

U.S. Department of Housing and Urban Development
Community Development Block Grant (CDBG)
Program

Draft Amendment to Annual Action Plan FY12
Reallocate CDBG-R Funds



**Senior Citizen
"Green" Housing
Rehabilitation Program**

The goals for the program are consistent with HUD's policies and its goals for the Energy Star Program which are as follows:

1. Removing constraints on mobility
2. Reducing total household expenses
3. Improving indoor air quality
4. Reducing health hazards
5. Increasing comfort
6. Increasing property value
7. Improving outlook on life

The goals for the program are consistent with HUD's policies and its goals for the Energy Star Program which are as follows:

We proposed to incorporate, to the extent practical, energy efficient, renewable resources in each project as we proceed to:

1. Replace old and poorly maintained HVAC systems
2. Repair structural damage, leaks, and decay
3. Eliminate insufficient and poorly installed insulation
4. Correct leaky and poorly installed ducts
5. Replace inefficient and/or leaky windows and doors
6. Provide new roofs
7. Renovate bathrooms to provide access for indigent and handicapped seniors

For more information
Call
(301) 809-3072
Email
bowiehsg@cityofbowie.org

City of Bowie

OpenDoor HOUSING FUND

DHCD

www.cityofbowie.org/Grants

Mayor, G. Frederick Robinson

Mayor Pro Tem, James Marcos

City Council Members;

Dennis Brady, Diane Polangin, Todd Turner
Isaac Trouth, Henri Gardner

City Manager, David J. Deutsch

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www.cityofbowie.org

City of Bowie, Maryland



City Manager's Office
Office of Grant Development & Administration

**SENIOR CITIZEN "GREEN"
HOUSING REHABILITATION PROGRAM**

Funded By

THE U.S. DEPARTMENT OF HOUSING & URBAN DEVELOPMENT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM



THE U.S. DEPARTMENT OF ENERGY



OPENDOOR HOUSING FUND

MARYLAND DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT

AMERICAN RECOVERY AND REINVESTMENT ACT



Executive Summary

All CDBG programs must meet at least one of the following HUD National Objectives:

1. Benefit Low/Mod Income persons
2. Prevent or eliminate slums and blight
3. Meet an urgent need

Any projects and/or activities designed to meet these national objectives must also conform to the requisite regulations and statutes governing “eligibility”. The City of Bowie, as well as the majority of all “*Entitlement Communities*” adopts the “*Low/Mod*” national objective because all housing programs fall under this category and it is the least restrictive on qualifying recipients and project administration, oversight and cost. The Low/Mod designation carries the overarching HUD/CDBG requirement that programs must use 70% of its funds for this population and 51% of any designated area/community must be Low/Mod. The options provided under Low/Mod include:

1. Area Benefit
2. Limited Clientele
3. Housing
4. Jobs

On October 15, 2007 the Bowie City Council approved the FY09-13 Citizen Participation Plan and it was filed with HUD on October 18, 2007. This document detailed the approach to solicit citizen input. In September 2007 the City distributed over 2,800 “*Community Needs*” survey forms to all households in the City and to all businesses in the City through the Bowie Spotlight newspaper, the Bowie Chamber of Commerce, and the Homeowners Associations. The survey requested that respondents rank their responses by “*High Need*”, “*Moderate Need*”, “*Low Need*”, or “*No Need*”. The response level to the survey was very good and the survey results produced the following top ten “*High Need*” issues:

1. Crime Awareness/Prevention
2. Medical Services
3. Energy Conservation/Efficiency Education
4. Senior Services
5. Street Lights
6. Transportation
7. Crosswalks/Markings
8. Youth Services
9. Youth Centers
10. Libraries

The City also retained a consultant, Dennison Associates, a HUD training firm, to update census data for the City and provide an analysis of the City’s demographics including comparisons with the County and the State consistent with HUD’s requirements for the Consolidated Plan. A significant finding and assessment of the report is shown below.

