

FY 05 Grants Program Summary

	County Match/Contribution	Grant Amount	Total Program
Aging ¹	\$64,600	\$1,096,089	\$1,160,689
Business and Employment Resource Center	23,865	594,811	618,676
Circuit Court	11,208	282,611	293,819
Emergency Services Grant	0	303,000	303,000
Farm Museum Endowment	0	29,125	29,125
Housing and Community Development	0	4,424,885	4,424,885
Local Management Board	0	927,721	927,721
Planning	225,560	660,035	885,595
Recreation	8,100	0	8,100
Sheriff's Services	23,525	186,960	210,485
State's Attorney's Office	178,080	483,650	661,730
Tourism	0	10,000	10,000
Total Grants	\$534,938	\$8,998,887	\$9,533,825

¹ Some grants require the County to match funding or contribute a certain percentage of the cost of the program in order to receive the grant funding. The County is contributing more than \$15,000 beyond the required match for these grants and supports an operating budget for Aging of \$580,260.

Grant-Funded Position History

Grant Funds	FY 03 Authorized FTE				FY 04 Authorized FTE				FY 05 Authorized FTE			
	FT	PT	O	Total	FT	PT	O	Total	FT	PT	O	Total
Accounts Technician	0.75	---	---	0.75	0.75	---	---	0.75	0.75	---	---	0.75
Caregiver Support	---	0.56	---	0.56	---	0.56	---	0.56	---	0.56	---	0.56
Client Services Supervisor	0.50	---	---	0.50	0.43	---	---	0.43	0.47	---	---	0.47
Guardianship Case Coordinator	0.75	---	---	0.75	0.75	---	---	0.75	0.75	---	---	0.75
Information and Assistant Coord.	1.00	---	---	1.00	0.22	---	---	0.22	0.94	---	---	0.94
Long Term Care Ombudsman	0.75	---	---	0.75	0.75	---	---	0.75	0.75	---	---	0.75
Manager/Senior Center	1.40	---	---	1.40	1.38	---	---	1.38	1.38	---	---	1.38
MEDBANK Specialist	0.47	---	---	0.47	---	---	1.00	1.00	---	---	---	0.00
Medicaid Waiver Program Coord.	1.00	---	---	1.00	1.00	---	---	1.00	0.75	---	---	0.75
Medicaid Waiver Case Manager	1.50	---	---	1.50	2.25	---	---	2.25	2.81	---	---	2.81
Nutrition Coordinator	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Office Associate	---	0.63	---	0.63	---	1.19	---	1.19	---	0.63	---	0.63
Ombudsman Assistant	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Senior Assisted Housing Coord.	1.00	---	---	1.00	0.94	---	---	0.94	---	0.19	---	0.19
Senior Center Operating Prof.	---	---	0.75	0.75	---	---	0.75	0.75	---	---	---	0.00
Senior Health Insurance Coord.	0.62	---	---	0.62	0.63	---	---	0.63	0.63	---	---	0.63
Senior Inclusion Aid	1.50	---	---	1.50	1.50	---	---	1.50	1.50	---	---	1.50
Senior Inclusion Assistant	---	---	---	---	0.25	---	---	0.25	0.25	---	---	0.25
Senior Inclusion Coordinator	---	---	---	---	0.25	---	---	0.25	0.25	---	---	0.25
Site Manager	---	1.60	---	1.60	---	1.60	---	1.60	---	1.60	---	1.60
Aging	13.24	2.79	0.75	16.78	13.10	3.35	1.75	18.20	13.23	2.98	---	16.21
Administrative Support	---	0.53	---	0.53	---	0.53	---	0.53	---	---	0.53	0.53
Business Consultant	0.85	---	---	0.85	0.85	---	---	0.85	0.85	---	---	0.85
Employment Consultant	3.00	---	---	3.00	3.00	---	---	3.00	3.00	---	---	3.00
MIS Specialist	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Professional	2.00	---	---	2.00	2.00	---	---	2.00	---	---	2.00	2.00
Resource Specialist	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Trainer	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
BERC	8.85	0.53	---	9.38	8.85	0.53	---	9.38	6.85	---	2.53	9.38
Administrative Assistant	0.63	---	---	0.63	1.00	---	---	1.00	---	---	1.00	1.00
Custody Evaluator	1.00	---	---	1.00	1.00	---	---	1.00	---	---	0.70	0.70
Family Law Administrator	1.00	---	---	1.00	1.00	---	---	1.00	---	---	1.00	1.00
Visitation Services Coordinator	---	---	---	---	---	---	---	---	---	---	1.00	1.00
Circuit Court	2.63	---	---	2.63	3.00	---	---	3.00	---	---	3.70	3.70
Accountant	---	---	---	---	---	---	---	---	1.00	---	---	1.00
Accounts Technician	0.63	---	---	0.63	0.63	---	---	0.63	---	0.63	---	0.63
Counseling Aide	0.71	---	---	0.71	0.71	---	---	0.71	---	0.71	---	0.71
Family Self-Sufficiency Case Work.	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Family Self-Sufficiency Coord.	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
HMIS Coordinator	---	---	---	---	---	---	---	---	---	0.50	---	0.50
Housing Inspector	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Housing Specialist	3.00	---	---	3.00	3.00	---	---	3.00	3.00	---	---	3.00
Office Associate	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Professional	1.00	---	---	1.00	1.00	---	---	1.00	1.13	---	---	1.13
Program Manager	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Housing and Comm. Dev.	10.34	---	---	10.34	10.34	---	---	10.34	10.13	1.84	---	11.97

