

**THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND
AGENDA**

October 29, 2024

10:00 AM Call to Order/Pledge of Allegiance/Moment of Silence

Meeting Announcements - LEGISLATIVE DAY - Time Is Allotted At The End Of Each Meeting For The Commissioners To Receive Comments From The Public

Public Notices

Alcoholic Beverage License Public Hearing

M&M Rock Hall LLC, DBA Rock Hall One Stop Shop

Consent Items

#1 - Regular Session Minutes, October 22, 2024

#2 - Liquor Minutes, October 22, 2024

#3 - Public Hearing Minutes, October 22, 2024

#4 - Closed Session Minutes, October 22, 2024

#5 - Silver Heel Foundation, LLC; Raffle Only, December 16, 2024

#6 - Pete Landon, Director, Office of Emergency Services

2024 State Homeland Security Grant Program

#7 - Pete Landon, Director, Office of Emergency Services

2024 Emergency Management Performance Grant

Proclamation

Carolyn Sorge, Chair, Commission on Aging

County Attorney

Thomas N. Yeager, County Attorney

Public Hearing Protocols

Public Hearing

Pete Landon, Director, Office of Emergency Services

Code Home Rule Bill No. 8-2024 Emergency Services and Fire Companies

Appointments

Dr. Mary McComas, Superintendent, and Alleesa Stewart, Director of Finance, Kent County Public Schools

FY2024 Unrestricted Funds Budget Adjustment #4

FY2025 Unrestricted Funds Budget Adjustment #1

Dr. Mary McComas, Superintendent, and Kreigh Kirby, Accountant, Kent County Public Schools

Kent County Middle School Memorandum of Understanding

Dr. Mary McComas, Superintendent, and Kreigh Kirby, Accountant, Kent County Public Schools

FY2026 Capital Improvement Plan

Departmental Appointments

Pete Landon, Director Office of Emergency Services

2024 Kent County Emergency Services Intercept and Billing Procedures Agreement.

Jamie Williams, Director, Economic and Tourism Development

Department of Veterans Affairs - Operation Green Light 2024 Proclamation

Shalyn Boulden, Tourism Manager, Economic and Tourism Development

FY2025 Destination Marketing Organization Grant

Shalyn Boulden, Tourism Manager, Economic and Tourism Development

2023 Economic Impact of Tourism in Maryland

Rosemary Ramsey Granillo, Director, Kent County Local Management Board

Engaging Neighborhoods, Organizations, Unions, Governments, and Households Grant Proposal

Rosemary Ramsey Granillo, Director, Kent County Local Management Board

Everyday Canvassing Contract - FY2025

Rosemary Ramsey Granillo, Director, Kent County Local Management Board

Minary's Dream Academy Afterschool Program Contract

Marva Kumpf, Deputy Director, Parks and Recreation

Environmental Education Funding Opportunity for Summer Camp Participants

Rob Tracey, Associate Planner, Planning, Housing, and Zoning

Kent County Agricultural Preservation District

Patricia Merritt, Chief Finance Officer, Office of Finance

FY2024 Amended Budget

Public Works Director

Dan Mattson, Director, Public Works

Water & Wastewater - Sewer Allocation Request

Sewer Rate & Allocation Study Update

New EMS Station - Potential Change Order

Public Comment/Media Review

Procedures For Public Comment

American Rescue Plan Act Funds

American Rescue Plan Act (ARPA) Funds Spend Plan

Contingency Fund

Contingency and Use of Fund Balance Report

Closed Session

PILOT Request

Legal Advice

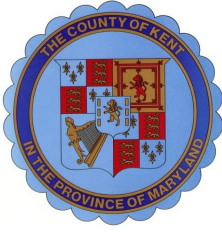
This meeting will be closed under the Annotated Code of Maryland General Provisions Article § 3-305 (b)(7) To consult with counsel to obtain legal advice.

Jennifer White, HR Business Partner, Human Resources

Personnel

The meeting was closed under the Annotated Code of Maryland, General Provisions Article § 3-305(b) (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals.

(Meetings are conducted in Open Session unless otherwise indicated. All or part of County Commissioners' meetings can be held in closed session under the authority of the MD Open Meetings Law by vote of the Commissioners. Breaks are at the call of the President. Please note that times listed for specific items on the agenda are only estimates, and that the order of agenda items may change as time dictates or allows. Meetings are subject to audio and video recordings.)



Alcoholic Beverage License Public Hearing 10/29/2024 County Commissioners Meeting

Item Summary:

M&M Rock Hall LLC, DBA Rock Hall One Stop Shop

ATTACHMENTS:

Description

11.19.24 M&M Rock Hall LLC DBA Rock Hall One Stop Shop, Public Hearing Notice



Board of License Commissioners

Ronald H. Fithian, President | Albert H. Nickerson, Member | John F. Price, Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

NOTICE

Application has been made by Bilal Mustafa, President, and Hassan Mahmood, Vice President, representing M&M Rock Hall, LLC, for a Class A, Beer, Wine, and Liquor License on the premises known as:

**Rock Hall One Stop Shop
21340 Rock Hall Avenue
Rock Hall, MD 21661**

which shall authorize the holder thereof to sell Beer, Wine, and Liquor at retail, at the place therein described, for off-premises consumption. A hearing on the application will be held in the County Commissioners' Hearing Room, R. Clayton Mitchell, Jr. Government Center, 400 High Street, Chestertown, MD, on November 19, 2024, at 6:00 p.m. At that time, any exceptions to the application will be heard.

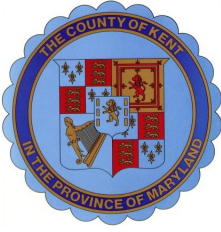
By order of:

THE BOARD OF LICENSE COMMISSIONERS
FOR KENT COUNTY, MARYLAND

A handwritten signature in blue ink that reads "Sondra M. Blackiston".

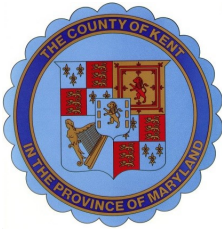
Sondra M. Blackiston
Clerk/KATE Manager

PUBLISH KCN 10/17/24, 10/24/24



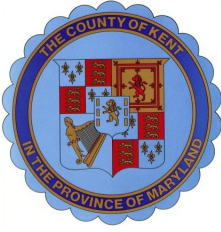
**#1 - Regular Session Minutes, October 22, 2024
10/29/2024
County Commissioners Meeting**

ATTACHMENTS:
Description



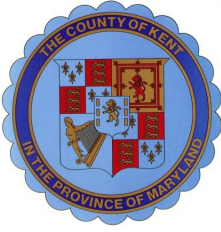
**#2 - Liquor Minutes, October 22, 2024
10/29/2024
County Commissioners Meeting**

ATTACHMENTS:
Description



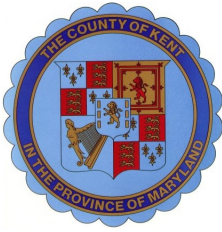
**#3 - Public Hearing Minutes, October 22, 2024
10/29/2024
County Commissioners Meeting**

ATTACHMENTS:
Description



**#4 - Closed Session Minutes, October 22, 2024
10/29/2024
County Commissioners Meeting**

ATTACHMENTS:
Description



**#5 - Silver Heel Foundation, LLC; Raffle Only, December 16, 2024
10/29/2024
County Commissioners Meeting**

ATTACHMENTS:

Description

Silver Heel Foundation LLC, Raffle Only, December 16, 2024 Application

MULTIPLE GAMING DEVICE AND RAFFLE PERMIT APPLICATION
Pursuant to the provisions of the Annotated Code of Maryland, Criminal Law §§ 13-1701 to 13-1706.

Name of Organization: Silver Heel Foundation LLC

Address of Organization: 101 Talbot Blvd., Chestertown, MD, 21620

Telephone: (484) 888-6508

Is the organization formed or located in Kent County? Yes No

Does the organization serve the residents of Kent County? Yes No

Is this organization tax exempt under the provisions of the Internal Revenue Code? Yes No

Tax Exempt Number: 46-2332823

Person responsible for complying with permit regulations and requirements:

Name: Maxwell Pierce Hewes

Address: 101 Talbot Blvd., Chestertown, MD, 21620

E-Mail: m.pierce.hewes@gmail.com

Telephone: (484) 888-6508

Type of permit sought: Raffle Only Combined gaming devices used in a single fund-raising event

Location address of fund-raising affair: Tickets will be sold at: Sultana Downrigging (Chestertown Marina),
Chestertown Holiday Parade (High St.), Zelda's (Cross St.)

Are these premises owned, leased, or regularly occupied by the organization named above? Yes No

Date(s) of fund-raising: October 31, 2024 - December 16, 2024

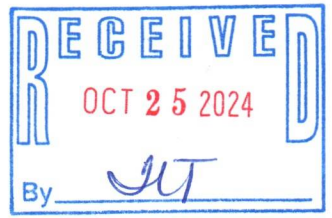
Date and Time of Drawing: December 16, 2024 Begin at: 7:00 PM ET End at: 7:15 PM ET

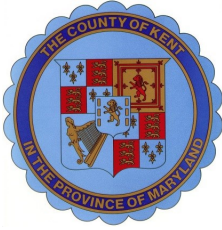
If you are seeking a permit authorizing only a raffle that is not conducted in combination with other gaming activity, please sign below.

If, however, you are seeking to conduct a fund-raiser using more than one gaming activity in a single event, please complete the following page.

Signature of person completing this application: M. Pierce Hewes

- Please Select One:**
- Pick Up - Carla Gerber
 - Mail Permit (will be mailed to person responsible)





**#6 - Pete Landon, Director, Office of Emergency Services
10/29/2024
County Commissioners Meeting**

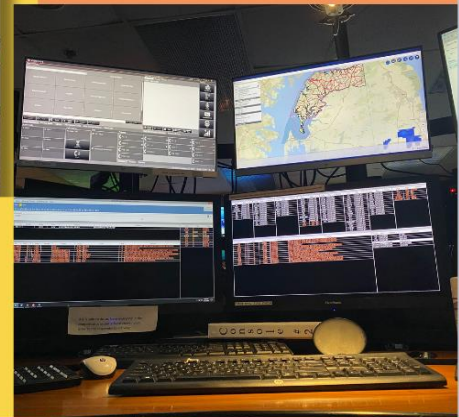
Item Summary:

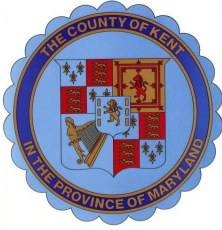
The Kent County Office of Emergency Services (OES) applied for and received from the U.S. Department of Homeland Security, State Homeland Security Grant Program (SHSGP) funding. The SHSGP includes a suite of risk-based grants to assist state, local, tribal and territorial efforts in preventing, protecting against, mitigating, responding to and recovering from acts of terrorism and other threats. This grant provides Kent County OES with the resources required for implementation of the National Preparedness System and working toward the National Preparedness Goal of a secure and resilient nation.

ATTACHMENTS:

Description

OES NA Coversheet





**#7 - Pete Landon, Director, Office of Emergency Services
10/29/2024
County Commissioners Meeting**

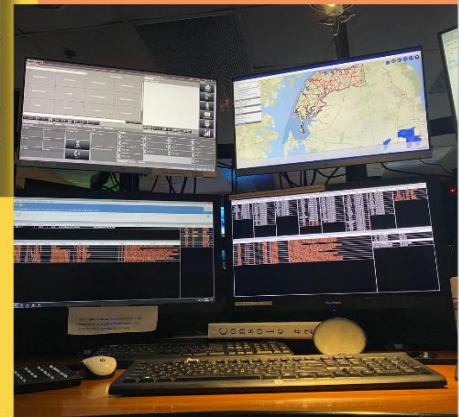
Item Summary:

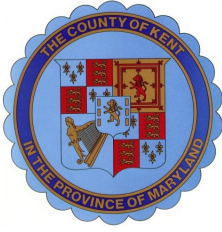
Kent County OES applied for and was awarded funding from the 2024 U.S. Department of Homeland Security Emergency Management Performance Grant (EMPG). The 2024 EMPG Program is one of the grant programs that constitute the U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency's (FEMA) focus on all-hazards emergency preparedness. These grant programs are part of a comprehensive set of measures authorized by Congress and implemented by DHS/FEMA to assist state, local, tribal, and territorial emergency management agencies to implement the National Preparedness System and the National Preparedness Goal of a secure and resilient nation.

