective is not anticipated. Section 108 loans will also benefit the public directly and indirectly by allocating funds for redevelopment projects that would not occur in their absence.

Loan Activities

Section 108 funded projects will benefit residents of Prince George's County as they will either provide opportunities for low and moderate-income residents to access permanent residential housing or will permit other economic development activity to take place. Other economic development activity must be targeted either to citizens in a geographic area where at least 51 percent of residents are of low or moderate income or to groups of citizens residing anywhere within the County in which at least 51 percent of beneficiaries are of low or moderate income. The last possible usage of the loan pool is to provide jobs for individuals, of which at least 51 percent of said jobs employ persons of low or moderate income.

The Section 108 Loan Pool is intended to utilize three primary eligible activities:

- Special Economic Development (24 CFR 570.703(i) and 24 CFR 570.203/204)
- Acquisition of Real Property (24 CFR 570.703(a))
- Housing Rehabilitation (24 570.703(h))
- Public Facilities (570. 201(c))

As required by Title 24 of the CFR, Section 570.209, one of the underwriting objectives for the Section 108 Loan Pool is to avoid substituting CDBG funds for non-Federal financial support. Additionally, the creation of Prince George's County's Section 108 Loan Pool will create jobs for low- and moderate-income persons, provide services to a low-income area and/or eliminate conditions of blight in the County. The specific hiring parameters for jobs created or retained through Section 108 funds may not exceed $50,000 per full-time permanent job created by the CDBG assistance, or $1,000 per low- and moderate-income person aided by the creation of the activity. The goal of using Section 108 loan pool to lend to businesses that invest in real estate activities is to create net new jobs in County, especially on behalf of individuals meeting the low to moderate income criteria.

Section 108 loans will be used for traditional lending, in addition to short-term financing. An example of the type of loans that the Section 108 Loan Pool may provide is short-term monies dedicated to bridging a financial gap for economic development projects that will utilize local and state investments in the future, but which need immediate assistance in gathering initial financing.

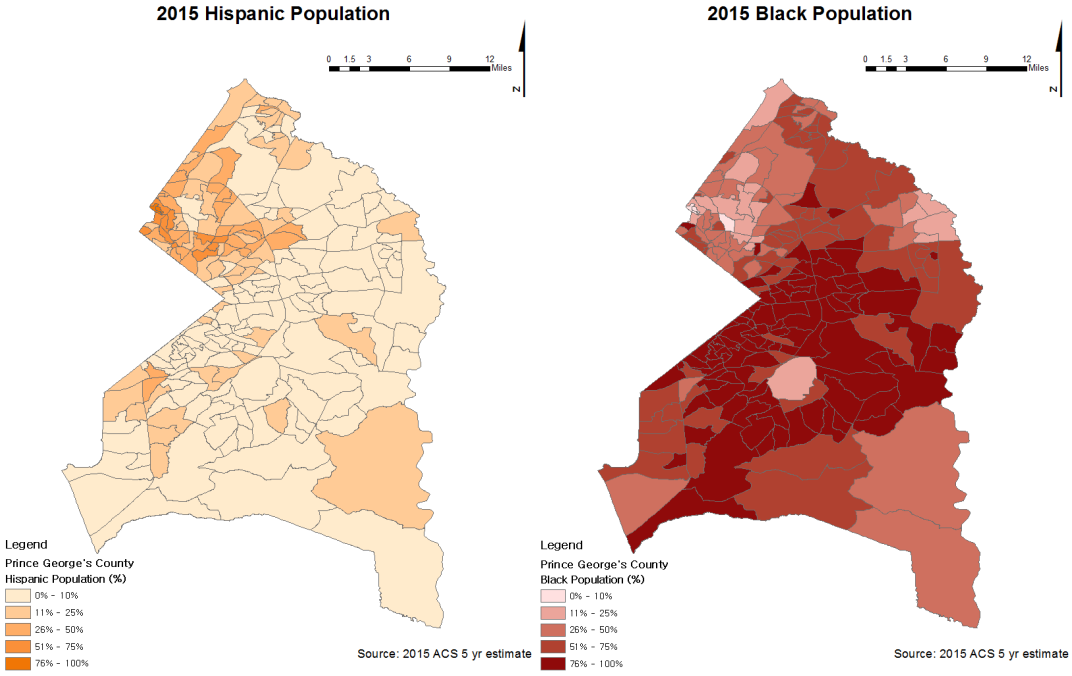
Financial Guarantees, Reporting, and Usage

If the Section 108 Loan Pool is approved, any potential borrowers will be obligated to send quarterly reports to the County detailing job creation resulting from Section 108 Loan Pools. Collateral needed to secure a loan through the Section 108 Loan Pool includes real property assets, personal and/or corporate guarantees, and pledge of future CDBG allocation. However, the County anticipates that all loans, individual and collectively, will be self-supporting. In the event loan pool funds are used to support Public Facilities or infrastructure projects, the County may pledge other assets or income to secure the transaction.

For transactions (primarily economic development projects) subject to the Appropriateness Criteria (24 CFR 570.209), the Eligibility Determinations for individual projects will document conformance to the provisions of Appendix A (24 CFR 570.209(a)) and the Public Benefit standards (24 CFR 570.209(b)). Moreover, the County will establish a “systems” approach regarding delivery. Consequently, staff will set up “subsystems” for marketing, screening, packaging, approving, closing, disbursing and servicing loans.

Appendix C:

Figure AP-1. **Areas of Racial and Ethnic Minority Concentration**



Source: ACS 2015 5yr

Figure AP-2 Access to jobs, goods, and services, Prince George's County, MD (2016)

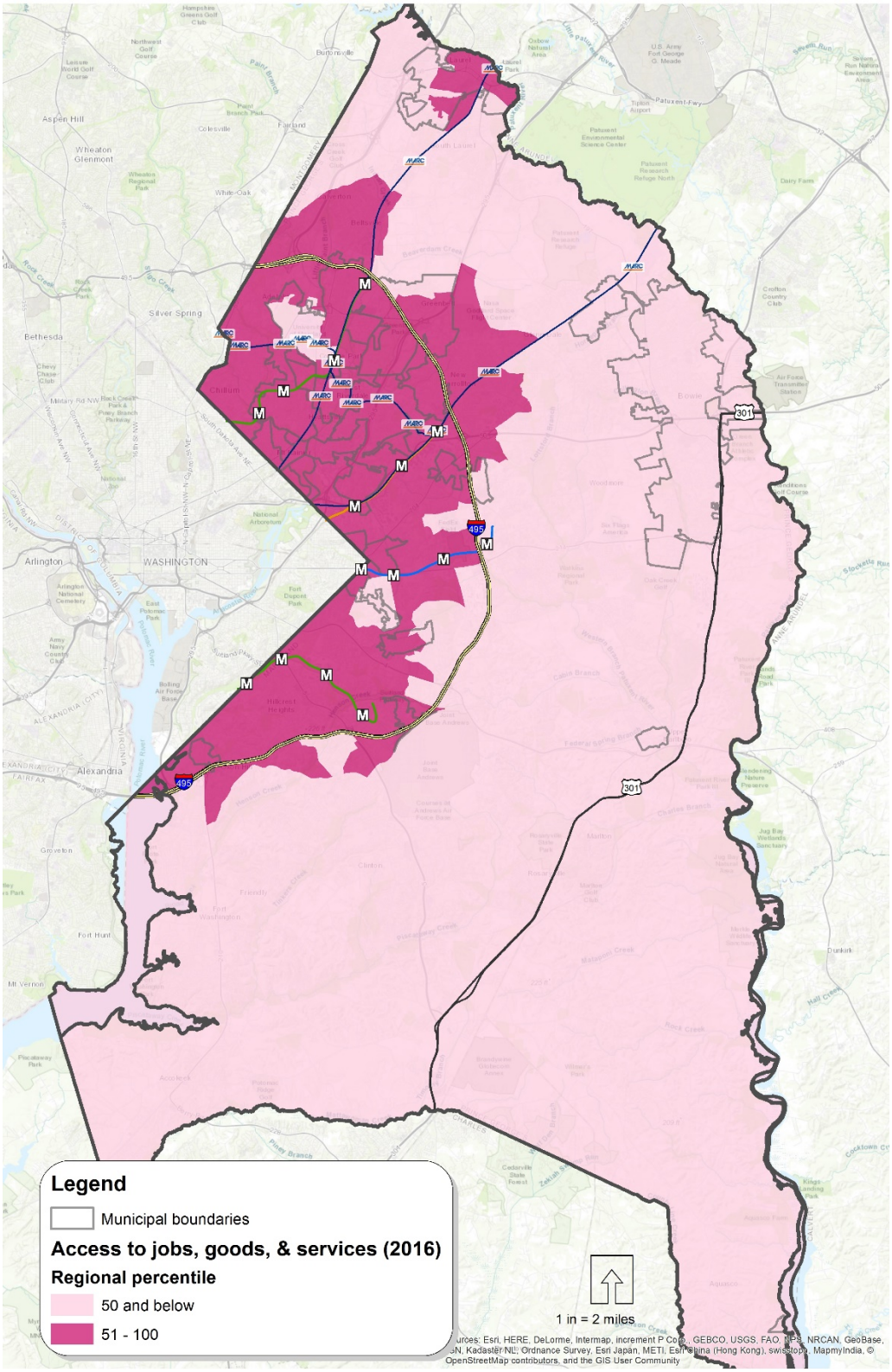


Figure AP-3. Social capital, Prince George's County, MD (2016)

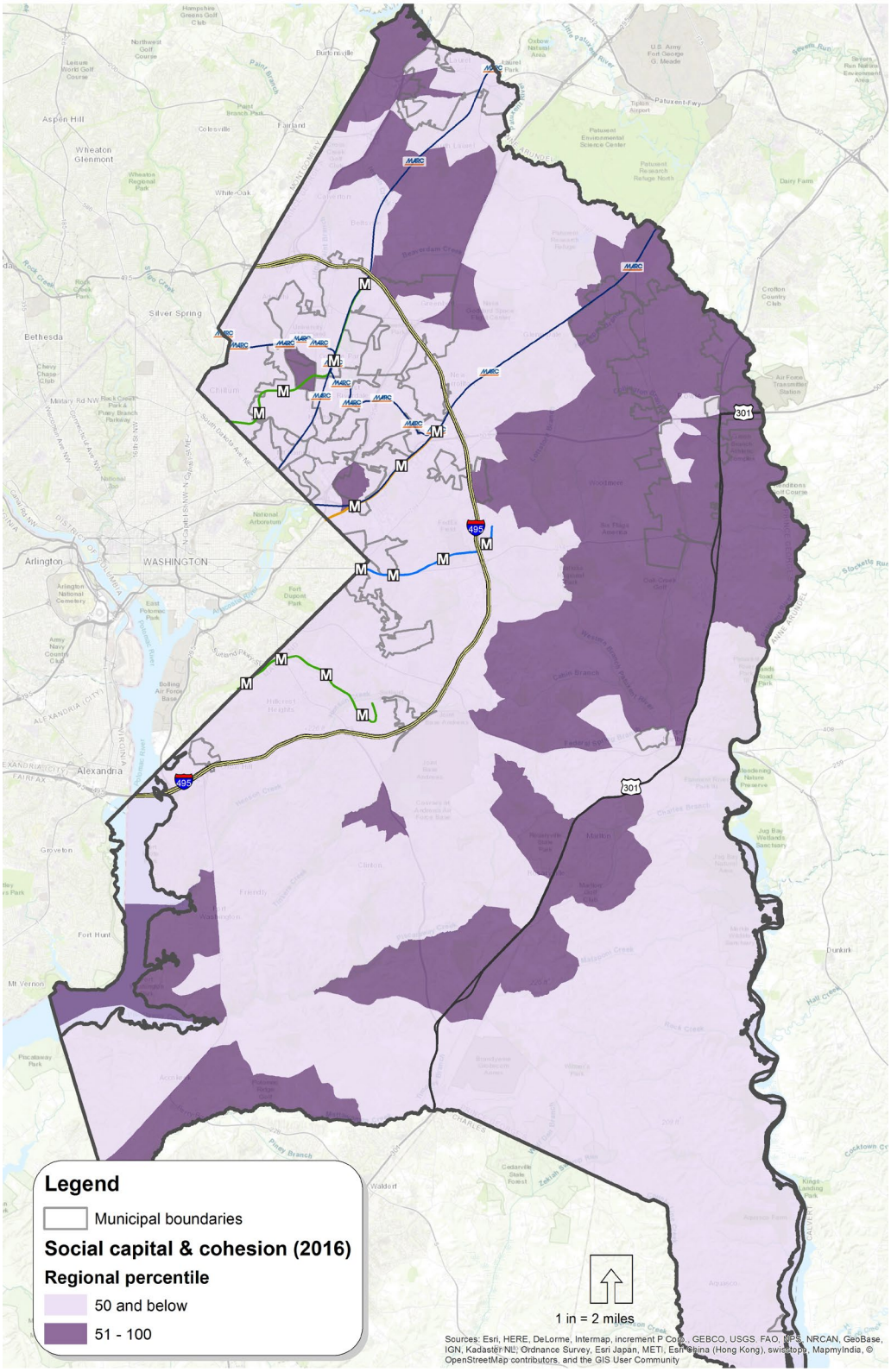


Figure AP-4. Community institutions, Prince George's County, MD (2016)