Grant-Funded Position History

Grant Funds (cont'd)	FY 03 Authorized FTE				FY 04 Authorized FTE				FY 05 Authorized FTE			
	FT	PT	O	Total	FT	PT	O	Total	FT	PT	O	Total
Administrator	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Contract Coordinator	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Office Associate	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Local Management Board	3.00	---	---	3.00	3.00	---	---	3.00	3.00	---	---	3.00
Grants Specialist	0.00	0.23	---	0.23	0.00	0.19	---	0.19	0.00	0.19	---	0.19
Planning	---	0.23	---	0.23	---	0.19	---	0.19	---	0.19	---	0.19
Community Conference Coord.	---	0.50	---	0.50	---	0.50	---	0.50	---	---	---	0.00
Corporal	0.67	---	---	0.67	0.67	---	---	0.67	---	---	---	0.00
Deputy	2.00	---	---	2.00	1.00	---	---	1.00	1.00	---	---	1.00
Executive Secretary	1.67	---	---	1.67	1.67	---	---	1.67	2.00	---	---	2.00
Sheriff's Services	4.34	0.50	---	4.84	3.34	0.50	---	3.84	3.00	0.00	---	3.00
Administrative Assistant	1.50	---	---	1.50	---	---	---	---	---	---	---	---
Assistant State's Attorney I	0.00	---	---	0.00	---	---	---	---	---	---	---	---
Assistant State's Attorney II	2.00	---	---	2.00	1.00	---	---	1.00	1.00	---	---	1.00
Case Technician	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Chief Investigator	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Domestic Violence Prosecutor	1.00	---	---	1.00	---	---	---	---	---	---	---	---
Drug Prosecutor I	---	---	---	---	---	---	---	---	---	---	---	---
Investigator II	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Prosecution Aide	1.75	---	---	1.75	2.00	---	---	2.00	2.00	---	---	2.00
Prosecution Assistant	3.00	---	---	3.00	3.00	---	---	3.00	3.00	---	---	3.00
Senior Asst. State's Atty.	---	---	---	---	1.00	---	---	1.00	1.00	---	---	1.00
State's Attorney's Office	12.25	---	---	12.25	10.00	---	---	10.00	10.00	---	---	10.00
TOTAL Grant Funds	54.65	4.05	0.75	59.45	51.63	4.57	1.75	57.95	46.21	5.01	6.23	57.45

All Grant Funds	FY 03 Authorized FTE				FY 04 Authorized FTE				FY 05 Authorized FTE			
	FT	PT	O	Total	FT	PT	O	Total	FT	PT	O	Total
Aging	13.24	2.79	0.75	16.78	13.10	3.35	1.75	18.20	13.23	2.98	---	16.21
BERC	8.85	0.53	---	9.38	8.85	0.53	---	9.38	6.85	---	2.53	9.38
Circuit Court	2.63	---	---	2.63	3.00	---	---	3.00	---	---	3.70	3.70
Housing and Comm. Dev.	10.34	---	---	10.34	10.34	---	---	10.34	10.13	1.84	---	11.97
Local Management Board	3.00	---	---	3.00	3.00	---	---	3.00	3.00	---	---	3.00
Planning	---	0.23	---	0.23	---	0.19	---	0.19	---	0.19	---	0.19
Sheriff's Services	4.34	0.50	---	4.84	3.34	0.50	---	3.84	3.00	---	---	3.00
State's Attorney's Office	12.25	---	---	12.25	10.00	---	---	10.00	10.00	---	---	10.00
TOTAL Grant Funds	54.65	4.05	0.75	59.45	51.63	4.57	1.75	57.95	46.21	5.01	6.23	57.45

Aging – Grants

Grant Title	FY 03 Budget	FY 04 Budget	FY 05 Proposed	Percent Change	County Match/Contribution ¹
Title III C1 (Congregate Meals)	\$194,959	\$200,621	\$194,400	(3.10%)	\$50,940
Title III C2 (Home Delivered Meals)	64,509	71,063	69,819	(1.75%)	0
Title III B (Supportive Services)	95,463	111,925	115,605	3.29%	5,000
Title III D (Health Promotion)	9,000	9,000	9,000	0.00%	0
Senior Inclusion Program	141,590	144,475	131,342	(9.09%)	0
Senior Guardianship Program	29,044	29,044	29,044	0.00%	0
Senior Information and Assistance	28,156	28,156	28,156	0.00%	8,660
Senior Health Insurance Counseling	17,781	10,704	8,440	(21.15%)	0
Senior Coordinated Community Care	199,910	174,910	174,910	0.00%	0
Senior Assisted Housing	158,358	81,752	73,577	(10.00%)	0
Senior Assisted Housing Admin	17,595	14,531	8,175	(43.74%)	0
Curbing Abuse In Medicare and Medicaid Information and Technology	8,011	8,011	6,797	(15.15%)	0
Medicaid Waiver	109,090	164,680	186,439	(13.46%)	0
National Caregiver	34,479	38,761	42,472	9.57%	0
Senior Center Operating	35,338	29,139	0	(100.00%)	0
Seniors in Action	0	3,000	3,000	0.00%	0
Ombudsman Elder Abuse	10,712	10,712	12,159	13.51%	0
Ombudsman Initiative	40,836	51,509	51,509	0.00%	0
MEDBANK	22,307	30,000	0	(100.00%)	0
Vulnerable Elder Abuse	9,845	9,845	9,845	0.00%	0
Total Aging Grants	\$1,235,983	\$1,227,838	\$1,160,689	(5.47%)	\$64,600

¹ Some grants require the County to match funding or contribute a certain percentage of the cost of the program in order to receive the grant funding. The County is contributing more than \$15,000 beyond the required match for these grants and supports an operating budget for Aging of \$597,355.

