

# City of Annapolis



## Consolidated Annual Performance and Evaluation Report

*Local Fiscal Year 2023*  
(Federal Fiscal Year 2022)

Submitted to  
The U.S. Department of Housing and Urban Development  
September 30, 2023

**Prepared by:**

**Department of Planning and Zoning  
Office of Community Development**

# **City of Annapolis**

## **Consolidated Annual Performance and Evaluation Report**

Local Fiscal Year 2023  
Federal Fiscal Year 2022

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**Local FY 2023**

Nancy Libson, Chair

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Theresa Von Adelung Bond - Resident

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Karen Britton-Resident

**Community Development Administrator**

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

**Progress the jurisdiction has made in carrying out its strategic plan and its action plan.**

### **91.520(a)**

Each year, the City of Annapolis submits a Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD). The purpose of the CAPER is to provide HUD, City Officials, and the public an opportunity to review the activities undertaken utilizing Community Development Block Grant (CDBG) funds to determine if the city is meeting the regulatory requirements of the CDBG program and to evaluate the city's progress in meeting the goals established in its Five Year Consolidated Plan.

The national goals of the housing and community development programs covered by the Consolidated Plan and the Annual Action Plan are to provide decent housing, establish and maintain a suitable living environment, and expand economic opportunities for every American, particularly for low-and-moderate income persons.

This CAPER provides details of the operation of the City of Annapolis's CDBG program for the fiscal year beginning July 1, 2022, and ending June 30, 2023. The budget for this period was \$306,306 in CDBG entitlement funds, \$258,350 in Program Income, and \$18,246 in funds from previous years, totaling \$582,902. Expenditures for this period totaled \$604,127.40, of which (100%) went to activities directly benefiting low-and-moderate income persons.

The City of Annapolis Community Development Block Grant program saw significant progress towards meeting the goals of the Consolidated Plan over FFY 2022 despite continuing issues related to COVID-19. The goals and outcomes of the FFY 2022 Annual Action Plan were based on the five-year strategy developed in the Consolidated Plan. Each activity undertaken during the year has met one or more of the following high-priority goals in the plan: housing rehabilitation, rental rehabilitation, homelessness, public services, special needs, economic development, and general administration/coordination. The city did not hinder Consolidated Plan implementation by action or willful inaction. Aspects of the programming related to affordable housing objectives are discussed in detail later in this report.

The City of Annapolis is committed to addressing the goals outlined in the Five-Year Consolidated Plan. Thus, no barriers were identified that resulted in a negative impact on the city concerning fulfilling the strategies laid out in the FFY 2020-2025 Consolidated Plan. The city addressed the goals and objectives that it listed in the plan.

### **Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the

grantee's program year goals.

**Table 1 - Accomplishments – Program Year & 5 yr. Strategic Plan to Date**

Goal	Category	Indicator	Unit of Measure	Expected Strategic Plan	Actual Strategic Plan	Percent Complete	Expected Program Year	Actual Program Year	Percent Complete
HS-1 Improve the Quality of Existing Homeowner Housing	Affordable Housing	Homeowner Housing Rehabilitated	Household Housing Unit	15	10	67%	3	6	200%
HS-2 Improve the Quality of Existing Rental Housing	Affordable Housing	Rental Units Rehabilitated	Household Housing Unit	382	284	75%	178	126	70%
HS-3 Increase the Supply of Decent, Safe and Affordable Housing	Affordable Housing	Rental Units Constructed	Household Housing Unit	42	42	100%	0	0	
HS-4 Increase Homeownership Opportunities	Affordable Housing	Direct Financial Assistance	Households Assisted	20	5	25%	2	1	50%
HO-2 Emergency Shelter and Services	Homeless	Public Service Activities	Persons	480	3971	827%	120	1306	1088%
SN-1 Improve the Quality of Special Needs Housing	Non-homeless Special Needs	Public Facility for low/mod Income	Households Assisted	30	42	140%	6	16	266%
CD-2 Maintain Support for Public Services	Non-Housing Community Development	Public Service Activities	Persons Assisted	9,000	10652	118%	2193	4100	187%
ED-1 Employment	Economic Development	Public Services	Persons	75	236	315%	25	117	468%

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

The City of Annapolis's use of CDBG funds addressed the priorities and objectives outlined in the Consolidated Plan and the Annual Action Plan. Funding decisions were ranked consistently with the high-priority activities identified. The following outlines the use of funds in FY 2020/2022:

- \$144,102 was spent on HS-1 Improve the Quality of Existing Homeownership Units, a high-priority goal. These funds supported the rehabilitation of six homeownership units.
- \$232,133 was spent on HS-2 Improve the quality of 126 Existing Rental Housing, a high-priority goal.
- \$10,000 was spent on HO-2 Emergency Shelter and Services, a high-priority goal. These funds supported case management services for 1,306 individuals.
- \$62,425 was spent on AM-1 General Administration Coordination, a high-priority goal. These funds supported the participation in the Baltimore Metropolitan Council Fair Housing Group and general administration.
- \$53,434 was spent on CD-2 Public Services, a high-priority goal. These funds supported

the Community Action Agency, Blessed in Tech Ministries, the Annapolis Boys and Girls Club, Center of Help and Restoration Community Development Corporation which totaled assistance to 2,193 individuals.

