

Worksession

Agenda Item #	9
Meeting Date	June 8, 2009
Prepared By	Sara Anne Daines HCD Director
Approved By	Barbara B. Matthews City Manager

Discussion Item	Discussion of Potential Community Legacy Projects
Background	<p>The State of Maryland’s Department of Housing and Community Development Department recently announced that it is accepting applications for funding through its FY 2010 Community Legacy program. Funds are available for a variety of community and neighborhood revitalization projects including, but not limited to, mixed-use development, business retention, homeownership and home rehabilitation, and commercial façade improvement programs.</p> <p>A total of \$4.2 million in capital funds and \$250,000 in operating funds are available. Unlike past grant rounds, the City will be required to submit a Letter of Intent for all prospective projects prior to submitting a formal application. The deadline for submission of the required Letter of Intent is June 15, 2009. The formal application is due July 29, 2009.</p> <p>The Council will be asked to provide guidance on the type of projects - or specific projects - that should be considered in preparing the application. In preparation for this discussion and in furtherance of the Council’s Strategic Plan, the Housing and Community Development Department solicited project ideas from a variety of local community-based organizations and non-profit housing providers. Based upon the responses received, the Department has compiled a preliminary listing of projects.</p> <p>Potential projects identified during this process include funding to enhance the sustainability of planned affordable housing projects (e.g. 7610 Maple Avenue and 7411 Aspen Court), commercial revitalization projects (e.g. Liz Lerman Dance Exchange and 8435 Piney Branch Road), and additional support for activities along the New Hampshire Avenue corridor and in Old Takoma (e.g. events planning and the development of a concept plan for redevelopment of sites within Old Takoma). This listing is preliminary and projects may be added or deleted as additional research on their eligibility and feasibility is completed.</p> <p>Prior to the submission of the required Letter of Intent, each of these projects - and those forwarded by the Council during the worksession - will be vetted by staff and the State for eligibility. A formal application will then be prepared by staff for those projects supported by the Council and determined to be eligible for funding.</p>
Policy	<p>“To work in partnership with others to ensure that Takoma Park is fiscally, environmentally and economically sustainable for the city and its residents.”</p> <p><i>City of Takoma Park, Maryland “Strategic Plan (FY10 - FY2015)”</i></p>

Fiscal Impact	TBD
Attachments	Community Legacy - General Program Information
Recommendation	To review the accompanying program guidelines and provide input on potential community legacy projects.
Special Consideration	The entire city of Takoma Park has been designated as a Community Legacy Area. To be considered eligible for funding, projects must further the goals of the Takoma Park Master Plan, which also serves as the City's Community Legacy Plan.

Dear Community Legacy Coordinator:

The Community Legacy (CL) Program hopes to maintain a close working relationship with its awardees to help ensure that awardees are investing time and resources into developing applications for projects that best meet the requirements of the CL Program. Therefore, the CL Program requests that prospective applicants submit a Letter of Intent (LOI) as the first part of the application process describing their potential projects prior to submitting a full application for Fiscal Year 2010.

In FY 2010, the CL Program has \$4.2 million in Capital funds and \$250,000 in Operating. All prospective applicants for 2010 funds from the Community Legacy Program **must** submit a LOI for all prospective projects prior to submitting a formal application. The submission and review of the LOI enables a prospective applicant to vet their project ideas with a CL project manager, who can then identify opportunities to enhance elements of the proposed project for an increased chance of success in the competitive award process. Your CL Project Manager may request additional information after submission of your LOI. Expression of interest in a project or proposal should not be construed as an indication of forthcoming award approval. The LOI **must** be emailed to Kevin Baynes, Director of Community Programs, at baynes@mdhousing.org by close of business June 15, 2009. If you have any questions, please feel free to contact Kevin Baynes at 410-209-5823.

After the submission of the LOI on June 15th, please plan to attend the Community Legacy Program application training sessions that will be scheduled for early July. This schedule will provide applicants a month to submit the LOI, and after a couple weeks of feedback, a month to submit the on-line application with the deadline of July 29th.

