

STATE OF MARYLAND CDBG PROGRAM

**SFY 2025
APPLICATION**

**COMMUNITY DEVELOPMENT
SPECIAL PROJECTS**



**Wes Moore, Governor
Aruna Miller, Lt. Governor**

*Jacob R. Day, Secretary
Julia Glanz, Deputy Secretary*

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



MARYLAND COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION SFY 2025	
1. Name of Jurisdiction: Talbot County, Maryland	2. County (Municipal applicants only):
3. Address: Talbot County Courthouse 11 North Washington Street Easton, MD 21601	4. Name of Subrecipient or Business, if applicable, and their Unique Entity Number: Talbot Interfaith Shelter - KHAKLT91XTG7
5. FID Number: 52-60001028 Unique Entity Number: FMPYS5DSWK49	6. Name, phone number and email of jurisdiction's contact person for this application: Mary Kay Verdery, Grants Administrator Office: 410-770-8002 Fax: 410-770-8007 E-mail: mkverdery@talbotcountymd.gov
7. Project title, brief description & location (Full street address(es) and zip code of Project is required): Talbot Interfaith Shelter elevator/lift project for family and individual shelters. (410) 690-3120 107 and 109 Goldsborough Street Easton, MD 21601	
8. Project type: ☐ Housing ☐ Public Facilities ☒ Infrastructure ☐ Economic Development ☐ Other ☐ Public Services	9. National objective(s): ☒ Low and moderate income benefit ☐ Elimination of slum/blight
10. CDBG request: \$ <u>121,090</u> Local funds \$ <u>3,000</u> Other funds \$ 6,520 Total costs \$ <u>130,610</u>	11. U.S. Congressional District No.1 State District No. 37B (List State legislators for entire district): House of Representative: Andy Harris Senators: Benjamin Cardin, Chris Van Hollen, Jr. State Senator: Johnny F. Mautz State Del: Christopher T. Adams State Del: Thomas Hutchinson
12. Date Public Hearing held: June 24, 2025 (Attach minutes and hearing notice to application)	13. Required Resolution attached? ☒ Yes ☐ No
14. Is Citizens Participation Plan current? ☐ Yes ☒ No Dated: June 12, 2025 If not, did you attach new plan? ☒ Yes ☐ No	
15. Is Anti-Displacement Plan current? ☐ Yes ☒ No Dated: June 12, 2025 If not, did you attach new plan? ☒ Yes ☐ No	
16. If applicable, did you complete Debarment Check on application subrecipient or business? ☒ Yes ☐ No	
17. Digital Photos and Drive included? ☒ Yes ☐ No (each must be labeled)	18. Date: June 24, 2025

PART A

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

Talbot Interfaith Shelter (TIS) seeks to install a wheelchair lift at each of their side-by-side shelter homes at 107 and 109 Goldsborough Street in Easton MD. The lifts will be used to serve guests, volunteers and community members with physical disabilities. There are ADA-designed bedrooms rooms on the first floor, but there are between 5 and 6 steps to get into the houses.

Since the homes are in Easton's Historic District, the lifts need to be at the back of the houses. A platform will need to be constructed for both homes. An accessible walkway will need to be constructed from the front sidewalk to the rear of the house at 109 Goldsborough Street.

The lifts need to be rated 'commercial' and are more expensive than lifts for a single-family residence.

Please see enclosed estimates for more details.

PART B

PROJECT NEED/IMPACT: Describe the need for the proposed project. Include statistics and other documentation supporting the described need. Discuss how the project will make an impact on the described need? If existing infrastructure or facility, discuss past maintenance and improvements undertaken or deferred.

Talbot Interfaith Shelter (TIS) operates within two historic homes in Easton, Maryland, serving individuals and families experiencing homelessness. Easton's Promise is located at 107 Goldsborough St, Easton and can house up to five families. Evelyn's Place is located next door at 109 Goldsborough Street and is designed to serve up to five men and nine women at a time.

While these buildings have been lovingly maintained and adapted over the years to accommodate their guests' needs, they were not originally designed with accessibility in mind. Currently, both of our primary shelter buildings lack wheelchair lifts, which poses a significant barrier to entry for guests, volunteers, and community members with mobility challenges.