Age of Population

Bowie's elderly population (*i.e., persons 65 years and older*) is growing faster than those of either Prince George's County or the State of Maryland. Between 1990 and 2000, Bowie's elderly population grew 97%; this was four times faster than the 23% growth in elderly population in Prince George's County, and six times faster than the State of Maryland's 11% growth. In the year 2000, the overall ratio of older persons living in Bowie compared against the total population was 9%. This elderly population ratio was close to that of Prince George's County's older population of 8%, and slightly less than the State of Maryland's 11%.

Age of Populations, Prince George's & Maryland: 1990 - 2000¹

Age	Bowie		% of Pop.	% Chg.	State of MD		% of Pop.	% Chg.	PG Cty.		% of Pop.	% Change
	1990	2000			1990	2000			1990	2000		
<5	2,963	3,782	8%	+28%	357,818	353,393	7%	-1%	55,409	57,940	7%	+5%
5-24	9,841	12,637	25%	+28%	1,309,796	1,453,701	27%	+11%	117,471	240,008	30%	+104%
24-44	13,611	17,565	35%	+29%	1,677,104	1,664,677	31%	-1%	272,474	264,497	33%	-3%
45-65	8,790	11,579	23%	+32%	919,268	1,225,408	23%	+33%	133,571	177,119	22%	+33%
65>	2,384	4,706	9%	+97%	517,482	599,307	11%	+16%	50,343	61,951	8%	+23%
Total	37,589	50,269			4,781,468	5,296,486			629,268	801,515		

Between 2000 and 2006, the elderly became the fastest growing population segment for Prince George's County (PGC) and the State of Maryland.² Although 2000 – 2006 Bowie population data is not yet available, it is reasonable to expect the City's elderly population to increase at rates similar to the percentage increases experienced in PGC, where the elderly population grew 18% and the State of Maryland where this group increased 11%.

Conclusion

The growth of the elderly population in Bowie will likely increase market demand for affordable rental housing. Currently, Bowie has 1,595 multi-family apartment units, of which 445 are designated senior apartments. The anticipated growth of the elderly population indicates a need to assess ways of meeting the demand for decent affordable rental housing for the elderly so that as persons age they will have greater housing choices and can remain living in the City of Bowie.

On May 5, 2008 the City Council adopted the findings of the survey and the results of the demographic data and analysis, and approved resolution R-28-08, directing staff to

¹ U.S. Census 2000 table DP-1 Profile of General Demographic Characteristics

² U.S. Census General Demographic Characteristics – 2006 population estimates

design programs to accommodate the CDBG Entitlement funds the City receives from HUD for the new Consolidated Plan for the period July 1, 2008 – June 30, 2013 to provide certain housing rehabilitation services for the elderly consistent with HUD's regulations and statutes.

HUD approved the City's Consolidated Plan for FY09 – FY13 and its Annual Action Plan FY09 authorizing the creation of a program to rehabilitate the homes of senior citizens, a presumptive low/mod population throughout the City.

Introduction

The Fiscal Year 2012 Annual Action Plan as approved by HUD reflects the City's funding priorities and identifies projects that the City proposes to implement with funding from the U.S. Department of Housing and Urban Development's Community Development Block Grant (CDBG) Program. The City of Bowie will receive \$174,744 in entitlement funds from the CDBG program in fiscal year 2012. The five year action strategy consists of approximately \$1 million worth of housing rehabilitation services to the low/mod population. FY 2012 is program year four (4) of this project.