The following is a short list of tips that can help with your project development and potential application:

- 1) Is your project in your CL Plan? Make any updates if needed.
- 2) Prepare Early - Initiate a meeting with all of your partners.
- 3) Establish Memorandum of Understanding (MOU) with partners before the award.
- 4) Establish who is responsible for writing the application or gathering information.
- 5) Establish realistic timelines for the completion of the program/project.
- 6) Work on a realistic budget for the program/project.
- 7) Assess and identify all the sources and uses that can assist with the overall budget.
- 8) Plan to get your local resolutions early from your respective areas.

In addition to the priority considerations - Main Street Communities, Transit Oriented Development and BRAC, we are also adding **GREEN** projects to our list. Below you will find a couple links that can help applicants with incorporating "Green Elements" into their revitalization projects. For more details, please see:

Smart Green & Growing - www.green.maryland.gov

Enterprise Foundation - <http://www.greencommunitiesonline.org/green/offset/>

The U.S. Green Building Council - <http://www.usgbc.org/>

COMMUNITY LEGACY PROGRAM LETTER OF INTENT

1. **Prospective Applicant:**
2. **Community Legacy Area:**
3. **Contact Name:**
Contact Title:
Address:
Phone: _____ **Email:** _____
4. **Proposed Project Title:**
5. **Requested Amount/Estimated Total Project Cost:**
6. **Type of Project: (Check One)**
 Residential Commercial Recreational Infrastructure Other
7. **Description of Project:** Briefly describe the basic elements of the project. How will it be developed and/or operate, expected impact, and other similar factors? Identify organizations that are expected to be important partners. Specify the role(s) each partner will play. How is the proposed project related to the goals of the area's Community Legacy Plan?
8. **Proposed Timeline:** Identify the steps necessary to perform the project. In the future, the CL Award agreements are for a 2 year time frame. Will the proposed project be ready to proceed December 31, 2009 and will the grantee expend 1/2 the award amount after the first year?
9. **Estimated Total Projects Costs:** Please complete the attached budget. Also describe the uses and sources in the budget summarizing the anticipated costs of the major components of the project. List anticipated contributions, both in-kind and monetary, of all feasible funding sources identified for the project and what funds are committed and what funds have or have not been requested.

CL 2010 USES AND SOURCES BUDGET							
USES of Funds by Activity	CAPITAL	OPERATING	Applicants Contribution	Name of Other Sources	Amount	Total by Activity	Committed or Requested
Studies							
New Construction							
Rehabilitation							
Project Admin							
Other:							
Other:							
Other:							
Totals							

FAQ Frequently Asked Questions(Revised 08/03)

Get Answers:

What are Community Legacy Areas?

How will Community Legacy Support Neighborhood Revitalization?

How is Community Legacy Different from existing State Resources?

What types of Activities will Community Legacy Support?

How will Community Legacy Leverage other Investment?

How will we know if Community Legacy is Successful?

Does the Community Legacy Statute grant State Government Condemnation Authority?

Where can I find Current Census Data?

Does the Local Support Resolution have to be included with the application?

Will Repayment of Funds Requested be an additional consideration in the Rating of the Application?

Q: What are Community Legacy Areas?

A: Community Legacy will assist urban neighborhoods, suburban communities and small towns that are experiencing decline and disinvestment, but that have the potential, with modest public and private investment, to again be vibrant places to live and work. These areas are often referred to as "at-risk" or "transitional" communities. Indications of decline include dropping property values, population loss, decreasing income and education levels, increasing housing and commercial vacancies. Indications of community strength include proximity to town centers, major employers and educational institutions; partnerships with local banks, other businesses, and community organizations; and community leadership.

Q: How will Community Legacy Support Neighborhood Revitalization?

