

NOTICE OF PUBLIC HEARING

NOTICE IS HEARBY GIVEN that the Commissioners of St. Mary's County will hold a Public Hearing on May 16 at 10 a.m. in the Chesapeake Building located at 41770 Baldrige Street in Leonardtown, Maryland to receive comments and questions on community development and housing needs and to offer citizens the opportunity to review a Community Development Block Grant (CDBG) application. This grant will enable the construction of an extension of Rogers Drive to intersect with Willows Road in the vicinity of John G. Lancaster Park in Lexington Park, MD. The Commissioners of St. Mary's County propose to submit a CDBG application on behalf of the St. Mary's County Community Development Corporation to the State to fund this community development project. Citizens are encouraged to attend and participate in the public hearing.

Project Title: Rogers Drive Extended Project
Public Agency: St. Mary's County Community Development Corporation
Purpose of Project: To extend Rogers Drive approximately 350 ft. from the Colony Square neighborhood to Willows Road in the vicinity of John G. Lancaster Park in Lexington Park, MD.
Total Project Cost: \$453,773

CDBG is a federal funded program administered by the Maryland Department of Housing and Community Development designed to assist units of local government with activities directed toward neighborhood and housing revitalization, economic development, and improved community facilities and services.

CDBG reflects the State's economic and community development priorities and provides public funds for activities that meet one of the following national objectives in accordance with the Housing Community Development Act of 1974, as amended:

1. Give maximum feasible priority to activities that will benefit low and moderate income persons and households having an income equal to or less than the Section 8 lower income limits established by the Department of Housing and Urban Development
2. Aid in the prevention of elimination of slums or blight; and
3. Meet other community development needs of an urgent nature or that cause an immediate threat to community health and welfare.

For interested participants, public transportation using the County's STS bus system is available. Efforts will be made to accommodate non-English speaking residents with a notice of 5 days to Robin Finnacom at 301-475-4200, ext. *1407 or for the Deaf/hard of hearing to the Maryland Relay Service at 1-800-735-2258 (V/TTY). The hearing location is fully accessible.

Written comments, questions, and suggestions may be submitted on or before May 23, 2017 to Commissioners of St. Mary's County, Post Office Box 653, Leonardtown, MD 20650.

COMMISSIONERS OF ST. MARY'S COUNTY

STATE OF MARYLAND CDBG PROGRAM

APPLICATION SFY 17

**Lawrence J. Hogan, Governor
Boyd K. Rutherford, Lt. Governor**



*Kenneth C. Holt, Secretary
Ellington Churchill, Jr, Deputy Secretary*

*DHCD
Division of Neighborhood Revitalization
7800 Harkins Road
Lanham, MD 20706
301/429-7525
TTY/RELAY 711 or 1/800-735-2258*



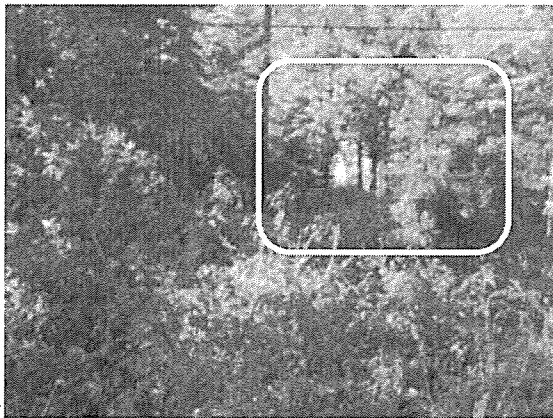
**MARYLAND
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
APPLICATION SFY 17**