- \$79,842 was spent on SN-1 Improve the Quality of Special Needs Housing, a high-priority goal. These funds supported the renovation of three residences for individuals with special needs.
- \$20,000 was spent on ED-1 Economic Development a high-priority goal. These funds were used for job skills training for 117 low and moderate income individuals.

The following outlines the use of CDBG-CV funds:

- \$28,155 was spent on CD-2 Public Services, a high-priority goal. These funds supported the Blessed in Tech food programs which provided food for over 5,000 persons
- \$10,988 was spent on CD-2 Public Services, a high-priority goal. These funds supported the Superior Futures, mentoring program, which totaled assistance to 229 individuals in total.
- \$20,406 was spent on SN-1 Special Needs for improvements to Arundel Lodge residences.

## CR-10 - Racial and Ethnic Composition of Families Assisted

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

91.520(a)

	CDBG
White	835
Black or African American	1087
Asian	7
American Indian or American Native	793
Native Hawaiian or Other Pacific Islander	0
Other	1639
<b>Total</b>	<b>4362</b>
Hispanic	2581
Not Hispanic	1781

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

### Narrative

According to most recent Census information, the City of Annapolis is becoming more racially and ethnically diverse. The Black/African American population is 27.3 percent, the Hispanic/Latino population is 22.2 percent, and other races total 4.2 percent compared to the white population, which is 45.9 percent, showing the ethnic minority population is 49.5 percent. The City of Annapolis defines a racial or ethnic minority concentration as an area where the percentage of a specific minority or ethnic group is ten percentage points higher than the existing percentage.

The city offers various housing programs and services citywide to encourage and promote fair housing opportunities for all low and moderate-income and racial or ethnic minority residents. As illustrated by Table 2, the city's CDBG-funded programs serve residents, including a higher percentage of racial or ethnic minorities than the city's overall population (approximately 46 percent). Precisely 81 percent of those served by CDBG-funded programs were racial or ethnic minorities.

In addition to the number of persons shown in Table 2, 390 persons were assisted with CARES or CDBG CV funding. Of those 332 persons, 140 are white, 146 are Black or African American, 44 are mixed race, and 60 are Hispanic.



## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	HUD, Federal	\$306,306	651,660

**Table 3 – Resources Made Available**

### Narrative

The City of Annapolis received a federal grant from the Department of Housing and Urban Development (HUD) for one of the three formula grant programs, the Community Development Block Grant (CDBG) program. The city does not receive HOME Investment Partnership Act (HOME) program funds or entitlement Emergency Solutions Grant (ESG) program funds. For the program year (July 1, 2022 - June 30, 2023), Annapolis received \$306,306 in CDBG funds. Funds expended during the program year include funds awarded to activities in prior years that were not spent until the FFY 2022 program year.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	100	100	Public Services, Housing and Community Facilities

**Table 4 – Identify the geographic distribution and location of investments**

### Narrative

The intent of Federal CDBG funds is to provide low and moderate-income households with viable communities, including decent housing, a suitable living environment, and expanded economic opportunities. Eligible activities include community facilities and improvements, housing rehabilitation and preservation, affordable housing development activities, public services, economic development, planning, and administration. The City of Annapolis has identified its priorities throughout the plan with regard to allocating investment geographically.

The city based its selection of projects on the following criteria:

- Meets the statutory requirements of the CDBG program
- Meets the needs of LMI residents
- Focuses on low and moderate-income areas or neighborhoods
- Coordinates and leverages resources
- Responds to expressed needs
- Is sustainable and/or has long-term impact; and
- Demonstrates measurable progress and success

### Leveraging

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

The city works with many partners, including the county and State governments, nonprofit organizations, and other companies and agencies that can bring additional resources to desired projects and programs to leverage additional funds from different sources and work toward meeting the goals and objectives of the City of Annapolis Consolidated Plan.

During Local Fiscal Year 2023, the city and its partners worked to increase the amount of funds obtained from other public and private sources. Efforts to secure additional funds are summarized below:

- In Local Fiscal Year 2023, Anne Arundel County applied through HUD's 2022 federal competitive application process and was awarded \$2,484,499 in competitive CoC funds. The funds were to provide housing for chronically homeless persons and families.