According to the CDC, approximately 13.7% of American adults have a mobility disability, and this rate is even higher among individuals experiencing homelessness due to aging, chronic health issues, and past injuries. Without accessible entryways, we risk excluding a vulnerable population that may already be hesitant to seek help. Moreover, the Americans with Disabilities Act (ADA) mandates that shelters make reasonable accommodations to ensure equal access to services, which includes accessible entrances.

Installing a wheelchair lift will remove this physical barrier, enabling TIS to serve all who come to their doors with dignity and safety. It will also ensure that they remain in compliance with ADA regulations and reinforce their mission of providing safe, stable, and supportive housing for everyone, regardless of physical ability.

As stewards of these historic properties, TIS has invested in regular maintenance and upgrades, including roof repairs, HVAC replacements, plumbing updates, and interior refurbishments. However, budget constraints have delayed larger accessibility projects like this one. This grant would allow TIS to take a crucial step forward in making their shelters fully inclusive and accessible to all in need.

PART B WORKSHEET
NOTE:

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

Talbot Interfaith Shelter received Community Development Block Grant (CDBG) funding in 2018 for the transformation of an open porch into an enclosed counseling and training center at Easton's Promise shelter (107 Goldsborough St.). The funds were also used for improvements to walkways for disabled access and renovation of two bathrooms for ADA accessibility. The approval also included \$8,280 for a mechanical lift in the new counseling area. As the project got underway, it was determined that a commercial lift would be required, versus the residential lift that was quoted in the application. Due to lack of funds, the project was not completed.

TIS has submitted subsequent letters of interest for CDBG, COVID and ARPA funds to support the elevator lift project. In communications with DHCD staff it was determined that the "CDBG Special Project Funds" would be the best fit for this project.

TIS has also applied for help from local foundations. They have received a grant from the Thomas Perrin Smith Fund under the Mid-Shore Community Foundation in the amount of \$15,897 for exterior maintenance of historic houses. If necessary, a portion of these funds could be applied to this project for any unforeseen exterior expense or mitigation costs. They are seeking \$3,520 from a private donor to offset the shipping costs.

Please provide copies of award and rejection letters.

- 2. Will your project require payment from beneficiaries including, but not limited to: rent, fees for services, fees for participation, and utility charges? no**

If yes, what is the estimated monthly cost? _____

Is the cost per person or households? _____

If this project improves existing facilities, housing or utilities, is the estimated cost higher than the current amount? no

If yes, what is the % increase? _____

Discuss how new or increased costs were determined:

Discuss how grantee or subrecipient determined that charges are affordable to beneficiaries:

PART C

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

The development of this project has been shaped by ongoing input and support from our community. Talbot Interfaith Shelter (TIS) maintains strong relationships with local partners, volunteers, donors, and advocates, many of whom have voiced concerns about accessibility challenges at our facilities. The need for the wheelchair lifts was brought to our attention through direct feedback from guests, staff, and community members who are passionate about ensuring that all individuals—regardless of mobility—can fully access the services and support TIS provides.

This application is supported by board members and volunteers who are deeply invested in improving the physical spaces to reflect TIS's values of dignity, inclusivity, and equal access. TIS has also received encouragement and input from trusted partners, including **Chesapeake Neighbors**, **Neighborhood Service Center**, and **Talbot Family Network**, all of whom recognize the critical importance of making the shelters accessible to individuals with disabilities. These organizations have offered their insight, expertise, and community perspective to ensure the success and long-term impact of this project.

This initiative reflects a truly collaborative community effort to create a more inclusive and welcoming environment at TIS, and we are confident that local stakeholders will continue to champion this project through advocacy, partnership, and support.