<p>1. Name of Jurisdiction: St. Mary's County</p>	<p>2. County (Municipal applicants only):</p>										
<p>3. Address: P. O. Box 653 Leonardtown, MD 20650</p>	<p>4. Subrecipient, Developer or Business, if applicable and their DUNS Number: St. Mary's County Community Development Corp. -- 020965381</p>										
<p>5. FID Number: 52-60001015 DUNS Number: 74930504</p>	<p>6. Name & phone number of jurisdiction's contact person for this application (include email address and Fax #): Robin Finnacom Robin.Finnacom@stmarysmd.com 301-475-4200, ext. *1407 301-475-4414 Fax</p>										
<p>7. Project title, brief description & location (Full street address(es) and zip code of Project is required): Project Title: Rogers Drive Extension Location: Rogers Drive, Colony Square, Lexington Park, MD 20653 Brief Description: The St. Mary's County master plan for Lexington Park, passed by the county commissioners in February 2016, identifies this 350-foot connector as a tool to reduce crime and blight in the Colony Square neighborhood. Future collaborations discussed with St. Mary's County Housing Authority and Three Oaks Center seek to target job creation and housing stock improvement efforts in this community as well. The connector is located in a priority funding area.</p>											
<p>8. Project type: <input type="checkbox"/> Housing <input type="checkbox"/> Public Facilities <input checked="" type="checkbox"/> Infrastructure <input type="checkbox"/> Economic Development <input type="checkbox"/> Other <input type="checkbox"/> Public Services</p>	<p>9. National objective(s): <input type="checkbox"/> Low and moderate income benefit <input checked="" type="checkbox"/> Elimination of slum/blight</p>										
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">CDBG request:</td> <td style="text-align: right;">\$ <u>100,000.00</u></td> </tr> <tr> <td>Local funds</td> <td style="text-align: right;">\$ <u>53,300.00</u></td> </tr> <tr> <td>Other funds (CDBG-IP)</td> <td style="text-align: right;">\$ <u>230,473.00</u></td> </tr> <tr> <td>Total costs</td> <td style="text-align: right;">\$ <u>383,773.00</u></td> </tr> <tr> <td>(In-Kind \$70,000)</td> <td style="text-align: right;">(<u>\$453,773.00</u>)</td> </tr> </table>	CDBG request:	\$ <u>100,000.00</u>	Local funds	\$ <u>53,300.00</u>	Other funds (CDBG-IP)	\$ <u>230,473.00</u>	Total costs	\$ <u>383,773.00</u>	(In-Kind \$70,000)	(<u>\$453,773.00</u>)	<p>11. U.S. Congressional District No.: <u>District 5</u> State District No. <u>29B</u> (List State legislators for <i>entire</i> district): Delegate Deb Rey Senator Steve Waugh</p>
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(In-Kind \$70,000)	(<u>\$453,773.00</u>)										
<p>12. Date Public Hearing held: (Attach minutes and hearing notice to application)</p>	<p>13. Required Resolution attached? <input type="checkbox"/> Yes <input type="checkbox"/> No Will be prepared by St. Mary's County</p>										
<p>14. Is Citizens Participation Plan current? ? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Dated: September 29, 2015 If not, did you attach new plan? Yes <input type="checkbox"/> No</p>											
<p>15. Is Anti-Displacement Plan current? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If not, did you attach new plan? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>											
<p>16. If applicable, did you complete Debarment Check on application subrecipient, developer or business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>											
<p>17. Digital Photos and CD included? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (each must be labeled)</p>	<p>18. Date: 3-31-17</p>										

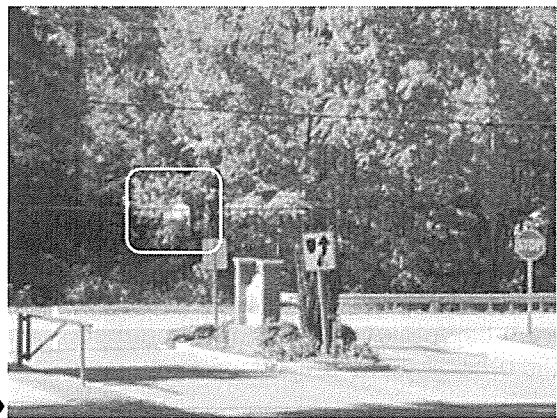
**Photos of Rogers Road Extension Project
Colony Square, Lexington Park, MD 20653**



Rogers Drive Vantage point: standing at the entrance to Rogers Drive from Missouri Ave., the central road into the neighborhood, looking toward Willows Road. It is this segment of Rogers Drive that will be extended to intersect with Willows Road.



(1)»



(2)»

Willows Road Vantage point: (1) standing on Willows Road where the extended Rogers Drive would meet Willows Road – white siding of a townhouse on Rogers Drive and a blonde brick sided townhouse can be seen slightly through the foliage. (2) standing across Willows Road (in the entrance to Lancaster Park), the white sided townhouse in (1) is visible



Future Intersection Vantage point: exiting future Rogers Drive Extension onto Willows Road, across the street is Rennell Ave., the entrance to Lancaster Park. The park entrance sign is also visible in photo (2) above.

PART A

PROJECT DESCRIPTION: Describe the proposed project. Include location and specific activities to be undertaken.

This project will extend Roger Drive approximately 350 feet from the Colony Square neighborhood in Lexington Park, MD, to Willows Road, a county road. This will create a second access into the neighborhood, which is endorsed by neighbors and law enforcement officials as a health and safety measure and a crime deterrent. The new access is also anticipated to draw increased home ownership in the neighborhood's stock of affordable townhomes. Colony Square currently struggles with significant absentee landlord issues.

The new intersection created at Willows Road will align with the entrance to St. Mary's County's Lancaster Park. This is a popular park which includes athletic fields, walking trails, a dog park, playground, bathrooms, and the United States Colored Troops Memorial. The park is currently expanding to include additional youth athletic fields.

The Rogers Drive project will secure the land for the new roadbed; complete the design and engineering of the roadbed, sidewalks, curb and guttering; obtaining all necessary permits; and complete construction of the roadbed, sidewalks, landscaping, and intersection to county standards. The completed extension will be turned over to the county to become part of the county road network.

The connector is located in a priority funding area and identified in the Lexington Park Development District Master Plan as an improvement in safety, law enforcement, and the economic health of the Colony Square neighborhood. Efforts were made at the time it was mapped in the plan to avoid wetlands. Based upon a survey of existing online maps in collaboration with St. Mary's County Dept. of Public Works and noted in the survey proposal from Little Silences Rest, the roadbed is not located in a flood plain and wetlands will not be disturbed by this project.