During the reporting period, no publicly owned land or property was used to address the needs identified in the Plan.

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

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units		
Number of Non-Homeless households to be provided affordable housing units	128	128
Number of Special-Needs households to be provided affordable housing units	3	12
Total	140	140

**Table 5 – Number of Households**

	One-Year Goal	Actual
Number of households supported through Rental Assistance		
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	140	140
Number of households supported through Acquisition of Existing Units		
<b>Total</b>	<b>140</b>	<b>140</b>

**Table 6 – Number of Households Served**

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

The city's primary use of CDBG funds is for housing rehabilitation for low and moderate-income households, both owner-occupied and rental. The city rehabilitated six owner-occupied housing, which was double the goal of three. The city met its goal of improving residences for twelve special needs individuals, providing rehabilitation to 122 public housing units.

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

Although the pandemic situation has improved, the city is still experiencing the effects, particularly high material costs, staff vacancies, and staff illness, and difficulty retaining the services of contractors. The city hopes that as these issues improve it will be able to meet or exceed the total goals for future annual action plans.

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

the eligibility of the activity.

Number of Households Served	CDBG Actual
Extremely Low-income	139
Low-income	1
Moderate-income	
<b>Total</b>	<b>140</b>

Table 7 – Number of Households Served

### Narrative Information

This table reflects beneficiaries (Households) assisted through the CDBG Program including the Housing Rehabilitation Program and Arundel Lodge public facilities/residential rehabilitation projects, which house special needs individuals, and HACA rehabilitation projects.

### Efforts to Address Worst Case Needs

The term "worst-case needs" is defined as very low-income renters with incomes below 50 percent of the Area Median Income (AMI) who do not receive government housing assistance and who either paid more than half of their income for rent or lived in severely inadequate conditions, or who faced both of these challenges. HUD's estimates of worst-case needs are based primarily on data from the American Housing Survey (AHS). If those households offer that information, it is easier to determine the number of low-income renter households who spend more than half their income on rent.

However, the city can gather data on households being involuntarily displaced when HUD-assisted projects prepay their loans or opt out of Section 8 project contracts. Such displacement did not occur in the city's Section 8 projects.

A property owner must obtain a license before operating a rental facility in Annapolis. Property must be inspected for compliance with the City and International Property Maintenance Code before the license is issued. Licenses are issued annually and biennially for multifamily properties. Consequently, most of the city's rental properties are in standard condition.

### Actions to Foster and Maintain Affordable Housing

To foster and maintain affordable housing, the City of Annapolis carried out the following activities:

- Housing Rehabilitation - Owner Occupied Rehabilitation – completed six units
- New affordable (58 units) awarded LIHTC- In planning stage.

The city has an inclusionary zoning program requiring developers of 10 or more units to provide moderately priced dwelling units (MPDUs) for households with incomes equal to or less than 100 percent of the area median family income adjusted for household size. This action is expected to increase the amount of affordable rental and for-sale housing in the city. Parkside Preserve currently provides 19 units, two sold in this program year, and another will provide six units in the following program year.

The city established an Affordable Housing Task Force to look at ways to increase availability of affordable housing in Annapolis. Recommendations included:

1. Re-imagine HACA as a leader of a city housing council serving all citizens of Annapolis.
2. Create, expand, preserve the inventory of, and manage the supply of units available for those seeking affordable housing.
3. Enhance the current Affordable Housing Trust Fund.
4. Modify current city codes and zoning and departmental practices to better support achieving housing affordability goals.
5. Establish an ongoing education and outreach program on housing affordability for residents, tenants and developers/contractors.
6. Prepare for and apply for a federally funded Choice Neighborhood Initiative (CNI) grant.
7. Support HACA's application and participation in HUD's Rental Assistance Demonstration (RAD) project and other associated community development programs.
8. Advocate and facilitate federal tax credit financing through, the Low-Income Housing Tax Credit (LIHTC) program.
9. Establish a dedicated city land trust for Annapolis to support housing affordability.
10. Consider implementing limits to rent increases.

Several recommendations have already been implemented, such as 6, 7, and 8. The Affordable Housing and Community Equity Development Commission has drafted legislation to modify current city codes, zoning, and departmental practices to better support achieving housing affordability goals. The city council will review and consider this legislation in the following program year.

### Section 215

The following table shows the city's progress in providing affordable housing that meets the Section 215 definition of affordable housing. All city federally funded activities met the Section 215 definition of affordable housing. Section 215 refers to the HOME definition of affordable housing found in HUD's regulations for rental and homeownership housing. These regulations state that affordable rental housing does not exceed the fair market rents in the area or does not exceed 30 percent of household income for a household earning 65 percent of the area median income. The regulations also define affordable owner-occupied housing as an initial purchase price that does not exceed 95 percent of the median purchase price for a comparable unit for the jurisdiction or has an estimated appraised value at acquisition that does not exceed this limit.