Title III C1 Congregate Meals

These funds support various health and nutritional programs offered at five senior centers located throughout Carroll County. This program provides for a balanced nutrition program at each of the centers for adults sixty years of age and older.

Title III C2 Home Delivered Meals

These funds support the delivery of meals to homebound persons who are unable to shop for and/or prepare meals for themselves due to illness, injury or disability. Two meals are provided daily consisting of one hot meal and one cold meal.

Title III B

The Title IIIB funds are used to provide various supportive services to the older adults in Carroll County. Programs supported by these funds include the ombudsman program, elder abuse, outreach, education, in-home care, training, counseling, advocacy, legal assistance, income tax assistance, employee assistance programs and transportation.

Title III D Health Promotion

These funds are used to improve the level of functioning and increase the level of independence for older adults by providing education and essential services to promote overall health, physical fitness and mental acuity for well and frail seniors.

Senior Inclusion Program

This program is designed to offer both structured and non-structured activities to older adults with disabilities within a mainstreamed setting.

Senior Guardianship

This program services adults who, as determined by a court of law, require a surrogate decision-maker. Decisions made by the Public Guardian include medical care involving surgery, invasive diagnostic procedures, medications and placement in nursing homes or community facilities.

Senior Information and Assistance

The Senior Information and Assistance program is the first step in finding resources, public benefits, services and activities for older adults, their families and friends. Assessment, follow-up service, assistance in completing applications and referrals to other public and private agencies are also part of the Senior Information and Assistance services. This program is part of a state and national network that provides information about community programs for older adults anywhere in the United States.

Aging – Grants

Senior Health Insurance Counseling

The Senior Health Insurance Counseling program is a confidential counseling service for older citizens, sixty and over, to assist with health insurance problems and concerns. Trained volunteers file claims, counsel clients on health insurance options and make referrals for legal assistance. Public education seminars are held regarding Medicare Medigap, long-term care insurance, HMO's, qualified Medicare beneficiary programs and other available assistance.

Senior Coordinated Community Care

The purpose of this program is to help older adults, remain in their homes. Senior Care serves moderately to severely impaired persons sixty-five or older who are at risk of entering nursing homes.

Senior Assisted Housing and Senior Assisted Housing Administration

Senior Assisted Housing funds provide housing and supportive services, personalized assistance, health-related services, or a combination of these services to meet the needs of residents who are unable to perform, or who need assistance in performing the activities of daily living, in a way that promotes optimum dignity and independence for residents.

Curbing Abuse Medicare/Medicaid (CAMM)

CAMM is an anti-healthcare fraud, waste and abuse project. The purpose of this program is to increase senior awareness of healthcare fraud, waste and abuse and to mobilize national, state and community resources to work together in resolving and publicizing healthcare fraud concerns.

Information and Technology

The Carroll County Bureau of Aging is currently in the preliminary stages of purchasing the Advanced Information Manager (AIM) computerized client database and tracking system. This software package will allow for the detailed entry of client information, referral, service activity, assessment information, demographics and tracking of care plan implementation.

Medicaid Waiver

The purpose of this program is to allow low-income adults over the age of fifty the choice of receiving long-term care services in community-based settings or in their homes, rather than in a nursing facility. Services include personal care, respite care, home delivered meals, assisted living services, and home healthcare.

National Caregiver Support Program

This program provides support to the caregivers of the elderly. Some of the services provided are respite care, training, support groups, informational resources and referrals to community agencies where services may be obtained.

Senior Center Operating

This program will expand efforts at the Senior Centers to contact seniors enrolled in Meals on Wheels and in the Seniors Keep in Touch Program. A grant-funded coordinator will plan and schedule activities and events, seek and train volunteers, market programs to

seniors and youth, and seek new funds for the program through soliciting local businesses and seeking grant funds.

Seniors in Action

This is a volunteer recreation council under the Bureau of Recreation. The Bureau of Recreation provides a grant to the Bureau of Aging annually to help support and supplement the cost of classes for older adults at the senior centers.

Ombudsman Elder Abuse

The Long Term Care Ombudsman Program (LTCOP) upholds the rights of residents of nursing homes and assisted living facilities in Carroll County. Information and education is provided about long term care (LTC), including Resident's Rights, Restraints and Elder Abuse.

Ombudsman Initiative

Programs funds will, when combined with other funds, pay the salary of a second Ombudsman to uphold resident's rights, monitor nursing homes and respond to complaints registered against nursing homes.

MEDBANK of Maryland

Program assists chronically ill, low income, under and uninsured Maryland residents to obtain prescription medications free or with a small co-pay through patient assistance programs offered by the nation's pharmaceutical companies.

Vulnerable Elder Abuse

These funds are used to support the LTCOP. The Ombudsman program upholds resident's rights, monitors nursing homes and responds to complaints registered against nursing homes.