PART B

PROJECT NEED/IMPACT: Describe the need for the proposed project. Include statistics and other documentation supporting the described need. How will the project make an impact on the described need?

Colony Square suffers from crime and blight exacerbated by absentee landlords and the difficult-to-patrol nature of its road configuration and surrounding geography. The neighborhood consists of a central road which terminates into woods and three cross roads which create six more dead ends into woods.

The Lexington Park Master Plan identifies sixteen connector roads designed to **reduce crime** by increasing traffic and the ease of law enforcement patrol; **reduce blight** by increasing property safety and values; and facilitate **economic expansion** by opening property for infill development and drawing new home buyers into Lexington Park.

Two of these sixteen proposed connector roads are in Colony Square. Rogers Drive is the shortest and provides the most direct access point of the two road extensions as well as opening visibility into the neighborhood from Willows Road which carries more than 10,000 vehicles a day.

There are eighty-eight townhouses in the neighborhood. In some cases the townhouses are appraising at half their value of a decade ago, falling below \$100,000 in the midst of neighborhoods at double and triple that value.

This is a neighborhood in trouble, but which still possesses a community commitment to overcome its challenges. An infrastructure investment of this visibility will **enhance this commitment**, reduce crime through additional law enforcement patrolling and increased community traffic; and reduce blight by increasing the property values as a result of a safer neighborhood and improving the attractiveness of the community to new home buyers.

The St. Mary's County Housing Authority, Three Oaks Center, and SouthPoint Church are active in the community as property owners and program providers. SouthPoint has purchased a property for a community center to expand its ongoing childhood and student mentoring programs. Three Oaks Center continues to purchase homes in the neighborhood to provide shelter and transitional housing for homeless families, recently receiving a donation allowing it to purchase another home immediately.

The sheriff's COPS policing program in Lexington Park is a significant programming participant in the community in addition to providing a crime-deterrent presence. In addition to enhancing the ease of patrol and apprehension of criminals, increasing visibility and through traffic is a demonstrated crime reduction technique.

According to the St. Mary's County Department of Public Works more than 10,000 vehicles pass the proposed intersection every day. Most are workers at the Patuxent River Naval Air Station, some of whom live in large apartment communities farther south on Willows Road. Increased visibility of Colony Square along with reduced crime and blight will draw additional **community support** for neighborhood activities. This, in turn, will also **attract new home buyers** to consider an affordable starter home close to St. Mary's County's largest employer, the Patuxent River Naval Air Station.

A community garden is under consideration for some of the land to be donated to the project, which will be pursued as another attraction for new home buyers.

PART B WORKSHEET

NOTE: First time applicants must provide a copy of the most recent audit and copy of the most recent single audit.

- 1. As CDBG funds are “Gap” financing, did you pursue appropriate other funds from state, federal agencies and/or private sources? What other funding sources did you pursue for this project? What is the status of those requests?**

The Rogers Drive Extension Project will re-purpose \$230,473 remaining in a Revolving Loan Fund that dates back to 1999 grants and income generated in cooperation with the State of Maryland and St. Mary’s County. The state has agreed to this repurposing pending county approval.

The CDC has also procured a donation of land for the roadbed from a portion of the residue (total residue parcel assessed at \$19,000) from the new Emerald Hills subdivision abutting Colony Square. The property owner has provided written agreement to the donation, details of the necessary transfer arrangements will be handled in conjunction with environmental assessments as part of the initial construction preparation.

A successful, national developer has stepped up to donate his time as the Development Manager (estimated value of \$60,000). This is confirmed. The CDC seeks \$11,000 in waived fees from local government. This is not an unusual grant from county government and will be confirmed during county consideration of the repurposing of the Revolving Loan Funds. The CDC is committing more than \$42,000 of its own reserves into the project.

- 2. Please provide copies of award and rejection letters.**

N/A

- 3. Please provide financial information for the applicant and, if applicable the proposed subrecipient or developer. Specifically provide the annual budget for the current year including all existing debt.**

The FY2017 budget for St. Mary's County Community Development Corp. is included as Attachment B. Also included are the Balance sheet and Profit and Loss for January 2017.

PART C

COMMUNITY SUPPORT AND INVOLVEMENT: Describe community involvement with developing this project and application. Attach current letters of support for this project and the CDBG funding. NOTE: This is activity that is separate from the public hearing(s).

The Colony Square Neighborhood Association has been vocal, seeking to open access to their community to increase police patrolling in the neighborhood for many years. The ability to run into woodland from seven single-block dead-end roads has contributed to perception and perpetration of crime in the area. The neighborhood recognizes this as a significant impact on the health, safety and thus property values of the community.

The Housing Authority of St. Mary's County has been active in the community for many years and continues to provide and support programming, rental assistance, and helps coordinate other neighborhood services. As long-term advocates for the neighborhood, the agency supports additional access into the community to address crime and blight, and to attract new home buyers into the neighborhood.