PART D

LOCAL PLANNING/GROWTH MANAGEMENT: Answer the following questions:

- 1. Describe how the proposed project conforms to revitalization strategies, marketing studies, economic development strategies, capital improvement plans, housing study, a comprehensive plan or other community plan. Do *not* submit copies of the entire plan(s), but reference the name and date of the plan, the section and the page. You should ATTACH a copy of the REFERENCED portion which specifically mentions your project.**
- 2. For economic development projects discuss any feasibility studies, economic conditions survey, financial analysis, economic impact assessment or market analysis completed in relation to the proposed activity. Provide the dates those items were completed and information on who prepared them.**
- 3. Is your project located in a Priority Funding Area? ☒ Yes ☐ No**

ATTACH MAP(S) OF PROJECT AREA

- **Applicable sections from Talbot County and Town of Easton Comprehensive Plans**
- **Town of Easton Zoning Map – CB Zoning**
- **TOE CB Zoning Uses and Standards**
- **Site/location maps**
- **Arts and Entertainment District**
- **Opportunity Zone**
- **Sustainable Community**
- **Heritage Area**
- **Main Street Area**
- **Priority Funding Area Map**
- **2020 Census Data Map**
- **SDAT Real Property Data Search 107 and 109 Goldsborough St., Easton**
- **Historic District Boundary Map**
- **MIHP records for 107 and 109 Goldsborough Street**

List Census Tract(s) and Block Groups for all projects: 9604

Chapter 4, Community Services and Facilities, of the Talbot County Comprehensive Plan (2016) identifies homeless as a “special needs population”. Talbot Interfaith Shelter is specifically mentioned under Homeless Services as an establishment that provides safe, temporary shelter and a location that raises awareness for the issues of homelessness.

Talbot Interfaith Shelters provide housing, food and other integrated services for both homeless families and individuals.

The 2010 Town of Easton Comprehensive Plan housing goals and objectives include provisions for safe, sanitary, structurally sound housing and upgrades to neighborhood designs. The Town of Easton Plan also addresses the supply of low-income housing and the need to partner in countywide affordable housing efforts.

PART E

NATIONAL OBJECTIVE:

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

☐ **1. Benefit to Low and Moderate Income Persons:**

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

☐ **Housing (LMH)**

☐ Single Family

☐ Multi-Family

☐ Financial Assistance

☐ Water and Sewer Connections

☒ **Limited Clientele (LMC)**

☒ Presumed (HOMELESS)

☐ 51% of clientele are persons whose family is LMI

☐ Nature and location conclude area is primarily LMI

☐ Removal of architectural barriers

☐ **Jobs (LMJ)**

☐ Job Creation

☐ Job Retention

Total estimated # of beneficiaries __50__ CDBG \$ per beneficiary \$ _2,421.18__

Total estimated # of LMI beneficiaries __50__ CDBG \$ per LMI beneficiary \$ _2,421.18__

% of LMI beneficiaries to total _100%

☐ **2. Elimination of Slum and Blight:** ☐ Area Basis ☐ Spot Basis

The Americans with Disabilities Act requires shelters provide equal access and entrance to all for shelter services. In accordance with DHCD guidance, the beneficiaries served will count/track **all** clients who use the shelter in general, not just those with a disability or seniors that may use the elevator.