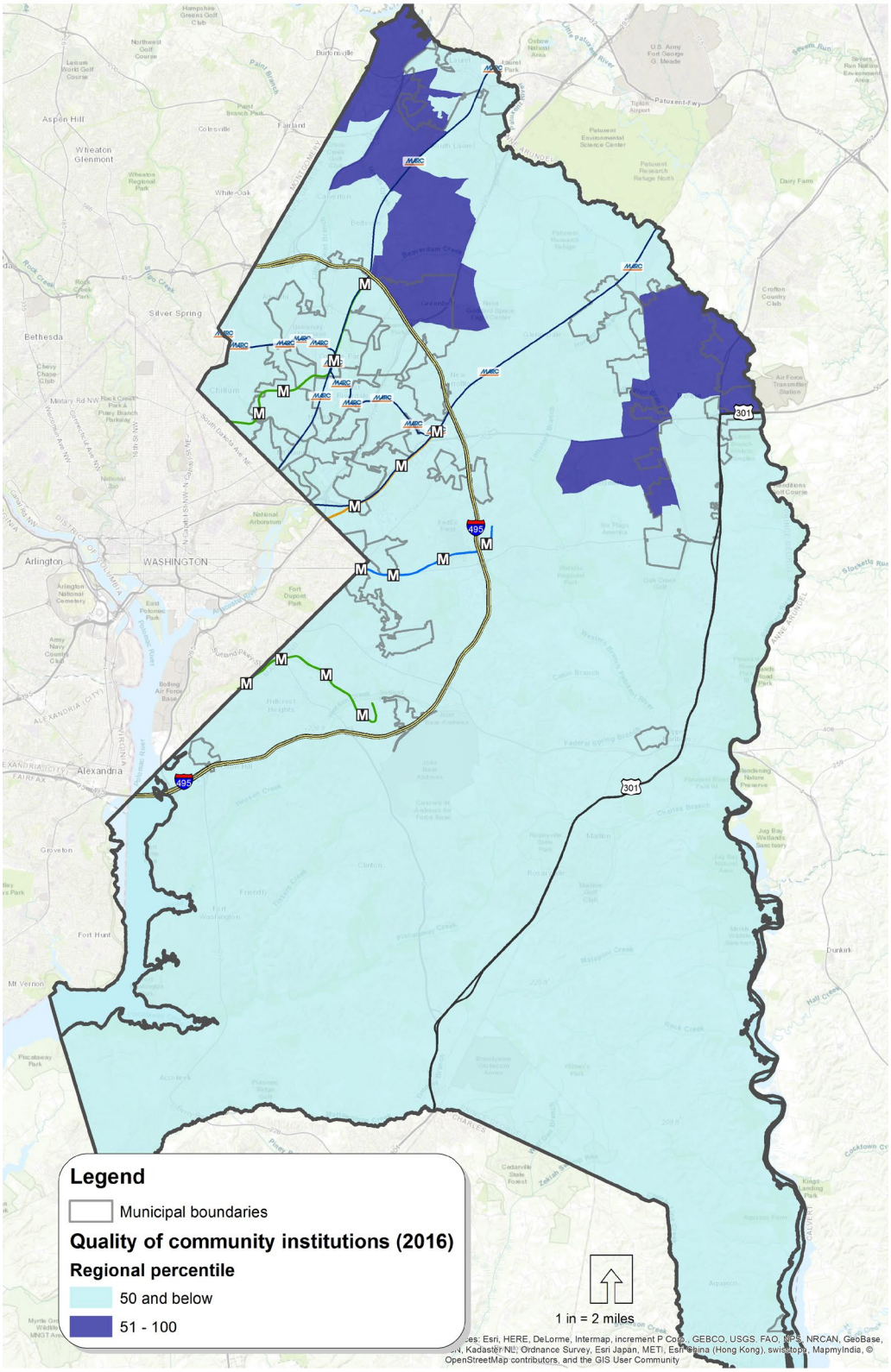


Figure AP-5. Existing and planned transit stops, Prince George's County, MD

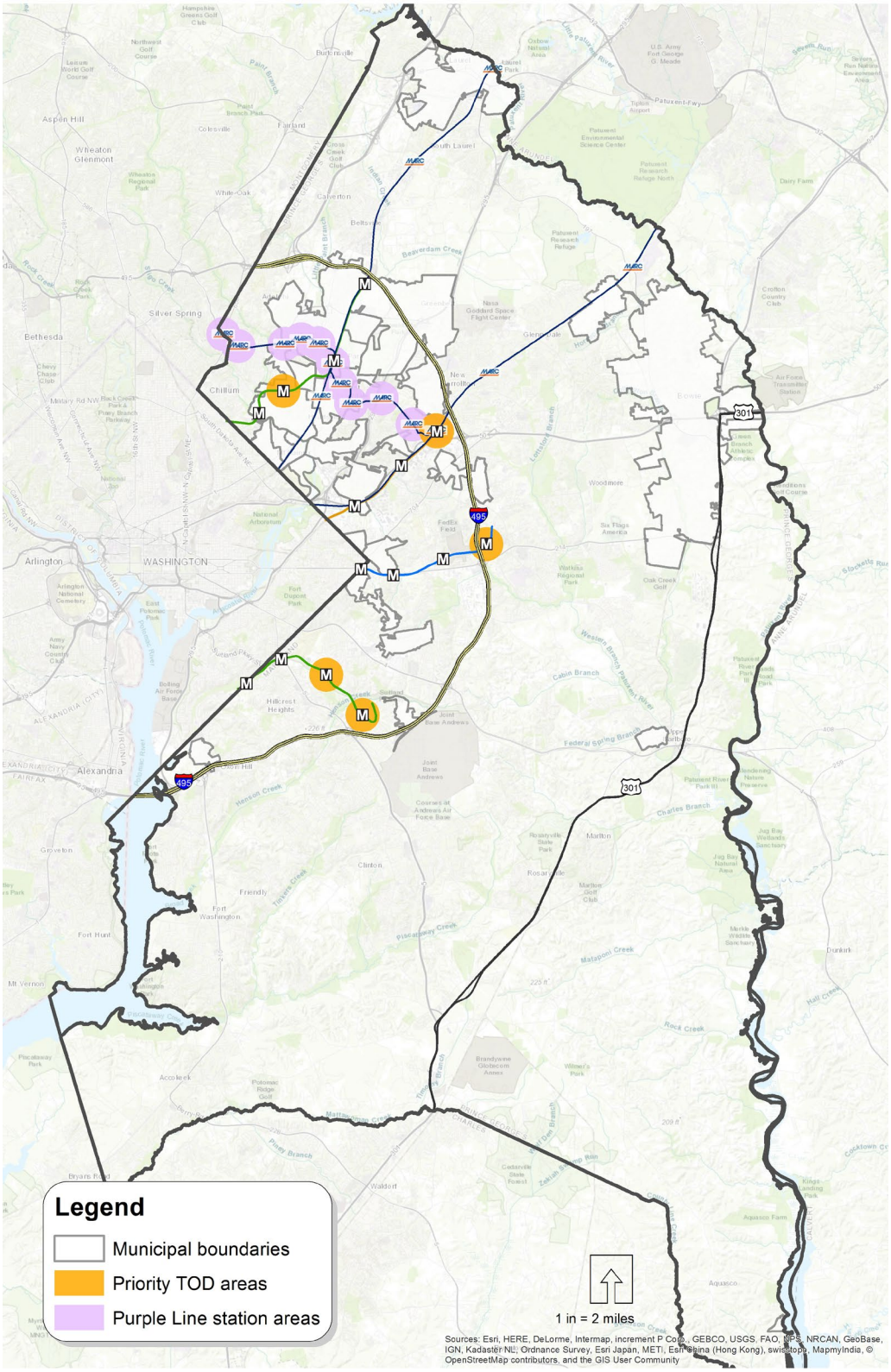
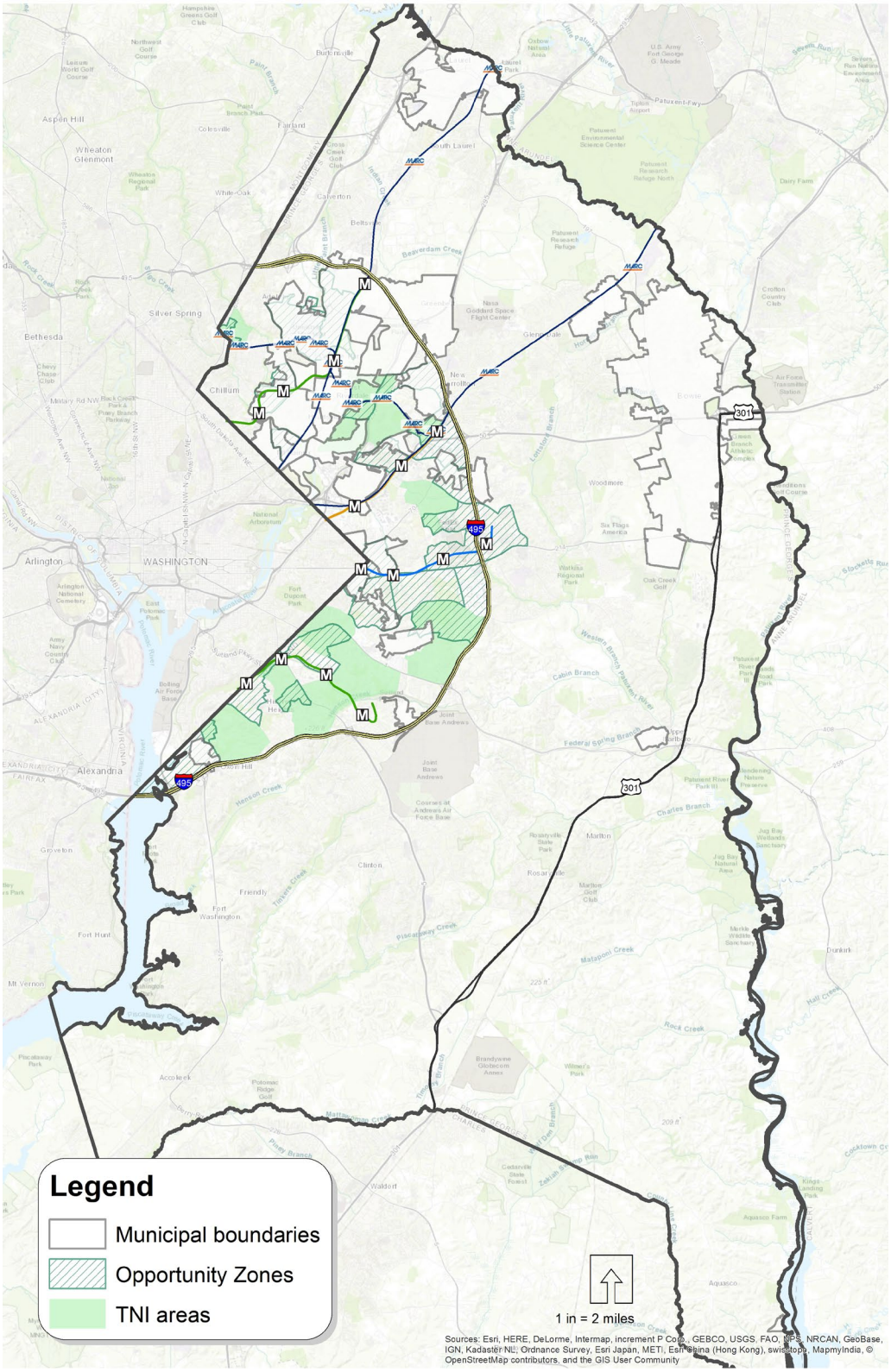


Figure AP-6. Opportunity Zones, Prince George's County, MD



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County Executive

Prince George's County
Department of Housing
& COMMUNITY DEVELOPMENT

Department of Housing and Community Development

Fiscal Year 2021 - 2025

Section 3 Action Plan - Draft

"Creating Economic Opportunities for Low - and Very Low - Income Persons and Eligible Businesses"

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EQUAL HOUSING OPPORTUNITY

Prince George's County affirmatively promotes equal opportunity and does not discriminate on the basis of race, color, gender, religion, ethnic or national origin, disability, or familial status in admissions or access to benefits in programs or activities.

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1. Introduction

Prince George's County is qualified as an urban county entitled to receive grant funds from three (3) federal programs: Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grants (ESG). Entitlement funds are appropriated by the U.S. Congress each year and distributed on a formula basis to local and state jurisdictions.

The Prince George's County Department of Housing and Community Development (DHCD) is the lead agency responsible for administering the following federal programs: CDBG, HOME, and ESG. The annual apportionment of the U.S. Department of Housing and Urban Development (HUD) funds received each fiscal year is approximately $9 million and provides housing and community development assistance to primarily low- and very low-income residents of the County. A significant portion of these funds are used to carry out housing rehabilitation, housing construction, and public facilities and infrastructure projects. Whenever the total amount of HUD financial assistance provided to a project exceeds $200,000 dollars the project is defined by HUD as "Section 3" covered project.[1]

The purpose of Section 3 is to ensure that economic opportunities, most importantly employment, generated by certain HUD financial assistance shall be directed to low- and very low-income persons.

In order for the Department to comply with the Section 3 Safe Harbor[2] requirements it shall "to the greatest extent feasible"[3]

1. Certify the Prioritization of Efforts:
   a) Employment and training opportunities to Section 3 workers; and
   b) Award contractors and subcontractors that provide economic opportunities for Section 3 workers.

2. Meet or exceed the applicable Section 3 Benchmarks established by Prince George's County:
   a) Thirty-five percent (35%) of the total number of labor hours worked by all workers on a Section 3 project are Section 3 workers; and

[1] September 29, 2020, Section 3 Final Rule 24 C.F.R. § 75.3(2)
[2] September 29, 2020, Section 3 Final Rule 24 C.F.R. § 75.23
[3] "Greatest Extent Feasible" means that every effort shall be made to comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3) which includes the original explanation of the phrase. In sum, when properly executed the "greatest extent feasible" provision will not force a contractor to disband an organization by replacing current employees with local workers or contractors. The original definition also rejects the application of anticipated hiring preferences that have historically excluded minorities from countless employment and business opportunities. National Housing Law Project, An Advocate's Guide to the HUD Section 3 Program: Creating Jobs and Economic Opportunity, February 2009.

b) Five percent (5%) of the total number of labor hours worked by all workers on a Section 3 project are Targeted Section 3 workers. This means that the five percent (5%) is included as part of the thirty-five percent (35%) threshold.

The HUD Office of Fair Housing and Equal Opportunity (FHEO) is charged with oversight and monitoring of Section 3 compliance for recipients of covered funding. In accordance with Section 3 guidelines at 24 C.F.R. § 75, DHCD will report annually Section 3 activities using HUD's Integrated Disbursement and Information System (IDIS)/Consolidated Performance Evaluation Report (CAPER). Section 3 businesses are required to self-certify through HUD's Section 3 Performance Evaluation and Registry System (SPEARS) so that local recipients can notify them about the availability of HUD-funded contracting opportunities.

In efforts to utilize DHCD's federal programs to maximize economic opportunities for low and very low-income persons, the County Council enacted Council Bill (CB-112-2012)[4] by adding requirements under Section 3 of the Housing and Urban Development Act of 1968, as amended, generally related to housing and community development. Effective November 20, 2012, DHCD is required to prepare a Section 3 Action Plan as part of its five-year Consolidated Plans and Annual Action Plans. The enactment of a Section 3 Action Plan is not a requirement of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3); instead, it is a tool to assist the Department with facilitating its implementation.

DHCD amended the FY 2016 – 2020 Consolidated Plan and FY 2016 Annual Action Plan by including a Section 3 Action Plan. The County Council and County Executive adopted and approved Council Resolution (CR-15-2016) on May 17, 2016.

The FY 2016 – 2020 Section 3 Action Plan was prepared based on the Section 3 Proposed Rule 24 C.F.R. § 135. DHCD would amend its Section 3 Action Plan whenever HUD finalized the Section 3 regulations to reflect any revisions in the new regulations.

In September 2020, HUD finalized the Section 3 Rule, removed the implementing regulations and added the final regulation 24 C.F.R. § 75. The final rule updated HUD's Section 3 regulations to create more effective incentives for employers to retain and invest in their low- and very low-income workers, streamlined reporting requirements by aligning them with typical business practices, provided for program-specific oversight, and clarified the obligations of entities that are covered by Section 3.[5]

The DHCD must implement Section 3 activities pursuant to these final regulations and comply with the reporting requirements starting July 1, 2021. The following is a comparison of the

[4] December 6, 2012, Prince George's County Maryland Code, Chapter No. 94, Subtitle 15A. Consolidated Housing and Community Development Plan

[5] September 29, 2020, Section 3 Final Rule 24 C.F.R. § 75

implementing regulations versus the final regulation 24 C.F.R. § 75 and the HUD established Section 3 benchmarks under Federal Register notice (FR-6085-N-04)[6].

DHCD 2016 - 2020 Section 3 Action Plan Section 3 Proposed Rule 24 C.F.R. § 135	**DHCD 2021 - 2025 Section 3 Action Plan** Section 3 Final Rule 24 C.F.R. § 75 and Section 3 Benchmarks in FR-6085-N-04
Threshold for Section 3 Covered Project The recipient, contractor and subcontractor of housing and community development assistance for a Section 3 covered project for which the amount of assistance exceeds $200,000. In addition to the above threshold requirement, Section 3 applies to contractors or subcontractors with an agreement in excess of $100,000 from HUD funds.	**Threshold Section 3 Covered Project** Section 3 applies to all construction related activities when the total amount of HUD financial assistance to the project exceeds a $200,000 threshold. In addition to the above threshold requirement, the threshold is $100,000 where the assistance is from the Lead Hazard Control and Healthy Homes program.
HUD Numerical Goals: 1. Employ qualified Section 3 residents, as 30% of aggregate number of new hires resulting from contracts and subcontracts on a covered activity; 2. Award to Section 3 business concerns at least 10% of the total dollar amount of all Section 3 covered projects for building trades work; and 3. Award to Section 3 business concerns at least 3% of the total dollar amount of all Section 3 covered contracts for non-construction work.	**Section 3 Safe Harbor Requirements:** 1. Certify that the County followed the following Prioritization Efforts: a. Provide employment and training opportunities to Section 3 workers; and b. Award contractors and subcontractors that provide economic opportunities for Section 3 workers. 2. Meet or exceed the applicable Section 3 Benchmarks established by Prince George's County: a. 35% or more of the total number of labor hours worked by all workers on a Section 3 project are Section 3 workers; and b. 5% of the total number of labor hours worked by all workers on a Section 3 project are Targeted Section 3 workers. This means that the five percent (5%) is included as part of the thirty-five percent (35%) threshold.

[6] https://www.federalregister.gov/documents/2020/09/29/2020-19183/section-3-benchmarks-for-creating-economic-opportunities-for-low--and-very-low-income-persons-and

DHCD 2016 - 2020 Section 3 Action Plan Section 3 Proposed Rule 24 C.F.R. § 135	**DHCD 2021 - 2025 Section 3 Action Plan** Section 3 Final Rule 24 C.F.R. § 75 and Section 3 Benchmarks in FR-6085-N-04
Section 3 Residents: 1. Individuals who reside in public housing; or 2. Low- and very low-income persons who live in the County where a Section 3 covered project for housing or community development is located.	**Section 3 Workers:** Any worker who currently fits or when hired within the past 5 years fit at least one of the following categories: 1. The worker's income for the previous or annualized calendar year is below the income limit established by HUD; or 2. The worker is employed by a Section 3 business concern; or 3. The worker is a YouthBuild participant. The status of a Section 3 worker shall not be negatively affected by prior arrest or conviction.
	Targeted Section 3 Workers: A Targeted Section 3 worker for housing and community development financial assistance means a Section 3 worker residing within a one-mile radius of the Section 3 project who is: 1. A worker employed by a Section 3 business concern; or 2. A worker who currently fits or when hired fit at least one of the following categories: a. Living within the service area or the neighborhood of the project; or b. A YouthBuild participant.
Section 3 Business Concerns: 1. Businesses owned by 51% or more Section 3 residents; or	**Section 3 Business Concerns:**

DHCD 2016 - 2020 Section 3 Action Plan Section 3 Proposed Rule 24 C.F.R. § 135	**DHCD 2021 - 2025 Section 3 Action Plan** Section 3 Final Rule 24 C.F.R. § 75 and Section 3 Benchmarks in FR-6085-N-04
2. Businesses with at least 30% permanent, full-time employees of whom are currently Section 3 residents, or within 3 years of the date of first employment with the business concern were Section 3 residents; or 3. Businesses providing evidence of a commitment to subcontract in excess of 25% of the dollar award of all subcontracts to business concerns and meeting qualifications in items (1) or (2).	A business concern meeting at least one of the following criteria, documented within the last six-month period: 1. It is at least 51% owned and controlled by low- and very low-income persons; or 2. Over 75% of the labor hours performed for the business over the three-month period are performed by Section 3 workers or; 3. It is a business at least 51% owned and controlled by current public housing residents or residents who currently living in Section 8-assisted housing.
Section 3 Reporting	**Section 3 Reporting**
The Grantee submits Section 3 Summary Reports annually to HUD electronically through SPEARS.	The Grantee submits annually Section 3 activities using HUD's IDIS/CAPER.