Three Oaks Center operates and/or assists with the vast majority of homeless programming in St. Mary's County. The falling property values in Colony Square allowed this nonprofit to purchase and maintain safe housing for families in need of shelter. This has the added benefit of reducing absentee landlords. Three Oaks continues to invest in the community and provide extensive programming. The organization seeks to draw additional private investment into the community and also supports greater access and visibility as a way to increase affordable-home ownership.

St. Mary's Sheriff's Department along with St. Mary's County Department of Economic Development, participated in the development of the Lexington Park Development District Master Plan, and supported connector roads as crime prevention in the Lexington Park Development District Master Plan and in Colony Square specifically.

Southpoint Church has been active in Colony Square for many years providing support programming in particular for the youth of the community and also helps coordinate other neighborhood activities and services. Most recently the church has purchased a property in the neighborhood to convert into a center focused on youth activities and academic support.

Support letters are included in Attachment C.

PART D

LOCAL PLANNING/GROWTH MANAGEMENT: Answer the following questions:

1. Describe how the proposed project conforms to revitalization strategies, marketing studies, economic development strategies, capital improvement plans or a comprehensive plan. Do *not* submit copies of the entire plan(s), but reference the name and date of the plan, the section and the page. You should attach a copy of the REFERENCED portion behind this page of the application.

Rogers Drive Extended is located where the Lexington Park Development District Master plan calls for the connector to be sited.

The Lexington Park Development District Master Plan, adopted February 2016, can be found at this link: <http://www.stmarysmd.com/docs/Full-CSMC-LPDDPlan-effective2-23-2016m.pdf> . Relevant sections dealing with blight and crime reduction are presented in an excel program and appears behind this page, as well as the map of the proposed 16 connector roads.

2. For economic development projects discuss any feasibility studies, economic conditions survey, financial analysis, economic impact assessment or market analysis completed in relation to the proposed activity. Provide the dates those items were completed and information on who prepared them.
3. Is your project located in a Priority Funding Area? Yes No

ATTACH MAP(S) OF PROJECT AREA

See Attachment D

List Census Tract(s) and Block Groups for all projects:

Census Tract 875902-1-002; Block Group MD0378759021002; FIPS Code 24037

PART E

NATIONAL OBJECTIVE:

1. Using the attached "National Objective" chart, determine which national objective will be met by the proposed project.
2. Next, fill out the appropriate worksheet (A, B, C, D or E). Insert that page behind this one in your application.
3. In the space below, describe in narrative form how the project will meet at least ONE of the national objectives.

1. Benefit to Low and Moderate Income Persons:

Area Benefit (LMA) 52% Determined by survey or census (Attach Survey Approval Ltr)

- Housing (LMH)** Single Family Multi-Family
 Rental Owner Occupied
 Water and Sewer Connections

- Limited Clientele (LMC)** Presumed
 51% of clientele are persons whose family is LMI
 Nature and location conclude area is primarily LMI
 Removal of architectural barriers

- Jobs (LMJ)** Job Creation
 Job Retention

Total estimated # of beneficiaries _____ CDBG \$ per beneficiary \$ _____

Total estimated # of LMI beneficiaries _____ CDBG \$ per LMI beneficiary \$ _____

% of LMI beneficiaries to total ____%

NATIONAL OBJECTIVE CHART

Nat. Objective	Subcategory	Definition	Test	Examples
Low/Moderate Income Persons	Area Benefit (LMA)	Activity benefits all residents in an area where at least 51% of the residents are LMI	<ul style="list-style-type: none"> * Census - 51% of persons residing in the service area are LMI, determined by using the most recent data provided by State about cities or towns * Survey - applicant may do a survey of residents in the service area. The results must meet statistical reliability standards and be approved by DHCD. <p>Activity must qualify under one of the following:</p> <ul style="list-style-type: none"> * Presumed Clientele - benefit to a group presumed to be principally LMI: abused children, battered spouses, elderly persons, severely disabled adults, homeless persons, illiterate adults, persons living with AIDS and migrant workers; or * Require documentation on family size and income in order to show that at least 51% of the clientele are LMI; or * Income eligibility requirements limiting activity to LMI persons only; or * Be of such a nature and in such a location that it can be concluded that clients are primarily LMI 	<ul style="list-style-type: none"> * water and sewer lines * neighborhood facilities * roadway improvements
Low/Moderate Income Persons	Limited Clientele (LMC)	Activity that benefits a limited number of people as long as at least 51% of those served are LMI	<ul style="list-style-type: none"> * Structures with one unit must be occupied by LMI persons * If structure contains more than 1 unit, at least 51% must be LMI occupied * 2-unit structures must have at least one unit occupied by a LMI household * Rental buildings under common ownership and management located on the same or contiguous properties may be considered as a single structure 	<ul style="list-style-type: none"> * construction of senior center * public services for the homeless * meals on wheels for the elderly * construction of job training facilities for the disabled
Low/Moderate Income Persons	Housing Activities (LMH)	Activity that is undertaken for the purpose of providing or improving permanent residential structures which, upon completion, will be occupied by LMI persons	<ul style="list-style-type: none"> * Delineated area in which the activity occurs must meet definition of slum, blighted, deteriorated or deteriorating area under state or local law; and * Substantial number of deteriorated or deteriorating buildings or public improvements in the area, and the activity must address one or more of the conditions which contributed to the deterioration of the area; and * Documentation must be maintained by recipient on the boundaries of the area and the conditions that qualified the area at the time of its designation 	<ul style="list-style-type: none"> * property acquisition or rehab for permanent housing * conversion of non-residential structures into permanent housing * infrastructure for new housing
Slum/Blight	Area Basis (SMA)	Activity that aids in the prevention or elimination of slums or blight in a designated area	<ul style="list-style-type: none"> * Only acquisition, clearance, relocation, historic preservation and building rehabilitation activities qualify for this national objective * Rehabilitation is limited to the extent necessary to eliminate a specific condition detrimental to public health and safety 	<ul style="list-style-type: none"> * public facilities or improvements * elimination of safety hazards
Slum/Blight	Spot Basis (SBS)	Activity that eliminates specific conditions of blight or physical decay on a spot basis not located in a slum or blighted area	<ul style="list-style-type: none"> * At least 51% of jobs must be taken by or held by LMI persons * At least 51% of jobs must be retained by LMI persons * Permanent, full-time jobs only * LMI status is determined by income of the family 	<ul style="list-style-type: none"> * elimination of faulty wiring, or other similar conditions that are detrimental to all potential occupants * demolition of vacant, deteriorating building
Low/Moderate Income Persons	Jobs (LMJ)	Activity that results in the creation and/or retention of jobs		<ul style="list-style-type: none"> * acquisition of land to construct a distribution center * extension of water and sewer service to land to be developed for an industrial park * acquisition of equipment