NATIONAL OBJECTIVE CHART

Nat. Objective	Subcategory	Definition	Test	Examples
Low/Moderate Income Persons	Area Benefit (LMA)	Activity benefits all residents in an area where at least 51% of the residents are LMI	* Census - 51% of persons residing in the service area are LMI, determined by using the most recent data provided by State for cities or towns * Survey - applicant may do a survey of residents in the service area. The results must meet statistical reliability standards and be approved by DHCD.	* water and sewer lines * neighborhood facilities * roadway improvements
Low/Moderate Income Persons	Limited Clientele (LMC)	Activity that benefits a limited number of people as long as at least 51% of those served are LMI	Activity must qualify under one of the following: * Presumed Clientele - benefit to a group presumed to be principally LMI: abused children, battered spouses, elderly persons, severely disabled adults, homeless persons, illiterate adults, persons living with AIDS and migrant workers; or * Require documentation on family size and income in order to show that at least 51% of the clientele are LMI; or * Be of such a nature and in such a location that it can be concluded that clients are primarily LMI	* construction of senior center * services for the homeless * meals on wheels for the elderly * construction of job training facilities for the disabled * construction of Head Start Center
Low/Moderate Income Persons	Housing Activities (LMH)	Activity that is undertaken for the purpose of providing or improving permanent residential structures which, upon completion, will be occupied by LMI persons	* Structures with one unit must be occupied by LMI persons * If structure contains more than 1 unit, at least 51% must be LMI occupied * 2-unit structures must have at least one unit occupied by a LMI household * Rental buildings under common ownership and management located on the same or contiguous properties may be considered as a single structure	* rehabilitation of owner-occupied housing * conversion of non-residential structures into permanent housing * infrastructure for new housing
Slum/Blight	Area Basis (SMA)	Activity that aids in the prevention or elimination of slums or blight in a designated area	* Delineated area in which the activity occurs must meet definition of slum, blighted, deteriorated or deteriorating area under state or local law; and * Substantial number of deteriorated or deteriorating buildings or public improvements in the area, and the activity must address one or more of the conditions which contributed to the deterioration of the area; and * Documentation must be maintained by recipient on the boundaries of the area and the conditions that qualified the area at the time of its designation	* public facilities or improvements * elimination of safety hazards
Slum/Blight	Spot Basis (SBS)	Activity that eliminates specific conditions of blight or physical decay on a spot basis not located in a slum or blighted area	* Only acquisition, clearance, relocation, historic preservation and building rehabilitation activities qualify for this national objective * Rehabilitation is limited to the extent necessary to eliminate a specific condition detrimental to public health and safety NOTE: Must demonstrate code enforcement actions taken by the local government	* elimination of damaged retaining wall creating danger for pedestrians * demolition of vacant, deteriorating building
Low/Moderate Income Persons	Jobs (LMJ)	Activity that results in the creation and/or retention of jobs	* At least 51% of jobs must be taken by LMI persons * At least 51% of jobs must be retained by LMI persons * Permanent, full-time jobs only * LMI status is determined by income of the family	* acquisition of land to construct a distribution center * extension of water and sewer service to land to be developed for a business(s) * acquisition of equipment

**Low/Moderate Income Benefit
Worksheet B
Limited Clientele (LMC)**

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

1. **Estimated** Total Beneficiaries ____50____ (Count by Persons)

2. **Estimated** Total LMI Beneficiaries ____50____ (Count by Persons)

Your project will qualify using ONE of the three categories identified below. Select the most appropriate.

- If the project benefits a group *presumed* to be low and moderate income, please identify the group:

- ☐ Abused Children
- ☐ Battered Spouses
- ☐ Migrant Farm Workers
- ☒ Homeless Persons

- ☐ Elderly Persons
- ☐ Illiterate Adults
- ☐ Severely Disabled Adults
- ☐ Person Living with AIDS

- If the project is of such a *nature* and in such a *location* that it can be concluded that the income of the persons benefitting are primarily low and moderate income, please explain why the nature and location demonstrate this:

Easton's Promise is located at 107 Goldsborough St, Easton and can house up to five families. Evelyn's Place is located next door at 109 Goldsborough Street and is designed to serve up to five men and nine women at a time. This project is focused on providing reasonable accommodation for staff, visitors and homeless citizens that have a temporary or permanent disability.

- If the project requires information on family size and income, does the information demonstrate that at least 51% of the clientele served are persons from households whose income does not exceed the LMI income limits. The activity is restricted to the LMI persons. Please identify activities:

All persons served are experiencing homelessness because they cannot afford market rate housing. None of the people served by TIS exceed the LMI limits.

Describe the proposed accomplishments of the project: The wheelchair lifts allow all persons to include those who are temporarily or permanently physically disabled to access TIS programs, which are designed to enable people experiencing homelessness to save their income for a time and to access educational programming that teaches them how to save and to prioritize expenses. TIS also helps program participants apply for subsidized housing. No fees are charged to live at the shelter homes, and dinners are provided for the guests by volunteers 365 days per year.

PART F

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

THE APPLICANT IS THE JURISDICTION. ALL PROJECTS MUST INCLUDE ADMINISTRATIVE COSTS FOR THE APPLICANT.