Positions

<i>Title</i>	<i>Type</i>	<i>FTE</i>
<i>Accounts Technician</i>	Full-time	0.75
<i>Caregiver Support</i>	Part-time	0.56
<i>Client Services Supervisor</i>	Full-time	0.47
<i>Guardianship Care Coordinator</i>	Full-time	0.75
<i>Information & Assistant Coord.</i>	Full-time	0.94
<i>Long Term Care Ombudsman</i>	Full-time	0.75
<i>Manager/Senior Center</i>	Full-time	1.38
<i>Medicaid Waiver Case Manager</i>	Full-time	2.81
<i>Medicaid Waiver Program Coord.</i>	Full-time	0.75
<i>Nutrition Coordinator</i>	Full-time	1.00
<i>Office Associate</i>	Part-time	0.63
<i>Ombudsman Assistant</i>	Full-time	1.00
<i>Senior Assisted Housing Coord.</i>	Part-time	0.19
<i>Senior Health Insurance Coord.</i>	Full-time	0.63
<i>Senior Inclusion Aide</i>	Full-time	1.50
<i>Senior Inclusion Assistant</i>	Full-time	0.25
<i>Senior Inclusion Coordinator</i>	Full-time	0.25
<i>Site Manager</i>	Part-time	1.60
Total		16.21

Business and Employment Resource Center – Grants

Grant Title	FY 03 Budget	FY 04 Budget	FY 05 Proposed	Percent Change	County Match
WIA Title I-Adult	\$64,871	\$51,584	\$51,584	0.00%	\$0
WIA Title I-Dislocated Worker	276,000	284,001	307,668	8.33%	0
WIA Title I-Youth	135,000	80,000	95,865	19.83%	23,865
WIA Admin	55,000	42,551	47,917	12.61%	0
Food Stamp Employment & Training	0	18,700	13,200	(29.41%)	0
Independence Through Employment	82,442	82,442	102,442	24.26%	0
Total BERC Grants	\$613,313	\$559,278	\$618,676	10.62%	\$23,865

WIA Title I-Adult

These funds, provided under the Workforce Investment Act, are used to provide the following services to adults on two levels:

Core Level

- Outreach
- Initial orientation
- Initial assessment
- Job search and placement assistance
- Career counseling
- Labor market information
- Access to training

Intensive Level

- Individual employment plans
- Planning and case management
- Training Services
- Short term prevocational services
- Support services (transportation and child care)

Clients that receive welfare or other low income individuals, lack high school diplomas/GED, have deficiency in basic reading and math skills, are ex-offenders, are disabled, or homeless are given priority in using these funds.

WIA Title I-Dislocated Worker

These funds, provided under the Workforce Investment Act, are used to provide services to adults who have been laid-off, as a result of permanent closure or who have received notice of impending termination of layoff, as a result of permanent closure or substantial layoff within a facility. Self-employed individuals currently unemployed due to general economic conditions or natural disaster and displaced homemakers are also eligible for the following two levels of services under this grant:

Core Level

- Initial orientation
- Initial assessment
- Job search and placement assistance
- Career counseling
- Labor market information

- Access to training

Intensive Level

- Individual employment plans
- Comprehensive and individual assessments
- Support services (transportation and child care)
- Planning and case management
- Training Services
- Short term prevocational services
- Counseling and career planning

WIA Title I-Youth

This program combines a year-round training strategy with a summer employment component fusing youth development activities with traditional employment and training activities, as provided under the Workforce Investment Act. This program integrates academic and vocational education, work-based and classroom-based instruction and links to the market and employers.

The program serves youths 14-21 years of age who are economically disadvantaged and meet at least one of the following six specific barriers to employment:

- Basic skills deficient
- Dropping-out
- Homeless
- Runaway or foster child
- Pregnant or parenting
- Offender

In an effort to focus resources on those most in need, 30% of the funds must be expended on out-of-school youth.

Included in the grant is voluntary County match funds to accommodate those youth that are not eligible under the Youth WIA guidelines to receive counseling and mentoring assistance. County funds were made available by the waiver of WIA Administrative fees that the County would have been paying to Howard County to administer all of the WIA grants.

Business and Employment Resource Center – Grants

WIA Title I-Admin

These funds assist in paying associated administrative costs for the other WIA programs listed in this section.

Independence Through Employment and Food Stamp Employment and Training

The Carroll County Department of Social Services has contracted with the Business & Employment Resource Center to provide services to certain individuals who have applied for Temporary Cash Assistance (TCA), Food Stamps or are receiving TCA. Those referred to BERC are offered the following services:

- Skills identification
- Reading/math assessment
- Work interest surveys
- Instruction in basic workplace expectations and behaviors
- Barrier removal
- Job applications
- Job references
- Practice interviews
- Active work search

Follow-up services will continue during the transition to independence and self-sufficiency.

Positions

<i>Title</i>	<i>Type</i>	<i>FTE</i>
<i>Administrative Support</i>	Contractual	0.53
<i>Business Consultant</i>	Full-time	0.85
<i>Employment Consultant</i>	Full-time	3.00
<i>MIS Specialist</i>	Full-time	1.00
<i>Professional</i>	Contractual	2.00
<i>Resource Specialist</i>	Full-time	1.00
<i>Trainer</i>	Full-time	1.00
Total		9.38

85% of the Business Consultant position is grant funded and 15% County funded.