	<b>CDBG Actual</b>
Number of Persons Served	
Number of extremely low-income renter households	128
Number of extremely low-income owner households	5
Number of low-income renter households	20
Number of low-income owner households	1
Number of moderate-income renter households	0
Number of moderate-income owner households	0
Number of middle-income persons served	0
Number of homeless persons served	0
<b>Total Households Assisted</b>	<b>140</b>

Table 8

## CR-25 Homeless and Other Special Needs

**Evaluate the jurisdiction’s progress in meeting its specific objectives for reducing and ending homelessness through the following actions.**

**Reaching out to homeless people (especially unsheltered persons) and assessing their individual needs.**

The County continued its coordinated outreach procedures, helping homeless individuals easily access programs. The Anne Arundel County Department of Social Services (DSS) is the coordinated entry point for the emergency shelter system. Homeless individuals are referred to the coordinated entry intake employee by shelter and outreach staff or through the DSS resource centers. From 2020, all screenings for emergency shelters will be completed via telephone. The process is marketed through Continuum of Care (CoC) members, County agencies, libraries, the faith community, food pantries, and telephone operators of the United Way 211 service system. The coordinated entry is also advertised on the websites of ACDS and the County. Individuals least likely to access services can contact several emergency providers, including the Crisis Response System, to be assessed and referred to the coordinated entry intake employee. The CoC process prioritizes shelter to homeless individuals assessed as most vulnerable and living on the street or residing in a place not fit for human habitation in the County.

In Local Fiscal Year 2023, the County continued to offer a Homeless Outreach Team program. This mobile team served 308 homeless individuals encamped and/or residing on the streets in Anne Arundel County. Efforts to expand the homeless street outreach team during the COVID-19 pandemic were sustained, and the three additional outreach workers maintained their positions, fully funded. The County has several outreach teams, including the Crisis Response Team and two Assertive Community Treatment (ACT) Programs designated to serve homeless individuals diagnosed with mental illness. One of these ACT teams is part of a mental health grant targeting the chronically homeless. The ACT Program and Crisis Response Team receives referrals from the police, hospitals, and shelters when a homeless individual is in crisis. In addition, Arundel House of Hope (AHOH) and The Light House provide outreach services and case management, day shelter, meals, and links to mainstream resources through the AHOH Day and Resource Center and The Light House Safe Harbour Resource Center.

*Coronavirus Response:* In response to COVID-19, the County utilized ESG-CV funds to increase the capacity of the outreach teams during FY22 and maintain that capacity during FY23 to better serve the homeless population by linking them to services and housing.

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

*Emergency Shelter* – Anne Arundel County has approximately 50 year-round and 90 seasonal emergency shelter beds for individuals and 90 year-round emergency beds for families. Typically, emergency shelters provide temporary housing for up to 90 days, along with three daily meals, case management, life skills, training, housing search assistance, and other support services. The Winter Relief Program, a seasonal program operated by rotating churches and supplemented by the County, provides transportation, meals, and temporary housing, usually between 5:00 p.m. and 7:00 a.m. from November through April. This program returned to operating at pre-COVID capacity in Local Fiscal Year 2023 due in

part to higher vaccination rates to mitigate the risk of serious disease, the return of congregations who participated in the program pre-COVID, and the supplementation of both funding and space by the County. Local shelters and the City of Annapolis provided additional freezing weather beds during the coldest nights. There is generally a shortage of emergency shelters for individuals and families in the County, especially during the summer when the rotating shelters and freezing weather beds are unavailable.

In Local Fiscal Year 2023, Sarah's House, operated by Associated Catholic Charities, Inc., expended \$85,000 in ESG funds from the County and served 299 persons. Additionally, the Light House, Inc., located in the City of Annapolis, provided shelter to 56 homeless individuals. Finally, the YWCA operated a shelter for victims of domestic violence and continued to provide shelter and services to families and individuals.

*Transitional Housing* – AHOH continued offering six transitional housing beds for homeless veterans at the Patriot House and nine transitional beds for families at three locations. Additionally, the AHOH Fouse Center, a transitional housing program for men experiencing homelessness, served 23 men and expended \$100,000 in County funds. The Fouse Center offers intensive substance abuse and mental health support services.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care, and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

One of the critical strategies for ending homelessness in the County is to prevent the onset of homelessness. Many County agencies assist households in avoiding homelessness by providing financial assistance for eviction prevention and utility turn-off assistance. In Local Fiscal Year 2023, the County used various funds to address the eviction crisis, including CDBG, FEMA, State, County, private, CARES Act, and federal Emergency Rental Assistance (ERA) funds.