ACTIVITY	SOURCES OF FUNDS					TOTALS BY ACTIVITY	STATUS
	CDBG:	APPLICANT	OTHER : TIS	OTHER: Private Donor	OTHER:		
107 Goldsborough Street, RAM ELEVATOR + LIFTS	\$47,075.00					\$47,075.00	G/P
VERTICAL LIFT INSTALL	\$6,000					\$6,000	P
CONCRETE LABOR COST	\$13,350.00					\$13,350.00	G/P
CONCRETE MATERIAL COST	\$2,675.00					\$2,675.00	G/P
SHIPPING/FREIGHT				\$1,760.00		\$1,760.00	G/P
109 Goldsborough Street, RAM ELEVATOR + LIFTS	\$43,450.00					\$43,450.00	G/P
VERTICAL LIFT INSTALL	\$5,840.00					\$5,840.00	G/P
CONCRETE LABOR COST	\$1,765.00					\$1,765.00	G/P
CONCRETE MATERIALS	\$935.00					\$935.00	
SHIPPING/FREIGHT				\$1,760.00		\$1,760.00	P
Project Admin. (Cash)			\$3,000			\$3,000	C
Project Admin. (In-Kind)		\$3,000				\$3,000	C
General Admin. (Cash)							
General Admin. (In-Kind)							
TOTALS BY SOURCES OF FUNDS	\$121,090	\$3,000	\$3,000	\$3,520	\$	\$130,610	

PART G

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

- 1. Identify the primary person for the *jurisdiction* who will administer this project. Discuss their experience with CDBG regulations and requirements as well as past grant and project implementation.**

Mary Kay Verdery, Talbot County Grants Administrator.

Handling Talbot County grant administration since March 2021 to include the following CDBG projects: Family Support Center-Early Head Start MD-21-CD-22, Chesapeake Multicultural Resource Center MD-22-CD-29, St. Vincent de Paul MD-24-CD-25 and For All Seasons MD-25-CD-27. Mary Kay also administered/administers the ERAP and ARPA program funding for the County.

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

Talbot Interfaith Shelter:

Julie Lowe, Executive Director (julielowe@talbotinterfaithshelter.org)

Lisa Niles, Director of Operations

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

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

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

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

Expenses	Estimated Costs

PART H

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

EXAMPLE: For a Community Development application, CDBG funds are being requested for site acquisition and construction. The applicant provided the following schedule:

<u>Activity</u>	<u>Begin</u>	<u>Completion</u>
Grant Award	July 15, 2024	
Environmental Review	July 16, 2024	September 29
Preliminary Engineering	Completed	
Site Acquisition	October	November
Bidding & Selection Engineering	December	January 2025
Meeting 180 Day Expenditure Requirement	January 12, 2025	January 12, 2025
Engineering	February	June
Bidding & Selection Construction	June	August
Construction	September	July 31, 2026

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

<u>ACTIVITY</u>	<u>BEGIN</u>	<u>COMPLETION</u>	<u>RESPONSIBLE PERSON</u>
GRANT AWARD		July 2025	Applicant
ENVIRONMENTAL REVIEW	July 2025	September 2025	Applicant
Site Plan Review	July 2025	September 2025	Subrecipient
Permitting	July 2025	September 2025	Subrecipient
Bid Selection/Contract	August 2025	October 2025	Subrecipient
180 day expenditure requirement	July 2025	January 2026	Subrecipient
Installation of elevators/lifts	September 2025	December 2025	Subrecipient

PART I

DAVIS BACON / BUILD AMERICA BUY AMERICA:

1. Do Davis-Bacon wage rates apply to the project? ☒ Yes ☐ No

If yes, do cost estimates reflect the use of Davis-Bacon rates? ☒ Yes ☐ No

2. Discuss Davis-Bacon rates and their impact on the project.

The applicant understands that Davis Bacon wages will be included as part of the project. The cost estimates are adjusted in the proposed budget to account for Davis Bacon wages.

3. Explain how you calculated the rates into your cost estimates.

Davis Bacon wages for previously approved projects in our area were reviewed.

4. Explain how you factored in Build America Buy America requirements for iron and steel and listed construction materials, if applicable.

Purchase and installation of elevator and lift materials will include compliance with BABA as applicable to approved grant.