The DHCD amended its Section 3 Action Plan to reflect the Section 3 Final Rule 24 C.F.R. § 75 regulations. Once the FY 2021–2025 Section 3 Action Plan is approved by the County Council and County Executive, DHCD will incorporate its Section 3 Action Plan in its FY 2021 -2025 Consolidated Plan and Annual Action Plans covering FY 2022 – 2025.

2. FY 2021 – 2025 DHCD Section 3 Action Plan

The Section 3 Action Plan outlines the Department's policies and procedures, ensuring that both low- and very low-income persons and local businesses benefit from this resource.

The Department's Section 3 Action Plan describes Federal requirements (i.e., responsibilities, goals and strategies, reporting, and monitoring) pertaining to DHCD.

The Section 3 Action Plan serves as a guide for sub-recipients, contractors, and subcontractors awarded HUD funds to undertake Section 3 covered projects. It includes the DHCD Section 3 Action Plan for Contractors and Subcontractors to assist awardees in achieving their Section 3 employment and contracting goals.

Collaborative Opportunities

In April 2021, DHCD partnered with Employ Prince George's, Inc. (EPG). This partnership aims to assist the agency with meeting its Section 3 Safe Harbor requirements and strengthens the employment and contracting outreach strategies targeted for Section 3 residents and businesses. This employment and economic opportunities partnership will help to reinforce the County's "best efforts" for meeting the applicable Section 3 benchmarks established by HUD.

2.1 DHCD General Policy Statement

DHCD implements its Section 3 Policy to comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u) and implementing regulations at 24 C.F.R. § 75.

Section 3 Policy shall, to the "greatest extent feasible," result in the recruitment, employment, and contracting opportunities for Section 3 residents and business concerns for Section 3 covered contracts partially or wholly funded with Federal funds.

Section 3 applies to training, employment, contracting and other economic opportunities of projects related to housing rehabilitation, housing construction, and other public construction implemented with housing and community development assistance.

The following is a general description of DHCD programs which may include Section 3 covered activities.

- Community Development Block Grant (CDBG) - the CDBG Program is used to fund local community development activities, notably affordable housing, economic development, infrastructure, and public services, including housing rehabilitation, and public construction (i.e., street repairs, water and sewer, etc.) benefitting primarily low and very low-income persons.[7]

- HOME Investment Partnerships (HOME) - the HOME Program is designed to create affordable housing for low and very low-income households, expand the capacity of non-profit housing providers, strengthen the ability of State and local governments to provide housing, and leverage private sector participation in housing projects.[8]

- Emergency Solutions Grants (ESG) – the ESG supports outreach to and shelters homeless individuals and families as well as provide supportive programs which prevent homelessness. ESG funds may also be used for renovating buildings to be used as

[7] December 15, 2015, CDBG Interim Final Rule 24 C.F.R. § 570
[8] July 24, 2013, HOME Final Rule 24 C.F.R. § 92

emergency shelter for homeless families and individuals, and operating emergency shelters.[9]

- Section 108 Loan Guarantee Program (Section 108) – The County is applying to HUD to establish a Section 108 Loan Guarantee Pool to support housing rehabilitation, economic development, and mixed-use and mixed-income housing development. Section 108 provides communities with a source of financing for economic development, housing rehabilitation, public facilities, and large-scale physical development projects. Local governments may borrow funds, guaranteed by HUD, through the Section 108 program and must pledge current and future CDBG allocations as security for the loan.[10]

- Lead-Based Paint Hazard Control Grant Program (LBPHC) and Lead Hazard Reduction Demonstration Grant Program (LHRD) – the LBPHC and LHRD programs identify and control lead-based paint hazards in eligible privately owned rental or owner-occupied housing. Funds may be used for activities such as: renovation, remodeling, housing rehabilitation, property maintenance, and weatherization.[11] Currently, DHCD does not receive any of these funds.

2.2 Applicability

Section 3 applies to housing rehabilitation, housing construction, and other public construction projects assisted under HUD programs that provide housing and community development financial assistance when the total amount of HUD financial assistance to the project exceeds a threshold of $200,000. The threshold is $100,000 where the assistance is from the Lead Hazard Control and Healthy Homes programs. HUD will update the threshold not less than once every five (5) years based on a national construction cost inflation factor through Federal Register notices.

Section 3 covered projects may include water and sewer repairs, roads, bridges or enhancements to business facades in low to moderate-income communities. The project site or sites together with any building(s) and improvements located on the site(s) that are under common ownership, management, and financing.

2.3 Compliance with Section 3

The Section 3 provision seeks to ensure employment and other economic opportunities generated by HUD financial assistance shall, to the "greatest extent feasible," be directed to low and very low-income persons particularly those who are recipients of government assistance for housing and to business concerns which provide economic opportunities to low- and very low-income persons.

[9] December 5, 2011, ESG Final Rule 24 C.F.R. § 576
[10] December 15, 2015, CDBG Interim Final Rule 24 C.F.R. § 570
[11] June 21, 2004 Lead-Based Paint Poisoning Prevention in Certain Residential Structures Final Rule 24 C.F.R. § 35

This also means recipients of Section 3 covered financial assistance should make every effort possible to meet the regulatory requirements. This could mean that the effort may have to go beyond the normal employment and contracting procedures by developing strategies specifically targeting Section 3 residents and businesses for these types of economic opportunities.

2.4 Employment and/or Contracting Opportunities

Any employment or contracting opportunities generated by the expenditure of a Section 3 covered project, including professional services, and construction, are subject to compliance with Section 3. Professional services mean non-construction services that require an advanced degree or professional licensing, including, but not limited to, contracts for legal services, financial consulting, accounting services, architectural services, and civil engineering services. The chart below lists other examples of employment opportunities.

Examples of Employment and/or Contracting Opportunities

▪ Accounting	▪ Electrical	▪ Marketing
▪ Architecture	▪ Elevator Construction	▪ Painting
▪ Appliance Repair	▪ Engineering	▪ Payroll Photography
▪ Bookkeeping	▪ Fencing	▪ Plastering
▪ Bricklaying	▪ Florists	▪ Plumbing
▪ Carpentry	▪ Heating	▪ Printing Purchasing
▪ Catering	▪ Iron Works	▪ Research
▪ Cement/Masonry	▪ Janitorial	▪ Surveying
▪ Computer/Information	▪ Landscaping	▪ Tile Setting
▪ Demolition	▪ Machine Operation	▪ Transportation
▪ Drywall	▪ Manufacturing	▪ Word Processing

2.5 Section 3 Workers and Targeted Section 3 Workers

The application of the Section 3 provision[12] is designed to benefit both local citizens and business concerns. The regulations define both groups as follows:

Section 3 Workers:

Any worker who currently fits or when hired within the past five (5) years fit at least one (1) of the following categories:

1. The worker's income for the previous or annualized calendar year is below the income limit established by HUD; or
2. The worker is employed by a Section 3 business concern; or
3. The worker is a YouthBuild participant.

[12] September 29, 2020, Section 3 Final Rule 24 C.F.R. § 75.5

The status of a Section 3 worker shall not be negatively affected by prior arrest or conviction.

Targeted Section 3 Workers:

A Targeted Section 3 worker for housing and community development financial assistance means a Section 3 worker residing within a one-mile radius of the Section 3 project who is:

1. A worker employed by a Section 3 business concern; or
2. A worker who currently fits or when hired fit at least one of the following categories:

    - Living within the service area or the neighborhood of the project; or
    - A YouthBuild participant.

2.6 Section 3 Business Concerns

A business is considered Section 3 business concern if it meets at least one (1) of the following criteria, documented within the last six-month period:

1. It is at least 51 percent (51%) owned and controlled by low- or very-low-income persons; or

2. Can demonstrate that over 75 percent (75%) of the labor hours performed for the business over the three-month period are performed by Section 3 workers; or

3. It is a business at least 51 percent (51%) owned and controlled by current public housing residents or residents who currently living in Section 8-assisted housing.

Evidence of Section 3 Certification:

Contractors or subcontractors seeking Section 3 preference in the awarding of a HUD-funded contract shall self-certify compliance with one of the regulatory definitions of a Section 3 business[13] by completing a HUD Section 3 Business Registry Form.[14] The contractor or subcontractor shall provide adequate documentation as evidence of eligibility for preference under the Section 3 Program.

2.7 Responsibilities of DHCD and Sub-recipients

The DHCD and Sub-recipients (i.e., non-profit organizations, municipalities, local government agencies, or developers) that receive CDBG, HOME, ESG, Section 108, LBPHC, and LHRD bear the responsibility to comply with Section 3 covered assistance. Responsibilities include:

[13] September 29, 2020, Section 3 Final Rule 24 C.F.R. § 75.5
[14] This form is available online at: https://portalapps.hud.gov/Sec3BusReg/BRegistry/BRegistryHome.

1. Notifying Section 3 residents about employment and training opportunities and businesses regarding contracts generated by Section 3 covered assistance;

2. Notifying potential contractors and subcontractors of the Section 3 objectives and ways in which each contractor can assist the sub-recipient to meet Section 3 benchmark; and

3. Documenting the action(s) taken by the contractor or subcontractor to comply with the Section 3 requirements, the results of the actions, and impediments, if any.

The DHCD and Sub-recipients bear the responsibility to ensure compliance of contractors and subcontractors. The DHCD and sub-recipients shall:

1. Incorporate the Section 3 Clause into contract documents;

2. Conduct compliance reviews consisting of detailed analysis and evaluation of the contractor's and subcontractor's compliance with Section 3 requirements;

3. Notify contractors and subcontractors of non-compliance and direct instructions to obtaining compliance of regulation 24 C.F.R. § 75;

4. Refrain from entering into contracts with contractors or subcontractors in violation of the regulations 24 C.F.R. § 75; and

5. Respond to complaints alleging non-compliance of regulation 24 C.F.R. § 75 by Section 3 residents or business concerns.

2.8 Section 3 Goals and Strategies

In efforts to ensure the objectives of Section 3 are met in the use of applicable Federal funds in the County, DHCD established the following goals and strategies.

Section 3 Goals

In efforts to meet or exceed the applicable Section 3 benchmarks established by HUD, DHCD aims to accomplish the following annual goals through its Section 3 projects.

2021 – 2025 Section 3 and Local Benchmarks							
Annual Goal	**Source of Funds**	**County FY Year**	**Performance Indicators**	**Number of Labor Hours worked by all Workers**	**Number of Labor Hours worked by Section 3 Workers**	**Number of Labor Hours worked by Targeted Section 3 Workers**	**Percent Met**
Meet or exceed the 25% applicable Section 3 Benchmarks established by HUD: 35% of the total number of labor hours worked by all workers on a Section 3 project are Section 3 workers; and 5% of the total number of labor hours worked by all workers on a Section project are Targeted Section 3 workers.	CDBG, HOME, ESG, Section 108, LBPHC and LHRD	2022 2023 2024 2025	Number of labor hours worked				
		MULTI-YEAR GOAL TOTALS					

Strategies to Achieve Section 3 Goals

The DHCD plans to use the following strategies to achieve the Section 3 Benchmarks:

Strategy: DHCD shall require contractors and subcontractors to provide justification for not utilizing Section 3 workers or Targeted Section 3 workers.

Failure to submit these documents shall constitute a breach of contract and may result in termination of the contract.

Strategy: DHCD shall standardize Section 3 requirements in all written agreements with contractors and subcontractors.

Strategy: DHCD shall require sub-recipients to monitor and enforce the DHCD Section 3 Action Plans for Contractors and Subcontractors timely.

Strategy: DHCD shall provide updated DHCD Contractor and Subcontractor with the Section 3 Action Plan and request that sub-recipients provide it to their contractors and subcontractors.

Strategy: DHCD shall provide the sub-recipients, contractors, and subcontractors with a list of Section 3 business concerns interested and qualified for all proposed Section 3 covered projects.[15]

Strategy: DHCD shall require Section 3 covered sub-recipients to utilize, maintain, and monitor contractors and subcontractors using required documents in the DHCD Section 3 Action Plan for Contractors and Subcontractors.

The sub-recipient, contractors, and subcontractors are required to keep records as necessary to demonstrate Section 3 compliance and submit copies of these records to DHCD.

Failure to submit these documents shall constitute a breach of contract and may result in termination of the contract.

Strategy: DHCD shall include a provision notifying prospective applicants that Section 3 and the regulations in 24 C.F.R. § 75 are applicable to all funding awards during its announcements of notices of funding availability (NOFAs).

Strategy: DHCD shall require prospective applicants of Section 3 Covered projects to demonstrate efforts to reach the Section 3 Goals.

2.9 Employment and Economic Opportunities for Section 3 Workers

The Department of Housing and Community Development (DHCD) has joined the Prince George's County American Job Center Network[16] partnered with Employ Prince George's, Inc. (EPG) to assist the agency with meeting its Section 3 Safe Harbor requirements. Both agencies have agreed that EPG's Construction Works Program can serve as a valuable tool for job seekers and businesses to connect to DHCD's Section 3 covered projects.

Employ Prince George's Construction Works Program prepares County job seekers with the training that leads to entry to middle-skilled employment opportunities with the high growth-high demand Construction Industry. In addition, this Program connects job seekers with local businesses that participate in the Construction Works Program for employment.

[15] Section 3-based Business Concerns Directory for contractors and subcontractors seeking to do business in Prince George's County: http://www.hud.gov/Sec3Biz.
[16] Prince George's County American Job Center Network: http://pgcajc.com

The Program partners with numerous businesses, Prince George's County Public Schools, Prince George's County Community College, private career schools, nontraditional educational entities, and Maryland Department of Labor Workforce Innovation and Opportunity Act (WIOA) Eligible Training Providers to provide superior construction trades training.

The EPG Construction Works Program will be staffed with a Construction Works Program Coordinator and a Construction Works Program Business Consultant. The Construction Works Program Coordinator will enroll Section 3 job seekers into the Program, provide one-on-one services to help remove barriers to employment, and assist them with achieving their employment goals. In addition, the Construction Works Program Coordinator will partner with the Construction Works Program Business Consultant to connect program graduates with Section 3 business concerns, local businesses that have employment opportunities in the Construction and Real Estate Industries.

Employ Prince George's, Inc. will also help to market the DHCD Section 3 Action Plan for Contractors and Subcontractors by participating in DHCD subrecipient technical assistance workshops, pre-bid and pre-construction conferences.

DHCD will encourage sub-recipients, contractors, and subcontractors to participate in the EPG Construction Works Program to help ensure compliance with the Section 3 Safe Harbor requirements.

2.10 Monitoring

Monitoring is an integral management control technique and a Government Accountability Office (GAO) standard. It is an ongoing process that assesses the quality of a program and participants' performance. Monitoring provides information about program participants that is critical for making informed judgments about program effectiveness and management efficiency.

It is DHCD's responsibility to ensure that the sub-recipients, contractors, and subcontractors meet all Section 3 requirements. If the requirements are not met, DHCD shall make a finding of noncompliance. A finding is a deficiency in program performance based on a statutory and regulatory program requirements for which sanctions or other corrective actions are authorized. Failure to comply could result in a recovery of HUD funds.

The following describes DHCD's Section 3 monitoring checklist:

- If the sub-recipient implemented procedures to notify Section 3 residents and business concerns about employment, training, and contracting opportunities generated by its agency or covered contractors;
- If the sub-recipient notified covered contractors and subcontractors about their responsibilities pursuant to Section 3;
- If the sub-recipient included the Section 3 Clause in covered contracts;

- If the sub-recipient monitored its covered contractors and subcontractors for compliance with Section 3 and imposed penalties for noncompliance as appropriate;
- If the sub-recipient or its contractors and subcontractors met the goals for employment and contracting opportunities;
- If the sub-recipient provided an explanation if the contractors and subcontractors failed to meet the goals for Section 3; and
- If the sub-recipient's annual Section 3 reporting requirements were met on a timely basis.