**Low/Moderate Income Benefit
Worksheet A
Area Basis (LMA)**

If you have determined that the proposed project will meet the national objective of benefit to low and moderate income (LMI) persons through area benefit (LMA) activities, please fill out this form and attach it to Part E of your application.

1. **Estimated** Total Beneficiaries 10,880 (Count by Persons)
2. **Estimated** Total LMI Beneficiaries 5,665 (Count by Persons)
3. **FOR THOSE WITH AN APPROVED SURVEY ONLY** – Provide race and ethnicity data for persons in the service area. The following is required for Civil Rights reporting.

	<i>RACE</i>	<i>Ethnicity (Hispanic or Latino)</i>
Count for all estimated persons in the service area:		
a. Total White	_____	_____
b. Total Black or African American	_____	_____
c. Total Asian	_____	_____
d. Total American Indian or Alaska Native	_____	_____
e. Total Native Hawaiian or Other Pacific Islander	_____	_____
f. Total American Indian or Alaska Native and White	_____	_____
g. Total Asian & White	_____	_____
h. Total Black or African American & White	_____	_____
i. Total American Indian or Alaska Native & Black or African American	_____	_____
j. Other Multi-Racial	_____	_____
Total (number of all by <u>Race</u> must be the same as #1 above)	_____	_____

4. **Total** Number of Female-Headed Households _____

5. **Total** Number of Disabled _____

6. **Describe the proposed accomplishments of the project:**

This project will complete a 350-foot section of Rogers Drive in Lexington Park, MD, to county standards for acceptance into the county's public road network; build new sidewalks to a popular county park; provide landscaping improvements to Rogers Drive; draw attention to the community and its availability of safer, affordable housing.

There are a substantial number of deteriorating homes owned by absentee landlords in the Colony Square community. The neighborhood is configured in a manner that encourages criminal activity due to a lack of visibility and accessibility through the neighborhood.

The construction of a second access into the neighborhood will increase daily traffic and the ease of law enforcement patrolling – both activities are tied to crime reduction. Crime reduction supports a community's attraction to new home buyers, reducing the number of absentee landlords. Opening Rogers Dr. makes the neighborhood more visible to traffic associated with NAS Patuxent River, the major employer in the region, and connects the community to a popular community park, both will serve to make the community more attractive to new home buyers.

PART F

SOURCES AND USES OF FUNDS: List each specific project activity separately (please break down the costs as far as possible). Type in the actual sources of other funding. Indicate whether funds are "L" for loan or "G" for grant. INDICATE STATUS OF FUNDS using "P" for pending, "C" for committed, "R" for received, "N" for no action. Attach commitment letters and cost estimates directly behind this page of the application. For administrative costs, indicate what portion of local contributions is cash and what portion is in-kind. ALL PROJECTS MUCH INCLUDE ADMINISTRATIVE COSTS FOR THE APPLICANT.