PART J

ACQUISITION / RELOCATION:

1. Has site control been secured? ☒ Yes ☐ No If yes, explain how:

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

3. Estimated cost of acquisition:

\$ N/A

4. Sources of funds for acquisition:

N/A

5. Number of parcels to be acquired:

Residential: N/A

Business N/A

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

☐ Yes ☒ No

7. Is acquisition of easements required? ☐ Yes ☒ No

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

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

If yes, explain:

9. Estimated cost of relocation:

\$

10. Sources of funds for relocation:

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

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

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

11. If property is to be leased, describe lease terms.

PART K

FAIR HOUSING/EQUAL OPPORTUNITY: Applicants certify that a grant will be conducted and administered in conformity with applicable federal fair housing and equal opportunity laws and regulations. Complete the following to show what steps have been taken by the jurisdiction in these areas in recent years.

1. Does the jurisdiction have written employment and personnel policies and practices with equal opportunity guidelines? ☒ Yes ☐ No
2. In the past three years, have any complaints of discrimination in employment been filed against the jurisdiction by employees regarding employment? ☐ Yes ☒ No If yes, please explain:
3. Has the jurisdiction adopted a fair housing ordinance? ☒ Yes ☐ No
4. Has the jurisdiction taken any actions to affirmatively further fair housing through activities such as land development, zoning, site selection policies or programming or needs assessment? ☒ Yes ☐ No If yes, please describe:

In 2014, the Talbot County Council appointed the Talbot County Affordable Workforce Housing Commission. The Commission is an advisory board assembled by the Talbot County Council to explore the availability of affordable and workforce housing in Talbot County. The Commission offers insight and guidance to the Council for consideration in the development of affordable and workforce housing initiatives, programs, funding and/or legislation.

The Talbot County Comprehensive Plan (2016) speaks to the importance of housing (workforce, affordable and assisted) in Chapter 4, Community Services and Facilities. Talbot County works with Talbot Interfaith Shelter and many other agencies in the County to address local housing needs such as Talbot County Department of Social Services, Neighborhood Service Center, and Habitat for Humanity Choptank.

The County hired a previous employee from the Neighborhood Service Center (NSC) in 2024 to serve as our Housing Coordinator. The NSC is a local nonprofit Community Action Agency that provides services and assistance to low-income families and elderly residents of Talbot County.

5. Are there fair housing advocates or agencies that work in your county? If yes, who are they? Have they informed you of either public or private issues or complaints regarding discrimination?

Habitat for Humanity and the Talbot Housing Authority, Neighborhood Service Center, Talbot Interfaith Shelter, Talbot County Department of Social Service, along with St. Vincent de Paul, all work to provide aspects of affordable housing. We are not aware of any issues or complaints from these agencies.

6. Are all buildings owned or occupied by the jurisdiction that are open to the public in compliance with the Americans with Disabilities Act? If not, which ones, and what are the plans to bring them into compliance? Yes.

PART L

ENVIRONMENTAL IMPACT: Complete the following information related to your overall project to the best of your knowledge. Provide copies of letters or other information received to date from state and/or federal agencies about these issues related to your project. Schedule and budget should account for any mitigation or corrective actions to be taken.

1. Will your project involve the renovation of a building that is at least 50 years old or is located in a national historic register district? ☒ Yes ☐ No
2. Will your project involve or impact an archaeological site? ☐ Yes ☒ No
3. Will your project impact any wildlife that is threatened or endangered? ☐ Yes ☒ No
4. Will your project involve the abatement or removal of asbestos from a building?
☐ Yes ☒ No
5. Will your project involve the abatement or removal of lead-based paint from a building?
☐ Yes ☒ No
6. Is your project new construction? ☒ Yes ☐ No

If you answered YES, is the proposed project located in any of the following:

- ☐ Special Flood Hazard Area – an area that is lower than the base flood elevation level and has special flood or mudflow, and/or flood related erosion hazard
- ☐ 100 Year Floodplain – an area that has a 1 in 100 or 1% probability of a flood event occurring in a given year
- ☐ Regulatory Floodway – an area beside a river or other watercourse that has certain restrictions placed on it related to discharging moving floodwaters downstream
- ☐ Coastal High Hazard Area – an area along the coast subject to high velocity wave action from storms or seismic sources
- ☐ 500 Year Floodplain – an area that has a 1 in 500 or .02% probability of a flood event occurring in a given year
- ☒ Non-Special Flood Hazard Area – an area that has a moderate to low risk of flooding

Comments:

Project location is not near or within a waterway or special flood hazard area. There are no known asbestos or lead-based paint issues. Any such concerns that may arise will be abated in accordance with all Federal, state or local laws and regulations.