ATTACHMENTS:

Description

OES NA Coversheet





**Carolyn Sorge, Chair, Commission on Aging
10/29/2024
County Commissioners Meeting**

ATTACHMENTS:

Description

10.29.24 Proclamation, National Long-Term Care Residents' Rights Month October

Kent County, Maryland



Proclamation

National Long-Term Care Residents' Rights Month "The Power of My Voice" October 2024

- WHEREAS,** There are 1.3 million individuals living in 15,600 nursing homes and more than 800,000 individuals living in 28,900 assisted living and residential care facilities in the U.S.; and
- WHEREAS,** The federal Nursing Home Reform Act of 1987 guarantees residents their individual rights in order to promote and maintain their dignity and autonomy; and
- WHEREAS,** All residents should be aware of their rights so they may be empowered to live with dignity and self-determination; and
- WHEREAS,** We wish to honor and celebrate these citizens, to recognize their rich individuality, and reaffirm their right and participate politically, including the right to have a say in their care; and
- WHEREAS,** Individuals and groups across the country will be celebrating Residents' Rights Month with the theme "The Power of My Voice," emphasizing residents' right to self determination and to use their voice to make their own decisions.

NOW, THEREFORE, WE, THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND, do hereby proclaim October 2024, to be "NATIONAL LONG-TERM CARE RESIDENTS' RIGHTS MONTH" and do commend this observation to all Kent County residents.

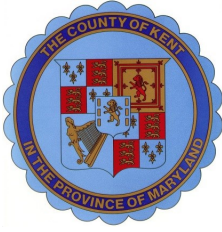
THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND

Ronald H. Fithian, President

Albert H. Nickerson, Member

John F. Price, Member

October 29, 2024



Thomas N. Yeager, County Attorney
10/29/2024
County Commissioners Meeting

Item Summary:

Public Hearing Protocols

ATTACHMENTS:

Description

10.29.24 Procedures for Testifying - CHR Bill No. 8-2024 Emergency Services and Fire Companies

BOARD OF COUNTY COMMISSIONERS OF KENT COUNTY PROCEDURES FOR TESTIFYING

It is our desire that everyone who wishes to contribute to this democratic process is given a fair and uninterrupted opportunity to be heard. To ensure equal opportunity for individual input for the topic under discussion, certain rules must be followed by all persons who are to testify.

The rules to govern our hearings are few but are intended to guide our proceedings. The hope is that each person testifying will be self-governed, thereby contributing to fairness for all.

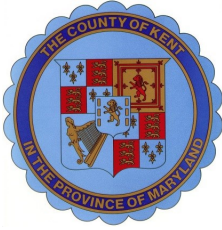
The Chair will remind anyone who testifies when he/she has violated the rules of the proceeding.

- Rule 1.** Please sign the “testimony log” if you desire to speak during the hearing(s).
- Rule 2.** All speakers must identify themselves and use the area designated for purposes of testifying and will use the microphone.
- Rule 3.** Each person testifying will have three minutes for his/her remarks.
- Rule 4.** The Chair will maintain order via voice commands.
- Rule 5.** Stick to the issues at hand.

Written comments will be accepted until the close of business on Friday, November 1, 2024, by the following methods:

By Email:
kentcounty@kentgov.org

By letter:
The County Commissioners of Kent County
400 High Street
Chestertown, MD 21620



Pete Landon, Director, Office of Emergency Services
10/29/2024
County Commissioners Meeting

Item Summary:

Code Home Rule Bill No. 8-2024 Emergency Services and Fire Companies

ATTACHMENTS:

Description

CHR Bill No. 8-2024 Emergency Services and Fire Companies, Public Hearing Notice

CHR Bill No. 8-2024 Emergency Services and Fire Companies, DRAFT Legislation

10.29.24 Testimony Log, CHR Bill No. -8-2024 Emergency Services and Fire Companies



The County Commissioners of Kent County

Ronald H. Fithian, President | Albert H. Nickerson, Member | John F. Price, Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

October 1, 2024
Legislative Session Day

Legislative Session Day
October 1, 2024

CODE HOME RULE BILL NO. 8-2024

INTRODUCED BY: Ronald H. Fithian, President of the Board of County Commissioners for Kent County, Maryland.

AN ACT concerning Chapter 33 Emergency Services and Fire Companies, Section 33-1 Emergency Services Board Appropriations and 33-2 Vehicles. For the purpose of decreasing time constraints for volunteer fire and EMS companies to achieve compliance with standards and revisions to be consistent with the Maryland Annotated Code Transportation Article. By repealing Chapter 33 Emergency Services and Fire Companies, Section 33-1 Emergency Services Board Appropriations, and 33-2 Vehicles and reenacting with amendments to Chapter 33 Emergency Services and Fire Companies.

A hearing will be held on October 29, 2024, at 10:00 a.m. in the Commissioners' Hearing Room, R. Clayton Mitchell, Jr., Kent County Government Center, 400 High Street, Chestertown, Maryland. The agenda for the meeting will be published online 24 hours in advance of the meeting at www.kentcounty.com/commissioners/meeting-agenda. Citizens are encouraged to participate in the public hearing process. If you require communication assistance, please contact the County Commissioner's Office at (410) 778-4600 and press 4 or visit Maryland Relay at www.mdrelay.org no later than noon on Friday, October 25, 2024.

A complete copy of the proposed legislative bill is available in the Commissioners' Office, 400 High Street, Chestertown, MD, Monday through Friday, 8:30 a.m. to 4:30 p.m., and on the County's website at www.kentcounty.com/commissioners/draft-legislation.

By order of:

THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND

Sondra M. Blackiston
Clerk

PUBLISH: KCN 10/10/24

THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND

October 1, 2024
Legislative Session Day

Legislative Session Day
October 1, 2024

CODE HOME RULE
BILL NO. 8-2024

INTRODUCED BY: Ronald H. Fithian, President of the Board of County Commissioners for Kent County, Maryland.

AN ACT concerning Chapter 33 Emergency Services and Fire Companies, Section 33-1 Emergency Services Board Appropriations and 33-2 Vehicles. For the purpose of decreasing time constraints for volunteer fire and EMS companies to achieve compliance with standards and revisions to be consistent with the Maryland Annotated Code Transportation Article. By repealing Chapter 33 Emergency Services and Fire Companies, Section 33-1 Emergency Services Board Appropriations, and 33-2 Vehicles and reenacting with amendments to Chapter 33 Emergency Services and Fire Companies.

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND

Ronald H. Fithian, President

INTRODUCED, read the first time, October 1, 2024, ordered posted and public hearing scheduled on October 29, 2024, at 10:00 a.m. in the County Commissioners Hearing Room, R. Clayton Mitchell, Jr., Kent County Government Center, 400 High Street, Chestertown, Maryland.

By order of:

Sondra M. Blackiston, Clerk

PUBLIC HEARING

HAVING been posted and notice of the time and place of the hearing and copies made available to the public and the press, a public hearing was held on October 29, 2024. Reported favorably [with] [without] amendments; read the second time and ordered to be considered on November 19, 2024, a legislative session day.

A BILL ENTITLED CHR 8-2024 EMERGENCY SERVICES AND FIRE COMPANIES

SECTION 1. NOW THEREFORE BE IT ENACTED BY THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND, that Chapter 33 Emergency Services and Fire Companies is hereby amended by repealing Chapter 33 Emergency Services and Fire Companies, Section 33-1 Emergency Services Board Appropriations and Section 33-2 Vehicles and reenacting with amendments to Chapter 33 Emergency Services and Fire Companies herein.

§ 33-1. Emergency Services Board Appropriations.

A. Definitions. As used in this section, the following terms shall have the meanings indicated:

ALS — Advance life support.

BLS — Basic life support.

BOARD — The Emergency Services Board as set forth in this section.

~~CHIEFS~~ **CHIEFS' ASSOCIATION** — The organization known as "Kent County ~~Chiefs~~ **CHIEFS' Association of Kent County, Maryland,**" whose membership consists of the chief of each fire company and rescue squad located in Kent County, Maryland.

COUNTY — Kent County, Maryland.

DIRECTOR — The Director of the Kent County Office of Emergency Services.

EMS — Emergency medical services.

EMS COUNCIL — The organization known as "Kent County Emergency Medical Services Council," whose membership consists of a representative from each of the EMS services in Kent County and one from the County's EMS.

B. Emergency Services Board.

(1) ~~The County Commissioners~~ of Kent County shall establish an Emergency Services Board, which shall consist of five members:

(a) Membership.

[1] A representative from the ~~Chiefs~~ **CHIEFS' Association**, who shall be appointed by the ~~Chiefs~~ **CHIEFS' Association** and shall serve for a one-year term;

[2] A representative from the EMS Council, who shall be appointed by the EMS Council and shall serve for a one-year term;

[3] A citizen, who shall be appointed by the County Commissioners and shall act as Chairman of the Board. The citizen shall be a resident of Kent County, Maryland, shall have no current affiliation with a fire or EMS company, shall have leadership skills, and shall serve for a three-year term;

[4] A citizen attorney, who shall be appointed by the County Commissioners. The citizen attorney shall be a member of the bar of the State of Maryland; shall be a

resident of Kent County, Maryland or shall maintain an active office in Kent County for the practice of law; shall have no current affiliation with a fire or EMS company; and shall serve for a three-year term; and

[5] The Director of the Kent County Office of Emergency Services, who shall serve as long as he or she is the Director.

- (b) Notwithstanding the above, there shall not be more than one member from each respective fire company and rescue squad on the Board.
- (c) A quorum of the Board shall be a majority of all members thereof.
- (d) The Board, subject to the approval of the County Commissioners, may from time to time employ or contract with such personnel as the Board may consider necessary to properly administer the functions of the Board.

(2) All Board members may be reappointed to the Board after serving their term.

(3) The Board shall approve and enforce County-wide policies and standards for fire protection services and emergency medical services.

(4) The Board shall have authority to withhold funding from any fire or EMS company in order to ensure compliance with approved standards. The Board's authority in this regard shall be exercised as follows: From the date of the adoption of a policy or one or more standards by the Board, each fire and EMS company will have ~~one year~~ to come into reasonable compliance **WITHIN THE TIME SET FORTH BY THE KENT COUNTY CHIEFS' ASSOCIATION OR THE KENT COUNTY EMS COUNCIL. SUCH TIME SHALL BE EITHER THIRTY DAYS, SIXTY DAYS, OR NINETY DAYS.** If at the end of ~~one year~~ **THE TIME SET FORTH BY THE KENT COUNTY CHIEFS' ASSOCIATION OR THE KENT COUNTY EMS COUNCIL** a company is not compliant with the Board's policies and/or standards, the Board shall withhold 5% of the noncompliant company's funds and will appoint a review committee to determine strategies to bring the company into compliance. If at the end of the ~~second year~~ **TIME SET FORTH BY THE KENT COUNTY CHIEFS' ASSOCIATION OR THE KENT COUNTY EMS COUNCIL** the company is still not in compliance, the Board will withhold 10% of the company's funds and will appoint a review committee to provide an alternative recommendation to the Board in order to ensure compliance.