In Local Fiscal Year 2023, \$45,000 in CDBG funds were expended by the Anne Arundel County Community Action Agency to provide eviction prevention, utility turn-off assistance, and the first month's rent. The Anne Arundel County Partnership for Children, Youth, and Families also expended \$20,000 in CDBG funds to continue the Brooklyn Park Family Stability Program, which provided eviction prevention and shelter diversion assistance. Through these two programs, over 69 individuals were prevented from becoming homeless. Other organizations, such as The Light House, helped avert the eviction of 40 individuals by providing a State-funded homelessness prevention and diversion service through the Safe Harbour Resource Center. The Community Action Agency also helped families stay housed with a State-funded homelessness prevention and diversion assistance program. Lastly, the Mental Health Agency for the County utilized approximately \$100,000 of County funds to provide various flexible resources to assist 169 individuals in a housing crisis.

In Local Fiscal Year 2023, the County continued its Eviction Prevention Program operated by ACDS, Anne Arundel County Partnership of Children, Youth, and Families, and the Community Action Agency. The Programs continued to expend ERAP, CDBG-CV, and County funds. This emergency assistance prevents evictions and utility turn-offs to keep families housed. The program provides financial assistance for

income-eligible households to pay rental arrears and prospective rent to prevent homelessness. Those efforts prevented the eviction of 1,455 households during the Local Fiscal Year 2023. CDBG-CV funds were also provided to the Partnership for Children, Youth, and Families to expand its shelter diversion program in response to COVID-19. Additionally, the County utilized CDBG-CV funds to provide legal assistance to 1,244 tenants facing eviction.

Depending on the population being served, the County has developed discharge plans and strategies to prevent individuals being discharged from a publicly funded institution – such as foster care, hospitals, mental health programs, and/or jail – from becoming homeless. DSS is responsible for implementing discharge planning for children in foster care. The goal is to ensure every child has a permanent supportive connection before aging out of care.

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

The County is committed to ending chronic homelessness and has embraced the Housing First Model and its strategy for ending chronic homelessness. As part of developing the coordinated assessment process, the County adopted the VI-SPDAT as its assessment tool, which evaluates and ranks each homeless individual based on several risk factors, generating a centralized list of most vulnerable, chronically homeless individuals. Those ranked as the most vulnerable are prioritized for the HUD-funded permanent supportive housing programs and other services in the County. The list serves as the coordinated waitlist for all HUD-funded permanent housing programs in the County.

The County utilized a rapid re-housing strategy for homeless families. This approach expended \$106,589 in ESG funding, \$143,697 in ESG-CV, and \$157,979 in CoC funding for various rapid re-housing programs serving 200 households in Local Fiscal Year 2023. The family shelters also work to help families increase their incomes so they can obtain housing. The Light House also operated a State-funded rapid re-housing program serving twelve homeless households. The Partnership for Children, Youth, and Families operated a State-funded rapid re-housing program for unaccompanied homeless youth aged 18-24 that served six youths. In response to COVID-19, a rapid re-housing program was operated at the YWCA using ESG-CV funds serving families fleeing and/or attempting to flee domestic violence.

Additionally, Project North (formally Sarah's House Transitional Housing Program) continued to receive project-based housing vouchers from the Housing Commission of Anne Arundel County, serving 14 homeless families. The Light House also continued to provide permanent housing for homeless individuals and families at the Willow House, Anchor House, and Bistro Apartments.

Including the Shelter Plus Care Program, the County expended \$2,212,530 [\[HB8\]](#) in CoC funds and provided 162 households with permanent supportive housing targeted to the chronically homeless through the housing programs listed below. The CoC-funded rapid re-housing program also expended \$157,979 and served 31 households.

- Community Housing Program – Arundel House of Hope (AHOH) expended \$145,539 in CoC funds, providing 15 chronically homeless individuals with permanent supportive housing.



- Safe Haven Consolidated Program – AHOH expended \$127,880 in CoC funds, providing nine chronically homeless persons with permanent supportive housing.
- Housing First Program – People Encouraging People, Inc. expended \$200,215 in CoC funds, providing tenant-based rental assistance and intensive case management services to 16 chronically homeless households.
- SHOP Consolidated Program – The Anne Arundel Mental Health Agency expended \$386,450 in CoC funds, providing tenant-based rental assistance for 26 homeless households.
- Shelter Plus Care – The Maryland Behavioral Health Administration expended \$442,183 in CoC funds, providing tenant-based rental assistance to 34 homeless households.
- Anne Arundel Partnership for Permanent Housing Program – ACDS expended \$682,635 in CoC funds to administer a permanent housing program operated through a partnership between the Housing Commission, AHOH, and the Department of Social Service. This program provided housing assistance to 56 households, including families who were chronically homeless, as well as provided intensive case management and supportive services. This program also provides \$25,000 for the County’s HMIS system operated by DSS.