Circuit Court – Grants

Grant Title	FY 03 Budget	FY 04 Budget	FY 05 Proposed	Percent Change	County Match
Settlement Conference Master	\$30,000	\$35,000	\$33,000	(5.71%)	\$0
Visitation Services Coordinator	195,988	240,032	202,103	(15.80%)	0
Custody Evaluator	35,600	27,664	29,047	5.00%	0
Child Support Enforcement	20,959	20,959	29,669	41.56%	11,208
Total Circuit Court Grants	\$282,547	\$323,655	\$293,819	(9.22%)	\$11,208

Settlement Conference Master

The General Assembly of Maryland appropriates funds in the Judiciary's budget for the purpose of establishing contractual Master services for "on-call" services to settle cases out of court. The State is no longer funding Settlement Conference Masters for non-family docket cases.

Visitation Services Coordinator

This grant funds a position and associated activity specifically designed to find and make accessible all family law services that are available for the Circuit Court judges' use.

Custody Evaluator

The Custody Evaluator handles all home studies in family law cases. Home studies are undertaken for the purpose of determining child custody cases. The Evaluator makes recommendations on parental custody in divorce/family law cases. This position also mediates for families that would not be able to afford a private mediator.

Child Support Enforcement

The Circuit Court Child Support program facilitates the recovery of child support payments resulting from all legal actions. State reimbursement for these services is 66% of total costs.

Positions

<i>Title</i>	<i>Type</i>	<i>FTE</i>
<i>Administrative Assistant</i>	Contractual	1.00
<i>Custody Evaluator</i>	Contractual	0.70
<i>Family Law Administrator</i>	Contractual	1.00
<i>Visitation Services Coordinator</i>	Contractual	1.00
<i>Total</i>		3.70

Emergency Services – Grants

Grant Title	FY 03 Budget	FY 04 Budget	FY 05 Proposed	Percent Change	County Match
Hazardous Material Emergency Planning	\$3,000	\$3,000	\$3,000	0.00%	\$0
Homeland Security Grants	227,565	359,750	300,000	(16.61%)	0
Total Emergency Services Grants	\$230,565	\$362,750	\$303,000	(16.47%)	\$0

Hazardous Material Emergency Planning

The Hazardous Material Emergency Preparedness program is a Federal pass through program providing planning and training funds. Under the Hazardous Material Transportation Uniform Safety Act, the grant provides for hazardous materials training and emergency planning training under Section 117A of the Hazard Materials Transportation Act. The State Emergency Response Commission awards these funds to the Local Emergency Planning Committee. This is an 80/20 soft match program renewable annually. This year Carroll is receiving \$3,000 for planning from the grant. The County match, in-kind services and supplies, is \$750, making the program total \$3,750.

The grant provides funds for:

- Services to maintain the Carroll County Hazardous Materials Plan
- Yearly renewal of the Right-to-Know Planning Guide for the Local Emergency Planning Committees
- Yearly renewal of the computer based hazardous materials emergency response program for hazardous materials incidents

Homeland Security Grants

Various Federal pass through Homeland Security Grants have been awarded to Carroll County over the last three years. Funding from these grants have provided equipment used in the County's Public Safety Department, the Sheriff's Office, Volunteer Emergency Services Association and the Carroll County Health Department. In general, equipment has been purchased for detection of biological, air-borne or other types of contaminants. In addition, protective masks and suits along with decontamination equipment have also been purchased. On average, the County has received \$235,000 per year in these grants. For FY 05 it is estimated that the grant may be approximately \$300,000.

Farm Museum Endowment – Grant

Grant Title	FY 03 Budget	FY 04 Budget	FY 05 Proposed	Percent Change	County Match
Farm Museum Endowment	\$31,875	\$28,725	\$29,125	1.39%	\$0
Total Farm Museum Endowment Grant	\$31,875	\$28,725	\$29,125	1.39%	\$0

Farm Museum Endowment

The Farm Museum Endowment revenues are derived from a portion of yearly admission passes, donations to the Farm Museum, gift shop revenues and fundraisers run by the Farm Museum Board of Governors. The funds are used for operating costs for the Farm Museum such as: store supplies, restoration projects, and small machinery and equipment.

Housing and Community Development – Grants

Grant Title	FY 03 Budget	FY 04 Budget	FY 05 Proposed	Percent Change	County Match
HUD Housing Choice--Voucher	\$4,072,760	\$4,195,200	\$4,090,000	(2.51%)	\$0
Family Self Sufficiency Case Manager	74,520	35,000	35,000	0.00%	0
Housing Counseling Aide	18,720	17,735	21,116	19.06%	0
Rental Allowance	43,640	43,640	43,640	0.00%	0
Department of Energy-Weatherization	61,420	61,420	46,530	(24.24%)	0
Community Development-Special Loans	3,000	3,000	3,000	0.00%	0
Emergency and Transitional Housing Services	55,730	55,730	55,730	0.00%	0
Homeless Prevention Program	12,500	12,500	12,500	0.00%	0
The Emergency Food Assistance Program	4,750	7,000	7,500	0.00%	0
Women's Shelter	113,165	109,869	109,869	0.00%	0
Community Development-Homeless Management Information System (HMIS)	0	107,781	0	(100.00%)	0
Community Development-Housing Study and Needs Assessment	0	42,300	0	(100.00%)	0
Total Housing and Community Development Grants	\$4,460,205	\$4,571,585	\$4,424,885	(32.09%)	\$0

HUD Housing Choice-Vouchers

This federally funded, tenant-based program provides rental subsidies for low-income eligible families already living or working in Carroll County. Effective October 1, 1999 the existing certificate, voucher programs and portability payments began a consolidation process. The new program, Housing Choice Vouchers, allows the recipient to contribute their own resources toward their choice of housing. Included in the grant is funding for administration of the voucher program. These funds are used for salaries, benefits and supplies that are necessary for the distribution, monitoring and accounting of the vouchers.