A: Community Legacy will stabilize existing communities, which have significant public and private investment in education and other cultural institutions, parks, water and sewer, streets and sidewalks. These communities have the potential for a beauty and spirit that is nearly impossible to build new. If our existing communities can attract families and businesses, Maryland's revitalization's goals can be achieved; Maryland's towns and cities will once again be vibrant centers of community; thousands of acres of farmland and open space will be protected from sprawl development; and State taxpayers will not be asked to meet the social and economic costs of abandoned communities while simultaneously meeting the costs of new growth.

Q: How is Community Legacy Different from existing State Resources?

A: State revitalization resources have restrictions on eligible applicants or uses that have resulted in gaps in support for local revitalization efforts. Community Legacy will provide funding in flexible financing to meet the unique needs of each community it serves. Funds will be used to both complement and supplement existing State resources.

Rather than request support for an individual project, participating communities must develop a comprehensive revitalization strategy that is an ambitious but reasonable response to local needs. By offering funding for several diverse initiatives simultaneously, Community Legacy can help local governments and their partners implement comprehensive strategies that give a community the necessary momentum to reverse decline.

Q: What types of Activities will Community Legacy Support?

A: Community Legacy will support a wide range of local initiatives aimed at attracting new residents and businesses, and encouraging existing residents and businesses to remain in a community. These local activities might include:

Community Legacy FAQ.txt

Incentives to attract homebuyers to purchase and rehabilitate homes;
Incentives to existing homeowners and businesses to improve their properties;
Development of mixed-use projects that may combine housing, retail, office, public, and open space uses;
Incentives to supermarkets and other large businesses that can offer significant benefits to a community;
Streetscape improvements along streets that are not state highways or streets that serve important transit functions;
Strategic demolition and land acquisition that can make redevelopment possible;
Support for the cost of personnel and other non-capital expenses needed to assure the success of a comprehensive revitalization effort.

Q: How will Community Legacy leverage other investment?

A: The leverage of other public and private resources will be key criteria in selecting a Community Legacy area, but the program does not have a specific match requirement. Instead, local governments may leverage Community Legacy funds in a wide variety of ways, including reduced property taxes for residents, businesses, or new development projects; innovative public financing including tax increment financing; commitments from private lenders, foundations or federal sources; donated property; and the local government's cash or in-kind resources.

Q: How will we know if Community Legacy is successful?

A: Progress will be measured at two levels: Each Community Legacy application must propose benchmarks based upon the revitalization strategy it proposes. For example, if a community is working to increase homeownership, increasing house sales and homeownership rates would be appropriate measures. If a community is focusing its effort on a commercial district, reduced commercial vacancy and increased State sales tax revenue could be measured. Anecdotal information which can indicate improving confidence in a community will be used to supplement data. Communities will report their progress to the Department of Housing and Community Development quarterly and DHCD will summarize these reports for the General Assembly annually.

Q: Does the Community Legacy Statute grant State Government Condemnation Authority?

A: The Statute does not grant the State condemnation authority. They do give the Department of Housing and Community Development the right to settle debts or obligations not met by the sponsor through the foreclosure and acquisition of failed projects.

Q: Where can I find Current Census Data?

A: Most of the 2000 census data can be obtained directly from the Maryland Department of Planning at http://www.mdp.state.md.us/msdc/dw_census2000.htm or the US Census Bureau website at <http://www.census.gov>.

Q: Does the Local Support Resolution have to be included with the application?

A: All documents must be included with the application.

Q: Will Repayment of Funds Requested be an additional consideration in the Rating of the Application?

A: Yes. It is legislatively mandated that DHCD give priority to those

Community Legacy FAQ.txt
project showing the likelihood of repayment. Click here for repayment
examples (PDF).

For More Information:

For Information About the Program:

Contact the Community Legacy Project Managers

Maryland Department of Housing and Community Development

Division of Neighborhood Revitalization

100 Community Place

Crownsville, Maryland 21032

clp@dhcd.state.md.us

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