

# FY 06 Grants Program Summary

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	County Match/Contribution	Grant Amount	Total Program
Aging <sup>1</sup>	\$64,600	\$1,054,902	\$1,119,502
Business and Employment Resource Center	23,870	580,993	604,863
CC Advocacy and Investigation Center	0	10,000	10,000
Circuit Court	10,232	290,749	300,981
Emergency Services	0	693,558	693,558
Farm Museum Endowment	0	29,525	29,525
Housing and Community Development	0	4,344,152	4,344,152
Local Management Board	57,320	955,750	1,013,070
Planning	288,210	758,656	1,046,866
Recreation	8,100	3,500	11,600
Sheriff's Services	37,955	228,356	266,311
State's Attorney's Office	259,160	518,300	777,460
Tourism	0	16,000	16,000
<b>Total Grants</b>	<b>\$749,447</b>	<b>\$9,484,441</b>	<b>\$10,233,888</b>

<sup>1</sup> 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 \$735,590.

# Grant-Funded Position History

Grant Funds	FY 04 Authorized FTE				FY 05 Authorized FTE				FY 06 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	0.43	---	---	0.43	0.47	---	---	0.47	0.47	---	---	0.47
Guardianship Case Coordinator	0.75	---	---	0.75	0.75	---	---	0.75	0.75	---	---	0.75
Information and Assistant Coord.	0.22	---	---	0.22	0.94	---	---	0.94	0.94	---	---	0.94
Long Term Care Ombudsman	0.75	---	---	0.75	0.75	---	---	0.75	0.75	---	---	0.75
Manager/Senior Center	1.38	---	---	1.38	1.38	---	---	1.38	1.38	---	---	1.38
MEDBANK Specialist	---	---	1.00	1.00	---	---	---	0.00	---	---	---	0.00
Medicaid Waiver Program Coord.	1.00	---	---	1.00	0.75	---	---	0.75	0.75	---	---	0.75
Medicaid Waiver Case Manager	2.25	---	---	2.25	2.81	---	---	2.81	2.81	---	---	2.81
Nutrition Coordinator	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Office Associate	---	1.19	---	1.19	---	0.63	---	0.63	---	0.63	---	0.63
Ombudsman Assistant	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Senior Assisted Housing Coord.	0.94	---	---	0.94	---	0.19	---	0.19	---	0.19	---	0.19
Senior Center Operating Prof.	---	---	0.75	0.75	---	---	---	0.00	---	---	---	0.00
Senior Health Insurance Coord.	0.63	---	---	0.63	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	0.25	---	---	0.25
Senior Inclusion Coordinator	0.25	---	---	0.25	0.25	---	---	0.25	0.25	---	---	0.25
Site Manager	---	1.60	---	1.60	---	1.60	---	1.60	---	1.60	---	1.60
<b>Aging</b>	<b>13.10</b>	<b>3.35</b>	<b>1.75</b>	<b>18.20</b>	<b>13.23</b>	<b>2.98</b>	<b>---</b>	<b>16.21</b>	<b>13.23</b>	<b>2.98</b>	<b>---</b>	<b>16.21</b>
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
<b>BERC</b>	<b>8.85</b>	<b>0.53</b>	<b>---</b>	<b>9.38</b>	<b>6.85</b>	<b>---</b>	<b>2.53</b>	<b>9.38</b>	<b>6.85</b>	<b>---</b>	<b>2.53</b>	<b>9.38</b>
Administrative Assistant	1.00	---	---	1.00	---	---	1.00	1.00	---	---	1.00	1.00
Custody Evaluator	1.00	---	---	1.00	---	---	0.70	0.70	---	---	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	---	---	1.00	1.00
<b>Circuit Court</b>	<b>3.00</b>	<b>---</b>	<b>---</b>	<b>3.00</b>	<b>---</b>	<b>---</b>	<b>3.70</b>	<b>3.70</b>	<b>---</b>	<b>---</b>	<b>3.70</b>	<b>3.70</b>
Planner	---	---	---	---	---	---	---	---	1.00	---	---	1.00
<b>Emergency Services</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>1.00</b>	<b>---</b>	<b>---</b>	<b>1.00</b>
Accountant	---	---	---	---	1.00	---	---	1.00	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	---	---	---	0.00
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	---	0.75	---	0.75
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	---	---	---	0.00
Professional	1.00	---	---	1.00	1.13	---	---	1.13	---	---	---	0.00
Program Manager	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
<b>Housing and Comm. Dev.</b>	<b>10.34</b>	<b>---</b>	<b>---</b>	<b>10.34</b>	<b>10.13</b>	<b>1.84</b>	<b>---</b>	<b>11.97</b>	<b>8.00</b>	<b>1.38</b>	<b>---</b>	<b>9.38</b>