On August 12, 2009 HUD approved CDBG-R funds for the City under the American Recovery and Reinvestment Act (ARRA) in the amount of \$44,372 for Energy Audits in support of the Senior Citizen "Green" Housing Rehabilitation Program (See Attachment A). The program has proven to be one of the most successful housing support programs in the City's history. **Due to favorable competitive bidding, the City has CDBG-R funds (\$13,330) which are now available for other uses and the City proposes to use these funds for the actual rehab services for eligible seniors in the program.** The City currently uses CDBG funds for this purpose as an approved eligible activity under HUD's CDBG Single Family Residential Owner-Occupied Rehabilitation Program. **This will enable the City to comply with ARRA funding deadlines and not be required to return funds as unobligated. This action is revenue neutral.**

Priority Need

The City of Bowie has determined that *Housing Rehabilitation for Senior Citizens is the City's highest priority need*. Therefore, the CDBG eligible activity for the City of Bowie's Consolidated Plan is housing rehabilitation for single-family units, which complies with "LMH", which is a national objective to provide benefits to low and moderately low-income residents. Housing and Urban Development (HUD) regulations have determined that senior citizens are a "presumptive" low/mod income level population. The City has further determined that there is no priority need that can be based on race, ethnicity or gender.

Project Title

Senior Citizens Housing Rehabilitation and "Green" Technologies Demonstration

Primary Purpose

- Homeless Persons with HIV/AIDS Persons with Disabilities
- Public Housing Need Low and Moderate Income Persons

Geographic Distribution

The entire corporate limits of the City of Bowie, Maryland

Project Description

The City of Bowie's community development activities are designed to enhance the living environment and expand economic opportunities for it's' residents. The City of Bowie initiated a comprehensive plan for economic development, community stabilization, and enhancement to the quality of life and outlook on life for senior citizens throughout the entire city.

Consistent with HUD's overall policies and goals for the Energy Star Program, the goals of the program are as follows:

1. Removing constraints on mobility
2. Reducing total household expenses
3. Improving indoor air quality
4. Reducing health hazards
5. Increasing comfort
6. Increasing property value
7. Improving outlook on life

The City has leveraged additional grant funding (\$225,000) from the OpenDoor Housing Fund (ODHF) in Silver Spring, Maryland. ODHF is a private investment fund (a merger of a fund created by the Metropolitan Washington Council of Governments and the Universalist Church) and CDFI. This funding will add *Energy Efficiency and Green Technologies* to the housing rehabilitation program. We propose to incorporate, to the extent practical, energy efficient and renewable resources in each project as we proceed to accomplish the following:

1. Replace old and poorly maintained HVAC systems
2. Repair structural damage, leaks and decay
3. Eliminate insufficient and poorly installed insulation
4. Correct leaky and poorly installed ducts
5. Replace inefficient and/or leaky windows and doors
6. Provide new roofs
7. Renovate bathrooms to provide access for indigent and handicapped seniors

Additional ARRA funding from the U. S. Department of Energy (\$464,000) is also being used for energy audits (\$20,000) in the Senior Housing "Green" Rehabilitation Program.

The City of Bowie has also agreed to work with the Maryland Department of Housing & Community Development, Community Development Administration, and utilize their ARRA funded "Weatherization Assistance Program" to further assist with energy audits of income eligible seniors.

To-date, the City has provided over 150 applications to residents and received approximately 80 returned applications. These requests represent over \$1.9 million in energy efficiency upgrades and other improvements (See Attachment B). The City has provided rehab assistance to 52 residents, totaling \$620,000, for Energy Star appliances, new roofs, and other enhancements and upgrades. Energy Audits have been conducted for 100 participants and those on the waiting-list. Each participant is provided with the extra comfort of a Construction Inspection (CI) firm hired by the City to monitor and approve each project. The CI also confirms and authorizes the City to process invoices based on the successful completion of work at each residence.

The overall five year action strategy consists of approximately \$1mil worth of housing rehabilitation services and energy audits. CDBG project activities will consist of:

1. A formal application and intake process
2. Detailed program specifications Program qualifications
3. Selection standards and guidelines
4. Listing of licensed contractors
5. Program “Contracts” for participants
6. Program rules and regulations
7. Project monitoring

Locations

The entire corporate limits of the City of Bowie.