### **Special Needs Population**

The County supported affordable housing for other special needs populations by providing rental assistance to 32 households with an adult member diagnosed with HIV or AIDS.

Construction began on Langton Green’s Inc.’s existing 59-room residential facility for low-income adults with intellectual and developmental disabilities to live in a supportive living environment. The project has been funded through the CHDO Housing Acquisition and Renovation Program, as well as CDBG and County funds. It is anticipated to be completed during the next fiscal year.

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

### **Actions taken to address the needs of public housing**

During the reporting period, the financial closing for the redevelopment of Morris H. Blum (154 units) was completed. The project operates through HUD's Rental Assistance Demonstration (RAD) and Section 18 blend programs. Relocation activities have begun. The construction phase will start in late summer/fall 2023 and is scheduled to be completed in Summer 2025.

Additional RAD activity has progressed as HACA began the solicitation process for developers for the Robinwood (150 units), Eastport Terrace/Harbour House (357 units), and Bloomsbury Square (51) communities.

The City of Annapolis successfully partnered with HACA to submit a Choice Neighborhoods Planning Grant (CNI) for the 357 units at the Eastport Terrace and Harbour House properties, securing a \$450,000 CNI planning grant. The City of Annapolis continues to provide resources to HACA and its residents when emergencies arise. A draft CNI Transformation Plan was submitted to HUD and approved, with the final plan to be submitted in November 2023. Additionally, City staff continues to complete the Part 58 environmental review and provides technical assistance on housing redevelopment, funding resources, and building maintenance. HACA's housing units are inspected and licensed by the City on an ongoing basis.

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

The HACA Board of Commissioners includes two resident representatives, including the Chairperson. The Board reserves agenda items at each board meeting for the Resident Advisory Board and each property's Resident Council to report issues and communicate new ideas.

Multiple public hearings are conducted throughout the year, and residents are specifically notified through the Resident Advisory Board for the PHA Annual Plan review, Capital Fund Plan review, and redevelopment initiatives such as the Choice Neighborhood Planning grant and RAD conversion and tenant issues. HACA holds monthly meetings at the Blum property to keep residents informed about the redevelopment process, and HACA collects feedback on design suggestions and redevelopment concerns.

HACA works with many residents to increase participation in homeownership through HUD's Family Self-Sufficiency (FSS) Program. HACA is partnering with Wells Fargo and Trust Bank to hold monthly budgeting, credit repair, and financial literacy educational sessions. Steps are outlined to help residents prepare for homeownership. Community Action Agency, CASH Campaign, and ACDC all offer programs in financial literacy and homeownership preparation, and several current FSS participants are taking first-time homeownership classes and working with homeownership counselors. Two FSS residents recently qualified for Housing First Homeownership Vouchers and are currently engaged in the process of shopping for a home. A recent FSS graduate from the Robinwood Community purchased her first home in July 2022. Another recent FSS graduate from 2022 is in the process of prequalifying for a home. Two additional FSS residents who will graduate in December 2023 will have completed first-time home buyer classes and will use their escrow savings to purchase homes in 2024. Finally, HACA conducts

monthly virtual sessions to inform residents about the MPDU housing program in Annapolis and the 25 new units to be built that will be available to purchase in 2022 -2023.

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

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

The city established an Affordable Housing Trust Fund from payments in lieu of providing MPDUs to provide homeownership opportunities to eligible persons or households. The Department of Planning and Zoning administers the fund, which the Office of Community Development uses to:

- Purchase land and or buildings for other affordable housing that would be provided to persons that meet the eligibility criteria for purchasing or renting MPDUs;
- Provide settlement expense, down payment and mortgage write down assistance to eligible persons or households;
- Construct for sale housing units;
- Purchase and or rehabilitate rental housing for conversion to homeownership;
- Rehabilitate residential units including owner occupied residential units;
- Provide funds to match other State or Federal housing programs;
- Provide funds for administrative costs; or
- Contract with nonprofit developers for development of housing units for sale to eligible low or moderate-income buyers.

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

The city has been supporting housing rehabilitation for extremely low and low-income homeowners for more than 30 years. Since 1998, the city has been providing homeownership opportunities by collaborating with local nonprofit housing developers and has supported new lease purchase housing. In addition to this assistance, the city implemented its MPDU legislation to provide more affordable rental and for-sale housing for low and moderate-income residents. Moreover, the city continued to leverage federal and State funds to serve its low and moderate-income households.

Despite its efforts, the city housing needs will continue to outstrip its resources. Thus, Annapolis continues to develop partnerships and seek additional sources of funds to increase rehabilitation services and homeownership opportunities and, continue to provide accessibility improvements, housing counseling, down payment, and closing cost assistance to its citizens.