2.11 Section 3 Reporting Requirements

The DHCD is required to report annually Section 3 activities using HUD's Integrated Disbursement and Information System (IDIS)/Consolidated Performance Evaluation Report (CAPER). The CAPER highlights DHCD's achievements in providing decent housing, suitable living environments, and expanding economic opportunities for low to moderate-income residents. The CAPER is due to HUD sixty (60) days after the program year ends. DHCD's CAPER's is due at the end of September each year.

The IDIS Section 3 report in the CAPER will correspond to the covered projects and activities that received Federal funding (i.e., CDBG, HOME, ESG, Section 108, etc.). Projects for which assistance or funds are committed after July 1, 2020, are subject to the new Section 3 regulations. The DHCD will include a summary of the Section 3 Summary Report(s) in its CAPERs.

2.12 Section 3 Workers or Section 3 Business Complaints

Any Section 3 workers or Section 3 businesses (or authorized representatives) may file a written complaint, official title "Complaint Register Under Section 3 of the HUD Act of 1968 form HUD-958," with the local HUD Field Office or mail it to:

The Assistant Secretary for Fair Housing and Equal Opportunity
Attn: Office of Economic Opportunity
U.S. Department of Housing and Urban Development
451 Seventh Street, S.W., Room 5100
Washington, D.C. 20410-2000

A written complaint should contain:

- Name and address of the person filing the complaint
- Name and address of subject of complaint (HUD recipient, contractor or subcontractor)
- Description of acts or omissions in alleged violation of Section 3
- Statement of corrective action sought (i.e., training, employment or contracts)

Internal Section 3 Complaint Procedure

Complaints generated due to non-compliance through an internal process, DHCD encourages submittal of complaints to its Section 3 Coordinator. A written complaint should be mailed to:

DHCD Office of the Director
Attention: Senior Compliance Officer
Prince George's County Department of Housing and Community Development
9200 Basil Court, Suite 500
Largo, Maryland 20774

(301) 883-5531

Attachment:
DHCD Contractor and Subcontractor Section 3 Action Plan

- Exhibit A: General Statement
- Exhibit A-1: Equal Employment Opportunity Agreement
- Exhibit A-2: Program Assurance of Compliance
- Exhibit A-3: Estimated Project Workforce Breakdown
- Exhibit A-4: Proposed Contracts/Subcontracts Breakdown
- Exhibit A-5: Actual Contracts/Subcontracts Breakdown
- Exhibit A-6: Section 3 Business Concern Utilization
- Exhibit A-7: Section 3 Summary Report
- Exhibit A-8: Section 3 Projects Income Limits
- Exhibit A-9: Section 3 Flyers
- Exhibit B: Regulatory Definitions
- Exhibit C: Helpful Links

Angela D. Alsobrooks
County Executive

Aspasia Xypolia
Director

PRINCE GEORGE'S COUNTY, MARYLAND

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
SECTION 3 ACTION PLAN FOR CONTRACTORS AND SUBCONTRACTORS

DRAFT

NAME OF CONTRACTOR: _____

NAME OF SUB-RECIPIENT: _____

PROJECT NAME: _____

PROJECT IDIS NO: _____

Prince George's County affirmatively promotes equal opportunity and does not discriminate on the basis of race, color, gender, religion, ethnic or national origin, disability, or familial status in admissions or access to benefits in programs or activities.

Draft: 8/16/2021

Introduction

The Prince George's County Department of Housing and Community Development (DHCD) is the lead agency responsible for administering the following federal programs:

- Community Development Block Grant (CDBG)
- HOME Investment Partnerships (HOME)
- Emergency Solutions Grants (ESG)
- Section 108 Loan Guarantee Program (Section 108)
- Lead-Based Paint Hazard Control Grant Program (LBPHC) and Lead Hazard Reduction Demonstration Grant Program (LHRD)

These federal funds are allocated by the U.S. Department of Housing and Urban Development (HUD) and provide housing and housing and community development assistance to primarily low and very low-income residents of Prince George's County. A significant portion of these federal funds are used to carry out housing rehabilitation, housing construction, and other public construction projects. Whenever the total amount of HUD financial assistance to a project exceeds a threshold of $200,000 dollars it is defined by HUD as a "Section 3" covered project. The threshold is $100,000 when the assistance is from the LBPHC and LHRD programs.

The purpose of Section 3 is to ensure that economic opportunities, most importantly employment, generated by certain HUD financial assistance shall be directed to low and very low-income persons.

The DHCD will be considered to have complied with the Section 3 Safe Harbor requirements if "to the greatest extent feasible" each Section 3 covered project is able to:

1. Certify the Prioritization of Efforts:
   a) Employment and training opportunities to Section 3 workers; and
   b) Award contractors and subcontractors that provide economic opportunities for Section 3 workers.

2. Meet or exceed the applicable Section 3 Benchmarks established by HUD:
   a) Thirty-five percent (35%) of the total number of labor hours worked by all workers on a Section 3 project are Section 3 workers; and
   b) Five percent (5%) of the total number of labor hours worked by all workers on a Section 3 project are Targeted Section 3 workers. This means that the five percent (5%) is included as part of the thirty-five percent (35%) threshold.

Section 3 covered projects include housing rehabilitation, housing construction, and other public construction such as infrastructure related projects. These projects may include water and sewer repairs, roads, bridges or enhancements to business facades in low to moderate-income communities. The project site or sites together with any building(s) and improvements located on the site(s) that are under common ownership, management, and financing.

Section 3 is not applicable when program funds are invested in direct assistance to homebuyers, acquisition, and administration, because these are not construction activities.

In efforts to utilize DHCD's federal programs to maximize economic opportunities for low and very low-income persons, the contractor and subcontractor are required to prepare a Section 3 Action Plan.

The DHCD has joined the Prince George's County American Job Center Network, partnered with Employ Prince George's, Inc. (EPG) to assist the agency with meeting its Section 3 Safe Harbor requirements. Both agencies have agreed that EPG's Construction Work Program can serve as a valuable tool for job seekers and businesses to connect to DHCD's Section 3 covered projects.

Employ Prince George's Construction Works Program prepares County job seekers with the training that leads to entry to middle-skilled employment opportunities with the high growth-high demand Construction Industry. In addition, this Program connects job seekers with local businesses that participate in the Construction Work Program for employment.

DHCD encourages sub-recipients, contractors, and subcontractors to participate in the EPG Construction Work Program to help ensure compliance with the Section 3 Safe Harbor requirements. Please contact EPG Construction Work Program at:

Employ Prince George's Construction Work Program:
1801 McCormick Drive, Suite 400
Largo, MD 20744

301-618-8400

Contact info for employers/contractors: BusinessServices@co.pg.md.us
Contact info for job seekers: wsd@co.pg.md.us

The following outlines the contents of the Contractor and Subcontractor Section 3 Action Plan.

Exhibit A: General Statement

- Exhibit A-1: Equal Employment Opportunity Agreement
- Exhibit A-2: Program Assurance of Compliance
- Exhibit A-3: Estimated Project Workforce Breakdown
- Exhibit A-4: Proposed Contracts/Subcontracts Breakdown
- Exhibit A-5: Actual Contracts/Subcontracts Breakdown
- Exhibit A-6: Section 3 Business Concern Utilization
- Exhibit A-7: Section 3 Summary Report
- Exhibit A-8: Section 3 Projects Income Limits
- Exhibit A-9: Section 3 Flyers

Exhibit B: Regulatory Definitions

Exhibit C: Helpful Links

EXHIBIT A

General Statement:

_____, as the contractor is committed to comply with the Section 3 regulations (24 C.F.R. § 75). It is our desire to work together to ensure compliance to the "greatest extent feasible", through awarding of contracts for work and services to Section 3 Business Concerns, and to provide employment and training to Section 3 Workers. All subcontractors interested in submitting bids for contracts will be informed of the Section 3 requirements and goals.

Section 3 Goals:

The _____ will be considered to have complied with the Section 3 Safe Harbor requirements if "to the greatest extent feasible" they:

3. Certify the Prioritization of Efforts:

    c) Employment and training opportunities to Section 3 workers; and
    d) Award contractors and subcontractors that provide economic opportunities for Section 3 workers.

4. Meet or exceed the applicable Section 3 Benchmarks established by HUD:
    c) Thirty-five percent (35%) of the total number of labor hours worked by all workers on a Section 3 project are Section 3 workers; and
    d) Five percent (5%) of the total number of labor hours worked by all workers on a Section 3 project are Targeted Section 3 workers. This means that the five percent (5%) is included as part of the thirty-five percent (35%) threshold.

Outreach:

We are committed to conduct an aggressive outreach campaign to make Section 3 Business Concerns and Section 3 Workers aware of contracting and hiring opportunities in connection with this Section 3 Covered Project. Efforts will include, but not limited to, publication of opportunities in the local newspapers, use of signage at the project site, flyers posted in the neighborhood, and surrounding areas, notification of local housing authorities, employment agencies, and local YouthBuild chapters.

Section 3 Covered Project Neighborhood Area:

_____
_____
_____
_____

Attachments:

The following attachments are incorporated into and made a part of this Section 3 Action Plan:

____Exhibit A-1: Equal Employment Opportunity Agreement
____Exhibit A-2: Assurance of Compliance with HUD Regulations for Training, Employment, and Contracting Opportunities for Businesses and Lower Income Persons

____Exhibit A-3: Estimated Project Work Force Breakdown
____Exhibit A-4: Proposed Contracts/Subcontracts Breakdown

We agree to provide to the Department of Housing and Community Development the following documentations as soon as the information is available:

- Exhibit A-5: Actual Project Workforce Breakdown
- Exhibit A-6: Section 3 Business Utilization
- Exhibit A-7: DHCD Section 3 Summary Report
- Evidence of Outreach to Solicit Bids from Section 3 Business Concerns

Date:_____

Contractor: _____
(Print Name and Title)

Signature of Contractor: _____

EXHIBIT A-1

PRINCE GEORGE'S COUNTY
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
EQUAL EMPLOYMENT OPPORTUNITY AGREEMENT

On behalf of_____, I hereby commit to offering equal opportunity in providing training opportunities, hiring, contracting and purchasing to all qualified job applicants, contractors, subcontractors, vendors, suppliers and other business-related providers of goods and services without regard to race, age, color, sex, religion, national origin, physical disability or mental disability. The practice of non-discrimination will include, but not be limited to assuring equal opportunity in contracting, recruitment, training, hiring, placement, promotion, rate of pay and other compensation and termination.

I/we will comply with all relevant federal, state, and local regulations, administrative and executive orders requiring non-discrimination including but not limited to:

(1) Federal Executive Order 11246 "Goals and Timetables for Females and Minority Participation in the Construction Industry".

(2) The Civil Rights Act of 1964 as amended.

(3) The Americans with Disabilities Act ("ADA") of 1990.

(4) The Equal Employment Opportunities Act of 1992 as it relates to employment opportunities for local, small, and disadvantaged businesses.

(5) Section 3 of the Housing and Urban Development Act of 1968, as amended by the Housing and Community Development Act of 1992. (“Section 3")

(A) COMPLIANCE

(1) I understand that all contracts and subcontracts, which are entered into under this agreement are to contain the Assurance of Compliance form.

(2) My firm will require all contractors and/or subcontractors to exert their best efforts to provide low/and very low-income persons with employment and training opportunities and to provide businesses which are owned in part or wholly by persons living within the project area and who employ low and very low-income persons with contract opportunities.

(3) I understand that failure to carry out the requirements position out herein shall constitute a breach of contract and may result in termination of the contract/funding.

(4) My firm will fulfill our obligations to utilize Section 3 business concerns by developing and implementing an affirmative action plan.

(5) My firm will incorporate the following "Section 3 clause" in all contracts for work on this covered project:

"The Section 3 Clause"

(a). The work to be performed under this contract is on a project assisted under a program providing direct Federal financial assistance from the Department of Housing and Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of l968, as amended. Section 3 requires that to the greatest extent feasible, opportunities for training and employment be given to lower income residents of the area of the Section 3 covered project, and contracts for work in connection with the project be awarded to business concerns which are located in, or owned in substantial part by persons residing the area of the Section 3 covered project.

(b). The parties to this contract will comply with the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR Part 75, and all applicable rules and orders of the Department issued thereunder prior to the execution of this contract. The parties to this contract certify and agree that they are under no contractual or other disability, which would prevent them from complying with these requirements.

(c). The contractor will send to each labor organization or representative of workers with which he has a collective bargaining agreement or other contract or understanding, if any, a notice advising the said labor organization or workers' representative of his commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

(d). The contractor will include this Section 3 clause in every subcontract for work in connection with the project and will, at the direction of the applicant for or recipient or Federal Financial assistance, take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the Secretary of Housing and Urban Development, 24 CFR Part 75. The contractor will not subcontract with any subcontractor where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 75 and will not let any subcontract unless the subcontractor has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

(e). Compliance with the provisions of Section 3, the regulations set forth in 24 CFR Part 75, and all applicable rules and orders of the Department issued thereunder prior to the execution of the contract, shall be a condition of the Federal financial assistance provided to the project, binding upon the applicant or recipient, its contractors and subcontractors, its successors, and assigns to those sanctions specified by the grant or loan agreement or contract through which Federal assistance is provided, and to such sanctions as are specified by 24 CFR Part 75.

(B) RECORDS AND REPORTS

(1) My firm will keep such records as are necessary to demonstrate its compliance with the requirements of Section 3.

(2) My firm will maintain records and submit copies of these records, which document actions taken, and the results of those actions.

I/we will faithfully and forthrightly implement all necessary and practicable steps, procedures and plans to assure achievement of the stated goals. On-going communication and solicitation of local businesses and job applicants will continue prior to, during and after completion of the project or contract work in order to achieve the stated goals. Continuous and on-going coordination prior to, during and throughout lease-up and hiring will be carried out in cooperation with the Department of Housing and Community Development and other organizations and institutions that would be useful in achieving the goals and commitments stated herein.

I/we will advertise employment, business and contractor opportunities in local and community newspapers, trade journals and other publications on a regular basis in order to assure wide distribution and knowledge of available opportunities.

The undersigned by their signatures certify that they have the authority necessary and requisite to legally bind the corporation to this agreement:

Witness	Name of Authorized Official
Date	Signature of Authorized Official
	Date

EXHIBIT A-2

PRINCE GEORGE'S COUNTY COMMUNITY DEVELOPMENT

PROGRAM ASSURANCE OF COMPLIANCE WITH DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT REGULATIONS FOR TRAINING, EMPLOYMENT, AND CONTRACTING OPPORTUNITIES FOR BUSINESSES AND LOW- AND VERY LOW-INCOME PERSONS

Project Title:_____

A. The project assisted under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 170lu. Section 3 requires that to the greatest extent feasible opportunities for training and employment be given lower income residents of the project area and contracts for work in connection with the project be awarded to business concerns which are located in or owned in substantial part by persons residing in the area of the project.

B. Notwithstanding any other provision of this contract, the contractor shall carry out the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary set forth in 24 CFR Part 75 (published in 85 Federal Register 61562, September 29, 2020), and all applicable rules and orders of the Secretary issued thereunder prior to the execution of this contract. The requirements of said regulations include but are not limited to development and implementation of an affirmative action plan for utilizing business concerns located within or owned in substantial part by persons residing in the area of the project; the making of a good faith effort, as defined by the regulation to provide training, employment, and business opportunities required by section 3; and incorporation of the "section 3 clause" specified by Section 75.27 of the regulations in all contracts for work in connection with the project. The contractor certifies and agrees that it is under no contractual or other disability which would prevent it from complying with these requirements.

C. Compliance with the provisions of Section 3, the regulations set forth in 24 CFR Part 75, and all applicable rules and orders of the Secretary issued thereunder prior to approval by the Government of the application for this contract shall be a condition of the Federal financial assistance provided to the project, binding upon the contractor, its successors and assigns. Failure to fulfill these requirements shall subject the contractor and his subcontractors, its successors, and assigns to the sanctions specified by this contract, and to such sanctions as are specified by 24 CFR Section 75.