(5) The Board shall evaluate the **FIRE AND EMS** system annually, and shall make recommendations as appropriate to the County Commissioners regarding updates and improvements to the system. These recommendations may include, but are not limited to, staffing, priority dispatch, billing, evaluation of system progress, and the delivery of **FIRE AND EMS** Countywide.

(6) The Board may establish bylaws, procedures, and rules to facilitate carrying out its mission and responsibilities.

C. Authorization.

(1) The County Commissioners are hereby authorized and directed, each and every year, to appropriate .0322 per \$100 of the value of the assessable real property as set by the State

Department of Assessments and Taxation (full-year levy) for the use and benefit of the fire companies, ambulance companies, rescue squads, and/or other public safety providers.

- (2) The sum so appropriated shall be in lieu of any and all other funds to be paid by the County to or on behalf of the fire companies, ambulance companies, rescue squads, and/or other public safety providers.

D. Allocation of funds.

- (1) All such funds appropriated by the County Commissioners pursuant to the above subsection shall be designated for the use of fire protection services, for the use of emergency medical services, and/or for both as determined by the Board.
- (2) The ~~Chief's~~ **CHIEFS'** Association shall allocate among the fire companies, rescue squads, and/or other public safety service providers all of those funds designated for the use of services relating to fire protection services. If the ~~Chief's~~ **CHIEFS'** Association is unable to agree on an appropriate allocation in a timely manner, then the Board shall allocate the funds.
- (3) The EMS Council shall allocate among the fire companies, rescue squads, and/or other public safety service providers all of those funds designated for the use of services related to the provision of emergency medical services. If the EMS Council is unable to agree on an appropriate allocation in a timely manner, then the Board shall allocate the funds.
- (4) The Board shall allocate among the fire companies, rescue squads, and/or other public safety service providers all of those funds designated for the use of services related to the provision of both fire protection services and emergency medical services.
- (5) In the event that the Board cannot agree on the appropriate allocation or distribution of funds, the County Commissioners may withhold funding.

§ 33-2. Vehicles.

~~The Fire Chief, his two Chief Deputies or his designated fire police of each volunteer fire company in Kent County may have their vehicles equipped with amber lights or signal devices designed to emit an oscillating, rotating, blinking or other type of emission of light. The lights or signal devices may be flashed or oscillated or otherwise used only while en route to or at the scene of an accident, flood or other emergency to which the volunteer fire company is responding. In addition, the Fire Chief, his two Chief Deputies or his designated fire police may flash, oscillate or otherwise use blue lights only at the scene of an accident, flood or other emergency.~~

A. IN EACH VOLUNTEER FIRE COMPANY, NO MORE THAN FIVE OF THE FOLLOWING OFFICERS MAY HAVE THEIR PRIVATELY OWNED VEHICLES EQUIPPED WITH RED OR RED AND WHITE LIGHTS OR SIGNAL DEVICES, WHICH MAY BE DISPLAYED ONLY WHILE IN ROUTE TO OR AT THE SCENE OF AN EMERGENCY:

- (1) THE FIRE CHIEF OR THE HIGHEST-RANKING OFFICER;**
- (2) ONE OR MORE OF THE ASSISTANT CHIEFS OR DEPUTY CHIEFS, WHICHEVER RANK IS SECOND IN COMMAND; AND**
- (3) THE EMERGENCY MEDICAL SERVICES COMMANDER.**

B. THE FIRE POLICE OF EACH VOLUNTEER FIRE COMPANY MAY HAVE THEIR PRIVATELY OWNED VEHICLES EQUIPPED WITH RED, RED AND GREEN, OR RED

AND WHITE LIGHTS OR SIGNAL DEVICES DESIGNED TO EMIT AN OSCILLATING, ROTATING, BLINKING, OR OTHER TYPE OF EMISSION LIGHT.

C. THE LIGHTS OR SIGNAL DEVICES MAY BE FLASHED OR OSCILLATED OR OTHERWISE USED ONLY WHILE THE VEHICLE IS AT THE SCENE OF AN ACCIDENT, FLOOD, OR OTHER EMERGENCY TO WHICH THE VOLUNTEER FIRE COMPANY IS RESPONDING.

SECTION 2. BE IT FURTHER ENACTED by the County Commissioners of Kent County that this

Act shall take effect on the _____ day of _____, 2024.

Read Third Time _____

PASSED this _____ day of _____, 2024.

Failed of Passage _____

By order of:

Sondra M. Blackiston, Clerk

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND

(SEAL)

Ronald H. Fithian, President

Albert H. Nickerson, Member

John F. Price, Member

ORDERED a fair summary thereof or the entire bill shall be published in at least one newspaper of general circulation in the County, not less than three times at weekly intervals within a four-week period.

TESTIMONY LOG

PUBLIC HEARING

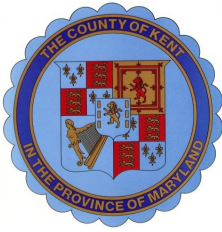
October 29, 2024

CODE HOME RULE 8-2024 Emergency Services and Fire Companies

PLEASE SIGN IF YOU WISH TO SPEAK:

NAME (Please Print)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____
16. _____
17. _____



**Dr. Mary McComas, Superintendent, and Alleesa Stewart, Director of
Finance, Kent County Public Schools
10/29/2024
County Commissioners Meeting**

Item Summary:

FY2024 Unrestricted Funds Budget Adjustment #4

FY2025 Unrestricted Funds Budget Adjustment #1

ATTACHMENTS:

Description

Unrestricted Budget Amendment #4 FY24 Memo

Unrestricted Budget Amendment Spreadsheet_FY24_Amend #4

Unrestricted Budget Amendment #1 FY25 Memo

Unrestricted Budget Amendment Spreadsheet_FY25_Amend #1



Kent County Public Schools

Growing a Community of Leaders

TO: County Commissioners of Kent County, MD

FROM: Dr. Mary Boswell-McComas, Superintendent
Alleesa Stewart, MBA – Director of Finance

RE: Unrestricted Funds Budget Amendment #4 – Fiscal Year 2024

DATE: September 24, 2024

PURPOSE

To request County Approval of Budget Amendment #4 for Fiscal Year 2024 of Unrestricted Funds.

SUMMARY

Kent County Public Schools is undergoing the 2024 Financial Statement Audit. Part of the Audit Review is to ensure that no budget categories are over expended. This budget amendment will address the over expended categories due to the operational functions, school and district needs for 2024. The amount below are rounded amounts based on the actual numbers.

Categories **Over Expended:**

- Special Education - **\$18,000**
- Transportation - **\$293,000**
- Operations - **\$170,000**
- Maintenance - **\$88,000**

Categories Under Expended:

- Instructional Salaries – \$317,000
- Fixed Charges – \$395,000

This budget amendment will reduce the above-mentioned categories *Instructional Salaries* (\$311,000) and *Fixed Charges* (\$258,000) that are under expended and allocate additional funds to the categories over expended to ensure all categories are cleared for the 2024 Audit

ACTION

Administration requests County Approval of the Unrestricted Funds Budget Amendment #4 for Fiscal Year 2024.

**Kent County Public Schools
Fiscal Year 2024
Budget Amendment #4**

Unrestricted Budget Amendment Spreadsheet - Fiscal Year 2024								
	Original Budget	Amendment #1	Amendment #2	Amendment #3	Amendment #4	Amendment	Amendment	Total
Unrestricted Revenue								
Local Appropriation	\$19,654,557							\$19,654,557
Non-Recurring Costs	\$0							\$0
Other	\$336,760							\$336,760
State Share Current Exp	\$11,218,799	\$46,473.00						\$11,265,272
Federal	\$0							\$0
Fund Balance	\$800,173							\$800,173
Totals	\$32,010,289	\$46,473	\$0	\$0	\$0	\$0	\$0	\$32,056,762
Unrestricted Expenditures								
Administration	\$1,644,686	\$18,073	\$20,000	\$30,000				\$1,712,759
Mid-Level	\$2,321,701							\$2,321,701
Instructional Salary	\$10,633,700					-\$311,000		\$10,322,700
Instructional Supply	\$333,929							\$333,929
Instructional Other	\$642,792							\$642,792
Special Education	\$3,232,416	\$28,400				\$18,000		\$3,278,816



Kent County Public Schools

Growing a Community of Leaders

TO: County Commissioners of Kent County, MD

FROM: Dr. Mary Boswell-McComas, Superintendent
Alleesa Stewart, MBA – Director of Finance

RE: Unrestricted Funds Budget Amendment #1 – Fiscal Year
2025

DATE: September 24, 2024

PURPOSE

To request County Approval of Budget Amendment #1 for Fiscal Year 2025 of Unrestricted Funds.

SUMMARY

During the Budget Preparation for 2025, Kent County Public Schools estimated to receive \$100,000 from the State for Students with Disabilities – Nonpublic Placements. For 2025, the State has awarded \$130,968.

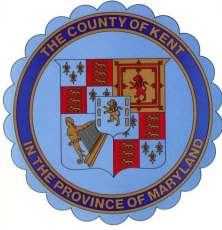
This budget amendment will increase the State Revenue Funding and Special Education Expenditure Category by \$30,968 respectively.

ACTION

Administration requests County Approval of the Unrestricted Funds Budget Amendment #1 for Fiscal Year 2025.

**Kent County Public Schools
Fiscal Year 2025
Budget Amendment #1**

Unrestricted Budget Amendment Spreadsheet - Fiscal Year 2025								
	Original Budget	Amendment #1	Amendment #	Amendment #	Amendment #	Amendment #	Amendment #	Total
Unrestricted Revenue								
Local Appropriation	\$20,382,670							\$20,382,670
Non-Recurring Costs	\$0							\$0
Other	\$375,052							\$375,052
State Share Current Exp	\$11,456,085	\$30,968.00						\$11,487,053
Federal	\$0							\$0
Fund Balance	\$1,704,732							\$1,704,732
Totals	\$33,918,539	\$30,968	\$0	\$0	\$0	\$0	\$0	\$33,949,507
Unrestricted Expenditures								
Administration	\$1,704,689							\$1,704,689
Mid-Level	\$2,298,675							\$2,298,675
Instructional Salary	\$11,319,827							\$11,319,827
Instructional Supply	\$504,296							\$504,296
Instructional Other	\$435,740							\$435,740
Special Education	\$3,512,940	\$30,968						\$3,543,908



**Dr. Mary McComas, Superintendent, and Kreigh Kirby, Accountant,
Kent County Public Schools**

10/29/2024

County Commissioners Meeting

Item Summary:

Kent County Middle School Memorandum of Understanding

ATTACHMENTS:

Description

10_29 KCC Board Meeting 2026 KCMS MOU Memo

10.29.24 Project Memorandum of Understanding for the Kent County Middle School Facility, by the Board of Education of Kent County, Kent County Commissioners, and the Maryland Stadium Authority



BOARD OF EDUCATION OF KENT COUNTY

5608 Boundary Avenue
Rock Hall, Maryland 21661
Phone 410-778-1595
Fax 410-778-6193

TO: Kent County Commissioners Office

FROM: Dr. Mary Boswell-McComas, Superintendent of Schools
Kreigh Kirby, Accountant

RE: KCPS/MSA Memorandum of Understanding for KCMS Project

DATE: October 29, 2024

PURPOSE:

To request board approval of the attached Memorandum of Understanding (MOU) between Maryland Stadium Authority (MSA), Kent County Public Schools (KCPS), and Kent County Commissioners (KCC).

SUMMARY:

Attached for review and approval is the MOU between KCPS, MSA, and KCC for the design services portion of the KCMS Replacement Project. This MOU outlines the responsibilities of the above mentioned parties for the design phase of the KCMS Project. MSA will serve as the project manager for the project for KCPS. MSA will manage the design services phase of the project, which includes the procurement of the A/E firm for design services for the project. This firm should be hired by October 31, 2024 with design service work to begin shortly thereafter.

ACTION:

Kent County Public Schools requests favorable approval from the Board of County Commissioners on the MOU between KCPS, MSA, and KCC.