# Grant-Funded Position History

Grant Funds (cont'd)	FY 04 Authorized FTE				FY 05 Authorized FTE				FY 06 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
<b>Local Management Board</b>	<b>3.00</b>	<b>---</b>	<b>---</b>	<b>3.00</b>	<b>3.00</b>	<b>---</b>	<b>---</b>	<b>3.00</b>	<b>3.00</b>	<b>---</b>	<b>---</b>	<b>3.00</b>
Grants Specialist	---	0.19	---	0.19	---	0.19	---	0.19	---	0.19	---	0.19
<b>Planning</b>	<b>---</b>	<b>0.19</b>	<b>---</b>	<b>0.19</b>	<b>---</b>	<b>0.19</b>	<b>---</b>	<b>0.19</b>	<b>---</b>	<b>0.19</b>	<b>---</b>	<b>0.19</b>
Community Conference Coord.	---	0.50	---	0.50	---	---	---	---	---	---	---	---
Corporal	0.67	---	---	0.67	---	---	---	---	2.00	---	---	2.00
Deputy	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Executive Secretary	1.67	---	---	1.67	2.00	---	---	2.00	2.00	---	---	2.00
<b>Sheriff's Services</b>	<b>3.34</b>	<b>0.50</b>	<b>---</b>	<b>3.84</b>	<b>3.00</b>	<b>---</b>	<b>---</b>	<b>3.00</b>	<b>5.00</b>	<b>---</b>	<b>---</b>	<b>5.00</b>
Administrative Assistant	---	---	---	---	---	---	---	---	---	---	---	---
Assistant State's Attorney II	1.00	---	---	1.00	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	---	---	---	---	---	---	---	---	---	---	---	---
Investigator II	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Prosecution Aide	2.00	---	---	2.00	2.00	---	---	2.00	2.00	---	---	2.00
Prosecution Assistant	3.00	---	---	3.00	3.00	---	---	3.00	4.00	---	---	4.00
Senior Asst. State's Atty.	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
<b>State's Attorney's Office</b>	<b>10.00</b>	<b>---</b>	<b>---</b>	<b>10.00</b>	<b>10.00</b>	<b>---</b>	<b>---</b>	<b>10.00</b>	<b>11.00</b>	<b>---</b>	<b>---</b>	<b>11.00</b>
<b>TOTAL Grant Funds</b>	<b>51.63</b>	<b>4.57</b>	<b>1.75</b>	<b>57.95</b>	<b>46.21</b>	<b>5.01</b>	<b>6.23</b>	<b>57.45</b>	<b>48.08</b>	<b>4.55</b>	<b>6.23</b>	<b>58.86</b>

All Grant Funds	FY 04 Authorized FTE				FY 05 Authorized FTE				FY 06 Authorized FTE			
	FT	PT	O	Total	FT	PT	O	Total	FT	PT	O	Total
Aging	13.10	3.35	1.75	18.20	13.23	2.98	---	16.21	13.23	2.98	---	16.21
BERC	8.85	0.53	---	9.38	6.85	---	2.53	9.38	6.85	---	2.53	9.38
Circuit Court	3.00	---	---	3.00	---	---	3.70	3.70	---	---	3.70	3.70
Emergency Services	---	---	---	---	---	---	---	---	1.00	---	---	1.00
Housing and Comm. Dev.	10.34	---	---	10.34	10.13	1.84	---	11.97	8.00	1.38	---	9.38
Local Management Board	3.00	---	---	3.00	3.00	---	---	3.00	3.00	---	---	3.00
Planning	---	0.19	---	0.19	---	0.19	---	0.19	---	0.19	---	0.19
Sheriff's Services	3.34	0.50	---	3.84	3.00	---	---	3.00	5.00	---	---	5.00
State's Attorney's Office	10.00	---	---	10.00	10.00	---	---	10.00	11.00	---	---	11.00
<b>TOTAL Grant Funds</b>	<b>51.63</b>	<b>4.57</b>	<b>1.75</b>	<b>57.95</b>	<b>46.21</b>	<b>5.01</b>	<b>6.23</b>	<b>57.45</b>	<b>48.08</b>	<b>4.55</b>	<b>6.23</b>	<b>58.86</b>