Community Partners

The City of Bowie receives valuable assistance in implementing its’ Five Year Strategic Plan from the Bowie Emergency Aid Foundation; which provides assistance to individuals and families in need of emergency food and shelter. The Community Outreach Committee, which is a citizen advisory committee that collects food and donations for the Bowie Food Pantry, and conducts surveys of community needs and satisfaction with City services. They also provide grants to senior citizen groups and other non-profit service providers within the City. Accomplishments related to these and other organizations along with other activities outlined in the Consolidated Annual Performance and Evaluation Report (CAPER).

State of Maryland Resources

The City receives development assistance from the Community Legacy Program, (CLP). Administered by the Maryland Department of housing and Community Development, this program provides financial assistance for revitalizations initiatives aimed at improving the quality of life for residents and businesses within communities. Prior initiatives in Bowie have included: street and façade improvements, public walking trails, signage and parking lots.

Youth and Family Counseling

The City will receive \$100,928 in FY-2012 from the State of Maryland Youth Services Bureau, for its youth and family counseling program activities.

Public Highway Safety Program

The City receives funding from the State of Maryland Highway Safety Program. This funding is used to support traffic safety efforts within the City limits. In the past activities such as “Holiday Driving Safety” and “Driving under the Influence (DUI)” enforcement were supported through this effort.

Small Business Development

The Small Business Growth Fund is a program administered by the County and is designed to provide local “for profit” businesses with fewer than twenty five (25) employees loans up to \$25k.

City Strategies

Bowie Senior Citizens

The City owns and operates the Bowie Senior Center. The Center provides a wide variety of programs and services for the City’s population. Activities of interest include: ceramics, art & crafts, writing, computers, exercise and singing. Health and nutrition are also focal points for this population. Senior citizens can take advantage of curbside transportation for residents.

Public Safety

The City employs a full-time Police Department to ensure public safety for the residents of Bowie. In FY-2010 the number of uniformed officers was 47 and it proposed to increase to 50 by the end of FY 2012. The City has successfully obtained more than \$1 million in grants for the Bowie Police Department.

The City also provides technical, in-kind and financial support to the Bowie Volunteer Fire Department. In FY-2011 the City provided the agency with \$111,500 to support their efforts to keep the citizens of Bowie safe. In FY-2012 the City will provide the Volunteer Fire Department with \$132,500 in grant funding for routine programs and services and an additional \$35,100 for the Equipment Acquisition and Replacement Fund for future replacement of fire apparatus.

Homeless Strategy

Due to the lack of specific demographic data on the City's homeless population; age, household composition, gender and ethnicity of Bowie's homeless families are presumed to reflect those of Prince George's County. The State of Maryland's 2007 survey data indicates that 72% of the County's homeless population is comprised of families with children. The largest age category of people served is children between 0-17 years old; 56% of the homeless are male and 44% female. There were 2,176 African Americans, 203 whites, 115 Hispanics, and 86 others who were in Prince George's County homeless shelters during 2007.

The City of Bowie refers people in need of shelter to Prince George's County service providers. The County has 282 emergency beds 397 transitional bed within its shelters. These facilities are available to the Bowie population that become in need. The County's Department of Social Services coordinates emergency provision with an additional 33 faith-based organizations that provide emergency over-night shelter, case management and meals for approximately 50 individuals each night during winter months. Several Bowie churches and City staff participate in the "Warm Night", a program where efforts are made to seek out homeless persons and identify and provide immediate needs as well as to help quantify to number of the homeless population within the County. In addition, St. Mathews Housing Corporation of Bowie provides 18 transitional beds for homeless families on an on-going basis. The City of Bowie Youth Services Bureau provides family, group and individual counseling; information and referrals; information counseling, suicide and crisis intervention services. They also sponsor numerous alcohol and drug prevention programs each year.