PROJECT MEMORANDUM OF UNDERSTANDING

for the

KENT COUNTY MIDDLE SCHOOL FACILITY

by and among the

the

BOARD OF EDUCATION OF KENT COUNTY,

KENT COUNTY COMMISSIONERS, MARYLAND,

and

the

MARYLAND STADIUM AUTHORITY

Dated as of November 12, 2024

TABLE OF CONTENTS

<u>Section</u>	<u>Page</u>
ARTICLE 1 INTERPRETATIVE PROVISIONS.....	2
1.1 Recitals.....	2
1.2 Defined Terms.....	2
1.3 Rules of Construction.....	5
ARTICLE 2 SCHOOL FACILITY AND SCHOOL FACILITY SITE	5
2.1 School Board’s Representations and Warranties	5
2.2 Access to the School Facility Site.....	5
ARTICLE 3 RESPONSIBILITIES OF THE PARTIES.....	6
3.1 County and School Board’s Responsibilities in connection with MSA Bonds	6
3.2 School Board’s and County’s Responsibilities with respect to the Project	7
3.3 County’s Responsibilities with respect to the Project.....	7
3.4 MSA Responsibilities.....	7
3.5 Limitations on MSA’s Funding Responsibilities	9
3.6 Publicity	9
3.7 Additional Costs.....	9
ARTICLE 4 DISPUTES	10
4.1 Procurement Disputes	10
4.2 Disputes Between the Parties	10
ARTICLE 5 REPRESENTATIONS REGARDING THIS MOU.....	11
5.1 Representations by the School Board	11
5.2 Representations by the County.....	11
5.3 Representations by MSA.....	12
ARTICLE 6 NOTICES	12
6.1 Email Addresses.....	12
6.2 Delivery Rules.....	13
ARTICLE 7 MISCELLANEOUS.....	13
7.1 Governing Law.....	13
7.2 Obligations Subject to Non-Appropriation	13
7.3 No Partnership or Joint Venture.....	13
7.4 Conflicts of Interest; Representatives Not Individually Liable.....	13
7.5 Invalidity of Particular Provisions	13

7.6	Remedies Cumulative	14
7.7	No Waiver	14
7.8	Prohibition Against Assignments.....	14
7.9	Entire Understanding.....	14
7.10	Incorporation into MOU.....	14
7.11	Amendments.....	14
7.12	Termination of MOU	14
7.13	Counterparts and Electronic Signature.....	14

SCHEDULE A – School Facility and Funding Allocations

SCHEDULE B – Schedule of Local Share Deposits

SCHEDULE C – Responsibilities Matrix – MSA Projects

APPENDIX 1 – BTL Program MOU

**PROJECT MEMORANDUM OF UNDERSTANDING
FOR THE KENT COUNTY MIDDLE SCHOOL FACILITY**

THIS PROJECT MEMORANDUM OF UNDERSTANDING (this “**MOU**”) dated as of November 12, 2024, is by and between the **BOARD OF EDUCATION OF KENT COUNTY**, a body politic and corporate of the State of Maryland (the “**School Board**”), the **KENT COUNTY COMMISSIONERS, MARYLAND**, a body politic and corporate of the State of Maryland (the “**County**”), and the **MARYLAND STADIUM AUTHORITY**, a body politic and corporate, an instrumentality of the State of Maryland, and a public corporation (“**MSA**”).

WHEREAS, Chapter 20 of the 2020 Laws of Maryland (House Bill 1) entitled the Built to Learn Act of 2020 (as the same has been and may be amended from time to time, the “**Act**”) became law on May 8, 2020;

WHEREAS, notwithstanding any other effective date contained in the Act, Section 13 of the Act provided that the effectiveness of the Act was contingent on the taking effect of House Bill 1300 (2020) entitled the Blueprint for Maryland’s Future – Implementation; and

WHEREAS, House Bill 1300 (2020) became law as Chapter 36 of the 2021 Laws of Maryland with a general effective date of March 14, 2021;

WHEREAS, in accordance with terms of the Act, the Interagency Commission on School Construction, an independent unit within the Maryland Department of Education (the “**IAC**”), and MSA entered into a Program Memorandum of Understanding effective as of July 23, 2021, a copy of which is attached hereto as Appendix 1 (as the same may be amended from time to time, the “**BTL Program MOU**”) providing for their respective roles and responsibilities in implementing the supplemental school construction program established by the Act (the “**BTL Program**”);

WHEREAS, the School Board is responsible for the Kent County Public School System (the “**School System**”; together with the School Board, the “**Local Educational Agency**” or “**LEA**”), including the school buildings and other improvements (the “**School Facility**”) at the location (the “**School Facility Site**”) identified on Schedule A attached hereto and incorporated herein;

WHEREAS, on the date set forth on Schedule A, the IAC approved the inclusion of the construction and/or renovation of the School Facility (the “**Project**”) as part of the BTL Program; and

WHEREAS, the County has committed to fund the Local Share for the Project up to the amount set forth on Schedule A;

NOW, THEREFORE, for and in consideration of the Recitals, which shall be deemed a substantive part hereof, the promises and the mutual obligations of the School Board, the County, and MSA, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the School Board, the County, and MSA, for themselves and their respective successors and assigns, hereby covenant, agree, represent, and warrant as follows:

ARTICLE 1 INTERPRETATIVE PROVISIONS

1.1 **Recitals.** The foregoing recitals are incorporated herein by reference and made a part of this MOU.

1.2 **Defined Terms.** Certain terms are defined in the Act, in the heading and the Explanatory Statement to this MOU, and elsewhere in this MOU. In addition, unless the context or use clearly indicates another or different meaning or intent, the following terms shall have the meanings shown:

“**Act**” has the meaning set forth in the Recitals.

“**Additional Cost Deposits**” means deposits into the Facilities Fund made by the County [City] on behalf of the LEA to cover additional costs of the Project incurred in accordance with Section 3.7 of this MOU.

“**Applicable Law**” means any law, regulation, requirement, or order of any federal, state, or local agency, court, or other governmental body, applicable from time to time to the School Facility, School Facility Site, the Project, or the performance of any obligations under this MOU (or any agreement entered into in connection with this MOU).

“**BTL Program**” has the meaning set forth in the Recitals.

“**BTL Program Funds**” means MSA Bond Proceeds and, in the sole discretion of MSA, unallocated funds in the Facilities Fund (excluding any deposits in the Facilities Fund by or on behalf of the LEA and any deposits with respect to other projects within the BTL Program).

“**BTL Program MOU**” has the meaning set forth in the Recitals.

“**Business Day**” means a day other than a Saturday, Sunday, or legal holiday in the State of Maryland.

“**CIP**” means the Maryland Public School Construction Capital Improvement Program implemented and administered by the IAC pursuant to Title 5, Subtitle 3 of the Education Article and the regulations of the IAC found in COMAR Title 14, Subtitle 39.

“**CIP Funds**” means funds, if any, provided or to be provided for the Project from the CIP by the IAC, not to exceed the applicable Maximum CIP Allocation.

“**County**” has the meaning set forth in the Recitals.

“Eligible Project Costs” shall mean the costs for the Project that are eligible for funding under the BTL Program and/or the CIP in accordance with the terms of the Act, including the rules and regulations under the Internal Revenue Code applicable to tax-exempt bonds and the IAC’s determination of eligible costs in accordance with § 10-650(c)(1) of the Economic Development Article, § 5-303 of the Education Article, and the regulations of the IAC found in COMAR Title 14, Subtitle 39.

“Facilities Fund” means the Supplemental Public School Construction Facilities Fund established under the Act.

“Financing Fund” means the Supplemental Public School Construction Financing Fund established under the Act.

“IAC” has the meaning set forth in the Recitals.

“Local Educational Agency” or **“LEA”** has the meaning set forth in the Recitals.

“Local Hiring Plan” means a comprehensive plan for local hiring in connection with the Project.

“Local Share” means the share of the Maximum Project Cost to be funded on behalf of the LEA by the County through the Local Share Deposits.

“Local Share Deposits” means the deposits to be made into the Facilities Fund in accordance with Schedule B, attached hereto and incorporated herein, by the County [*City*] on behalf of the LEA to cover the funding of the Local Share.

“Maryland Stadium Authority Act” means Title 10, subtitle 6 of the Economic Development Article of the Annotated Code of Maryland, as amended from time to time.

“Maximum BTL Program Funding Allocation” means the maximum amount of BTL Program Funds approved by the IAC to be spent on the Project, which amount is set forth on Schedule A.

“Maximum CIP Funding Allocation” means the maximum amount of CIP Funds allocated and approved by the IAC to be spent on the Project, which amount is set forth on Schedule A.

“Maximum Project Cost” means the total of the Eligible Costs of the Project to be funded with the Local Share, Maximum State Funding Allocation, and, if applicable, any Additional Cost Deposits.

“Maximum State Funding Allocation” means, for purposes of this MOU, the combined total of the Maximum CIP Funding Allocation and Maximum BTL Program Funding Allocation for the Project.

“MBE Plan” means a comprehensive plan for the maximization of the utilization of State-certified locally based minority and women-owned businesses in connection with the Project.

“**MSA**” has the meaning set forth in the Recitals.

“**MSA Bond Proceeds**” means the proceeds of MSA Bonds.

“**MSA Bond Responsibilities**” means MSA’s responsibilities to ensure the best and most efficient use of state funding for the BTL Program with respect to, in connection with, or arising from the issuance, repayment, and/or refunding of MSA Bonds and the use of MSA Bond Proceeds; compliance with the terms and conditions of Authority Bonds, including all obligations owed by MSA to the trustee and/or bondholders of such MSA Bonds; and compliance with all conditions required to maintain the tax-exempt status of the MSA Bonds;

“**MSA Bond Trustee**” means the “Trustee” under and as defined in MSA Bond Indenture.

“**MSA Bonds**” means those revenue bonds issued by MSA as authorized under the Act including any bonds issued by MSA to refund such bonds.

“**MSA Program Responsibilities**” means any obligation other than the MSA Bond Responsibilities that is now or hereafter expressly imposed on MSA by the Act, any amendment to the Act, or any other statute enacted that is applicable to the Program.

“**MSA Trust Indenture**” means the trust indenture under which MSA Bonds shall be or have been issued.

“**Prevailing Wage Rate**” means the hourly rate of wages paid in the locality as determined by the State Commissioner of Labor and Industry under § 17-208 of the State Finance and Procurement Article, Annotated Code of Maryland.

“**Project**” has the meaning set forth in the Recitals.

“**Project Completion**” means that the Project is substantially complete to the point that the facility can be occupied and functionally utilized to substantially perform its purposes as defined by the contract documents. This includes, but is not limited to: access to, from, and within all areas of the facility; all major building systems are operating as specified such as finishes, roofs, site drainage, safety features, and those that regulate temperature, ventilation, humidity, and lighting; and all systems can be routinely maintained as recommended by manufacturers

“**School Board**” has the meaning set forth in the Recitals.

“**School Facility**” has the meaning set forth in the Recitals.

“**School Facility Site**” has the meaning set forth in the Recitals.

“**School System**” has the meaning set forth in the Recitals.

1.3 Rules of Construction.

1.3.1 Unless otherwise defined herein or the context or use clearly indicates another or different meaning or intent, terms defined by the Act shall have the meanings given by the Act.

1.3.2 Unless the context shall otherwise indicate (a) words importing the singular number include the plural number and vice versa; (b) words importing persons include any individual, corporation, partnership, joint venture, association, joint stock company, trust, unincorporated organization, or government or any agency or political subdivision thereof; (c) the titles of parts, Articles, and Sections of this MOU are inserted for convenience of reference only and shall not affect the meaning, construction or effect of any provision of this MOU; and (d) any reference to a particular Article, Section, Exhibit, or Schedule shall be to such Article, Section, Exhibit, or Schedule of or to this MOU.