Family Self Sufficiency Case Manager

HUD and the Maryland Department of Human Resources with the goal of increasing participants' economic independence within five years jointly fund this program. Qualified families can contract to establish escrow accounts proportionate to their increased incomes, targeting the funds toward achieving major life goals such as higher education or home ownership.

Housing Counseling Aid

This program offers a variety of counseling options for eligible homeowners or those interested in purchasing a home in Carroll County including: mortgage default counseling, home equity conversion counseling and home pre-purchase counseling. Goals of the program range from preventing foreclosure to assisting elderly residents to convert their home's equity into a reverse mortgage and educating potential buyers on the home purchasing process.

Rental Allowance

The purpose of this program is to provide emergency financial housing assistance for eligible homeless or at risk of being homeless families in Carroll County. These Maryland Department of Housing and Community Development funds assist twenty to twenty-five families in a twelve-month period.

Department of Energy-Weatherization

This seasonal program provides energy-related repairs to owner-occupied homes in Carroll County. The purpose of the program is to reduce the rate of utility consumption for eligible, low-income families.

Community Development-Special Loans

Several programs directed to improve single family homes and small rental properties for eligible low and moderate-income families are operated through this Maryland Department of Housing and Community Development grant. The Maryland Housing Rehabilitation Program is for single-family homes that qualify. The Shared and Sheltered Housing Program provides loans to create these units. The Indoor Plumbing Program provides loans to install and repair plumbing.

Emergency and Transitional Housing Services Program

These funds provide emergency transitional housing to clients that find themselves without a permanent residence. The services include:

- Bed space
- Food
- Clothing
- Items for personal hygiene

Additional services are provided in an effort to help the client become independent. The staff counsels the clients on the barriers that have placed them in their current situation, setting goals and establishing time lines for reaching their goals. The staff also sets a fee for services if the applicant has income. This program is administered through the Human Services Program of Carroll County.

Housing and Community Development – Grants

Homeless Prevention Program

These funds are usually used to supplement other programs adding \$258 of assistance to clients that find themselves in danger of being evicted from their homes. Clients can request these funds once a year and must qualify for the assistance. The situation is evaluated and funds are not awarded unless they contribute to a complete solution. This program is administered through the Human Services Programs of Carroll County.

The Emergency Food Assistance Program

These funds are used to provide, store and distribute food commodities to eligible low-income families and individuals. The Department of Citizen Services serves as the sponsoring agency.

Women’s Shelter

Funds received are used to assist with the operation of the women’s shelter, which include shelter, food, laundry, case management and counseling. The Human Services Programs of Carroll County manages the Women’s Shelter with oversight provided by the Department of Citizen Services.

Community Development–Homeless Management Information System (HMIS)

These funds will be used to implement a system that produces an unduplicated count of homeless, collects data on the number and characteristics of the homeless and creates an on-line referral resource for the County. HMIS will link public and non-profit agencies through an on-line software system, which will reduce in-take times, track clients and services provided, and will follow the progress of the homeless as they move toward self-sufficiency.

Community Development–Housing Study and Needs Assessment

These funds will be used to fully understand the housing needs and challenges of the County’s citizens with low and moderate incomes. The study will concentrate on the “sticks and bricks” and focus on housing availability including the number of units, vacancy rates, location and condition of the County’s housing inventory. The needs assessment will focus on people and provide demographic information on housing accessibility, adequacy and affordability.

The Housing Study and Needs Assessment will be used to steer strategic planning, apply for grant funds and operate existing programs.

Positions

<i>Title</i>	<i>Type</i>	<i>FTE</i>
<i>Accountant</i>	Full-time	1.00
<i>Accounts Technician</i>	Part-time	0.63
<i>Community Development Coordinator</i>	Full-time	1.13
<i>Counseling Aide</i>	Part-time	0.71
<i>Family Sufficiency Case Worker</i>	Full-time	1.00
<i>Family Sufficiency Coordinator</i>	Full-time	1.00
<i>HMIS Coordinator</i>	Part-time	0.50
<i>Housing Inspector</i>	Full-time	1.00
<i>Housing Specialist</i>	Full-time	3.00
<i>Office Associate</i>	Full-time	1.00
<i>Program Manager</i>	Full-time	1.00
<i>Total</i>		11.97

Local Management Board – Grants

Grant Title	FY 03 Budget	FY 04 Budget	FY 05 Proposed	Percent Change	County Contribution
Safe and Stable Families	\$74,390	\$148,101	\$148,101	0.00%	\$0
Youth Services	112,545	112,546	112,546	0.00%	0
Interagency Family Preservation	292,560	381,600	381,600	0.00%	0
Education Block Grant	67,030	67,030	0	(100.00%)	0
Adolescent Pregnancy	2,855	8,000	5,000	(37.5%)	0
Return/Diversion	86,250	60,000	0	(100.00%)	0
MOU Administration	150,000	100,000	149,785	0.00%	49,785
After School Grant	274,250	111,444	111,444	0.00%	0
Community Partnership Bridge Grant	0	0	110,000	100.00%	0
Total Local Management Board Grants	\$1,059,880	\$988,721	\$1,018,476	(3.01%)	\$49,785