The City of Bowie contributed \$33k in FY-2011 to the cause of homelessness, through donations to the Bowie Food Pantry and financial aid to homeless shelters in Prince George's County. In FY-2012 the City will contribute \$33k to the Bowie Food Pantry's social services fund and \$8k to their emergency relief fund. The City also understands that it must aid citizens by supplementing the emergency shelter resources of the County. Therefore the City's Senior Center and City Hall have recently been identified as two City buildings that can be activated for short-term sheltering under the supervision of the Coordinator and with City Manager approval. Staff at both locations have been trained and certified by the American Red Cross in Shelter Operation and Management. The City also contributes its *HUD Homeless Entitlement Community* allocation to the Prince George's County Department of Social Services for its homeless services programs.

The County's Department of Social Services implements welfare initiatives through the Maryland family Investment Program. The program provides food stamps, public assistance, financial aid, child care vouchers, job seeking services, transportation assistance, homeless services, energy assistance, tenant's rights, summer meals for youth and a late night crisis hot line for youth in need.

Affirming Fair Housing

The City of Bowie has engaged the services of Mullin & Lonergan Associates (MLA) of Pittsburgh, PA to conduct an Analysis of Impediments to Fair Housing Study (AI). MLA is conducting the same study for Prince George's County government and is coordinating the City of Bowie's study with the PGC study. The City of Bowie has no housing authority or zoning authority; all of which is controlled by PGC. As a result, the City is statutorily obligated by the MD legislature and the County to rely on the County's enforcement mechanisms for all housing matters.

The MLA study is scheduled for completion in June 2011 (See Agreement in Attachment C).

Annual Action Plan Summary

Project ID:

Matrix Code: 14A-LMH

Project Title: Senior Citizen Housing Rehabilitation & Green Technology Demonstration

Funding Sources: HUD

CDBG: \$174,744

Title: 570.202

Local ID:

Citation:

Priority Objective: Housing Rehabilitation for Senior Citizens

Project Description: Housing Rehabilitation

1. Replace old poorly maintained HVAC systems
2. Repair structural damage, leaks and decay
3. Eliminate insufficient and poorly installed insulation
4. Correct leaky and poorly installed ducts
5. Replace inefficient and/or leaky windows and doors
6. Provide new roofs
7. Renovate bathrooms to provide access for indigent and handicapped seniors

Accomplishments

Help the Homeless: No

Start Date: 07/01/09

Help those with HIV or AIDS: No

Completion Date: 07/30/2013

Eligibility: Single Family Low/Mod Housing Units

Sub Recipient: No

Location(s): Corporate limits of the City of Bowie, Maryland

Timeframe

The Senior Citizen Housing Rehabilitation & Green Technology Demonstration Project FY-11 will begin July 1, 2011 and will end June 30, 2013.

Objectives

1. Replace old poorly maintained HVAC systems
2. Repair structural damage, leaks and decay
3. Eliminate insufficient and poorly installed insulation
4. Correct leaky and poorly installed ducts
5. Replace inefficient and/or leaky windows and doors
6. Provide new roofs
7. Renovate bathrooms to provide access for indigent and handicapped seniors

Benchmarks

Goals	FY – 2012	FY – 2012	FY - 2013
Applications Received	30	30	30
Applications Approved	20	20	20
Projects Completed	15	15	15
Energy Efficient Appliances Used	10	10	10
Energy Efficient Doors Installed	10	10	10
Energy Efficient Windows Installed	10	10	10
Insulation Replaced	5	5	5
Bathrooms Remodeled	5	5	5
Green Technologies Installed	10	10	10
Outreach Activities	8	8	8

Contingency

The estimated project cost to rehabilitate approximately 20 single family units, using the aforementioned quantities and items is \$200k; the program was initiated at a \$20,000 per household level. The total first and second year estimated cost is \$250k per year. The remaining three years of the project will see the Entitlement amount gradually reduce each year by an inflationary rate of 3% per annum. Project rehabilitation amounts provided will reflect amounts available for FY-2012 through FY-2013.