1.3.3 Whenever the provisions of this MOU call for the performance of any act on or by a date that is not a Business Day, then such performance shall be required on or by the immediately succeeding Business Day.

ARTICLE 2
SCHOOL FACILITY AND SCHOOL FACILITY SITE

2.1 School Board's Representations and Warranties. The School Board represents and warrants to and for the benefit of MSA that:

(a) The School Facility Site is a buildable site, ready for improvement and free from any restrictions, easements, impediments, hazards, or conditions that would affect MSA's schedule or budget for the Project; and

(b) Title for the School Facility and School Facility Site has vested in the School Board to and for the benefit of the School System in accordance with §4-114 of the Education Article, Annotated Code of Maryland.

2.2 Access to the School Facility Site. The School Board hereby gives and grants permission to MSA, its officials, employees, agents, contractors, consultants, and/or representatives the non-exclusive right to enter upon the School Facility Site for the purpose of executing the Project. MSA shall coordinate the schedule for the Project with the person designated by the School Board to minimize interruptions and interference with the activities at the School Facility Site. The permission granted hereby shall be automatically revoked and terminated upon the expiration or termination of this MOU.

ARTICLE 3
RESPONSIBILITIES OF THE PARTIES

3.1 County and School Board's Responsibilities in connection with MSA Bonds.

(a) The County and the School Board understand and acknowledge that MSA intends for the interest on the MSA Bonds to be exempt from federal income taxation under Section 103 of the Internal Revenue Code.

(b) With respect to the Project, the County and the School Board reasonably cooperate with MSA so that MSA may:

(i) Within six (6) months after the date on which the MSA Bonds are issued, pay or incur, pursuant to contracts binding on MSA, Eligible Costs of the Project to be paid or reimbursed from BTL Program Funds that in the aggregate are not less than five percent (5%) of the amount of the Maximum BTL Program Funding Allocation;

(ii) Proceed with due diligence to completion of the Project; and

(iii) Pay or reimburse eighty-five percent (85%) of the amount of the Maximum BTL Program Funding Allocation for the Project from BTL Program Funds by the date that is three (3) years after the date on which the MSA Bonds are issued.

(c) The County and the School Board shall:

(i) Cooperate with MSA with respect to MSA's financing efforts;

(ii) Consider reasonable changes to this MOU to accommodate the requirements of the statistical rating organizations rating the MSA Bonds and any municipal bond insurers in an effort to facilitate the sale of the MSA Bonds and the procurement of bond insurance at favorable rates;

(iii) Neither perform nor permit to be performed any act that would adversely affect the tax-exempt status of the interest on the MSA Bonds;

(iv) Neither fail nor refuse to perform any act, the result of which failure or refusal would adversely affect the tax-exempt status of the interest on the MSA Bonds;

(v) Cooperate fully with MSA in obtaining and maintaining the tax-exempt status of the interest on the MSA Bonds, including, without limitation, (A) executing and delivering tax certificates and compliance agreements requested by MSA in connection with the issuance of any MSA Bonds that will, in whole or in part, provide BTL Program Funds for the Project, and (B) performing post-issuance compliance monitoring and submitting compliance reports to MSA in accordance with the requirements of such compliance agreements;

(vi) If applicable, not apply any portion of the MSA Bond Proceeds paid to the School Board or the County under this Project MOU to the payment of any federally tax-advantaged debt, such as tax-exempt bonds of the School Board or the County; and

(vii) Prior to the date that all MSA Bonds have been redeemed or paid, not permit any portion of any of the School Facilities or School Facility Sites to be sold, assigned, mortgaged, pledged, or encumbered unless MSA's written consent shall have been obtained and there is paid to MSA an amount equal to the remaining unpaid portion of the MSA Bond Proceeds evidenced by the Maximum BTL Program Funding Allocation for the applicable Project.

3.2 School Board's and County's Responsibilities with respect to the Project. Subject to the other terms of this Article 3, the School Board shall:

(a) Designate a project representative that has authority to make decisions to support the timely execution of the Project;

(b) Perform, or cause to be performed, the responsibilities of the LEA as set forth in Schedule C attached hereto and incorporated hereby;

(c) If any of the Maximum Project Cost is to be funded or reimbursed with CIP Funds, (i) comply with the requirements of the CIP applicable to the LEA, and (ii) obtain from the IAC (or, if permitted by the IAC, cooperate in MSA obtaining directly from the IAC) CIP Funds (not to exceed the Maximum CIP Funding Allocation) in accordance with the budget for the Project;

3.3 County's Responsibilities with respect to the Project. Subject to the other terms of this Article 3, the County shall:

(a) Fund the Local Share by depositing, or causing to be deposited, the Local Share Deposits into the Facilities Fund in accordance with Schedule B;

(b) If applicable, deposit, or cause to be deposited, any Additional Cost Deposits to be made by the County into the Facilities Fund in accordance with Section 3.7 of this MOU;

3.4 MSA Responsibilities. Subject to the other terms of this Article 3, MSA shall:

(a) Perform, or cause to be performed, the responsibilities of MSA as set forth in Schedule C;

(b) Manage the procurement process for the Project in accordance with MSA's procurement rules, including the selection and implementation of a Local Hiring Plan and MBE Plan for the Project;

(c) Coordinate and manage the Project;

(d) Hold design, construction, and other contracts as necessary for the Project;

(e) Act and make decisions under the contracts for the Project;

(f) Cause all contractors and consultants retained in connection with the Project (and to the extent applicable, each of their subcontractors) to comply with all Applicable Law

regarding persons prohibited from entering the School Facility Site, interacting with students, and similar restrictions, including, but not limited to, laws regarding sex offenders and violent criminals;

(g) Except to the extent the Project is covered by an Owner Controlled Insurance Program, cause all contractors and consultants retained in connection with the Project (and to the extent applicable, each of their subcontractors) to procure and maintain all insurance policies required by Applicable Law or to otherwise provide adequate risk coverage for the Project, the School Board, the County, and MSA;

(h) Cause all contractors and consultants retained in connection with the Project (and to the extent applicable, each of their subcontractors) to indemnify and save the School Board and MSA harmless from any liability or responsibility of any nature arising directly or indirectly from activities of such contractors and consultants, or their respective employees and subcontractors, in connection with the Project, except for any liability or responsibility arising from the intentional misconduct or gross negligence of the School Board or MSA, or their respective agents or employees;

(i) Cause all contractors and consultants retained in connection with the Project (and to the extent applicable, each of their subcontractors) to comply with federal, state and local laws prohibiting discrimination upon the basis of race, sex, sexual orientation, creed, color, national origin or disability in the Project;

(j) To the extent applicable, cause all contractors and any consultants retained in connection with the Project (and to the extent applicable, each of their subcontractors) to comply with the requirements of all other Applicable Laws and governmental authorities having jurisdiction over the Project;

(k) (i) Maintain books and records in proper form so as to enable independent certified public accountants to certify the total costs of the Project and that MSA has used Program Funds, the Local Share Deposits, and any Additional Cost Deposits only for Eligible Project Costs; (ii) retain such books and records, and all invoices for the Project for a period of at least three (3) years from Project Completion; and (iii) make such books and records available for inspection, copying, review, and auditing by the School Board, the IAC, the County, and their respective auditors, agents, and representatives at all reasonable times;

(l) If any of the Maximum Project Cost is to be funded or reimbursed with CIP Funds, (i) comply with the requirements of the CIP applicable to MSA, and (ii) if permitted by the IAC, obtain the CIP Funds directly from the IAC (not to exceed the Maximum CIP Funding Allocation) in accordance with the budget for the Project; and

(m) Within one (1) year after final completion of the Project and payment of all vendors therefor, return to the County any unused Local Share funds deposited into the Facilities Fund.

3.5 Limitations on MSA's Funding Responsibilities. The obligation of MSA to incur or pay for any Eligible Project Costs shall be subject to:

(a) All applicable federal requirements for qualified use of MSA Bond Proceeds;

(b) For amounts to be funded from BTL Program Funds, (i) the availability of MSA Bond Proceeds or, in the discretion of MSA, other BTL Program Funds and (ii) the requirement that the expenditure of BTL Program Funds not exceed the Maximum BTL Program Funding Allocation;

(c) For amounts to be funded from CIP Funds (i) the availability of CIP Funds and (ii) the requirement that the expenditure of CIP Funds not exceed the Maximum CIP Funding Allocation;

(d) For amounts to be funded from the Local Share, the availability of sufficient Local Share Deposits in the Facilities Fund; and

(e) For additional costs of the Project incurred in accordance with Section 3.7 of this MOU, the availability of sufficient Additional Cost Deposits in the Facilities Fund.

3.6 Publicity. All construction-site signage shall be in accordance with law and/or any regulation or policy of the IAC and reflect the joint effort of the School Board, the County [City], and MSA.

3.7 Additional Costs.

(a) If any costs of the Project (regardless of whether such costs are Eligible Project Costs) are to be funded from another source such as a grant or award (*i.e.*, other than BTL Program Funds, CIP Funds, the Local Share, or, if applicable, Additional Cost Deposits), the School Board and MSA may enter into a supplement to this MOU to allocate responsibilities in connection with such source of funds and the purposes to which such funds may be applied.

(b) If the School Board desires a change to the Project, it shall provide written notice to MSA thereof. MSA shall review the feasibility and practicality of such change (including whether the change would unduly delay completion of the Project) and, if feasible, estimate the cost thereof to determine if it would increase the Eligible Project Costs.

(i) If MSA determines that such change is infeasible, impractical, or would unduly delay completion of the Project, MSA shall have no obligation to further consider such request.

(ii) If MSA determines that such change is feasible and practical, would not unduly delay completion of the Project, and would not increase the Eligible Project Costs, the School Board may request that MSA make such change in the Project and MSA shall make reasonable efforts to accommodate the requested change.

(iii) If MSA determines that such change is feasible, practical, and would not unduly delay completion of the Project, but would increase the Eligible Project Costs, MSA shall provide its estimate to the School Board together with a schedule for deposits to cover such increased costs. The School Board may request that the County agree to pay for such increased costs by making Additional Cost Deposits into the Facilities Fund in accordance with the schedule provided by MSA. If the County agrees to make Additional Cost Deposits on the schedule provided by MSA, MSA shall make reasonable efforts to accommodate the requested change. If for any reason MSA is no longer reasonably able to accommodate the requested change, MSA shall promptly notify the School Board and the County and return any unused Additional Cost Deposits.

(c) In no event shall any supplemental agreement or change to the Project permitted under this Section 3.7 increase the Maximum State Funding Allocation or encumber BTL Program Funds.

ARTICLE 4 DISPUTES

4.1 Procurement Disputes. All bid protests and other third-party procurement claims related to the Project shall be resolved in accordance with MSA's procurement policies and procedures.

4.2 Disputes Between the Parties.

(a) The School Board and MSA shall each seek mutually acceptable solutions to any problems arising from or under this MOU (each a "**Dispute**") and, except for those instances in which a party is expressly granted the right to grant or withhold approvals that may be exercised in the discretion of that party, each party shall use its commercially reasonable efforts to resolve such problems as expeditiously as possible. Disputes shall not include monetary defaults by either party.

(b) Disputes related to MSA's Bond Responsibilities, including whether a Dispute is one that relates to MSA's Bond Responsibilities, shall be decided in the sole discretion of MSA with advice of its bond counsel, the Attorney General's Office, and/or MSA's financial advisor, as the circumstances may require, and such decision by MSA shall be a final and unappealable decision under this MOU.

(c) Disputes related to MSA's Program Responsibilities, including whether a Dispute is one that relates to MSA's Program Responsibilities, may be referred by either party to a dispute committee comprised of members of MSA's board and such committee's decision shall be a final administrative decision under this MOU.

(d) All other Disputes may be referred by either party to a dispute committee comprised of members of MSA's board and such committee's decision shall be a final administrative decision under this MOU.