# Aging – Grants

Grant Title	FY 04 Budget	FY 05 Budget	FY 06 Budget	Percent Change	County Match
Title III C1 (Congregate Meals)	\$200,621	\$194,400	\$197,255	1.47%	\$50,940
Title III C2 (Home Delivered Meals)	71,063	69,819	72,998	4.55%	0
Title III B (Supportive Services)	111,925	115,605	115,768	0.14%	5,000
Title III D (Health Promotion)	9,000	9,000	9,000	0.00%	0
Senior Inclusion Program	144,475	131,342	128,334	(2.29%)	0
Senior Guardianship Program	29,044	29,044	29,044	0.00%	0
Senior Information and Assistance	28,156	28,156	26,682	(5.24%)	8,660
Senior Health Insurance Counseling	10,704	8,440	11,678	38.36%	0
Senior Coordinated Community Care	174,910	174,910	174,910	0.00%	0
Senior Assisted Housing	81,752	73,577	13,219	(82.03%)	0
Senior Assisted Housing Admin	14,531	8,175	1,469	(82.03%)	0
Curbing Abuse In Medicare and Medicaid Information and Technology	8,011	6,797	6,655	(2.09%)	0
Medicaid Waiver	6,000	6,000	6,000	0.00%	0
National Caregiver	164,680	186,439	183,290	(1.69%)	0
Senior Center Operating	38,761	42,472	42,219	(0.60%)	0
Seniors in Action	29,139	0	0	0.00%	0
Ombudsman Elder Abuse	3,000	3,000	3,000	0.00%	0
Ombudsman Initiative	10,712	12,159	15,266	25.55%	0
MEDBANK	51,509	51,509	62,112	20.58%	0
Vulnerable Elder Abuse	30,000	0	0	0.00%	0
<b>Total Aging Grants</b>	<b>\$1,227,838</b>	<b>\$1,160,689</b>	<b>\$1,119,502</b>	<b>(3.55%)</b>	<b>\$64,600</b>

<sup>1</sup> 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 \$632,855.

## 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.

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# 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 using 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 &amp; 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
<i>Total</i>		16.21

# Business and Employment Resource Center – Grants

Grant Title	FY 04 Budget	FY 05 Budget	FY 06 Budget	Percent Change	County Contribution
WIA Title I-Adult	\$51,584	\$51,584	\$46,700	(9.47%)	\$0
WIA Title I-Dislocated Worker	284,001	307,668	311,860	1.36%	0
WIA Title I-Youth	80,000	95,865	95,765	(0.10%)	23,870
WIA Admin	42,551	47,917	44,487	(7.16%)	0
Food Stamp Employment & Training	18,700	13,200	20,000	51.52%	0
Independence Through Employment	82,442	102,442	86,051	(16.00%)	0
<b>Total BERC Grants</b>	<b>\$559,278</b>	<b>\$618,676</b>	<b>\$604,863</b>	<b>(2.23%)</b>	<b>\$23,870</b>

## 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 are 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.

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# 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
<i>Total</i>		9.38

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

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# Carroll County Advocacy and Investigation Center - Grants

Grant Title	FY 04 Budget	FY 05 Budget	FY 06 Budget	Percent Change	County Match
Carroll County Advocacy and Investigation Center	\$10,000	\$8,500	\$10,000	15.00%	\$0
<b>Total Carroll County Advocacy and Investigation Center Grant</b>	\$10,000	\$8,500	\$10,000	15.00%	\$0

## Child Abuse and Sexual Assault

This grant helps to fund training for the Carroll County Advocacy and Investigation Center (CCAIC). The division is made up of County staff along with staff from:

- The State's Attorney's Office
- The Sheriff's Office
- The Department of Social Services
- Family and Children's Services
- The Maryland State Police
- The Westminster City Police

The division 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.