PART M

PROCUREMENT: All procurement must comply with the requirements and processes identified in the CDBG Financial and Procurement Manual.

REMINDER – For existing contractual agreements with an engineering firm, the applicant must be able to demonstrate that they hired the specific firm through a competitive process AND that the contract was for no more than a three year period with an option to extend twice for one year periods for a total of five years. Additionally, the contract must have identified all potential projects to be undertaken during the three to five year period including the one included in this application.

1. Will your project use CDBG funds for professional services? ☐ Yes ☒ No

If yes, is it for new services? ☐ Yes ☐ No

If yes, will services be under a new contract? ☐ Yes ☐ No

If no, please explain:

2. Will your project use CDBG funds for construction? ☒ Yes ☐ No

If yes, will construction be under a new contract(s)? ☒ Yes ☐ No

If no, is it for a change order? ☐ Yes ☐ No If the answer is yes, please contact CDBG staff to discuss further.

STATEMENT OF ASSURANCES AND CERTIFICATIONS

The applicant hereby assures and certifies that it:

1. has adopted and maintains a written Citizen Participation Plan in accordance with the citizen participation requirements for the Community Development Block Grant (CDBG) Program at the Code of Federal Regulations 24 Part 570.486; and
2. held a public hearing and provided appropriate notice to ensure participation of citizens in the development the project and of this application for CDBG funding; and
3. assures that all reasonable steps have been taken to minimize the displacement of persons as a result of CDBG assisted activities identified in this application; and
4. in the event that our project does trigger displacement of persons, we will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49CFR Part 24 and it has in effect and is following a Residential Anti-Displacement and Relocation Assistance Plan required under Section 104(d) of the Housing and Community Development Act of 1974, 42 U.S.C. § 5304(d), as amended, in connection with any activity assisted with funding under the CDBG Program; and
5. will not attempt to recover any capital costs of public improvements assisted with CDBG funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG funds are used to pay the proportion of a fee or assessment attributable to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than with CDBG funds. In addition, with respect to properties owned and occupied by moderate-income (but not low-income) families, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds if the State certifies that it lacks CDBG funds to cover the assessment; and
6. will conduct and administer grant in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations and agrees to take action to affirmatively further fair housing; and
7. has adopted and is enforcing or will adopt if a new applicants:
 - a) a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
 - b) a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction.
8. will certify, to the best of the certifying official's knowledge and belief, that:
 - a) no Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a

Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement; and

- b) if any funds other than Federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress with this Federal contract, grant, loan or cooperative agreement, it will complete and submit Standard Form- LLL, Disclosure Form to Report lobbying in accordance with its instructions; and
 - c) it will require that the language of paragraphs (a) and (b) of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
- 9. will adhere to federal and state Code of Conduct or Conflict of Interest standards relative to conflict of interest restrictions and financial disclosure requirements for local elected officials and candidates; and
 - 10. will prevent fraud, waste and abuse of federal funds and ensure that funds are expended on activities that are reasonable and necessary;
 - 11. will comply with the requirements of the Build America, Buy America Act which was included in the federal Infrastructure Investment and Jobs Act which was signed into law on November 15, 2021;
 - 12. will comply with the requirements of the Right to Report Crime and Emergencies from One's Home which was included in the Violence Against Women Act Reauthorization Act of 2022;
 - 13. will comply with the provisions of Title I of the Housing and Community Development Act of 1974, 42 U.S.C. § 5301 et seq., as amended, Title 24 CFR Part 570, and with other applicable State and Federal laws if awarded this grant; and
 - 14. will ensure that, if applicable, any subrecipient, developer or business will comply with all regulations, policies and laws that govern this grant.

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

Chuck Callahan, President
Talbot County Council

Signature

Date