ARTICLE 5
REPRESENTATIONS REGARDING THIS MOU

5.1 Representations by the School Board. The School Board makes the following affirmative representations:

(a) The School Board is a body politic and corporate duly organized and validly existing under the constitution and laws of the State of Maryland, with full legal right, power, and authority to enter into and perform its obligations under this MOU;

(b) The School Board has duly authorized the execution and delivery of this MOU and this MOU has been duly executed and delivered by the School Board and constitutes the legal, valid, and binding obligation of the School Board, enforceable in accordance with its terms, but subject to applicable bankruptcy laws, insolvency, reorganization, moratorium or similar laws affecting creditors' rights and, to the extent that certain remedies require enforcement by a court of equity, such principles of equity as the court having jurisdiction may apply; and

(c) None of the execution and delivery of this MOU, the consummation of the transactions contemplated hereby, or the fulfillment of or compliance with the terms and conditions of this MOU conflicts with or results in a breach of any of the terms, conditions, or provisions of any Applicable Law or any agreement or instrument to which the School Board is now a party or by which it is bound, or constitutes a default under the terms of any of the foregoing.

5.2 Representations by the County. The County makes the following affirmative representations:

(a) The County is a body politic and corporate duly organized and validly existing under the constitution and laws of the State of Maryland, with full legal right, power, and authority to enter into and perform its obligations under this MOU;

(b) The County has duly authorized the execution and delivery of this MOU and this MOU has been duly executed and delivered by the County and constitutes the legal, valid, and binding obligation of the County, enforceable in accordance with its terms, but subject to applicable bankruptcy laws, insolvency, reorganization, moratorium or similar laws affecting creditors' rights and, to the extent that certain remedies require enforcement by a court of equity, such principles of equity as the court having jurisdiction may apply; and

(c) None of the execution and delivery of this MOU, the consummation of the transactions contemplated hereby, or the fulfillment of or compliance with the terms and conditions of this MOU conflicts with or results in a breach of any of the terms, conditions, or provisions of any Applicable Law or any agreement or instrument to which the County is now a party or by which it is bound, or constitutes a default under the terms of any of the foregoing.

5.3 Representations by MSA. MSA makes the following affirmative representations:

(a) MSA is a body corporate and politic, an instrumentality of the State of Maryland, and a public corporation, duly organized and validly existing under the constitution and laws of the State of Maryland, with full legal right, power, and authority to enter into and perform its obligations under this MOU;

(b) MSA has duly authorized the execution and delivery of this MOU and this MOU has been duly executed and delivered by MSA and constitutes the legal, valid and binding obligations of MSA, enforceable in accordance with its terms, but subject to the approval of the Maryland Board of Public Works, applicable bankruptcy, insolvency, reorganization, moratorium or similar laws affecting creditors' rights and, to the extent that certain remedies require enforcement by a court of equity, such principles of equity as the court having jurisdiction may apply; and

(c) None of the execution and delivery of this MOU, the consummation of the transactions contemplated hereby, or the fulfillment of or compliance with the terms and conditions of this MOU conflicts with or results in a breach of any of the terms, conditions, or provisions of any Applicable Law or any agreement or instrument to which MSA is now a party or by which it is bound, or constitutes a default under the terms of any of the foregoing.

ARTICLE 6
NOTICES

6.1 Email Addresses. A notice or other communication under this MOU shall be sufficiently given or delivered if sent via email from one of the following email addresses of the sending party to all of the email addresses of the receiving party:

(a) With respect to MSA:

Michael Frenz: mfrenz@mdstad.com
Gary McGuigan: gmccguigan@mdstad.com
Eric Johnson: ejohnson@mdstad.com
Dawn Abshire: dabshire@mdstad.com

(b) With respect to the School Board:

Mary Boswell-McComas@mmccomas@kent.k12.md.us
Kreigh Kirby@kjkirby@kent.k12.md.us
David Lever@edfacplanningLLC@gmail.com

(c) With respect to the County:

Shelley L. Heller@sheller@kentgov.org

By notice to the other parties in accordance herewith, MSA, the School Board, or the County may designate alternative email addresses for sending and receiving email (but no party may designate more than five (5) recipients at any one time).

6.2 Delivery Rules.

(a) A notice sent by email shall not be valid unless sent from one of the email addresses for the sending party and to all the email addresses for the receiving party.

(b) Any notice sent prior to 4:30 p.m. Maryland time on a Business Day shall be deemed delivered on the day sent, but any notice sent after 4:30 p.m. Maryland time on a Business Day or sent on any Saturday, Sunday, or legal holiday in the State of Maryland shall not be deemed delivered until the next Business Day.

(c) If a party disputes receipt of any notice, the sending party may prove delivery (i) by producing an electronic or printed copy of the email which evidences that the email was sent to the receiving party's correct email addresses or (ii) by any other means allowed by applicable law or rules.

**ARTICLE 7
MISCELLANEOUS**

7.1 Governing Law. This MOU shall be governed by and construed in accordance with the laws of the State of Maryland.

7.2 Obligations Subject to Non-Appropriation. The obligations of MSA under this MOU (other than its obligation to pay money out of legally available MSA Bond Proceeds or other appropriated funds) are subject to appropriation by the State.

7.3 No Partnership or Joint Venture. It is mutually understood and agreed that nothing contained in this MOU is intended or shall be construed in any manner or under any circumstances whatsoever as creating or establishing the relationship of co-partners or creating or establishing the relationship of a joint venture among the School Board, the County, and MSA or as constituting MSA as the agent or representative of the School Board or the County for any purpose or in any manner under this MOU, it being understood that MSA is a separate entity.

7.4 Conflicts of Interest; Representatives Not Individually Liable. No member, official, representative, or employee of the School Board, the County, or MSA shall have any personal interest, direct or indirect, in this MOU, nor shall any such member, official, representative, or employee participate in any decision relating to this MOU which decision affects his personal interest or the interests of any corporation, partnership, or association in which he is, directly or indirectly, interested. No member, official, representative, or employee of the School Board, the County, or MSA shall have any personal liability under this MOU.

7.5 Invalidity of Particular Provisions. If any term, covenant, condition, or provision of this MOU, or the application to any person or circumstance shall, at any time or to any extent, be invalid or unenforceable, the remainder of this MOU, or the application of such term or provision to persons or circumstances other than those determined to be invalid or unenforceable,

shall not be affected thereby, and under such circumstances each term, covenant, condition, and provision of this MOU shall be valid and enforced to the fullest extent permitted by law, insofar as such enforcement is not clearly unreasonable.

7.6 Remedies Cumulative. No remedy conferred upon MSA, the School Board, or the County, (as the case may be) is intended to be exclusive and all such remedies are cumulative and are in addition to, and not in lieu of, all other remedies to MSA, the School Board, or the County, respectively, may be lawfully entitled at law or in equity in case of any Event of Default by the County, the School Board or MSA, respectively. The initiation of any remedy by any party to this MOU shall not constitute or be deemed an election of remedies by it and such party may invoke two or more remedies hereunder concurrently or consecutively.

7.7 No Waiver. Failure of either party to exercise any right or remedy hereunder shall not impair any of its rights or be deemed a waiver thereof. No waiver of any of a party's rights shall be deemed to apply to any other such rights or be effective unless in writing and signed by the waiving party.

7.8 Prohibition Against Assignments. Except as expressly provided in this MOU, no party may assign its interest in this MOU.

7.9 Entire Understanding. This MOU expresses the entire understanding between the School Board, the County, and MSA with respect to the matters set forth herein and no party shall be bound by any terms, covenants, or agreements not herein contained.

7.10 Incorporation into MOU. All exhibits, schedules, and recitals form a part of this MOU.

7.11 Amendments. This MOU may be amended only by written agreement of the parties.

7.12 Termination of MOU. This MOU shall terminate three (3) years after completion of the Project.

7.13 Counterparts and Electronic Signature. This MOU may be executed in any number of counterparts, each of which shall be deemed to be an original, and all such counterparts shall constitute one and the same instrument. To the fullest extent permitted by applicable law (including, but not limited to, the Federal Electronic Signatures in Global and National Commerce Act and the Maryland Uniform Electronic Transactions Act), MSA and the School Board agree that (i) this MOU may be electronically signed, (ii) an electronic signature to this MOU shall be as effective as a handwritten signature for purposes of validity, enforceability, authentication, and admissibility, and (iii) an electronic record of this MOU shall be as effective as a paper record for purposes of authentication and admissibility.

[Remainder of page intentionally left blank]

IN WITNESS WHEREOF, the parties have caused this MOU to be executed in their respective names, their respective seals to be affixed hereon, and the execution hereof to be duly attested.

ATTEST:

Gail C. Manley

BOARD OF EDUCATION OF KENT COUNTY

By: Joseph W. Goetz (SEAL)

Name: Joseph W. Goetz

Title: President of the Board

ATTEST:

KENT COUNTY COMMISSIONERS

By: _____ (SEAL)

Name:

Title:

ATTEST

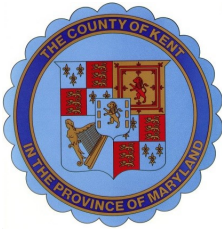
MARYLAND STADIUM AUTHORITY

By: _____ (SEAL)

Michael J. Frenz
Executive Director

Approved for form and legal sufficiency
for the Maryland Stadium Authority:

Assistant Attorney General



**Dr. Mary McComas, Superintendent, and Kreigh Kirby, Accountant,
Kent County Public Schools
10/29/2024
County Commissioners Meeting**

Item Summary:

FY2026 Capital Improvement Plan

ATTACHMENTS:

Description

10.29.22 FY2026 Capital Improvement Plan (CIP) Memo

10.29.24 Kent County Middle School FY2026 Capital Improvement Program



BOARD OF EDUCATION OF KENT COUNTY

5608 Boundary Avenue
Rock Hall, Maryland 21661
Phone 410-778-1595
Fax 410-778-6193

TO: Kent County Commissioners Office

FROM: Dr. Mary Boswell-McComas, Superintendent of Schools
Kreigh Kirby, Accountant

RE: FY 2026 Capital Improvement Plan (CIP)

DATE: October 29, 2024

PURPOSE:

To request agreement from the Board of County Commissioners on Kent County Public School's FY 2026 Capital Improvement Plan (CIP) Submission.

SUMMARY:

Attached for review and approval is the 2026 CIP. This submittal outlines our first Request for Funding for the construction services of the Kent County Middle School Project in FY 26. The CIP also outlines any other upcoming capital projects in our project pipeline.

ACTION:

Kent County Public Schools requests favorable approval from the Board of County Commissioners on the FY 2026 CIP Submission.



Kent County Board of Education

Growing a Community of Leaders

Dr. Mary McComas
Office of the Superintendent

October 4, 2024
Mr. Alex Donahue
Executive Director
Interagency Commission on School Construction
200 West Baltimore St.
Baltimore, MD 21201

Re: Kent County Middle School: FY 2026 Capital Improvement Program

Dear Mr. Donahue:

We are pleased to submit our application for FY 2026 Capital Improvement Program funding for the Kent County Middle School replacement project. At the October 9, 2023 meeting, the Kent County Board of Education unanimously voted to replace the current Kent County Middle School on its current campus in Chestertown. The A/E process has begun as the Maryland Stadium Authority (MSA) is currently soliciting proposals for the Design Phase of this project. The current expectation is to have a firm chosen for approval by Kent County Public Schools and (MSA) by the end of October 2024. In addition, a Memorandum of Understanding among the Board of Education, MSA and the County Government will be taken to the Board for approval on Monday, October 14, 2024.