Monitoring

The City of Bowie's Grants Office, Department of Community Services, Finance Department, and other departments as required have the capacity to manage capital improvement projects, and has been providing site management and monitoring on CDBG projects over the past twenty (20) years. On site monitoring will be carried out on a regular basis by experienced city staff. The City will enforce all HUD rules and regulations through the use of on-site interviews and the collection and review of relevant data and documentation.

The City of Bowie administers a number of federal and state grant programs and has properly demonstrated its capacity to administer and manage the CDBG program effectively. Project files will be maintained on CDBG funded activity; reports will be collected and submitted to HUD on a timely basis. Record keeping will be in accordance with all City and federal policies. The City Manager's Office will ensure compliance with HUD regulations that deal with the effective use of federal CDBG funds.

The City will conduct all CDBG funded activities in accordance to federal and local laws and policies, particularly in regards to Affirmative Action and Equal Opportunity. The City currently directly mails Requests for Proposals (RFP) to a listing of local minority owned contractors/businesses and provides them with an opportunity to bid on municipal capital projects. All RFP's are advertised in the Prince George's Journal and other local papers. The RFP's encourage minority, women and disadvantage business enterprises to submit proposals to the City.

Housing and Community Development Resources

Federal funds are provided to state and local governments in the form of annual entitlements and competitive grants. Federally-funded local programs that address the priority needs and specific housing and or community development objectives of the City of Bowie are described in the five-year *Housing and Community Development*

Consolidated Plan, for Fiscal Years 2009 – 2013 and is available on the City's website: www.cityofbowie.org. The City receives entitlement funds through the Community Development Block Grant (CDBG) program which is a formula-based grant. The City also applies for other competitive grant from both private and public entities.

Federal Resources

Federal resources that the City receives and applies towards housing and community development include the CDBG program. This grant program provides funding for activities that address the City's priority housing, homeless services, economic development and public service needs. The City's CDBG funded projects include the Senior Citizen Housing Rehabilitation & Green Technology services that address the needs of low and moderate income households throughout the City.

Under the American Recovery and Reinvestment Act (ARRA), the City has received the resources as listed below.

Grant Funded Projects Under Development

- HUD CDBG-R Sr. Citizen Housing Rehabilitation “Green” Technology (ARRA)
- U.S. Department of Energy (EECBG)(ARRA):
 - *Energy Efficiency Conservation Strategy*
 - *Energy Efficiency Retro-fit Ball Field*
 - *Energy Efficiency Retro-fit Senior Center*
 - *Energy Efficiency Retro-fit Mechanics Office*
 - *Energy Conservation-Recycling*
 - *Residential energy Audit for Low/Mod. Income*
 - *Renewable Energy Church Road Park*
 - *Optimization of Underperforming Facilities-Sr. Center Retro-Commiss.*
 - *Renewable Energy Genealogy Library*
 - *Renewable Energy Harmel House*
- USDOJ COPS: Bowie PD Law Enforcement Technology (2009)
- Chesapeake Bay Trust (Bowie Heritage Trail)
- Bond Bills
 - Church Road Park
 - Bowie Police Department Dispatch Center
 - Allen Pond Park (MD DNR Open Space)
 - Jericho Park (MD DNR Open Space)

ATTACHMENT A



City of Bowie

2614 Kenbill Drive
Bowie, Maryland 20715

August 12, 2009

Ms. Frances Bush
Washington, D.C. Field Office, Region III
U.S. Department of Housing and Urban Development
820 First Street, N.E., Suite 450
Washington, D.C. 20002-4205

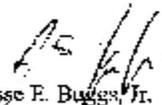
Re: ARRA CDBG-R Funds

Dear Ms. Bush:

Enclosed is the City of Bowie's signed copy of the "Funding Approval Agreement" for the Community Development Block Grant Recovery (CDBG-R) Program funding. The funding authorized by HUD in this Agreement is \$44,372.

If you have any questions or additional requests, please contact me on (301) 809-3094.