# Circuit Court – Grants

Grant Title	FY 04 Budget	FY 05 Budget	FY 06 Budget	Percent Change	County Match
Family Law Administration	\$302,696	\$264,150	\$273,895	3.69%	\$0
Child Support Enforcement	20,959	29,669	27,086	(8.71%)	10,232
<b>Total Circuit Court Grants</b>	<b>\$323,655</b>	<b>\$293,819</b>	<b>\$300,981</b>	<b>2.44%</b>	<b>\$10,232</b>

## Family Law Administration

This grant funds services such as providing referrals and court assistance in court family cases. This includes the following functions.

### Settlement Conference Master

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

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

# Emergency Services – Grants

Grant Title	FY 04 Budget	FY 05 Budget	FY 06 Budget	Percent Change	County Match
Hazardous Material Emergency Planning	\$3,000	\$5,000	\$5,000	0.00%	\$0
Homeland Security Grants	359,750	688,558	688,558	0.00%	0
<b>Total Emergency Services Grants</b>	<b>\$362,750</b>	<b>\$693,558</b>	<b>\$693,558</b>	<b>0.00%</b>	<b>\$0</b>

## 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 \$5,000 for planning from the grant. The County match, in-kind services and supplies, is \$1,500, making the program total \$6,500.

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 \$425,000 per year in these grants.

## Positions

Title	Type	FTE
Planner	Full-time	1.00
<b>Total</b>		<b>1.00</b>

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# Farm Museum Endowment – Grant

<b>Grant Title</b>	<b>FY 04 Budget</b>	<b>FY 05 Budget</b>	<b>FY 06 Recom</b>	<b>Percent Change</b>	<b>County Match</b>
<b>Farm Museum Endowment</b>	\$28,725	\$29,125	\$29,525	1.37%	\$0
<b>Total Farm Museum Endowment Grant</b>	\$28,725	\$29,125	\$29,525	1.37%	\$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 04 Budget	FY 05 Budget	FY 06 Budget	Percent Change	County Match
HUD Housing Choice-Voucher	\$4,195,200	\$4,090,000	\$4,002,766	-2.13%	\$0
Family Self Sufficiency Case Manager	35,000	35,000	42,000	20.00%	0
Housing Counseling Aide	17,735	21,116	0	-100.00%	0
Rental Allowance	43,640	61,067	43,010	-1.44%	0
Department of Energy-Weatherization	61,420	46,530	59,311	27.47%	0
Community Development-Special Loans	3,000	3,000	0	N/A	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	7,000	7,500	18,966	100.52%	0
Women's Shelter	109,869	109,869	109,869	0.00%	0
Community Development-Homeless Management Information System (HMIS)	107,781	0	0	0.00%	0
Community Development-Housing Study and Needs Assessment	42,300	0	0	0.00%	0
<b>Total Housing and Community Development Grants</b>	<b>\$4,691,175</b>	<b>\$4,442,313</b>	<b>\$4,344,152</b>	<b>-2.20%</b>	<b>\$0</b>

## 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. This grant was discontinued after FY 05.

## 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.

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# 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. This was a two-year grant and no funds are expected for FY 06.

## 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>Family Sufficiency Case Worker</i>	Full-time	1.00
<i>Family Sufficiency Coordinator</i>	Full-time	1.00
<i>HMIS Coordinator</i>	Part-time	0.75
<i>Housing Inspector</i>	Full-time	1.00
<i>Housing Specialist</i>	Full-time	3.00
<i>Program Manager</i>	Full-time	1.00
<i>Total</i>		9.38

# Local Management Board – Grants

Grant Title	FY 04 Budget	FY 05 Budget	FY 06 Budget	Percent Change	County Match
Safe and Stable Families	\$148,101	\$148,101	\$113,740	(23.20%)	\$0
Youth Services	112,546	112,546	112,546	0.00%	0
Interagency Family Preservation	381,600	381,600	393,000	2.99%	0
Education Block Grant	67,030	0	0	0.00%	0
Adolescent Pregnancy	8,000	5,000	5,000	0.00%	0
Return/Diversion	60,000	0	0	0.00%	0
MOU Administration	100,000	160,525	130,500	(18.70%)	57,320
After School Grant	111,444	111,444	111,444	0.00%	0
Community Partnership Bridge Grant	100,000	0	0	0.00%	0
Youth Services Consolidated Grant	0	0	86,840	N/A	0
Local Coordinating Council	0	60,000	60,000	0.00%	0
<b>Total Local Management Board Grants</b>	<b>1,088,721</b>	<b>979,216</b>	<b>1,013,070</b>	<b>3.34%</b>	<b>\$57,320</b>

## 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 \$82,713 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 \$31,027 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.