ACTIVITY	SOURCES OF FUNDS							TOTALS BY ACTIVITY			STATUS
	CDBG	Other-CDBG-PI	Project Management Team	St. Mary's Co	MetComm	In-Kind					
Property	\$ -		\$ -	\$ -	\$ -	\$ 10,000.00		\$ 10,000.00		\$ 10,000.00	
Land Survey	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -		\$ 5,000.00		\$ 5,000.00	
Engineering/Civil	\$ 30,000.00		\$ -	\$ -	\$ -	\$ -		\$ 30,000.00		\$ 30,000.00	
Envir. Engineering	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -		\$ 2,500.00		\$ 2,500.00	
Geotechnical Engineering	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -		\$ 4,000.00		\$ 4,000.00	
Soil Conservation Services	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -		\$ 2,000.00		\$ 2,000.00	
MetCom Review Fees	\$ -		\$ -	\$ -	\$ 1,500.00	\$ -		\$ 1,500.00		\$ 1,500.00	
Legal fees	\$ -	\$ 2,073.00	\$ -	\$ -	\$ -	\$ -		\$ 2,073.00		\$ 2,073.00	
Development Mgt. Fee	\$ -		\$ -	\$ -	\$ -	\$ 60,000.00		\$ 60,000.00		\$ 60,000.00	
Project Accounting	\$ 20,000.00		\$ -	\$ -	\$ -	\$ -		\$ 20,000.00		\$ 20,000.00	
Real Estate Tax	\$ -	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 250.00		\$ 250.00	
Project Contingency (10% Soft Costs)	\$ -	\$ 18,000.00	\$ -	\$ -	\$ -	\$ -		\$ 18,000.00		\$ 18,000.00	
Road Permit Application Fee	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ -		\$ 100.00		\$ 100.00	
Road Inspection Fee	\$ -	\$ -	\$ -	\$ 9,000.00	\$ -	\$ -		\$ 9,000.00		\$ 9,000.00	
Grading Permit Application Fee	\$ -	\$ -	\$ -	\$ 50.00	\$ -	\$ -		\$ 50.00		\$ 50.00	
Grading Inspection Fee	\$ -	\$ -	\$ -	\$ 300.00	\$ -	\$ -		\$ 300.00		\$ 300.00	
SWM Bond	\$ -	\$ 2,250.00	\$ -	\$ -	\$ -	\$ -		\$ 2,250.00		\$ 2,250.00	
Road Bond	\$ -	\$ 9,900.00	\$ -	\$ -	\$ -	\$ -		\$ 9,900.00		\$ 9,900.00	
Silt Fence	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -		\$ 4,000.00		\$ 4,000.00	

ACTIVITY	CDBG	Other-CDBG-PI	Project Management Team	St. Mary's Co	MetComm	In-Kind	TOTALS BY ACTIVITY	STATUS
Earthwork		\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	\$ 45,000.00	
County Entrance		\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	
Stone and Culvert Piping		\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	
Asphalt paving	\$ 50,000.00		\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	
Concrete Curb		\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	
Sidewalks		\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	
Landscaping		\$ 4,000.00	\$ -	\$ -	\$ -	\$ -	\$ 4,000.00	
Utility Relocation		\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00	
Project Contingency (10% Hard Costs)		\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	
Program Delivery Costs		\$ 29,000.00	\$ 8,000.00	\$ -	\$ -	\$ -	\$ 37,000.00	
Project Admin (cash)	\$ -		\$ 8,350.00	\$ -	\$ -	\$ -	\$ 8,350.00	
General Admin (cash)	\$ -		\$ 26,000.00	\$ -	\$ -	\$ -	\$ 26,000.00	
General Admin (in-kind)	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
TOTALS BY FUNDING SOURCE	\$ 100,000.00	\$ 230,473.00	\$ 42,350.00	\$ 9,450.00	\$ 1,500.00	\$ 70,000.00	\$ 453,773.00	

PART G

STAFFING AND PROJECT MANAGEMENT: This section will discuss the capacity of the applicant to administer the project and how CDBG funds will be used for project administration costs. Project costs for engineering, architectural services and inspections are to be identified as separate line items in Part F.

1. Identify the primary person who will administer this project. Discuss their experience with CDBG regulations and requirements and past grant and project implementation.

Viki Volk, St. Mary's CDC Exec. Director, will serve as project administrator. She is knowledgeable of the permitting process, having 15 years of experience reporting on land use, as well as general contracting experience for new and rehab construction. She will be responsible for the paperwork and filing requirements of site plans and directives through the permitting process on behalf of the Development Manager.

2. Identify others who will assist in the administration of this CDBG project.

Mark Dillow, president of Dean Lumber & Supply, is a Community Development Corporation Board Member and his company a successful developer in St. Mary's County and nationwide. He will provide development and site management.

For successful program delivery - Lynn Johnson has extensive experience in development/construction bookkeeping and will maintain project accounting. This contract is included in program delivery costs

Clerical and courier support services necessary for Mr. Dillow and Ms. Volk to deliver program objectives will be contracted.

3. Amount of funds requested for Project Administration, if any: N/A

4. If Project Administration funds requested for staffing, please identify the following:

Person	# Hours Anticipated to Work on Project	Hourly Wage	Total Funds

5. If planning to use Project Administration funds for other expenses other than staffing, identify those expenses and estimated costs.

Expenses	Estimated Costs

PART H

PROJECT SCHEDULE: Using the anticipated month of grant award as the start of the activities, list all project activities and the anticipated dates for the start and end of specific activities. A CDBG grant agreement provides a 24-month implementation period so all activities to be paid for with CDBG funds must occur within this timeframe. If an activity is completed prior to application or award, indicate the actual dates.