Sincerely,


Jesse E. Buggs, Jr.
Grant Contracts & CDBG Administrator

Cc: David Deutch, City Manager
Vanessa Barnard, HUD, DC Field Office
Quentin Nelson, HUD, CPD Representative

ATTACHMENT B

	ROOF		HVAC		ENERGY STAR		ELECTRICAL / PLUMBING	REMODEL / INSULATION	DOORS	HOUSEHOLD TOTAL
	SIDING	REPLACEMENT	REPLACEMENT	WINDOWS	APPLIANCE UPGRADE					
1		12,466	7,655	7,078				9,102		36,301
2			7,328	12,627	5,377		9,157	800	4,600	39,889
3				15,274	5,141					20,415
4		9,908		8,370				1,150		19,428
5			8,780	15,600	2,939			3,998	3,221	34,538
6		14,160	3,830	6,784	7,427		885	3,139	4,687	40,912
7		10,028	7,898	8,728			1,179			27,833
8		11,782			1,367					13,149
9									2,670	2,670
10			7,109		5,243		1,616	6,675	2,710	23,353
11				18,575						18,575
12	29,070	11,711	8,490	15,929			2,680	8,055		75,935
13	13,393	9,204		3,413			1,665	1,064	2,482	31,221
14		11,840	10,376	17,385					3,544	43,145
15	27,810	8,649	10,005	21,652					5,153	73,269
16		15,770	7,688	8,971				2,731		35,160
17	21,863			22,730						44,593
18				16,795						16,795
19	10,980	6,363		9,210				19,940		46,493
20		9,346								9,346
21			7,085	9,519				1,481		18,085
22	18,214			15,601	5,377		372		4,600	44,164
23	14,800	1,790		11,952			700		11,335	40,577
24	13,149	9,143		6,781				3,400	2,450	34,923
25			6,275	10,799	2,953		2,944	2,611	2,238	27,820
26		12,695		17,051	1,407				1,809	32,962
27				1,086						1,086
28		16,611								16,611
29								5,696		5,696
30				6,892	1,554					8,446
31			9,953							9,953
32	20,096			11,490				2,857	6,096	40,539
33			9,994	11,860				1,220		23,074
34		15,572			4,714		1,243	3,810	2,112	27,451
35		10,161						19,644	2,395	32,200
36	15,213			12,542					2,027	29,782
37	6,302	6,840		5,977					7,835	26,954
38	13,229	8,903								22,132
39		10,128		10,887				2,156		23,171
40					4,926					4,926
41			10,307	7,507					3,875	21,689
42	15,529									15,529
43		6,894	7,076							13,970
44					3,066					3,066
45					5,097				4,120	9,217
46	11,547	9,654		8,058					3,770	33,029
47				10,525				1,325	6,428	18,278
48		10,580						725	13,311	24,616
49		12,350		5,833				945		19,128
50			3,935	1,872			5,240	12,248	2,080	25,375
51		9,589		7,996					8,216	25,801
52				14,357						14,357
53			9,447	8,681				1,330		19,458

ATTACHMENT C



PROPOSAL TO THE CITY OF BOWIE, MD

ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE (AI)

Mullin & Loneragan Associates (M&L) is currently conducting an AI for Prince George's County, MD (PGC). Under a separate contract, M&L proposes to expand the AI to include the City of Bowie. There is considerable overlap between the PGC AI and the City of Bowie AI, in that certain functions of PGC government (e.g., fair housing complaints, public housing, Section 8, land use planning, zoning, public transportation, newspaper advertising, Home Mortgage Disclosure Act analysis, real estate practices, tax policy, fair housing advocacy organizations, etc.) apply to the City of Bowie. This proposal focuses on the supplemental services to the City of Bowie that go beyond or provide a greater level of detail than that which will be included in the PGC AI.