## 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.

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# 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.

This grant also funds youth initiatives in FY 06 for Serious Threats of Violence and Suicide Prevention Programs. These programs were previously funded by the Education Block Grant.

## Positions

<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 04 Budget	FY 05 Budget	FY 06 Budget	Percent Change	County Match
Section 5311-Capital Outlay	\$165,980	\$360,500	\$320,066	(11.22%)	\$10,240
Section 5311-Operating	180,736	170,669	260,050	52.37%	143,410
SSTAP Operating	201,372	223,626	226,730	1.39%	75,700
Unified Planning Work Program	40,200	33,500	26,800	(20.00%)	5,360
Section 5307-Operating	150,000	312,375	213,220	(31.74%)	53,500
Section 5303-Technical Assistance	60,000	0	0	0.00%	0
<b>Total Planning Grants</b>	<b>\$798,288</b>	<b>\$1,100,670</b>	<b>\$1,046,866</b>	<b>(4.89%)</b>	<b>\$288,210</b>

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 \$32,006, of which \$21,766 is to be supplied by Carroll Area Transit System and \$10,240 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 \$5,360.

## 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.

## Position Summary

Title	Type	FTE
Grants Specialist	Part-time	0.19
<b>Total</b>		<b>0.19</b>

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# Recreation – Grant

Grant Title	FY 04 Budget	FY 05 Budget	FY 06 Budget	Percent Change	County Contribution
Alternative Programs	\$0	\$11,100	\$11,600	0.00%	\$8,100
<b>Total Recreation Grant</b>	\$0	\$11,100	\$11,600	0.00%	\$8,100

## Alternative Programs

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. The remainder of this budget is funded through student registration fees.

# Sheriff's Services – Grants

<b>Grant Title</b>	<b>FY 04 Budget</b>	<b>FY 05 Budget</b>	<b>FY 06 Budget</b>	<b>Percent Change</b>	<b>County Match</b>
<b>Child Support</b>	\$119,445	\$123,020	\$166,003	34.94%	\$37,955
<b>VAWA</b>	82,350	42,900	100,308	133.82%	0
<b>Total Sheriff's Services Grants</b>	\$201,795	\$165,920	\$266,311	60.51%	\$37,955

## 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)

The Violence Against Women grant funds a full-time secretary whose responsibilities include coordinating activities within the unit, inputting and verifying information specific to criminal justice programs and interviewing victims. The FY 06 grant requests an additional deputy to enhance the program. The deputy would be responsible for serving ex parte orders, civil protective orders and investigating domestic violence cases. This deputy would also appear in court for testimony and be involved in surveillance and investigations.

## Positions

<b>Title</b>	<b>Type</b>	<b>FTE</b>
<i>Administrative Secretary</i>	Full-time	2.00
<i>Corporal</i>	Full-time	2.00
<i>Deputy</i>	Full-time	1.00
<b>Total</b>		5.00

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# State's Attorney's Office – Grants

<b>Grant Title</b>	<b>FY 04 Budget</b>	<b>FY 05 Budget</b>	<b>FY 06 Budget</b>	<b>Percent Change</b>	<b>County Match</b>
<b>Violence Against Women</b>	\$115,000	\$120,000	\$120,000	0.00%	\$40,000
<b>Child Support Unit</b>	515,495	583,980	657,460	12.58%	219,160
<b>Total State's Attorney's Grants</b>	\$640,495	\$703,980	\$777,460	10.44%	\$259,160

## **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.

## **Child Support Unit**

The Child Support unit of the State's Attorney's Office comprises eleven employees, one of which will be new for FY 06. 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.

## **Positions**

<b>Title</b>	<b>Type</b>	<b>FTE</b>
<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	4.00
<i>Senior Assistant State's Attorney</i>	Full-time	1.00
<b>Total</b>		11.00

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# Tourism – Grant

Grant Title	FY 04 Budget	FY 05 Budget	FY 06 Budget	Percent Change	County Match
Maryland Tourism Development Board	\$20,000	\$10,000	\$16,000	60.00%	\$0
<b>Total Tourism Grants</b>	\$20,000	\$10,000	\$16,000	60.00%	\$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*