The total cost of the KCMS replacement project is currently estimated at approximately \$68.5 million. We have estimated that the Public School Construction Program allocation for the project will total \$25,709,000. This estimation is based on the current unit cost (\$/square foot), the projected enrollment (including 5th grade and special education students), and the current State participation of 60% of eligible costs, which includes the addition of the 5% add-on for Net Zero Energy and the 5% Maintenance Add-On. A total of \$1,821,910 has been approved by the Interagency Commission in FY 2024 Built to Learn Act and FY 2025 Capital Improvement Program funds.

The middle school modernization is an essential project, since it concerns the only middle school in the county. The existing building is both in poor condition and is inadequate to support a contemporary middle school program. As described in the application, it does not meet code or ADA standards, and it does not provide spaces for the education of students with special needs. The inadequacies of the facility are

further detailed in a Feasibility Study that was performed in 2023 and was provided to the IAC to support Planning Approval in the FY 2025 CIP.

We look forward to hearing from you on this project, which is critical not only to the instruction of our middle school students, but to the welfare of Kent County as a whole. The County has not had a new public school building since 1971. Despite numerous system upgrades and partial renovations to the facilities, this means that students in Kent County face disadvantages when compared to the educational resources available to their peers in other school systems in Maryland. With your support for the Kent County Middle School replacement project, we hope to correct that condition.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mary Boswell-McComas".

Dr. Mary Boswell-McComas
Superintendent

CC: David Lever
Joseph Wheeler
Kreigh Kirby

KENT COUNTY PUBLIC SCHOOLS

FY 2026 CAPITAL IMPROVEMENT PROGRAM

Dr. Mary Boswell-McComas, Superintendent of Schools
October 4, 2024

**KENT COUNTY PUBLIC SCHOOLS
FY 2026 CAPITAL IMPROVEMENT PROGRAM
TABLE OF CONTENTS**

Page

SECTION I: Requests for Funding and Planning Approval (IAC/PSCP Form 102)	1
Priority No. 1 Kent County Middle School Replacement - Construction Funding	2
SECTION II: Additional Materials	7
IAC/PSCP Form 102.3: Kent County High School Targeted Renovations	8
IAC/PSCP Form 102.4: Summary of Current Requests	9
IAC/PSCP Form 102.5: Status of Previously Approved Projects	10
IAC/PSCP Form 102.6: Status of State-Owned Relocatables	11
IAC/PSCP Form 102.7: Annual Self-Certification of State-Funded Window Air-Conditioning Units	12

SECTION I: REQUESTS FOR FUNDING

IAC/PSCP Form 102

Priority 1 - Kent County Middle School Replacement Construction Funding



STATE OF MARYLAND
FORM 102 (B) REQUEST FOR MAJOR CONSTRUCTION FUNDING & IAC PLANNING APPROVAL
APG PSCP CIP/BTL Form 102

LEA Entry
 IAC Entry

Request for Planning, Design Services and/or Funding for Major School Construction Projects

PSC No.:	14.003	REQUEST TYPE: LOCAL PLANNING (LP):	<input type="checkbox"/>	CONSTRUCTION FUNDING:	<input checked="" type="checkbox"/>
LEA:	Kent	JOINT FUNDING THROUGH CIP & BTL:	<input checked="" type="checkbox"/>	DATE PLANNING (LP) APPROVED:	5/9/24
SCHOOL NAME:	Kent County Middle	FY:	2026	DATE SUBMITTED:	10/4/24
ADDRESS:	400 CAMPUS AVENUE, CHESTERTOWN, MD 21620	PRIORITY #:	1	REVISED DATE:	
PROJECT TYPE:	NEW <input type="checkbox"/>	ADDITION <input type="checkbox"/>	REPLACEMENT <input checked="" type="checkbox"/>	RENOVATION <input type="checkbox"/>	LIMITED RENOVATION <input type="checkbox"/>
COOPERATIVE USE:	<input checked="" type="checkbox"/>	PROTOTYPE DESIGN: <input type="checkbox"/>	HIGH PERFORMANCE: <input checked="" type="checkbox"/>	STATE-OWNED RELOCATABLES: <input type="checkbox"/>	NET ZERO ENERGY: <input checked="" type="checkbox"/>
SCHOOL NUMBER:	14.0402	SRC:	645	GRADES:	Other
CURRENT FUNDING REQUEST:	\$14,000,000	STATE COST SHARE %:	50%	LOCAL COST SHARE %:	50%

TOTAL PRIOR STATE FUNDS:	\$1,821,910	EXPECTED FIVE-YEAR PROGRAM FUNDING REQUESTS					TOTAL:					
		FY2027	\$ 9,887,090	FY2028		FY2029		FY2030		FY2031		\$23,887,090

1. SITE: Acreage 15 Date IAC Approved _____ MHT Category # _____ Date of MHT Review _____ PFA Status _____ Water _____ Sewer _____

2. EXISTING FACILITY:

	RENOVATED		#SPILL!		TOTAL		
	Gross SE	Date	Gross SE	Date	#SPILL!	Date	Gross SE
ORIGINAL	21,254	1950	18,029	1976	3,225	1976	18,029
ADDITION	17,066	1952	17,066	1976			17,066
ADDITION	4,460	1957	4,460	1976			4,460
ADDITION	12,544	1960	12,544	1976			12,544
ADDITION	26,686	1976					26,686
TOTAL	82,010		52,099		3,225		78,785

LEA Proposed Scope for Renovation/Demolition		
GSF to be Renovated	GSF to be Demolished	Cooperative-Use Space
-	18,029	-
-	17,066	-
-	4,460	-
-	12,544	-
-	26,686	-
-	78,785	-

3. SCOPE:

a. Proposed LEA Scope: Proposed Capacity 506

Gross Square Footage:	New <u>88,250</u>	Addition		Renovation		Demolition	<u>78,785</u>
Cooperative-Use Space GSF: WITHIN above GSF	New CUS <u>750</u>	CUS Addition		CUS Renovation			

b. Eligible State Scope: Eligible Enrollment 465

Gross Square Footage:	New <u>75,792</u>	Addition		Renovation		Demolition	<u>78,785</u>
Cooperative-Use Space GSF: WITHIN above GSF	New CUS <u>750</u>	CUS Addition		CUS Renovation			

c. SE and CTE: New Regional SE program(s)? N New CTE Program(s)? N CTE application filed with MSDE? N CTE application approved by MSDE? N

4. DESCRIPTION & JUSTIFICATION: (What you wish to accomplish with this project)

"Kent County Middle School is in need of modernization. The facility was originally built in 1950, with additions in 1952, 1957, 1960 and 1976, when the entire facility was last renovated. The facility does not support the 21st century middle school program: there are no collaboration spaces for team teaching, no purpose-designed science laboratories or technology instructional space, no teacher planning areas, a severe lack of small spaces of varying sizes for small-group or one-on-one instruction of students with special needs, and a large number of classrooms without natural daylight (including the Art Classroom). The circulation pattern requires students to cross the Library/Media Center during class change and certain spaces are only accessible through the LMC; the Music Room is only accessible by crossing the Gymnasium. While the Gymnasium is properly sized, a majority of the spaces in the school are either too large or too small when compared to the Board-approved Educational Specification. In addition, the building does not have a single ADA accessible toilet, and there is no elevator or lift to the second floor of the two-story wing. The building systems are old and in need of constant repair: the roof presents a continual problem of leaking, piping in the sub-floor tunnels is obsolete and requires continuous attention, the lighting is generally poor, and the exterior walls are not energy efficient and the lintels above the windows should be replaced in some places. The building does not meet code in a number of areas, particularly in the open stairways.

We are requesting CIP funding to support the Construction for the upcoming Kent County Middle School Replacement Project for grade 5 to 8 (it currently serves grades 6 to 8). A Feasibility Study was conducted to examine five potential options for the modernization of the Kent County Middle School: 1) renovation/expansion of the existing building, 2) replacement at the existing site in Chestertown, 3) replacement at a new site to be determined, 4) replacement at the campus of Kent County High School in Worton, Maryland, and 5) an attachment to Kent County High School, with joint-use of certain facilities in the high school (gymnasium, cafeteria, other). On July 10, 2023, the Board of Education determined that only the replacement options in Chestertown and Worton would be considered. On October 9, 2023, the Board Of Education voted between the final two options that were selected during the Feasibility Study process and chose to pursue option 2, which is a replacement on the existing Chestertown site.

A/E Design of the new facility will commence in late Fall or early winter 2024. MSA has issued the RFP for A/E Services with intended proposal opening to occur in October 2024. Upon selection of an A/E firm the design process will begin with an anticipated completion in 12-18 months. KCPS has received funds through the Maryland Energy Administration Decarbonizing Schools Program to pursue a Net Zero Energy (NZE) or Net Zero Energy Ready design for the project. By serving grades 5 to 8, this project will facilitate expansion of the KCPS Prekindergarten programs in the three elementary schools, toward compliance with the requirements of the Blueprint for Maryland's Future legislation.

The seven-year enrollment projection for 2030 indicates a total of 465 students in grades 5 through 8. We request consideration of a higher enrollment figure of 506 in order to ensure that there will be capacity for future growth, since the County government will not be in a position to support further capital improvements to this facility in the future. Kent County Middle School is the only middle school in the county and will serve every student for grades 5 to 8.

5. ENROLLMENT PROJECTIONS (Requested and Adjacent Schools)	YEAR	2023	2024	2025	2026	2027	2028	2029	2030	Difference
	SRC	Current Enrollment	FTE	FTE	FTE	FTE	FTE	FTE	FTE	SRC-FTE
Kent County Middle (14.003)	645	382	376	377	372	350	339	332	352	293
Galena Elementary 5th Grade	NA	49	45	34	23	31	35	40	34	NA
H.H. Garnet Elementary 5th Grade	NA	47	47	55	60	49	47	54	48	NA
Rock Hall Elementary 5th Grade	NA	34	23	25	29	23	33	29	31	NA
										0

NOTES:

For the three elementary schools, only the 5th grade enrollment is shown. The SRC of the elementary schools is irrelevant to the capacity calculation of the middle school.

										0
TOTAL:	645	512	491	491	484	453	454	455	465	293

Case Number:

Note: Raw Eligible Enrollment based on SRC and 7-year FTE. To determine the Raw Eligible Enrollment for a new school, enter the SRC and 7 year enrollments for the Adjacent School(s) above.

352

*Eligible Enrollment. If the sum of available seats in all adjacent schools shown in the table above is less than 15% of the project school's enrollment (Year 7 FTE), the adjacent schools are excluded from the calculation of eligible enrollment for state funding allocation.

#VALUE!