Date_____ _____

(Contractor)

_____

(Contractor's Mailing Address)

BY_____

(Authorized Official Signature)

EXHIBIT A-3

ESTIMATED PROJECT WORK FORCE BREAKDOWN

JOB CATEGORY	TOTAL ESTIMATED POSITIONS NEEDED FOR PROJECT	NUMBER POSITIONS OCCUPIED BY PERMANENT EMPLOYEES	NUMBER OF POSITIONS NOT OCCUPIED	NUMBER OF POSITIONS TO BE FILLED WITH SECTION 3 WORKER	NUMBER OF POSITIONS TO BE FILLED WITH A SECTION 3 TARGETED WORKER
Officer/Supervisor					
Professionals					
Technical					
Hsg. Sales/Rental Management					
Office/Clerical					
Service Workers					
Others					
TRADE:					
Journeymen					
Helpers					
Apprentices					
Trainees					
Others					
TRADE:					
Journeymen					
Helpers					
Apprentices					
Trainees					
Others					

Company: _____ Project IDIS No: _____

Persons Completing Form: _____ Project Name: _____

EXHIBIT A-4

PROPOSED CONTRACTS/SUBCONTRACTS BREAKDOWN

TYPE OF CONTRACT (BUSINESS OR PROFESSIONAL)	TOTAL NO.	TOTAL APPROX. DOLLAR AMOUNT	ESTIMATED NO. OF CONTRACTS TO SECTION 3 BUSINESS CONCERNS	ESTIMATED DOLLAR AMOUNT TO SECTION 3 BUSINESS CONCERNS

Company: _____ Project IDIS No: _____

Persons Completing Form: _____ Project Name: _____

EXHIBIT A-5

ACTUAL CONTRACTS/SUBCONTRACTS BREAKDOWN

TYPE OF CONTRACT (BUSINESS OR PROFESSIONAL)	TOTAL NO.	TOTAL APPROX. DOLLAR AMOUNT	NO. OF CONTRACTS TO SECTION 3 BUSINESS CONCERNS	DOLLAR AMOUNT TO SECTION 3 BUSINESS CONCERNS

Company: _____ Project IDIS No: _____

Persons Completing Form: _____ Project Name: _____

EXHIBIT A-6

SECTION 3 BUSINESS CONCERN UTILIZATION

Project No: _____ Total Dollar Amount of Contract: _____

Name of Prime Contractor: _____ Address: _____

Federal Identification No: _____

NAME OF SUBCONTRACTOR	SECT. 3 Business Concern	ADDRESS AND PHONE NO.	TRADE/SERVICE OR SUPPLY	CONTRACT AMOUNT	AWARD DATE	COMPETITIVE OR NEGOTIATED NO.	FEDERAL IDENTIFICATION NO.

TOTAL DOLLAR AMOUNT AWARDED TO SECTION 3 BUSINESS CONCERN $_____

EXHIBIT A-7

Prince George's County, Maryland
Department of Housing and Community Development
Section 3 Summary Report
Economic Opportunities for Low- and Very Low-Income Persons

1. Recipient Name and Address (Street, City, and Zip Code)	2. IDIS Number	3. Project Name
	4. Contact Person	5. Phone (Include Area Code)
	6. Dollar Amount of Award	7. Date Report Submitted
	8. Program Code*	9. Program Name

Part I: Employment and Training Opportunities

Job Category	Number of Workers	Number of Section 3 Workers	Number of Section 3 Targeted Workers	Number of Section 3 Workers and Trainees	Number of Section 3 Targeted Workers and Trainees
Professionals					
Technicians					
Office/Clerical					
Construction by Trade (List) Trade					
Trade					
Trade					
Trade					
Trade					
Trade					
Other (List)					
Total					

*Program Codes	1	2	3	4	5
	CDBG	HOME	ESG	Section 108	LBPHC/LHRD

Form: DHCD 8023.1 (2-e)
Revised: 7/2021 Ref 24 CFR 75

Prince George's County, Maryland
Department of Housing and Community Development
Section 3 Summary Report
Economic Opportunities for Low- and Very Low-Income Persons

Part II: Section 3 Labor Report					
Total Labor Hours	Section 3 Labor Hours	% of Section 3 Labor Hours	Total Targeted Labor Hours	Targeted Section 3 Workers Labor Hours	% of Section 3 Workers Labor Hours

Part III: Summary of Qualitative Efforts

Indicate the efforts made to direct employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

	Outreach efforts to generate job applicants who are Targeted Section 3 workers
	Training/apprenticeship opportunities
	Technical assistance provided to help Section 3 workers compete for jobs (resume assistance, etc.)
	Provide/connect Section 3 workers with assistance in seeking employment
	Holding job fairs
	Provided/referred Section 3 workers to services supporting work readiness and retention
	Provided assistance to apply for/or attend education/vocational training
	Provide financial literacy training
	Engaged in outreach to identify and secure bids from Section 3 business concerns
	Provided technical assistance to Section 3 business concerns to help them understand Section 3 requirements
	Provided bonding assistance, guarantees, or other efforts to support viable bids from Section 3 business concerns
	Promoted use of Section 3 business registry and HUD Opportunity Portal
	Outreach, engagement, or referrals with the Employ Prince George's Construction Works Program

Note: Documentation of qualitative efforts made by the Contractor and Subcontractor should be maintained. Documentation might include:

- Copies of direct mail solicitations
- Email and internet outreach efforts
- Formal advertisements
- Flyers or brochures about meetings
- Sign-in lists from job fairs and other public meetings
- Agendas and/or meeting notes from meetings with contractors

In accordance with Section 3 guidelines at 24 C.F.R. § 75, the Department of Housing and Community Development is required to report Section 3 activities using HUD's Integrated Disbursement and Information System. The information will be used to monitor program recipients' compliance with Section 3. An assurance of confidentiality is not applicable to this form. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Form: DHCD 8023.1 (2-e)
Revised: 7/2021 Ref 24 CFR 75

EXHIBIT A-8

Department of Housing and Community Development

Section 3 Projects Income Limits
Effective June 01, 2021

FY 2021 Median Family Income: $129,000

Household Size	30% Limits (Extremely Low)	Very Low Income	60% Limits	Low Income	2020 Uncapped Income Limits
1	$27,000	$45,150	$54,180	$57,650	$72,250
2	$31,000	$51,600	$61,920	$65,850	$82,600
3	$34,850	$58,050	$69,660	$74,100	$92,900
4	$38,700	$64,500	$77,400	$82,300	$103,050
5	$41,800	$69,700	$83,640	$88,900	$111,500
6	$44,900	$74,850	$89,820	$95,500	$119,750
7	$48,000	$80,000	$96,000	$102,100	$128,000
8	$51,100	$85,150	$102,180	$108,650	$136,250

Source: U.S. Department of Housing and Urban Development (http://www.huduser.org)

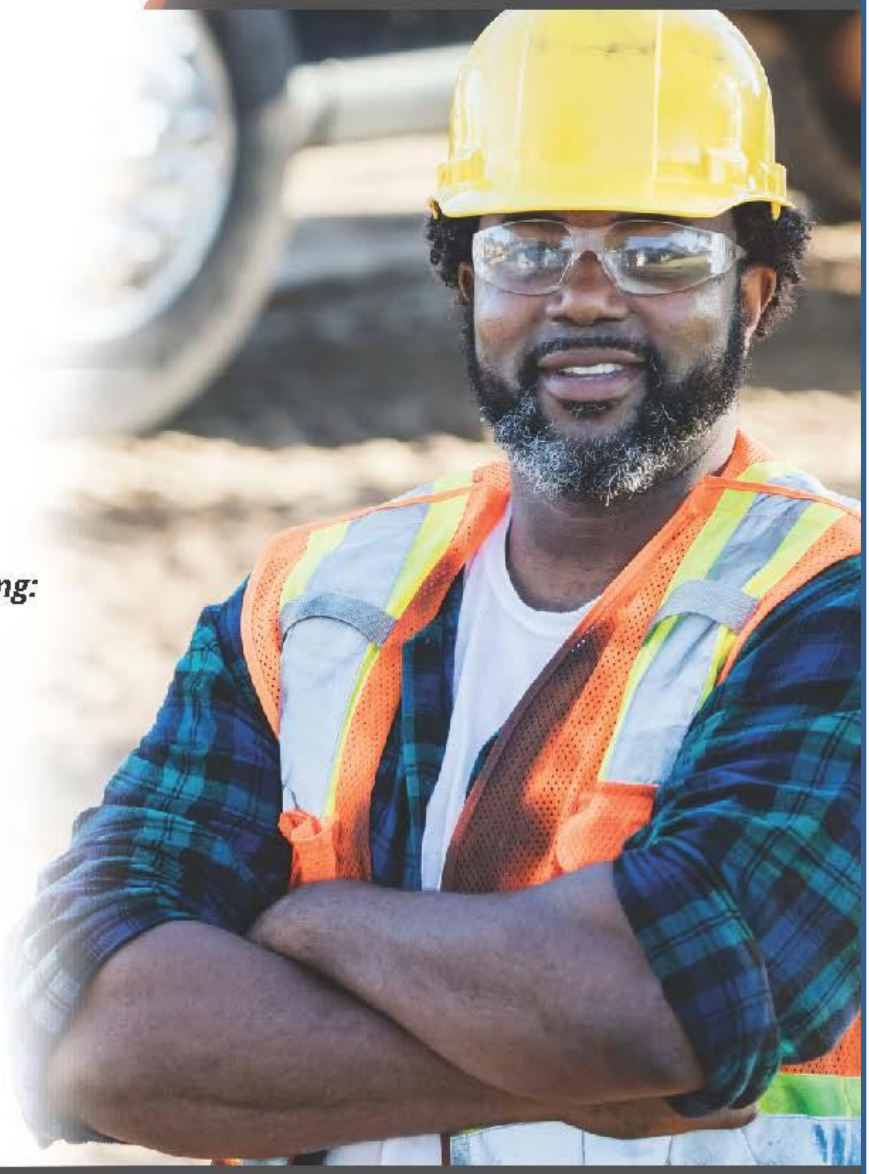
EXHIBIT A-9

CWP

CONSTRUCTION WORKS PROGRAM

WHAT WE DO

CWP is a DHCD Section 3 Workforce Support Program



- FREE Industry Certified Training
- One-on-One Career Counseling
- Job Placement Assistance
- Basic Skills Training
- Supportive Services
- Pre-Apprenticeships

Training Programs available for the following:

- Carpentry
- Commercial Painting
- Electrician
- Heavy Equipment Operator
- Highway Maintenance/Repair Worker
- Welder
- Commercial & Residential
- Commercial Truck Driver
- General Construction Laborer

American Job Center — Prince George's County Community Network

Prince George's County Department of Housing & Community Development

EQUAL HOUSING OPPORTUNITY

General Eligibility Requirements:

- ☐ **Proof of Residency in Prince George's County**
- ☐ **Proof of Family Income (Income guidelines may apply)**
- ☐ **Proof of eligibility to work in the U.S.**
- ☐ **Proof of Registration for Selective Services** *(males born on or after January 1, 1960)*

EMPLOY PRINCE GEORGE'S

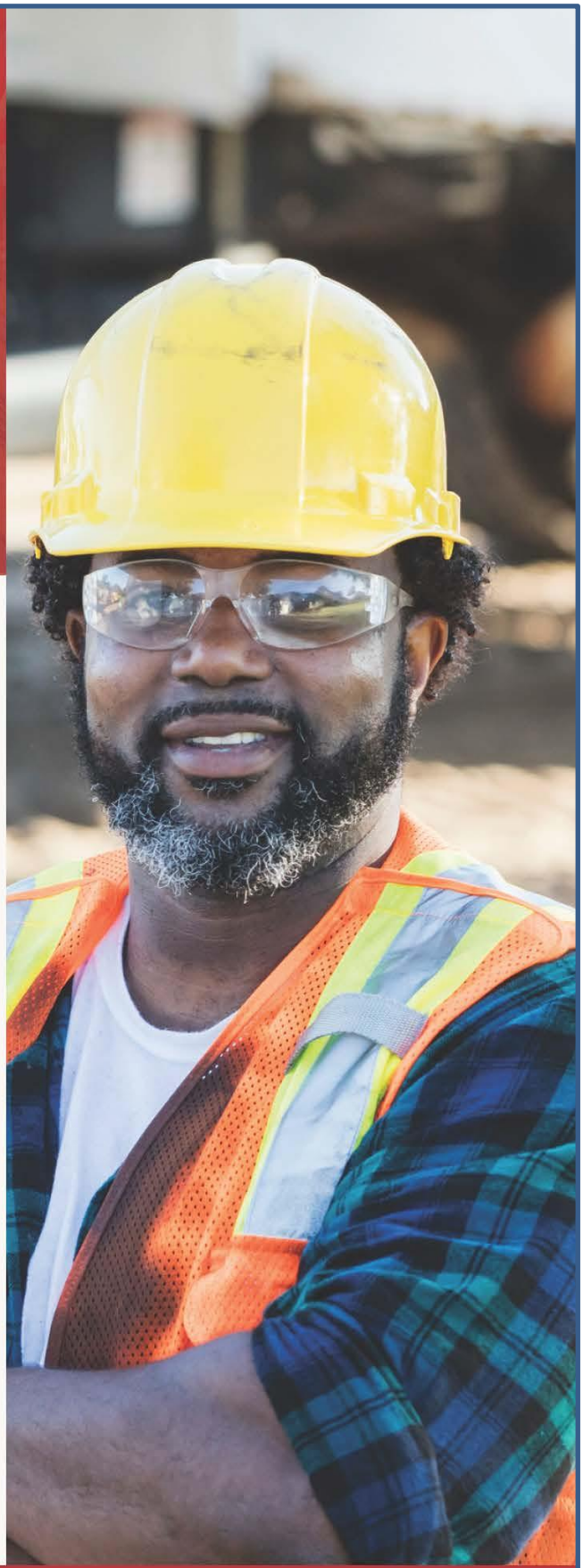
If you are interested in enrolling in the Construction Works Program or would like more information, visit us at www.EmployPG.org call us at (301) 618-8445.

www.EmployPG.org

The CWP will provide eligible Prince George's County residents with everything you need to gain employment in the construction industry.

CONSTRUCTION JOBS AVAILABLE

Employ Prince George's announces the availability of jobs through its Prince George's County Department of Housing and Community Development Section 3 Workforce Support Program, the Construction Works Program.



What is the Construction Works Program?

- The Construction Works Section 3 program offers jobs for low-income individuals who are bonafide residents of public housing or who live in the area where a HUD-assisted project is located and whose household income falls below HUD's income limits.

- Jobs are available for **laborers, landscapers, electricians, plumbers, carpenters, and office/clerical assistants.**

- Please visit **www.EmployPG.org/CWP** to enroll in the program or attend one of our weekly information sessions via the information below.

Information Sessions:
Zoom Link: www.EmployPG.org/DHCD_CWP
Every Thursday - **1:00 PM**
Meeting ID: 874 9732 9493 | PC: 1234567

For More Information, Contact Us Today at **WSD@co.pg.md.us** or at **301-618-8425**!

CWP CONSTRUCTION WORKS PROGRAM

AmericanJobCenter PRINCE GEORGE'S COUNTY COMMUNITY NETWORK

Prince George's County Department of Housing & COMMUNITY DEVELOPMENT

EQUAL HOUSING OPPORTUNITY

EXHIBIT B

Regulatory Definitions

Applicant – any entity which makes an application for Section 3 covered assistance, and includes, but is not limited to, any State, unit of local government, public housing agency or other public body, public or private non-profit organization, private agency or institution, mortgagor, developer, limited dividend sponsor, builder, property manager, community housing development organization, resident management corporation, resident council, or cooperative association. The selected vehicle is referred to as the "recipient" for purposes of Section 3.

Business Concern – a business entity formed in accordance with State law, and which is licensed under State, county or municipal law to engage in the type of business activity for which it was formed.

Contractor – any entity entering into a contract with:

1. A recipient to perform work in connection with the expenditure of public housing financial assistance or for work in connection with a Section 3 project; or
2. A subrecipient for work in connection with a Section 3 project.

"Greatest Extent Feasible" - means that every effort must be made to comply with the requirements of Section 3. This also means that recipients of Section 3 covered financial assistance should make every effort within their disposal to meet the regulatory requirements.

Low-income person – families (including single persons) with income at 80 percent (80%) of the Area Median Income (AMI) or lower.

Neighborhood Area - a geographical location(s) within the jurisdiction of a unit of general local government (but not the entire jurisdiction) designated in ordinances, or other local documents as a neighborhood, village, or similar geographical designation, or meets HUD community development programs meets the definition at 24 C.F.R. § 570.204 (c)(1).

Public Housing Resident – person meeting the requirement at 24 C.F.R. § 963.

Recipient or Sub-recipient – any entity which receives Section 3 covered assistance, directly from HUD or from another recipient and includes, but is not limited to, any State unit of local government, PHA, or other public body, public or private non-profit organization, private agency or institution, mortgagor, developer, limited dividend sponsor, builder, property manager, community housing development organization, resident management corporation, resident council, or cooperative association. Recipient also includes any successor, assignee or transferee of any such entity, but does not include any ultimate beneficiary under the HUD program to which Section 3 applies and does not include contractors.

Section 3 – Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u).

HUD Section 3 Benchmarks –

1. Twenty-five percent (25%) of the total number of labor hours worked by all workers on a Section 3 project are Section 3 workers; and
2. Five percent (5%) of the total number of labor hours worked by all workers on a Section 3 project are Targeted Section 3 workers. This means that the five percent (5%) is included as part of the twenty-five percent (25%) threshold.

Prince George's County Section 3 Benchmarks –

1. Thirty-five percent (25%) of the total number of labor hours worked by all workers on a Section 3 project are Section 3 workers; and
2. Five percent (5%) of the total number of labor hours worked by all workers on a Section 3 project are Targeted Section 3 workers. This means that the five percent (5%) is included as part of the twenty-five percent (25%) threshold.