EXAMPLE: CDBG funds are being requested for site acquisition and construction; local government is paying for engineering. The applicant provided the following schedule:

<u>Activity</u>	<u>Begin</u>	<u>Completion</u>
Grant Award	July 2016	
Environmental Review	July 2016	September 2016
Preliminary Engineering	Completed	
Site Acquisition	September 2016	October 2016
Engineering	September 2016	October 2016
Bidding/Contractor Selection	November 2016	December 2016
Meeting 180 Day Expenditure Requirement	January 2017	January 2017
Construction	January 2016	October 2017

NOTE: *An Environmental Review is the first step for every funded grant after award date*

ACTIVITY	BEGIN	COMPLETION	RESPONSIBLE PERSON
CDBG Funds Transfer	June 2017		Applicant
Environmental Review	June 2017	August 2017	Project Mgmt Team
Secure Property	June 2017	Sept. 2017	Project Mgmt Team
Meet with Community & Adjacent Property Owners; Establish Meeting Schedule & Communication Channels	June 2017	Sept. 2017	Project Mgmt Team
Assemble Project Team for Engineering & Permitting	June 2017	Sept. 2017	Project Mgmt Team
Permitting & Engineering	June 2017	April 2018	Project Mgmt Team
Continue Community Meetings	Sept. 2017	June 2019	Project Mgmt Team
Soil Testing	June 2018	Dec. 2018	Project Mgmt Team
Secure All Necessary Permits	April 2018	June 2018	Project Mgmt Team
Transfer Property//Contingent Upon Permit	June 2018	Aug. 2018	Project Mgmt Team
Launch Construction Phase	Aug 2018	June 2019	Project Mgmt Team
Site Work	January 2018	Sept. 2018	Project Mgmt Team
Construction	Dec. 2018	March 2019	Project Mgmt Team

PART J

ACQUISITION / RELOCATION:

1. Yes No If yes, explain how:

2. Has an option been secured? Yes No If yes, explain how:

Written agreement for all or part of entire residue parcel has been reached with the property owner. Entire residue parcel will be reviewed during the environmental review stage of site development to determine if the CDC will seek only the required roadbed or will accept ownership of entire residue.

3. Estimated cost of acquisition:

The property is being donated to the CDC

4. Sources of funds for acquisition:

5. Number of parcels to be acquired:

1 parcel, residential residue

Residential: 1

Business _____

6. Will acquisition be done with eminent domain if needed?

Yes No

7. Is acquisition of easements required? Yes No

If yes, did applicant include costs associated with the Uniform Act? Yes No

8. Has anyone been forced to move from the site within the three months prior to the initial application for funds? Yes No

If yes, explain:

9. Estimated cost of relocation:

\$

10. Sources of funds for relocation:

# Units in Property(s)	Number of Units Occupied at time of application		Number of Occupants to be Displaced	Number of Occupants to Remain	
	Owner	Tenant		Total	Temporarily Relocated
Residential					
Business					

10. Do the activities of this project trigger the one-for-one replacement housing requirements? Yes No

If yes, discuss how you plan to meet these requirements.

PART K

PROCUREMENT:

1. Describe any major procurement anticipated to be undertaken with CDBG funds for this project.
2. Describe the method that will be utilized by the applicant in procuring the goods and services described above. (i.e., competitive sealed bids, competitive negotiation, etc.)
3. If contractors to be paid with CDBG funds are on retainer to the grantee, subrecipient, developer or business, describe how and when they were initially procured.

1. Site preparation and road construction represent the project's major expenditures and will be supported with CDBG funds.
2. A request for proposal will be written by the Project Management Team/Subrecipient detailing the tasks itemized in this application's project budget as well as the technical requirements and the schedule of deliverables.
3. A team including the Project Administrator, Development Manager, CDC's Attorney, and qualified board members will review the proposals. A short list will be created if the number of proposals or the proposals themselves warrants further comparisons. . The shortlist will be based upon a determination by the team whether the would-be contractor is responsible and has the facilities, quality-assurance processes, financial backing, etc., to complete the contract.
4. The Project Management Team/Subrecipient will negotiate with the shortlisted companies if bids fail to adequately meet the project requirements.
5. If warranted, the proposals will be reviewed again for the best value before the team selects the contractor(s) for the project.

PART L

FAIR HOUSING/EQUAL OPPORTUNITY: Applicants certify that a grant will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.) and that the jurisdiction will affirmatively further fair housing. Complete the following to show what steps have been taken by the jurisdiction in these areas.

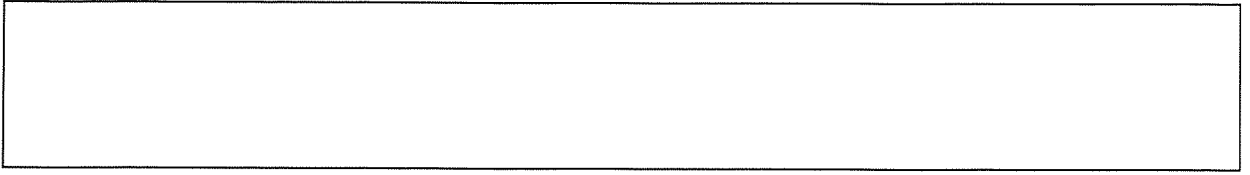
1. Does the jurisdiction have written employment and personnel policies and practices with equal opportunity guidelines? Yes No
2. In the past three years, have any complaints of discrimination in employment been filed against the jurisdiction by employees or applicants regarding employment? Yes No
If yes, please explain:

While there have been complaints in the past three years, all of the complaints were dismissed.