Safe and Stable Families

This federal grant through the Maryland Department of Human Resources is used to promote family preservation and support initiatives. Youth Services Bureau of Carroll County is awarded \$107,700 for the Under Five Family Preservation Program. The Under Five Family Preservation Program provides services to families with children from birth to five years of age that are in need of intensive home based treatment and counseling. The length of this program will be up to sixteen weeks per family, with step-down services to continue meeting any additional family needs.

Human Services Programs of Carroll County is awarded \$40,401 for the Family Center. The Family Center, a family support program, seeks to strengthen the family unit and promote self-sufficiency in young families with children from birth to forty-seven months. The Family Center provides adult basic education/GED, job readiness and employability, health education, parenting skills, child development, life skills and peer support.

Youth Services

Carroll County Youth Services Bureau receives state pass through funding to provide community-oriented delinquency prevention and youth development. The Youth Services Bureau provides information and referral, individual, group and family counseling, crisis intervention, parent and community education and youth advocacy.

Interagency Family Preservation Program

This state grant funding supports the Interagency Family Preservation Program. This program provides intensive interagency crisis intervention and stabilization services for thirty-eight families whose children are in imminent risk of being placed outside of the home. Services are provided in the home and community, are time limited and are individualized to meet the strengths and needs of the families.

Education Block Grant

This grant funds the following youth initiatives: Disruptive Youth Program, Suicide Prevention and Child Abuse Prevention

Program and the School/Community Center Program. The Disruptive Youth Program includes the Student Support Center and the “Serious Threats of Violence” assessment service for school youth who display troubling behavior. The Suicide Prevention Program provides assessments and hotline services for at-risk youth. School/Community Center Program funds literacy and recreation services for youth and families.

Adolescent Pregnancy Prevention (ICAPP)

This grant funds Health Department initiatives, which assist in preventing adolescent pregnancy and parenthood. These funds are used to create newsletters, educational materials and use various media outlets to educate the public.

Return/Diversion

State grant funding is provided to jurisdictions so they may return children from out of state placement and/or divert children from out of state placement. Funding is used to provide wrap-around community based services and case management for these youth.

MOU Administration

This State grant supports the administration and operations of the Local Management Board within the Department of Citizen Services. This Board is responsible for the planning, development, evaluation and fiscal management of community based services for children and families in Carroll County.

After School Grants

The funds from this grant support after school programs at Sykesville, Westminster East and New Windsor Middle Schools. These programs are under the direction of the Community Learning Center Programs of Carroll County Public Schools. The goal of the program is to ensure children are safe in their families and communities, are successful in school and complete their education requirements. Components of the program are academic enrichment, recreation, youth development and family and community involvement.

Local Management Board – Grants

Community Partnership Bridge Grant

The funds from this grant will be used over a two-year period to lay the groundwork for the development of Carroll's Family Network. Preparation will include agency training in Functional Family Therapy training (a blueprint for violence prevention). Training will also include use of the web-based system that tracks referrals, case management and statistics. Implementation of this community project will begin when the five-year State funding for the Community Partnership Agreement becomes available.

<i>Title</i>	<i>Type</i>	<i>FTE</i>
<i>Administrator</i>	Full-time	1.00
<i>Contract Coordinator</i>	Full-time	1.00
<i>Office Associate</i>	Full-time	1.00
<i>Total</i>		3.00

Planning – Grants

Grant Title	FY 03 Budget	FY 04 Budget	FY 05 Proposed	Percent Change	County Match
Section 5311-Capital Outlay	\$170,620	\$165,980	\$197,900	19.23%	\$19,790
Section 5311-Operating	344,347	180,736	180,736	0.00%	57,737
SSTAP Operating	231,653	201,372	228,164	13.30%	78,733
Unified Planning Work Program	40,200	40,200	33,500	(16.67%)	6,700
Section 5307-Operating	0	150,000	182,000	21.33%	53,500
Section 5303-Technical Assistance	0	60,000	0	(100.00%)	0
MCTP	0	0	54,195	100.00%	0
Total Planning Grants	\$786,820	\$798,288	\$876,495	9.80%	\$216,460

The County is required to contribute a matching contribution to the operating and capital grant funds. The required match percentage varies from grant to grant.

Section 5311

This grant includes Federal and State funds, which are allocated for the operating assistance of rural area public transportation. These funds are utilized for operating expenses as well as capital expenditures for the Carroll Transit System. The required match for the capital funds is \$19,790, of which \$9,100 is to be supplied by Carroll Area Transit System and \$10,690 to be supplied by the County.

SSTAP Operating

The Statewide Special Transportation Assistance Program (SSTAP) is a grant obtained through the Mass Transit Administration. These funds are issued to provide transportation services for the elderly and/or persons with disabilities.

Carroll Transit provides transportation services for Carroll County residents who are unable to provide their own transportation. Primary users include the elderly and persons with disabilities. Transportation services are utilized for senior centers, social rehabilitation, employment, education, medical appointments and shopping.