Section 3 Business Concern -

1. It is at least 51 percent (51%) owned and controlled by low- or very low-income persons: or
2. Over 75 percent (75) of the labor hours performed for the business over the prior-three-month period are performed by Section 3 workers; or
3. It is a business at least 51 percent (51%) owned and controlled by current public housing residents or residents who currently live in Section 8-assisted housing.

The status of a Section 3 business concern shall not be negatively affected by a prior arrest or conviction of its owner(s) or employees.

Section 3 Covered Assistance –

1. Public housing development assistance provided pursuant to Section 5 of the 1937 Act;
2. Public housing operating assistance provided pursuant to Section 9 of the 1937 Act;
3. Public housing modernization assistance provided pursuant to Section 14 of the 1937 Act;
4. Assistance provided under any HUD housing or community development program that is expended for work arising in connection with housing rehabilitation, construction, or other public construction project (which includes other buildings or improvements, regardless of ownership.)

Section 3 Clause – the contract provisions set forth in 24 C.F.R. § 75.27.

Section 3 Covered Contracts – a contract or subcontract (including a professional service contract) awarded by a recipient or contractor for work generated by the expenditure of Section 3 covered assistance, or for work arising in connection with a Section 3 covered project.

Section 3 covered contracts do not include contracts awarded under HUD's procurement program, which are governed by the Federal Acquisition Regulation (FAR). Section 3 covered contracts also do not include contracts for the purchase of supplies and materials. However, whenever a contract for

materials includes the installation of the materials, the contract constitutes a Section 3 covered contract.

Section 3 Covered Project – the construction, reconstruction, conversion or rehabilitation of housing (including reduction and abatement of lead-based paint hazards), other public construction which includes buildings or improvements (regardless of ownership) assisted with housing or community development assistance.

Section 3 Resident – public housing resident or an individual who resides in the metropolitan area or a nonmetropolitan county in which Section 3 covered assistance is expended and who is considered to a low-to very low-income person.

Section 3 Worker – Any worker who currently fits or when hired within the past five (5) years fit at least one (1) of the following categories:

1. The worker's income for the previous or annualized calendar year is below the income limit established by HUD; or
2. The worker is employed by a Section 3 business concern; or
3. The worker is a YouthBuild participant.

The status of a Section 3 worker shall not be negatively affected by a prior arrest or conviction.

Service Area – an area within one mile of the Section 3 project or, if fewer than 5,000 people live within one mile of a Section 3 project, within a circle centered on the Section 3 project that is sufficient to encompass a population of 5,000 people according to the most recent U.S. Census.

Subcontractor – any entity (other than a person who is an employee of the contractor) which has a contract with a contractor to undertake a portion of the contractor's obligation for the performance of work generated by the expenditure of Section 3 covered assistance, or arising in connection with a Section 3 covered project.

Targeted Section 3 Worker for Housing and Community Development Financial Assistance – A Section 3 worker who is:

1. A worker employed by a Section 3 business concern; or
2. A worker who currently fits or when hired at least one of the following categories, as documented within the past five (5) years:

    a) Living within the service area or the neighborhood of the project; or
    b) A YouthBuild participant.

Very low-income person – families (including single persons) with income at 50 percent of the AMI or lower.

YouthBuild Participant – A participant receiving assistance under the Workforce Innovation and Opportunity Act (29 U.S.C. 3226).

EXHIBIT C

Helpful Links

To search the database for self-certified Section 3 businesses, register your business for inclusion, or for more information on the Business Registry, please visit http://www.hud.gov/Sec3Biz.

How to match residents to jobs and training opportunities, and businesses to contracting opportunities: https://hudapps.hud.gov/OpportunityPortal/.

How to file a Section 3 Complaint:
https://www.hud.gov/program_offices/field_policy_mgt/section3/complaint_register.

Frequently Asked Questions (FAQs) for Section 3:
https://www.hud.gov/sites/dfiles/FPM/documents/Section-3-FAQs.pdf

Employ Prince George's Construction Work Program:
1801 McCormick Drive, Suite 400
Largo, MD 20744

301-618-8400

Contact info for employers/contractors: BusinessServices@co.pg.md.us
Contact info for job seekers: wsd@co.pg.md.us

Copies of the FY 2021 - 2025 DHCD Section 3 Action Plan: are available on the County's website at www.princegeorgescountymd.gov/sites/dhcd/resources/plansandreports. To obtain a copy of the Plan, contact the Department of Housing and Community Development at: 301-883-5570 or 301-883-5540.

Department of Housing and Community Development
Community Planning and Development Division

Aspasia Xypolia, Director, DHCD
Tamika Gauvin, Deputy Director, DHCD

9200 Basil Court, Suite 500
Largo, Maryland 20774

Telephone: 301-883-5570 or TDD: 301-883-5428

Angela D. Alsobrooks
County Executive

Aspasia Xypolia
Director

PRINCE GEORGE'S COUNTY, MARYLAND

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
SECTION 3 ACTION PLAN FOR CONTRACTORS AND SUBCONTRACTORS

DRAFT

NAME OF CONTRACTOR: _____

NAME OF SUB-RECIPIENT: _____

PROJECT NAME: _____

PROJECT IDIS NO: _____

Prince George's County affirmatively promotes equal opportunity and does not discriminate on the basis of race, color, gender, religion, ethnic or national origin, disability, or familial status in admissions or access to benefits in programs or activities.

Draft: 8/16/2021

Introduction

The Prince George's County Department of Housing and Community Development (DHCD) is the lead agency responsible for administering the following federal programs:

- Community Development Block Grant (CDBG)
- HOME Investment Partnerships (HOME)
- Emergency Solutions Grants (ESG)
- Section 108 Loan Guarantee Program (Section 108)
- Lead-Based Paint Hazard Control Grant Program (LBPHC) and Lead Hazard Reduction Demonstration Grant Program (LHRD)

These federal funds are allocated by the U.S. Department of Housing and Urban Development (HUD) and provide housing and housing and community development assistance to primarily low and very low-income residents of Prince George's County. A significant portion of these federal funds are used to carry out housing rehabilitation, housing construction, and other public construction projects. Whenever the total amount of HUD financial assistance to a project exceeds a threshold of $200,000 dollars it is defined by HUD as a "Section 3" covered project. The threshold is $100,000 when the assistance is from the LBPHC and LHRD programs.

The purpose of Section 3 is to ensure that economic opportunities, most importantly employment, generated by certain HUD financial assistance shall be directed to low and very low-income persons.

The DHCD will be considered to have complied with the Section 3 Safe Harbor requirements if "to the greatest extent feasible" each Section 3 covered project is able to:

1. Certify the Prioritization of Efforts:
   a) Employment and training opportunities to Section 3 workers; and
   b) Award contractors and subcontractors that provide economic opportunities for Section 3 workers.

2. Meet or exceed the applicable Section 3 Benchmarks established by HUD:
   a) Thirty-five percent (35%) of the total number of labor hours worked by all workers on a Section 3 project are Section 3 workers; and
   b) Five percent (5%) of the total number of labor hours worked by all workers on a Section 3 project are Targeted Section 3 workers. This means that the five percent (5%) is included as part of the thirty-five percent (35%) threshold.

Section 3 covered projects include housing rehabilitation, housing construction, and other public construction such as infrastructure related projects. These projects may include water and sewer repairs, roads, bridges or enhancements to business facades in low to moderate-income communities. The project site or sites together with any building(s) and improvements located on the site(s) that are under common ownership, management, and financing.

Section 3 is not applicable when program funds are invested in direct assistance to homebuyers, acquisition, and administration, because these are not construction activities.

In efforts to utilize DHCD's federal programs to maximize economic opportunities for low and very low-income persons, the contractor and subcontractor are required to prepare a Section 3 Action Plan.

The DHCD has joined the Prince George's County American Job Center Network, partnered with Employ Prince George's, Inc. (EPG) to assist the agency with meeting its Section 3 Safe Harbor requirements. Both agencies have agreed that EPG's Construction Work Program can serve as a valuable tool for job seekers and businesses to connect to DHCD's Section 3 covered projects.

Employ Prince George's Construction Works Program prepares County job seekers with the training that leads to entry to middle-skilled employment opportunities with the high growth-high demand Construction Industry. In addition, this Program connects job seekers with local businesses that participate in the Construction Work Program for employment.

DHCD encourages sub-recipients, contractors, and subcontractors to participate in the EPG Construction Work Program to help ensure compliance with the Section 3 Safe Harbor requirements. Please contact EPG Construction Work Program at:

Employ Prince George's Construction Work Program:
1801 McCormick Drive, Suite 400
Largo, MD 20744

301-618-8400

Contact info for employers/contractors: BusinessServices@co.pg.md.us
Contact info for job seekers: wsd@co.pg.md.us

The following outlines the contents of the Contractor and Subcontractor Section 3 Action Plan.

Exhibit A: General Statement

- Exhibit A-1: Equal Employment Opportunity Agreement
- Exhibit A-2: Program Assurance of Compliance
- Exhibit A-3: Estimated Project Workforce Breakdown
- Exhibit A-4: Proposed Contracts/Subcontracts Breakdown
- Exhibit A-5: Actual Contracts/Subcontracts Breakdown
- Exhibit A-6: Section 3 Business Concern Utilization
- Exhibit A-7: Section 3 Summary Report
- Exhibit A-8: Section 3 Projects Income Limits
- Exhibit A-9: Section 3 Flyers

Exhibit B: Regulatory Definitions

Exhibit C: Helpful Links

EXHIBIT A

General Statement:

_____, as the contractor is committed to comply with the Section 3 regulations (24 C.F.R. § 75). It is our desire to work together to ensure compliance to the "greatest extent feasible", through awarding of contracts for work and services to Section 3 Business Concerns, and to provide employment and training to Section 3 Workers. All subcontractors interested in submitting bids for contracts will be informed of the Section 3 requirements and goals.

Section 3 Goals:

The _____ will be considered to have complied with the Section 3 Safe Harbor requirements if "to the greatest extent feasible" they:

3. Certify the Prioritization of Efforts:

    c) Employment and training opportunities to Section 3 workers; and
    d) Award contractors and subcontractors that provide economic opportunities for Section 3 workers.

4. Meet or exceed the applicable Section 3 Benchmarks established by HUD:
    c) Thirty-five percent (35%) of the total number of labor hours worked by all workers on a Section 3 project are Section 3 workers; and
    d) Five percent (5%) of the total number of labor hours worked by all workers on a Section 3 project are Targeted Section 3 workers. This means that the five percent (5%) is included as part of the thirty-five percent (35%) threshold.

Outreach:

We are committed to conduct an aggressive outreach campaign to make Section 3 Business Concerns and Section 3 Workers aware of contracting and hiring opportunities in connection with this Section 3 Covered Project. Efforts will include, but not limited to, publication of opportunities in the local newspapers, use of signage at the project site, flyers posted in the neighborhood, and surrounding areas, notification of local housing authorities, employment agencies, and local YouthBuild chapters.

Section 3 Covered Project Neighborhood Area:

_____
_____
_____
_____

Attachments:

The following attachments are incorporated into and made a part of this Section 3 Action Plan:

____Exhibit A-1: Equal Employment Opportunity Agreement
____Exhibit A-2: Assurance of Compliance with HUD Regulations for Training, Employment, and Contracting Opportunities for Businesses and Lower Income Persons

____Exhibit A-3: Estimated Project Work Force Breakdown
____Exhibit A-4: Proposed Contracts/Subcontracts Breakdown

We agree to provide to the Department of Housing and Community Development the following documentations as soon as the information is available:

- Exhibit A-5: Actual Project Workforce Breakdown
- Exhibit A-6: Section 3 Business Utilization
- Exhibit A-7: DHCD Section 3 Summary Report
- Evidence of Outreach to Solicit Bids from Section 3 Business Concerns

Date:_____

Contractor: _____
(Print Name and Title)

Signature of Contractor: _____

EXHIBIT A-1

PRINCE GEORGE'S COUNTY
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
EQUAL EMPLOYMENT OPPORTUNITY AGREEMENT

On behalf of_____, I hereby commit to offering equal opportunity in providing training opportunities, hiring, contracting and purchasing to all qualified job applicants, contractors, subcontractors, vendors, suppliers and other business-related providers of goods and services without regard to race, age, color, sex, religion, national origin, physical disability or mental disability. The practice of non-discrimination will include, but not be limited to assuring equal opportunity in contracting, recruitment, training, hiring, placement, promotion, rate of pay and other compensation and termination.

I/we will comply with all relevant federal, state, and local regulations, administrative and executive orders requiring non-discrimination including but not limited to:

(1) Federal Executive Order 11246 "Goals and Timetables for Females and Minority Participation in the Construction Industry".

(2) The Civil Rights Act of 1964 as amended.

(3) The Americans with Disabilities Act ("ADA") of 1990.

(4) The Equal Employment Opportunities Act of 1992 as it relates to employment opportunities for local, small, and disadvantaged businesses.

(5) Section 3 of the Housing and Urban Development Act of 1968, as amended by the Housing and Community Development Act of 1992. (“Section 3")

(A) COMPLIANCE

(1) I understand that all contracts and subcontracts, which are entered into under this agreement are to contain the Assurance of Compliance form.

(2) My firm will require all contractors and/or subcontractors to exert their best efforts to provide low/and very low-income persons with employment and training opportunities and to provide businesses which are owned in part or wholly by persons living within the project area and who employ low and very low-income persons with contract opportunities.

(3) I understand that failure to carry out the requirements position out herein shall constitute a breach of contract and may result in termination of the contract/funding.

(4) My firm will fulfill our obligations to utilize Section 3 business concerns by developing and implementing an affirmative action plan.

(5) My firm will incorporate the following "Section 3 clause" in all contracts for work on this covered project:

"The Section 3 Clause"

(a). The work to be performed under this contract is on a project assisted under a program providing direct Federal financial assistance from the Department of Housing and Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of l968, as amended. Section 3 requires that to the greatest extent feasible, opportunities for training and employment be given to lower income residents of the area of the Section 3 covered project, and contracts for work in connection with the project be awarded to business concerns which are located in, or owned in substantial part by persons residing the area of the Section 3 covered project.

(b). The parties to this contract will comply with the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR Part 75, and all applicable rules and orders of the Department issued thereunder prior to the execution of this contract. The parties to this contract certify and agree that they are under no contractual or other disability, which would prevent them from complying with these requirements.

(c). The contractor will send to each labor organization or representative of workers with which he has a collective bargaining agreement or other contract or understanding, if any, a notice advising the said labor organization or workers' representative of his commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

(d). The contractor will include this Section 3 clause in every subcontract for work in connection with the project and will, at the direction of the applicant for or recipient or Federal Financial assistance, take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the Secretary of Housing and Urban Development, 24 CFR Part 75. The contractor will not subcontract with any subcontractor where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 75 and will not let any subcontract unless the subcontractor has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

(e). Compliance with the provisions of Section 3, the regulations set forth in 24 CFR Part 75, and all applicable rules and orders of the Department issued thereunder prior to the execution of the contract, shall be a condition of the Federal financial assistance provided to the project, binding upon the applicant or recipient, its contractors and subcontractors, its successors, and assigns to those sanctions specified by the grant or loan agreement or contract through which Federal assistance is provided, and to such sanctions as are specified by 24 CFR Part 75.

(B) RECORDS AND REPORTS

(1) My firm will keep such records as are necessary to demonstrate its compliance with the requirements of Section 3.

(2) My firm will maintain records and submit copies of these records, which document actions taken, and the results of those actions.

I/we will faithfully and forthrightly implement all necessary and practicable steps, procedures and plans to assure achievement of the stated goals. On-going communication and solicitation of local businesses and job applicants will continue prior to, during and after completion of the project or contract work in order to achieve the stated goals. Continuous and on-going coordination prior to, during and throughout lease-up and hiring will be carried out in cooperation with the Department of Housing and Community Development and other organizations and institutions that would be useful in achieving the goals and commitments stated herein.

I/we will advertise employment, business and contractor opportunities in local and community newspapers, trade journals and other publications on a regular basis in order to assure wide distribution and knowledge of available opportunities.

The undersigned by their signatures certify that they have the authority necessary and requisite to legally bind the corporation to this agreement:

Witness	Name of Authorized Official
Date	Signature of Authorized Official
	Date

EXHIBIT A-2

PRINCE GEORGE'S COUNTY COMMUNITY DEVELOPMENT

PROGRAM ASSURANCE OF COMPLIANCE WITH DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT REGULATIONS FOR TRAINING, EMPLOYMENT, AND CONTRACTING OPPORTUNITIES FOR BUSINESSES AND LOW- AND VERY LOW-INCOME PERSONS

Project Title:_____

A. The project assisted under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 170lu. Section 3 requires that to the greatest extent feasible opportunities for training and employment be given lower income residents of the project area and contracts for work in connection with the project be awarded to business concerns which are located in or owned in substantial part by persons residing in the area of the project.