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

Through strict adherence to the policies and procedures, the city has greatly reduced the lead-based paint (LBP) risks associated with housing units built prior to 1978 and thus, has significantly increased the access and availability of lead safe and lead free housing for low and moderate income city households.

The federally funded Property Rehabilitation Program, which is administered by ACDS in accordance with the Lead-Based Paint Hazard Reduction Act of 1992, or Title X, which took effect in September

2000. Before any construction activities are undertaken, ACDS requires a qualified Risk Assessor to properly test each applicable residence for the existence of LBP and prepare a risk assessment report, which dictates the required methods for addressing the LBP hazard.

LBP in citywide residential rental properties is addressed through the enforcement of the State of Maryland's Reduction of Lead Risk in Housing law that requires owners of rental properties to register their units with Maryland Department of the Environment (MDE), distribute specific educational materials to prospective tenants and to meet specific LBP hazard reduction standards. In addition, all contractors performing lead paint abatement activities must be trained by a MDE accredited/licensed training provider and must receive accreditation to perform lead paint activities.

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

According to the most recent Census data, approximately 10.5% of Annapolis' residents live in poverty. Female-headed households with children are particularly affected by poverty at 33.4%. Additionally, 19.4% of city residents under the age of 18 live in poverty.

To address poverty, the city worked with the county to pursue resources and innovative partnerships to support the development of affordable housing, rental assistance, homelessness prevention, emergency food and shelter, health care, children's services, job training and employment development, and transportation.

The city carried out the following economic development and anti-poverty programs in FFY 2022:

- Blessed in Tech – Mentoring
- Arundel Lodge – Housing for psychiatric disabilities
- Arc of the Central Chesapeake – Housing for developmentally disabled
- Anne Arundel County Community Action Agency – Housing Counseling
- Center of Help - Referral and Information
- OHLA-Referral and Information
- Light House Shelter - Case Management
- OIC - Job Preparation Training
- Restoration Community Development Corporation - Mentoring Project
- Rental Rehabilitation – Public Housing HVAC
- Rental Rehabilitation – Public Housing Morris Blum Redevelopment
- Housing Rehabilitation - Owner Occupied Rehabilitation
- Housing Rehabilitation Administration

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

The Department of Planning and Zoning's Office of Community Development is the lead agency for the city's CDBG Program. The Department of Planning and Zoning also applied for and administered other funding sources, ensuring efficient integration and administration of all resources. The Department was responsible for the following:

- Program management and oversight
- Inter-Department/Agency Coordination

- Subrecipient contract administration and monitoring
- Program evaluation
- Report preparation and submission
- Public education and participation
- Special project development
- Consolidated Plan preparation, monitoring, and evaluation
- Housing programs
- Community Revitalization Initiatives
- Planning for development, redevelopment, community development and historic preservation
- Administration of the city's zoning ordinance and subdivision regulations including the Moderately Priced Dwelling Units Ordinance

Other city agencies that participated with housing, community development, and economic development in Annapolis were:

**Department of Planning and Zoning** – Manages code enforcement and environmental oversight, comprehensive and current planning activities and houses the Economic Director and Small and Minority Business office.

**HACA** - The City of Annapolis successfully partnered with HACA to submit a Choice Neighborhoods Planning Grant for the 357 units at the Eastport Terrace and Harbour House properties. The team was awarded \$450,000. Planning and Zoning staff meets weekly with the HACA executive director on general issues and monthly on code enforcement issues. HACA, the city along with the consultant developed the early action activities, which HUD approved and the draft Implementation Plan which is due to HUD in November.

**Department of Recreation and Parks** – The Stanton Community Center is located in the Clay Street neighborhood offers community service programs.

**The Housing and Community Equity Development Commission** – The Commission duties are to review and provide comments as necessary on the housing and community development projects initiated by the city, study and advise the City Council on strategies to improve the housing stock in the city, and recommend policy initiatives and changes in law and regulation to accomplish the objectives of the City Council in affirmatively furthering fair housing. The Commission consists of seven members, three of whom are selected by the Housing and Human Welfare Committee of the City Council, the chair of the Housing Authority of the City of Annapolis Board of Commissioners, or the chair's designee, and three residents of the city who possess a demonstrated interest in housing and community development concerns and who shall be appointed by the Mayor and confirmed by the City Council.

**Anne Arundel County** – The county provides and shares resources and programs with the city. Various human services providers, including the Anne Arundel County Continuum of Care, Departments of Social Services, Aging and Disabilities, Health and the Partnership for Children, Youth, and Families, coordinate community development and supportive service programs with the city.