SCOPE OF SERVICES

There will be a separate section of the PGC AI devoted entirely to the City of Bowie. This section will include:

1. Review of the City's 5 Year Consolidated Plan, Annual Action Plan and CAPER to determine fair housing objectives and accomplishments.
2. Identification of any public housing, tax credit housing or other assisted housing located in the City of Bowie. We will also plot the location of Section 8 vouchers in the City of Bowie.
3. Review of City policies, including site and neighborhood standards and the City's procedure for selecting CDBG activities.
4. Composition of City-appointed boards and commissions in terms of members of the protected classes (housing-related boards and commissions only)
5. To the extent that the City of Bowie is located within its own unique census-related place, we will conduct demographic research, including trends in population, households, incomes, low/mod income, racial composition and ethnic composition. We will identify any racial and/or ethnic concentrations and plot these on census tract maps.
6. Determine the existence of any fair housing lawsuits involving the City of Bowie.

7. Fair Housing Action Plan of steps the City should take over the ensuing five years to expand fair housing choice. The plan will identify responsible parties, a time frame for implementation and performance measurements.

PROJECT SCHEDULE

M&L will begin work upon receipt of a signed contract. An initial draft of the Bowie AI will be presented within six months from the date of the signed contract. We will meet with City officials to review the draft. We will provide the final AI to the City within 7 months from the date of the signed contract.

DELIVERABLES

1. Draft document of the separate section specific to the City of Bowie will be delivered six months from the date of the signed contract.
2. Draft document of the PGC AI that includes the elements common to the City of Bowie upon delivery of same to PGC.
3. Final AI document incorporating revisions requested by the City of Bowie.

COST PROPOSAL

M&L's fee for the above services is in the amount of \$5,000. The City will be invoiced for 50% of this amount upon delivery of Deliverable #1, 25% upon delivery of Deliverable #2, and the final 25% upon delivery of Deliverable #3.

IV. CERTIFICATIONS

IV. CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the *City of Bowie* certifies that:

Affirmatively Further Fair Housing -- It will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 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, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by Paragraph 1;
4. Notifying the employee in the statement required by Paragraph 1 that, as a condition of employment under the grant, the employee will --
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

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

1. No federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement;
 2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
 3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.
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Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the *City of Bowie* possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with Section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.


Signature

City Manager
Title

4/21/11
Date



Specific CDBG Certifications

The *City of Bowie*, as an Entitlement Community, certifies that:

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

Community Development Plan -- Its Consolidated Housing and Community Development Plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

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

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

The *City of Bowie* will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and

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

Excessive Force – The *City of Bowie* has adopted and is enforcing:

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

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

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

Compliance with Laws – It will comply with applicable laws.


Signature

City Manager
Title

4/21/11
Date

PUBLIC HEARING

City of Bowie Community Development Block Grant Program Notice of Public Hearing

In accordance to guidelines established by the U.S. Department of Housing and Urban Development (HUD), notice is hereby given that the City of Bowie, as an entitlement participant in the federal Community Development Block Grant (CDBG) Program, provides public notice of its intention to amend its Annual Action Plan to shift funds in its CDBG-R (ARRA Funds) allocation from Residential Energy Audits to Single Family Residential Rehab services at a Public Hearing to be held on Tuesday, January 17, 2012 at 8 p.m. at Bowie City Hall, 15901 Excalibur Road, Bowie, Maryland. All City CDBG documents are posted on the City's website: www.cityofbowie.org under "Grants".

The *Annual Action Plan* provides the City's planned programs and resource allocations for the implementation of objectives outlined in the Five Year Strategy Plan, which is included in the Consolidated Plan for Community Development. The Five Year Strategy Plan identifies community needs and proposed solutions in the areas of Housing, Special Needs, Economic Development, and Non-Housing Community Development. The City's CDBG program is the Senior Citizen "Green" Housing Rehabilitation Program". This program is available for all eligible senior citizens through the City.

Accommodation for persons with disabilities and non-English speaking residents will be provided upon request. For additional information, please call 301-809-3072.

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Bowie Star**



City of Bowie

Senior Citizen “Green” Housing Rehabilitation Program

Funding Sources