B. Notwithstanding any other provision of this contract, the contractor shall carry out the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary set forth in 24 CFR Part 75 (published in 85 Federal Register 61562, September 29, 2020), and all applicable rules and orders of the Secretary issued thereunder prior to the execution of this contract. The requirements of said regulations include but are not limited to development and implementation of an affirmative action plan for utilizing business concerns located within or owned in substantial part by persons residing in the area of the project; the making of a good faith effort, as defined by the regulation to provide training, employment, and business opportunities required by section 3; and incorporation of the "section 3 clause" specified by Section 75.27 of the regulations in all contracts for work in connection with the project. The contractor certifies and agrees that it is under no contractual or other disability which would prevent it from complying with these requirements.

C. Compliance with the provisions of Section 3, the regulations set forth in 24 CFR Part 75, and all applicable rules and orders of the Secretary issued thereunder prior to approval by the Government of the application for this contract shall be a condition of the Federal financial assistance provided to the project, binding upon the contractor, its successors and assigns. Failure to fulfill these requirements shall subject the contractor and his subcontractors, its successors, and assigns to the sanctions specified by this contract, and to such sanctions as are specified by 24 CFR Section 75.

Date_____ _____

(Contractor)

_____

(Contractor's Mailing Address)

BY_____

(Authorized Official Signature)

EXHIBIT A-3

ESTIMATED PROJECT WORK FORCE BREAKDOWN

JOB CATEGORY	TOTAL ESTIMATED POSITIONS NEEDED FOR PROJECT	NUMBER POSITIONS OCCUPIED BY PERMANENT EMPLOYEES	NUMBER OF POSITIONS NOT OCCUPIED	NUMBER OF POSITIONS TO BE FILLED WITH SECTION 3 WORKER	NUMBER OF POSITIONS TO BE FILLED WITH A SECTION 3 TARGETED WORKER
Officer/Supervisor					
Professionals					
Technical					
Hsg. Sales/Rental Management					
Office/Clerical					
Service Workers					
Others					
TRADE:					
Journeymen					
Helpers					
Apprentices					
Trainees					
Others					
TRADE:					
Journeymen					
Helpers					
Apprentices					
Trainees					
Others					

Company: _____ Project IDIS No: _____

Persons Completing Form: _____ Project Name: _____

EXHIBIT A-4

PROPOSED CONTRACTS/SUBCONTRACTS BREAKDOWN

TYPE OF CONTRACT (BUSINESS OR PROFESSIONAL)	TOTAL NO.	TOTAL APPROX. DOLLAR AMOUNT	ESTIMATED NO. OF CONTRACTS TO SECTION 3 BUSINESS CONCERNS	ESTIMATED DOLLAR AMOUNT TO SECTION 3 BUSINESS CONCERNS

Company: _____ Project IDIS No: _____

Persons Completing Form: _____ Project Name: _____

EXHIBIT A-5

ACTUAL CONTRACTS/SUBCONTRACTS BREAKDOWN

TYPE OF CONTRACT (BUSINESS OR PROFESSIONAL)	TOTAL NO.	TOTAL APPROX. DOLLAR AMOUNT	NO. OF CONTRACTS TO SECTION 3 BUSINESS CONCERNS	DOLLAR AMOUNT TO SECTION 3 BUSINESS CONCERNS

Company: _____ Project IDIS No: _____

Persons Completing Form: _____ Project Name: _____

EXHIBIT A-6

SECTION 3 BUSINESS CONCERN UTILIZATION

Project No: _____ Total Dollar Amount of Contract: _____

Name of Prime Contractor: _____ Address: _____

Federal Identification No: _____

NAME OF SUBCONTRACTOR	SECT. 3 Business Concern	ADDRESS AND PHONE NO.	TRADE/SERVICE OR SUPPLY	CONTRACT AMOUNT	AWARD DATE	COMPETITIVE OR NEGOTIATED NO.	FEDERAL IDENTIFICATION NO.

TOTAL DOLLAR AMOUNT AWARDED TO SECTION 3 BUSINESS CONCERN $_____

EXHIBIT A-7

Prince George's County, Maryland
Department of Housing and Community Development
Section 3 Summary Report
Economic Opportunities for Low- and Very Low-Income Persons

1. Recipient Name and Address (Street, City, and Zip Code)	2. IDIS Number	3. Project Name
	4. Contact Person	5. Phone (Include Area Code)
	6. Dollar Amount of Award	7. Date Report Submitted
	8. Program Code*	9. Program Name

Part I: Employment and Training Opportunities

Job Category	Number of Workers	Number of Section 3 Workers	Number of Section 3 Targeted Workers	Number of Section 3 Workers and Trainees	Number of Section 3 Targeted Workers and Trainees
Professionals					
Technicians					
Office/Clerical					
Construction by Trade (List) Trade					
Trade					
Trade					
Trade					
Trade					
Trade					
Other (List)					
Total					

*Program Codes	1	2	3	4	5
	CDBG	HOME	ESG	Section 108	LBPHC/LHRD

Form: DHCD 8023.1 (2-e)
Revised: 7/2021 Ref 24 CFR 75

Prince George's County, Maryland
Department of Housing and Community Development
Section 3 Summary Report
Economic Opportunities for Low- and Very Low-Income Persons

Part II: Section 3 Labor Report					
Total Labor Hours	Section 3 Labor Hours	% of Section 3 Labor Hours	Total Targeted Labor Hours	Targeted Section 3 Workers Labor Hours	% of Section 3 Workers Labor Hours

Part III: Summary of Qualitative Efforts

Indicate the efforts made to direct employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

	Outreach efforts to generate job applicants who are Targeted Section 3 workers
	Training/apprenticeship opportunities
	Technical assistance provided to help Section 3 workers compete for jobs (resume assistance, etc.)
	Provide/connect Section 3 workers with assistance in seeking employment
	Holding job fairs
	Provided/referred Section 3 workers to services supporting work readiness and retention
	Provided assistance to apply for/or attend education/vocational training
	Provide financial literacy training
	Engaged in outreach to identify and secure bids from Section 3 business concerns
	Provided technical assistance to Section 3 business concerns to help them understand Section 3 requirements
	Provided bonding assistance, guarantees, or other efforts to support viable bids from Section 3 business concerns
	Promoted use of Section 3 business registry and HUD Opportunity Portal
	Outreach, engagement, or referrals with the Employ Prince George's Construction Works Program

Note: Documentation of qualitative efforts made by the Contractor and Subcontractor should be maintained. Documentation might include:

- Copies of direct mail solicitations
- Email and internet outreach efforts
- Formal advertisements
- Flyers or brochures about meetings
- Sign-in lists from job fairs and other public meetings
- Agendas and/or meeting notes from meetings with contractors

In accordance with Section 3 guidelines at 24 C.F.R. § 75, the Department of Housing and Community Development is required to report Section 3 activities using HUD's Integrated Disbursement and Information System. The information will be used to monitor program recipients' compliance with Section 3. An assurance of confidentiality is not applicable to this form. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Form: DHCD 8023.1 (2-e)
Revised: 7/2021 Ref 24 CFR 75

EXHIBIT A-8

Department of Housing and Community Development

Section 3 Projects Income Limits
Effective June 01, 2021

FY 2021 Median Family Income: $129,000

Household Size	30% Limits (Extremely Low)	Very Low Income	60% Limits	Low Income	2020 Uncapped Income Limits
1	$27,000	$45,150	$54,180	$57,650	$72,250
2	$31,000	$51,600	$61,920	$65,850	$82,600
3	$34,850	$58,050	$69,660	$74,100	$92,900
4	$38,700	$64,500	$77,400	$82,300	$103,050
5	$41,800	$69,700	$83,640	$88,900	$111,500
6	$44,900	$74,850	$89,820	$95,500	$119,750
7	$48,000	$80,000	$96,000	$102,100	$128,000
8	$51,100	$85,150	$102,180	$108,650	$136,250

Source: U.S. Department of Housing and Urban Development (http://www.huduser.org)

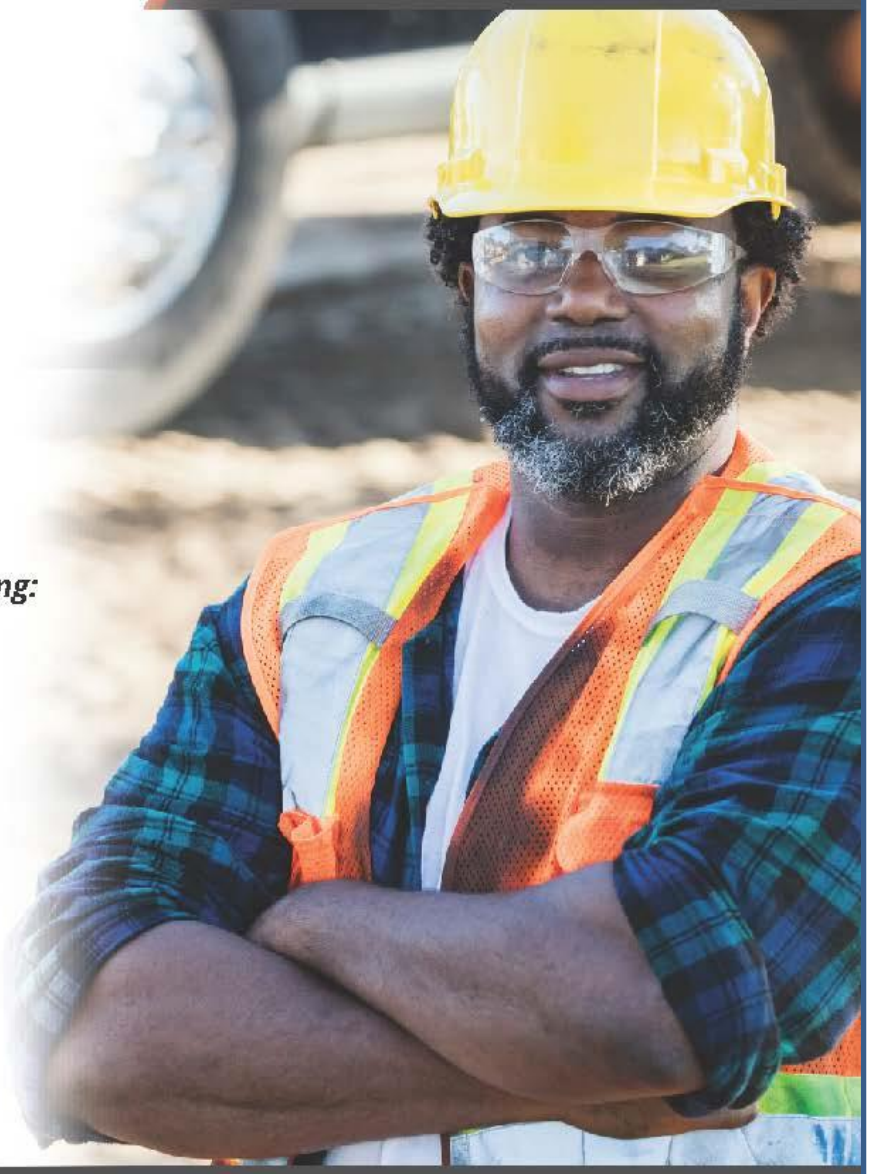
EXHIBIT A-9

CWP

CONSTRUCTION WORKS PROGRAM

WHAT WE DO

CWP is a DHCD Section 3 Workforce Support Program



- FREE Industry Certified Training
- One-on-One Career Counseling
- Job Placement Assistance
- Basic Skills Training
- Supportive Services
- Pre-Apprenticeships

Training Programs available for the following:

- Carpentry
- Commercial Painting
- Electrician
- Heavy Equipment Operator
- Highway Maintenance/Repair Worker
- Welder
- Commercial & Residential
- Commercial Truck Driver
- General Construction Laborer

American Job Center — Prince George's County Community Network

Prince George's County Department of Housing & Community Development

EQUAL HOUSING OPPORTUNITY

General Eligibility Requirements:

- ☐ **Proof of Residency in Prince George's County**
- ☐ **Proof of Family Income (Income guidelines may apply)**
- ☐ **Proof of eligibility to work in the U.S.**
- ☐ **Proof of Registration for Selective Services** *(males born on or after January 1, 1960)*

EMPLOY PRINCE GEORGE'S

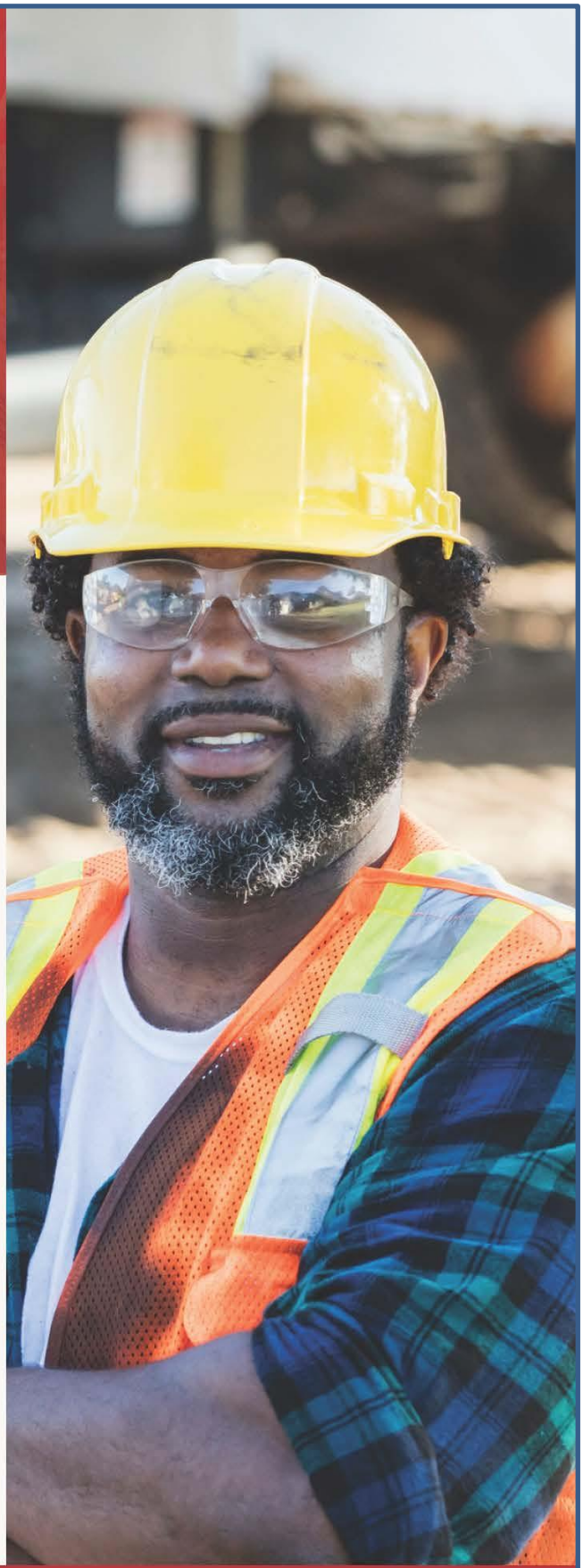
If you are interested in enrolling in the Construction Works Program or would like more information, visit us at www.EmployPG.org call us at (301) 618-8445.

www.EmployPG.org

The CWP will provide eligible Prince George's County residents with everything you need to gain employment in the construction industry.

CONSTRUCTION JOBS AVAILABLE

Employ Prince George's announces the availability of jobs through its Prince George's County Department of Housing and Community Development Section 3 Workforce Support Program, the Construction Works Program.



What is the Construction Works Program?

- The Construction Works Section 3 program offers jobs for low-income individuals who are bonafide residents of public housing or who live in the area where a HUD-assisted project is located and whose household income falls below HUD's income limits.

- Jobs are available for **laborers, landscapers, electricians, plumbers, carpenters, and office/clerical assistants.**

- Please visit **www.EmployPG.org/CWP** to enroll in the program or attend one of our weekly information sessions via the information below.

Information Sessions:
Zoom Link: www.EmployPG.org/DHCD_CWP
Every Thursday - **1:00 PM**
Meeting ID: 874 9732 9493 | PC: 1234567

For More Information, Contact Us Today at **WSD@co.pg.md.us** or at **301-618-8425**!

CWP CONSTRUCTION WORKS PROGRAM

AmericanJobCenter PRINCE GEORGE'S COUNTY COMMUNITY NETWORK

Prince George's County Department of Housing & COMMUNITY DEVELOPMENT

EQUAL HOUSING OPPORTUNITY

EXHIBIT B

Regulatory Definitions

Applicant – any entity which makes an application for Section 3 covered assistance, and includes, but is not limited to, any State, unit of local government, public housing agency or other public body, public or private non-profit organization, private agency or institution, mortgagor, developer, limited dividend sponsor, builder, property manager, community housing development organization, resident management corporation, resident council, or cooperative association. The selected vehicle is referred to as the "recipient" for purposes of Section 3.