The city will continue to support the coordinated housing and community approach through the following goal and projects:

- Overall Coordination - Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing, and compliance with all Federal, state, and local laws and regulations.
- Housing Rehabilitation Administration

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

The Office of Community Development continued to act as a coordinator between housing and social service activities provided by the city and activities provided by HACA, the Continuum of Care, private and non-profit housing providers, and social service agencies to address the housing and community development needs of the city. The Division accomplished this coordination by continuing to attend various public and private housing and social service agencies meetings and conference calls, participating in planning correspondence, and providing technical assistance for funding match options and program compliance. In addition, the city community development staff meets weekly with HACA to coordinate issues related to inspections, rental licenses, rehabilitation, redevelopment and all other activities that require coordination between HACA and the city.

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

The Analysis of Impediments to Fair Housing Choice has identified the following goals and strategies to address impediments identified in the AI.

**Task 1. Improve the public’s knowledge and awareness of the Federal Fair Housing Act, and related laws, regulations, and requirements to affirmatively further fair housing in the city.**

**Activities**

The city developed a new Fair Housing Brochure to include changes in both the State and County Fair Housing Laws. The brochures are both in English and Spanish.

**Task 2. Revise the City Zoning Code to affirmatively further fair housing.**

**Activities**

The city revised the role of the Affordable Housing and Community Equity Development Commission to include recommending policy initiatives and changes in law and regulation to accomplish the objectives of the City Council in affirmatively furthering fair housing. The Commission has developed legislation to revise the city zoning code to provide more affordable housing.

**Task 3. Promote and encourage the construction and development of additional affordable rental housing units in the area, especially for households whose income is less than 80% of the median income.**

## **Activities**

The city supported the rehabilitation of existing housing units in the city to become decent, safe, and sound renter occupied and owner occupied housing that is affordable and accessible to lower income households by rehabilitating six owner occupied homes, three rental units for special needs individuals and 128 units of Public housing.

The city has implemented several of the recommendations including collaborating with HACA on a Choice Neighborhoods application, which was successful and received \$450,000 for planning, supporting HACA's participation in HUD's Rental Assistance Demonstration Program and exploring ways to modify current city codes and departmental practices to better increase the availability of affordable housing in Annapolis.

The city participated in the Anne Arundel County Affordable Housing Coalition, which is an advocacy group for affordable housing in the county.

## **Task 4. Improve approval rates for all originated home mortgage loans.**

### **Activities**

The city provided funds to the Community Action Agency to provide home ownership counseling to families who desire to purchase a home. Staff working with local banks on how to improve the approval rates for the city's African-American residents who want to become homeowners.



## **CR-40 - Monitoring 91.220 and 91.230**

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

The City of Annapolis typically conducts both desk and on-site annual monitoring reviews to determine whether its programs follow its Consolidated Plan. The Department of Planning and Zoning completes the reviews, as this department is responsible for administering grant funds.

Because of COVID, the staff only conducted desk monitoring. Now that the pandemic is over, on site monitoring will begin in the following program year.

#### Monitoring of Housing Programs:

- The Office of Community Development reviewed the quarterly reports submitted by the housing agencies and organizations.
- The Office of Community Development reviewed and approved bills before payment.
- The Office of Community Development assessed the program's progress.

#### Monitoring of Community Development Programs:

- The Office of Community Development reviewed and approved bills before payment.
- The Office of Community Development met and discussed the programs' goals with other Department Heads and Administration.
- The Office of Community Development conducted an annual assessment of the program's progress.

The Office of Community Development works closely with the city's Small/Minority Business Enterprise (SMBE) Program in the Planning & Zoning Department's Economic Development Division. This program stimulates greater procurement participation from small and minority-owned businesses, guides SMBE businesses, and connects the city's minority communities with financing, business resources, and training and networking opportunities. The SMBE program is committed to creating an environment that expands the prosperity of minority- and women-owned businesses, cultivates mutually beneficial partnerships, and engages the community to improve the quality of life for all city citizens.

### **Citizen Participation Plan 91.105(d); 91.115(d) Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

Notice of the availability of the draft Consolidated Annual Performance and Evaluation Report (CAPER) was published on September 12, 2023 in the Capital Gazette newspaper. The draft CAPER was made accessible and available for review and public comment at the City of Annapolis website at <https://www.annapolis.gov/916/The-Office-of-Community-Development>, and upon request from the City's Office of Community Development at 410-263-7961 extension 7798. The comment period for the Local Fiscal Year 2023 CAPER (Program Year 2022) was held for 15 days from September 12, 2023 through September 27, 2023.

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

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

The city did not change any program objectives in FY 2022. All the projects funded with CARES Act funds were included in the FY 2022 program year and met the goals and objectives for the Consolidated Plan for that year.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

N/A

# Appendices