Unified Planning Work Program

The Unified Planning Work Program (UPWP) is a program of transportation planning related work activities prepared annually by a Metropolitan Planning Organization (MPO). As a member of the Baltimore region MPO, Carroll County participates in the regional work program that is developed to meet federal requirements for receiving federal funds. Member jurisdictions are required to provide matching funds for these activities. These include a set of core activities, including management and administration of the Carroll County UPWP projects and funds, cooperative forecasting, regional database support and traffic monitoring, and development of the Transportation Improvement Program. Required County matching funds for this grant are \$6,700.

Section 5307 – Operating

The Section 5307 funding is a program that provides funds for transportation management areas. A transportation management area is an urbanized area with a populations between 50,000 and 200,000.

Maryland Comprehensive Transportation Plan (MCTP)

This funding provides operating and capital funds for Locally Operated Transit Systems (LOTS). MCTP funds new routes, supplements existing services and the purchase of capital equipment.

Position Summary

Title	Type	FTE
Grants Specialist	Part-time	0.19
Total		0.19

Recreation – Grant

Grant Title	FY 03 Budget	FY 04 Budget	FY 05 Proposed	Percent Change	County Contribution
Alternative Programs	\$0	\$0	\$8,100	0.00%	\$8,100
Total Recreation Grant	\$0	\$0	\$8,100	0.00%	\$8,100

Alternative Programs

Beginning in FY 05, a County contribution of \$8,100 will help offset operating costs associated with the therapeutic recreation programs that the County provides for individuals with developmental and physical disabilities. This is due to the low teacher/student ratios required for these types of programs.

Sheriff's Services – Grants

Grant Title	FY 03 Budget	FY 04 Budget	FY 05 Proposed	Percent Change	County Match
Child Support	\$161,984	\$119,445	\$167,585	40.30%	\$23,525
VAWA Deputy	46,542	82,350	42,900	(47.90%)	0
Total Sheriff's Services Grants	\$208,526	\$201,795	\$210,485	4.31%	\$23,525

Child Support Unit

The Sheriff's Services Child Support Unit is mandated by law to locate absent parents and serve complaints, summonses and subpoenas. Additional responsibilities include researching and executing arrest warrants, writs, body attachments and criminal bench warrants. The exchange of monies collected by the Circuit Court to the Bureau of Support Enforcement is handled through this Unit. State reimbursement for these services is 66% of total costs.

Violence Against Women's Act (VAWA) Deputy

The Domestic Violence deputy is responsible for serving ex parte orders, civil protective orders, and investigating domestic violence cases. This Domestic Violence deputy appears in court for testimony, training and is involved in surveillance and investigations.

Positions

Title	Type	FTE
Corporal	Full-time	1.00
Executive Secretary	Full-time	2.00
Total		3.00

State's Attorney's Office – Grants

Grant Title	FY 03 Budget	FY 04 Budget	FY 05 Proposed	Percent Change	County Match
Child Abuse/Sexual Assault Unit	\$10,000	\$10,000	\$8,500	(15.00%)	\$0
Child Support Unit	503,460	515,495	533,230	3.44%	138,080
Violence Against Women	115,000	115,000	120,000	4.35%	40,000
Total State's Attorney's Grants	\$628,460	\$640,495	\$661,730	1.88%	\$178,080

Child Abuse/Sexual Assault Unit

This grant helps fund the Child Support/Sexual Assault Unit (CASA) of the State's Attorney's Office. The CASA unit is made up of staff from the State's Attorney's Office and the Maryland State Police. The unit provides services to children who are or have been physically and/or sexually abused, as well as those who have been victims of sexual assault.

Child Support Unit

The Child Support unit of the State's Attorney's Office comprises ten employees. The unit provides legal representation for child support services. Legal assistance is provided in the areas of paternity, child support, health insurance, and enforcement of court ordered child support. State reimbursement is provided for 66% of total costs, except blood tests, which are reimbursed at 90% of the total cost.

Violence Against Women

The Violence Against Women grant funds a full-time attorney who deals solely in the area of Domestic Violence. This grant also provides essential training for the Domestic Violence unit.

Positions

Title	Type	FTE
<i>Assistant State's Attorney II</i>	Full-time	1.00
<i>Case Technician</i>	Full-time	1.00
<i>Chief Investigator</i>	Full-time	1.00
<i>Investigator II</i>	Full-time	1.00
<i>Prosecution Aide</i>	Full-time	2.00
<i>Prosecution Assistant</i>	Full-time	3.00
<i>Senior Assistant State's Attorney</i>	Full-time	1.00
Total		10.00

Tourism – Grant

Grant Title	FY 03 Budget	FY 04 Budget	FY 05 Proposed	Percent Change	County Match
Maryland Tourism Development Board	\$20,000	\$20,000	\$10,000	(50.00%)	\$0
Total Tourism Grants	\$20,000	\$20,000	\$10,000	(50.00%)	\$0

Maryland Tourism Development

The funds from this grant are used to advertise Carroll County as a tourist destination. Some of the publications that have been used for this advertising are:

- *Preservation Magazine*
- *American Heritage*
- *Washington Post Magazine*
- *AAA World Magazine*

The funding from this grant has also allowed Carroll County to participate in some cooperative advertising with the State of Maryland such as advertising in:

- *Better Homes and Gardens*
- *Southern Living*