Business Concern – a business entity formed in accordance with State law, and which is licensed under State, county or municipal law to engage in the type of business activity for which it was formed.

Contractor – any entity entering into a contract with:

1. A recipient to perform work in connection with the expenditure of public housing financial assistance or for work in connection with a Section 3 project; or
2. A subrecipient for work in connection with a Section 3 project.

"Greatest Extent Feasible" - means that every effort must be made to comply with the requirements of Section 3. This also means that recipients of Section 3 covered financial assistance should make every effort within their disposal to meet the regulatory requirements.

Low-income person – families (including single persons) with income at 80 percent (80%) of the Area Median Income (AMI) or lower.

Neighborhood Area - a geographical location(s) within the jurisdiction of a unit of general local government (but not the entire jurisdiction) designated in ordinances, or other local documents as a neighborhood, village, or similar geographical designation, or meets HUD community development programs meets the definition at 24 C.F.R. § 570.204 (c)(1).

Public Housing Resident – person meeting the requirement at 24 C.F.R. § 963.

Recipient or Sub-recipient – any entity which receives Section 3 covered assistance, directly from HUD or from another recipient and includes, but is not limited to, any State unit of local government, PHA, or other public body, public or private non-profit organization, private agency or institution, mortgagor, developer, limited dividend sponsor, builder, property manager, community housing development organization, resident management corporation, resident council, or cooperative association. Recipient also includes any successor, assignee or transferee of any such entity, but does not include any ultimate beneficiary under the HUD program to which Section 3 applies and does not include contractors.

Section 3 – Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u).

HUD Section 3 Benchmarks –

1. Twenty-five percent (25%) of the total number of labor hours worked by all workers on a Section 3 project are Section 3 workers; and
2. Five percent (5%) of the total number of labor hours worked by all workers on a Section 3 project are Targeted Section 3 workers. This means that the five percent (5%) is included as part of the twenty-five percent (25%) threshold.

Prince George's County Section 3 Benchmarks –

1. Thirty-five percent (25%) of the total number of labor hours worked by all workers on a Section 3 project are Section 3 workers; and
2. Five percent (5%) of the total number of labor hours worked by all workers on a Section 3 project are Targeted Section 3 workers. This means that the five percent (5%) is included as part of the twenty-five percent (25%) threshold.

Section 3 Business Concern -

1. It is at least 51 percent (51%) owned and controlled by low- or very low-income persons: or
2. Over 75 percent (75) of the labor hours performed for the business over the prior-three-month period are performed by Section 3 workers; or
3. It is a business at least 51 percent (51%) owned and controlled by current public housing residents or residents who currently live in Section 8-assisted housing.

The status of a Section 3 business concern shall not be negatively affected by a prior arrest or conviction of its owner(s) or employees.

Section 3 Covered Assistance –

1. Public housing development assistance provided pursuant to Section 5 of the 1937 Act;
2. Public housing operating assistance provided pursuant to Section 9 of the 1937 Act;
3. Public housing modernization assistance provided pursuant to Section 14 of the 1937 Act;
4. Assistance provided under any HUD housing or community development program that is expended for work arising in connection with housing rehabilitation, construction, or other public construction project (which includes other buildings or improvements, regardless of ownership.)

Section 3 Clause – the contract provisions set forth in 24 C.F.R. § 75.27.

Section 3 Covered Contracts – a contract or subcontract (including a professional service contract) awarded by a recipient or contractor for work generated by the expenditure of Section 3 covered assistance, or for work arising in connection with a Section 3 covered project.

Section 3 covered contracts do not include contracts awarded under HUD's procurement program, which are governed by the Federal Acquisition Regulation (FAR). Section 3 covered contracts also do not include contracts for the purchase of supplies and materials. However, whenever a contract for

materials includes the installation of the materials, the contract constitutes a Section 3 covered contract.

Section 3 Covered Project – the construction, reconstruction, conversion or rehabilitation of housing (including reduction and abatement of lead-based paint hazards), other public construction which includes buildings or improvements (regardless of ownership) assisted with housing or community development assistance.

Section 3 Resident – public housing resident or an individual who resides in the metropolitan area or a nonmetropolitan county in which Section 3 covered assistance is expended and who is considered to a low-to very low-income person.

Section 3 Worker – Any worker who currently fits or when hired within the past five (5) years fit at least one (1) of the following categories:

1. The worker's income for the previous or annualized calendar year is below the income limit established by HUD; or
2. The worker is employed by a Section 3 business concern; or
3. The worker is a YouthBuild participant.

The status of a Section 3 worker shall not be negatively affected by a prior arrest or conviction.

Service Area – an area within one mile of the Section 3 project or, if fewer than 5,000 people live within one mile of a Section 3 project, within a circle centered on the Section 3 project that is sufficient to encompass a population of 5,000 people according to the most recent U.S. Census.

Subcontractor – any entity (other than a person who is an employee of the contractor) which has a contract with a contractor to undertake a portion of the contractor's obligation for the performance of work generated by the expenditure of Section 3 covered assistance, or arising in connection with a Section 3 covered project.

Targeted Section 3 Worker for Housing and Community Development Financial Assistance – A Section 3 worker who is:

1. A worker employed by a Section 3 business concern; or
2. A worker who currently fits or when hired at least one of the following categories, as documented within the past five (5) years:

    a) Living within the service area or the neighborhood of the project; or
    b) A YouthBuild participant.

Very low-income person – families (including single persons) with income at 50 percent of the AMI or lower.

YouthBuild Participant – A participant receiving assistance under the Workforce Innovation and Opportunity Act (29 U.S.C. 3226).

EXHIBIT C

Helpful Links

To search the database for self-certified Section 3 businesses, register your business for inclusion, or for more information on the Business Registry, please visit http://www.hud.gov/Sec3Biz.

How to match residents to jobs and training opportunities, and businesses to contracting opportunities: https://hudapps.hud.gov/OpportunityPortal/.

How to file a Section 3 Complaint:
https://www.hud.gov/program_offices/field_policy_mgt/section3/complaint_register.

Frequently Asked Questions (FAQs) for Section 3:
https://www.hud.gov/sites/dfiles/FPM/documents/Section-3-FAQs.pdf

Employ Prince George's Construction Work Program:
1801 McCormick Drive, Suite 400
Largo, MD 20744

301-618-8400

Contact info for employers/contractors: BusinessServices@co.pg.md.us
Contact info for job seekers: wsd@co.pg.md.us

Copies of the FY 2021 - 2025 DHCD Section 3 Action Plan: are available on the County's website at www.princegeorgescountymd.gov/sites/dhcd/resources/plansandreports. To obtain a copy of the Plan, contact the Department of Housing and Community Development at: 301-883-5570 or 301-883-5540.

Department of Housing and Community Development
Community Planning and Development Division

Aspasia Xypolia, Director, DHCD
Tamika Gauvin, Deputy Director, DHCD

9200 Basil Court, Suite 500
Largo, Maryland 20774

Telephone: 301-883-5570 or TDD: 301-883-5428

Appendix E:

Emergency Solutions Grants Written Standards – Addendum for Coronavirus Response

The CARES Act provides flexibility and authority for HUD to issue waivers and alternatives requirements to make it easier for the County to use ESG – COVID (ESG-CV) funds for coronavirus response. The waiver for Prince George's County is effective from June 23, 2020 to June 23, 2022, which is consistent with the date HUD signed the County's ESG-CV Grant Agreement.

When using the ESG-CV funds, the following ESG regulations will be waived and the alternative requirements will apply:

Administration and General Requirements

- The ESG-CV funds are not subject to the spending cap on emergency shelter and outreach under 24 CFR 576.100(b)(1);
- Up to 10 percent of ESG-CV funds may be used for administrative costs, as opposed to 7.5 percent as provided by 24 CFR 576.108(a);
- The ESG-CV funds are exempt from the ESG match requirements, including 24 CFR 576.201;
- That recipients may deviate from applicable procurement standards when using ESG-CV funds to procure goods and services to prevent, prepare for, and respond to coronavirus, notwithstanding 24 CFR 576.407(f) and 2 CFR 200.317-200.326; and
- While HUD encourages the County to offer treatment and supportive services when necessary to assist vulnerable homeless populations, individuals and families experiencing homelessness must be required to receive treatment or perform any other prerequisite activities as a condition for receiving shelter, housing, or other services for which these funds are used, notwithstanding 24 CFR 576.301(e).

Homeless Management Information System (HMIS) Lead Activities

The Homeless Management Information System (HMIS) Lead may use ESG-CV funds to the extent necessary to upgrade or enhance its data on ESG-CV participants and activities related to COVID-19, including 24 CFR 576.107(a)(2).

Street Outreach Eligible Component – 24 CFR 576.101

Street Outreach activities in response to the coronavirus may include:

- Distribution of masks or other PPE, if available, to people who are unsheltered,
- Provision of handwashing stations and portable bathrooms, and
- Maintaining social distancing requirements during engagement.

HUD has approved the following as eligible costs under street outreach:

- Engagement: Hand sanitizer, soap, tissue packets, masks, disposable gloves, other PPE.
- Case Management: Coordinative medical care.
- Transportation: Train or bus tokens, taxi or rideshare for program participants' travel to and from medical care.
- Expanded Staffing: Hiring additional staff to support infectious disease preparedness, providing hazard pay to staff with direct participant contact.

Emergency Shelter Component – 24 CFR 576.102

- Shelters funded by ESG-CV must establish referral pathways to isolation and quarantine if a client needs such services.
- Shelters funded through ESG-CV will maintain social distancing requirements established in partnership with the County's health department.
- Shelters funded by ESG-CV may not turn away eligible program participants and must establish referral pathways to other shelter or housing if the shelter is at maximum capacity.
- Shelters funded by ESG-CV are strongly discourage from implementing a maximum length of stay when a discharge will result in program participants returning to unsheltered settings or situations putting them at a higher risk of COVID-19 infection.

Homeless Prevention and Rapid Re-Housing Components

- The frequency of re-evaluations for homelessness prevention is required not less than once every six months, as opposed to once every three months by 24 CFR 576.301(b).
- The monthly case management requirement receiving homelessness prevention or rapid re-housing assistance (24 CFR 576.401(e) has been waived. Case management is on an as-needed basis as a result of COVID-19.
- The ESG-CV funds may be used to provide homelessness prevention assistance (as authorized under 24 CFR 576.103 or subsequent HUD notices) to any individual or family who does not have income higher than 50% HUD's Very Low-Income Limit for the area and meets the criteria in paragraphs (1)(ii) and (1)(iii) of the "at risk of homelessness" definition in 24 CFR 576.3.
- Under the CARES Act ESG-CV funding, there will be no rental payment requirement for households receiving financial assistance.
- ESG-CV funds may be used to mitigate the economic impact of COVID-19 by encouraging the maximum number of rental assistance months be extended/adjusted to address unemployment, loss of income, or benefits due to COVID-19.
- ESG-CV funds may be used to pay for landlord incentives that are reasonable and necessary to obtain housing for individuals and families experiencing

homelessness and at risk of homelessness. Landlord incentives may not exceed three times the rent charge for the unit. Eligible landlord incentives include:

- Signing bonuses equal to two months of rent.
- Security deposits equal to up three months of rent.
- Costs to repair damages incurred by the program participant not covered by vendor or program participant insurance, or by the security deposit or that are incurred while the program participant is still residing in the unit.
- Paying the costs of extra cleaning or maintenance of a program participant's unit or appliances.

Appendix F:

FY 2023 Annual Action Plan (AAP) Citizen Comments Summary

To encourage citizen participation in the annual planning process, the County holds at least two (2) public meetings (informal and formal) each year. The public meetings provide an opportunity for residents, non-profit organizations, and other community stakeholders to communicate their views and needs to the County. The draft FY 2023 Annual Action Plan is also made available for a period of 30 days for public comment during the planning process. The following is a summary of comments expressed at the public meetings and during the 30-day public comment period.

Community Forum: Thursday, January 20, 2022 at 6:00pm to 7:30pm
Location: Virtual Platform

The purpose of the forum was to give citizens an opportunity to address housing and community development needs, the development process for proposed activities, and program performances. The following is a summary of comments presented at the Community Forum.

1. **Question/Comment:** Is there a fund program that supports installation of solar panels for group homes or non-profit building and facilities?
   DHCD Response: The program that aligns with that program is the Department of Housing and Community Development (DHCD) Housing Rehabilitation Assistance Program (HRAP), the goal is to make homes livable and to upgrade the quality of the homes.

2. **Question/Comment:** Are there any availability of funds for returning citizens?
   DHCD/DSS Response: The Bridge Center at Adams House in the Southern part of the County takes leads on direct services for mainstream benefits (Stamps, Cash, Medical, etc.).

3. **Question/Comment:** Will there be affordable housing for Prince Georges County?
   DHCD Response: Please leave email address and we will send information from the Housing Authority.

4. **Question/Comment:** Are the new Senior buildings in Suitland, Maryland near public transportation?
   DHCD Response: Yes, it is a quarter mile from Suitland Metro Station.

5. **Question/Comment:** Is it possible to use ESG Funds to rehab hotels or other structures create non-congregate shelters for people experiencing homelessness perhaps as a long term follow up to the Beltsville Shelter that the County has maintained since COVID?
   DHCD/DSS Response: Yes, Emergency Solutions Grants (ESG) funds can be used for rehabilitation. However, due to the limited funds allocated, the County uses ESG funds for Emergency Shelter operations and essential services, Homeless Management Information System (HMIS), Street Outreach, Rapid Re-housing, Homeless Prevention, and Administration projects only.

6. **Question/Comment**: The City of Laurel is developing a transitional Housing/homeless shelter, are any other funds available for this?
   DHCD/DSS Response: DHCD is currently working with the mayor to discuss this funding regarding the limited resources, and this is a complicated process and there is a larger complicated process.

7. **Question/Comment:** How can I apply for funding from ESG?
   DHCD/DSS Response: DHCD is the administering agency of the Emergency Solutions Grants (ESG) program. DHCD subcontracts with the Prince George's County Department of Social Services (DSS) to implement the ESG program. DSS subcontracts with non-profit organizations to assist with providing homeless and at risk of homelessness services. Please contact DSS regarding their application process.

Public Hearing

Date and Time: Monday, April 18, 2022 at 5:00pm to 7:00pm
Location: Virtual Platform

The purpose of the Public Hearing held on April 18, 2022, was to give citizens an opportunity to comment on County Resolution (CR-020-2022) a Resolution concerning the County's FY 2023 Annual Action Plan for Housing and Community Development. The following is a summary of comments presented at the Virtual Public Hearing.

1. **Question/Comment:** Central Kenilworth Avenue Revitalization CDC supported the AAP funding recommendation for their CDBG project.
   DHCD Response: Comment noted.

2. Question/Comment: Laurel Advocacy Referral Services (LARS) supported the AAP funding recommendation for their CDBG project.
   DHCD Response: Comment noted.

3. Question/Comment: City of New Carrollton supported the AAP funding recommendation for their CDBG project.
   DHCD Response: Comment noted.

4. Question/Comment: Human Services Coalition asked for the County to reconsider the funding amount for their CDBG project.
   DHCD Response: Comment noted.

5. Question/Comment: Neighborhood Design Center asked for the County to reconsider the funding amount for their CDDB project.
   DHCD Response: Comment noted.

6. Question/Comment: Town of Rivderdale Park supported the AAP funding recommendation for their CDBG project.
   DHCD Response: Comment noted.

7. Question/Comment: First Generation College Bound supported the AAP funding recommendation for their CDBG project.
   DHCD Response: Comment noted.

Appendix G: Prince George's County, Maryland Income Limits

Effective June 1, 2021 Median Family Income: $129,000

Household Size	30% Limits (Extremely Low)	Very Low Income	60% Limits	Low Income	2021 Uncapped Income Limits
1	$27,000	$45,150	$54,180	$57,650	$72,250
2	$31,000	$51,600	$61,920	$65,850	$82,600
3	$34,850	$58,050	$69,660	$74,100	$92,900
4	$38,700	$64,500	$77,400	$82,300	$103,050
5	$41,800	$69,700	$83,640	$88,900	$111,500
6	$44,900	$74,850	$89,820	$95,500	$119,750
7	$48,000	$80,000	$96,000	$102,100	$128,000
8	$51,100	$85,150	$102,180	$108,650	$136,250

Source: U.S. Department of Housing and Urban Development (http://www.huduser.org)

Prince George's County uses the "uncapped" income limits to determine applicant eligibility to participate in homeowner rehabilitation and homebuyer assistance programs administered with CDBG and/or HOME funds.

FOR MORE INFORMATION

Copies of the FY 2023 Annual Action Plan for Housing and Community Development are available on the County's website at www.princegeorgescountymd.gov/sites/dhcd/resources/plansandreports. To obtain a copy of the Plan, contact the Community Planning and Development Division at: 301-883-5570 or 301-883-5540.

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