3. Has the jurisdiction adopted a fair housing ordinance? Yes No
4. Has the jurisdiction taken any actions to affirmatively further fair housing through activities such as land development, zoning, site selection policies or programming or needs assessment? Yes No If yes, please describe:

The County has dedicated a whole chapter to housing in the St. Mary's County Comprehensive Plan.

5. Are there fair housing advocates or agencies that work in your county? If yes, who are they? Have they informed you of either public or private issues or complaints regarding discrimination?
- a. *The Southern Maryland Board of Realtors, Housing Authority of St. Mary's County, St. Mary's County Civil Rights/Human Rights Commission, Tri-County Community Action Agency are all fair housing advocates.*
- b. *Upon review by the Maryland Commission of Civil Rights, there have been zero complaints against housing providers in St. Mary's County alleging violation of the State's Fair Housing Act. This finding covers the period of July 1, 2012 through June 30, 2015.*
- c. *Upon review by the St. Mary's County Civil Rights/Human Relations Commission, there have be no complaints filed related to the State's Fair Housing Act. This finding covers the period from July 1, 2012 to June 30, 2015.*



PART M

ENVIRONMENTAL IMPACT: Please complete the following information related to your overall project to the best of your knowledge. Please provide copies of any letters or other information received to date from state and/or federal agencies about your project.

1. If your project located in a floodplain per the current or proposed FEMA maps?
 Yes No
2. Is your project located in tidal or non-tidal wetlands? Yes No
3. Will your project involve the renovation or rehabilitation of a building that is at least 50 years old or is located in a national historic register district? Yes No
4. Will your project involve or impact an archaeological site? Yes No
5. Will your project impact any wildlife that is threatened or endangered? Yes No
6. Will your project involve the abatement or removal of asbestos from a building?
 Yes No
7. Will your project involved the abatement or removal of lead paint from a building?
 Yes No

If you answered YES to any of the above questions, please ensure that your schedule and budget take any mitigation or corrective actions into account. If you are already aware of required mitigation or corrective actions that will have to be taken, please describe below:

STATEMENT OF ASSURANCES AND CERTIFICATIONS

The applicant hereby assures and certifies that it:

1. has adopted and maintains a written Citizen Participation Plan in accordance with the citizen participation requirements for the Community Development Block Grant (CDBG) Program at the Code of Federal Regulations 24 Part 570.486; and
2. held a public hearing and provided appropriate notice to ensure participation of citizens in the development the project and of this application for CDBG funding; and
3. assures that all reasonable steps have been taken to minimize the displacement of persons as a result of CDBG assisted activities identified in this application; and
4. in the event that our project does trigger displacement of persons, we will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49CFR Part 24 and it has in effect and is following a Residential Anti-Displacement and Relocation Assistance Plan required under Section 104(d) of the Housing and Community Development Act of 1974, 42 U.S.C. § 5304(d), as amended, in connection with any activity assisted with funding under the CDBG Program; and
5. will not attempt to recover any capital costs of public improvements assisted with CDBG funds, by assessing any amount against properties owned and occupied by persons of low- and moderate-income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG funds are used to pay the proportion of a fee or assessment attributable to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than with CDBG funds. In addition, with respect to properties owned and occupied by moderate-income (but not low-income) families, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds if the State certifies that it lacks CDBG funds to cover the assessment; and
6. will conduct and administer grant in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations and agrees to take action to affirmatively further fair housing; and
7. has adopted and is enforcing:
 - a) a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

- b) a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction.
8. will certify, to the best of the certifying official's knowledge and belief, that:
- 9.
- a) no Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement; and
- b) if any funds other than Federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress with this Federal contract, grant, loan or cooperative agreement, it will complete and submit Standard Form- LLL, Disclosure Form to Report lobbying in accordance with its instructions; and
- c) it will require that the language of paragraphs (a) and (b) of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
10. will adhere to federal and state Code of Conduct standards relative to conflict of interest restrictions and financial disclosure requirements for local elected officials and candidates; and
11. will prevent fraud, waste and abuse of federal funds and ensure that funds are expended on activities that are reasonable and necessary; and
12. will comply with the provisions of Title I of the Housing and Community Development Act of 1974, 42 U.S.C. § 5301 et seq., as amended, Title 24 CFR Part 570, and with other applicable State and Federal laws if awarded this grant.

I declare that I am duly authorized to make these certifications on behalf of the applicant and certify that the above actions have or will be taken.

James R. Guy, Commissioner President
 Typed Name and Title Chief Elected Official

 Signature

 Date

Approved as to Legal Form and Sufficiency:

George R Sparling

George R. Sparling, County Attorney