6. BUDGET:		Total Estimated Project Budget	Estimated Local Funds	Estimated Maximum State Allocation
Design	10%	\$ 4,464,000	\$ 2,213,000	\$ 2,251,000
Building		\$ 50,472,000	\$ 31,555,000	\$ 18,917,000
Site Development	19%	\$ 5,328,000	\$ 1,733,000	\$ 3,595,000
Furniture, Fixtures, and Equipment	5%	\$ 5,900,000	\$ 4,954,000	\$ 946,000
Other		\$ -	\$ -	\$ -
LEA Contingency	2.5%	\$ 1,262,000	\$ 1,262,000	\$ -
High Performance (Admin Cost - Estimated at 2%)		\$ 1,116,000	\$ 1,116,000	\$ -
Total		\$ 68,542,000	\$ 42,833,000	\$ 25,709,000

7. SCHEDULE:		Ed Spec Completion Date:	Feasibility Study Completion Date:	Estimated Bid Date:
		April 2023	October 2023	October 2025 (GMP)
	Schematic Design (SD) Completion Date:	March 2025	Design Development (DD) Completion Date:	February 2026
			Construction Document (CD) Completion Date:	August 2027 (bldg)

Revised 8/2024



STATE OF MARYLAND - CAPITAL IMPROVEMENT PROGRAM / BUILT TO LEARN
COMPUTATION SUPPLEMENTAL WORKSHEET FOR ESTIMATING THE STATE ALLOCATION FOR FY 2026
(Amounts rounded to the nearest 1,000)

LEA Entry
IAC Entry

PSC No.: 14.003
Project Type: Replacement
GROSS AREA BASELINE in GSF

Kent
Kent County Middle School

Educ. Type	Eligible Enrollment	GSF per student	Total GSF
PreK		x	=
Elementary (K-5)	#REF!	x	= #REF!
Middle	506	x 147.00	= 74,382
High	#REF!	x	= #REF!
Special ED Elem		x	=
Special ED Middle	20	x 33.00	= 660
Special ED High		x	=
			75,042

Priority #	1
CIP or CIP/BTL	CIP/BTL
Request Type	Funding
Basis for Applied Funding Factors:	Estimate
Date of First Construction Funding:	
Bid Date (Actual Only):	
State Cost Share %	50%
Concentration of Poverty Add-on	-
Maintenance Add-on	5%
Net Zero Energy Add-on	5%
State Cost Share % w/Add-ons	60%

Existing Facility GSF 78,785
Demolition of Existing GSF 78,785
Revised Existing Facility GSF -
Eligible New GSF 75,042

Adjusted Eligible GSF* -

NEW GSF	Construction Cost	Cost State Share
A. Eligible New GSF 75,042 x 416.00	31,217,000	18,730,000
B. Cooperative-Use Space (GSF) 750 x 416.00	312,000	187,000
C. CTE Program-Based GSF Add-on x 416.00		
D. Concentration of Poverty/EL Add-on x 416.00		
E. GAB Variance (if applicable) x 416.00		
F. Facility Addition Subtotal (A+B+C+D+E) 75,792	31,529,000	18,917,000
G. Site Development (0.19*F) x 19%	5,991,000	3,595,000
H. Facility Addition & Site Subtotal (F+G)	37,520,000	22,512,000
I. Design Cost (0.1*H) x 10%	3,752,000	2,251,000
J. Furniture, Fixtures and Equipment (0.05*F) x 5%	1,576,000	946,000
K. Total Costs for new space (H+I+J)	42,848,000	25,709,000

RENOVATED GSF	Construction Cost	Cost State Share
Age of Structure		
40 & older x 416.00 x 100%		
31-39 x 416.00 x 85%		
26-30 x 416.00 x 75%		
21-25 x 416.00 x 65%		
16-20 x 416.00 x 50%		
0-15 x 416.00 x 0%		
L. Eligible Structure Renovation		
M. Cooperative-Use Space (GSF) x 416.00		
N. CTE Program-Based GSF Add-on x 416.00		
O. Concentration of Poverty/EL Add-on x 416.00		
P. GAB Variance (if applicable) x 416.00		
Q. Facility Reno Subtotal (L+M+N+O+P)		
R. Site Development (0.1*Q) 5%		
S. Facility Renovation & Site Subtotal (Q+R)		
T. Design Cost (0.1*S) 10%		
U. Furniture, Fixtures and Equipment (0.05*Q) 5%		
V. Total Cost for Renovated Space (S+T+U)		

TOTAL COST 42,848,000 25,709,000

Less Prior State Funds for Related Projects

MAXIMUM STATE ALLOCATION 25,709,000

Less CIP allocations for the Project (252,341)

ADJUSTED MAXIMUM STATE ALLOCATION (1,569,569)

Less other State funding program allocations for the project

BALANCE 23,887,090

Additional Notes: The "Net State Funding" on this worksheet is an estimate of the maximum State allocation for this project but may be reduced based on the costs of the approved contract(s), ineligible items, and change orders.
Existing facility is 78,785 gsf. The facility will be demolished in its entirety and replaced with a facility of 88,250 gsf.

Date Local Planning (LP) Approved: 5/9/24
Date Revised:

Project School & Adjacent School Enrollment Projections

RAW ELIGIBLE ENROLLMENT:

5. ENROLLMENT PROJECTIONS (Requested and Adjacent Schools)	YEAR	2023	2024	2025	2026	2027	2028	2029	2030	Difference
	SRC	Current Enrollment	FTE	FTE	FTE	FTE	FTE	FTE	FTE	SRC-FTE
Kent County Middle (14.003)	645	382	376	377	372	350	339	332	352	293
Galena Elementary 5th Grade	NA	49	45	34	23	31	36	40	34	#VALUE!
H.H. Garnet Elementary 5th Grade	NA	47	47	55	60	49	47	54	48	#VALUE!
Rock Hill Elementary 5th Grade	NA	34	23	25	29	23	33	29	31	#VALUE!
TOTAL:	645	512	491	491	484	453	454	455	465	#VALUE!
Raw Eligible Enrollment based on SRC and 7-year FTE entered on the FORM 102 Redesigned Worksheet.										#VALUE!
To determine the Raw Eligible Enrollment for a new school, enter the SRC and 7 year enrollments for the Adjacent School(s) on the corresponding table on the FORM 102 Redesigned worksheet.										#VALUE!

←Total Available Seats

ELIGIBLE ENROLLMENT WITH ADJACENT SCHOOLS PROVISION

Per Education Article, §5-303(i), Annotated Code of Maryland, "the approved student enrollment may be reduced only if the sum of available seat count in all adjacent schools is 15% or more of the project school's enrollment."

5. ENROLLMENT PROJECTIONS (Requested and Adjacent Schools)	YEAR	2023	2024	2025	2026	2027	2028	2029	2030	Difference*
	SRC	Current Enrollment	FTE	FTE	FTE	FTE	FTE	FTE	FTE	SRC-FTE
Kent County Middle (14.003)	645	382	376	377	372	350	339	332	352	293
#VALUE!	NA	49	45	34	23	31	36	40	34	#VALUE!
#VALUE!	NA	47	47	55	60	49	47	54	48	#VALUE!
#VALUE!	NA	34	23	25	29	23	33	29	31	#VALUE!
#VALUE!										#VALUE!
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#VALUE!										#VALUE!
#VALUE!										#VALUE!
TOTAL:	645	512	491	491	484	453	454	455	465	#VALUE!
*Eligible Enrollment. If the sum of available seats in all adjacent schools shown in the table above is less than 15% of the project school's enrollment (Year 7 FTE), the adjacent schools are excluded from the calculation of eligible enrollment for state funding allocation.										#VALUE!

15% Of Project School Year 7 Enrollment	52.8
---	------

Sum of Adjacent Schools' Available Seats	#VALUE!
--	---------

SECTION II: ADDITIONAL INFORMATION

IAC/PSCP Form 102.3 - Future Project Requests

IAC/PSCP Form 102.4 - Summary of Current Requests

IAC/PSCP Form 102.5 - Status of Previously Approved Projects

IAC/PSCP Form 102.6 - Status of State-Owned Relocatables

**IAC/PSCP Form 102.7 - Annual Self-Certification of State-Funded
Window Air-Conditioning Units**

FUTURE PROJECT REQUEST - (Optional Form)

LEA: Kent

DATE: October 4, 2024

FISCAL YEAR: 2026

PSC NO.:

PROJECT TYPE: NEW ADDITION RENOVATION REPLACEMENT
 SYSTEMIC RENOVATIONS: STATE-OWNED RELOCATABLES:

SCHOOL NAME: Kent County High School

SCHOOL ADDRESS: 25301 Lambs Meadow Road, Worton, MD 21678

DESCRIPTION:

The project will consist of targeted renovations of specific instructional areas in order to improve the delivery of the educational program and instructional efficiency. The scope of the renovations will be determined through a feasibility study to be undertaken in FY 2027.

PROPOSED RATED CAPACITY:	1161	GRADES:	9-12
REQUEST APPROVAL FOR PLANNING FY:	2028	FUNDING FY:	2029
ESTIMATED COST TO STATE:	TBD	LOCAL:	TBD

PROJECT JUSTIFICATION:

A hybrid renovation project carried out at the school in 2005 and 2006 replaced a number of building systems and renovated certain instructional and core areas. However, several of the instructional programs are poorly located in relation to other departmental offerings and/or are in spaces that are not appropriately designed to support the educational program. Examples include the Weight Room, which is located in a former CTE shop areas distant from other Physical Education facilities, and the Culinary Arts classroom, which is not located with other CTE programs in the wing dedicated to this purpose. The project will correct these location problems at the same time that it improves the instructional spaces that are identified through the educational specification and the feasibility study process. The scope will include equipment and seating upgrades to the Planetarium, a unique feature of this high school. The project will also correct deficiencies in the building systems, within the limits of the budget. The roof was entirely replaced in 2023, substantially reducing the cost of the future renovations.

SUMMARY OF CURRENT PLANNING AND FUNDING REQUESTS

LEA: Kent FISCAL YEAR: 2026 DATE: 10/4/24

PRIORITY #	PROJECT TITLE	TOTAL EST. COST	NON-PSCP/IAC FUNDS	TOTAL STATE FUNDS	PRIOR PSCP/IAC FUNDS	CURRENT REQUESTS (\$ OR LP)	Expected Project Requests (enter fiscal year below)								
							FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031			
1	Kent County Middle School	\$68,542,000	\$42,833,000	\$25,709,000	\$1,821,910	\$14,000,000	\$9,887,090								
	Future Projects:														
	Kent County High Targeted Renovation	TBD	TBD	TBD					LP		F	TBD	F	TBD	
	TOTAL (Last page only)	\$68,542,000	\$42,833,000	\$25,709,000	\$1,821,910	\$14,000,000	\$9,887,090	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

STATUS OF PREVIOUSLY APPROVED PROJECTS

LEA: Kent
 DATE: 10/4/24

FISCAL YEAR: 2026

PROJECT TITLE and PSC NO. ¹ (Chronological Order by Fiscal Year)	MONTH AND YEAR (00/00) OF STATE APPROVAL					Percent Construction Completed	Date Occupied
	IAC	SD	DD	CD	CONTRACT AWARD		
Kent County High School Roof Replacement (PSC 14.007.23)	N/A	N/A	N/A	2/10/22	7/14/22	100%	9/5/23
Kent County High School Stadium Lighting Upgrade (FY 2021 SSGP)	N/A	N/A	N/A	N/A	12/28/22	100%	7/17/23

¹ ALL PROJECTS INCLUDING SYSTEMIC RENOVATION, AGING SCHOOL, SCHOOL SAFETY, HEALTHY SCHOOLS FACILITY FUND AND QZAB.

STATUS OF STATE-OWNED RELOCATABLES

LEA: Kent

FISCAL YEAR: 2026

DATE: 10/4/24

SCHOOL	BUILDING NUMBER	MFR/ NO. CLRM(S)	CURRENT USE	DATE SITED	ACTION REQUESTED	JUSTIFICATION
KCPS has no State-Owned Relocatables.						

Annual Self-Certification of State-Funded Window Air-Conditioning Units

As a condition to receiving State funds to purchase window air-conditioning units (and associated electrical upgrades, installation, and security) for schools where more than half of classrooms are not temperature-controlled, a Local Education Agency (LEA) must comply with the Code of Maryland Regulation (COMAR) 23.03.02.111(2). This regulation requires the LEA to complete an annual self-certification that window air-conditioning units purchased and installed with State funds since October 1, 2016 are operable and have been maintained.

Kent County Public Schools has received State funds to purchase and installed 0 window air-conditioning units.
LEA #

0 window air-conditioning units are operable as of 10/4/24.
Date

0 window air-conditioning units have been maintained (in accordance with manufacturer's recommendations) between October 1, 2016 10/4/24.
Date

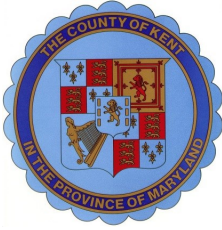
School Name	PSC #	Fiscal Year Funded	Number of Units	Month/Year Installed	Number Operable	Number Maintained
Total			-		-	-

I hereby certify that to the best of my knowledge the above information is accurate and complete.

Mary Boswell-McComas
 Signature of Superintendent of Schools

10/3/2024
 Date

Dr. Mary Boswell-McComas
 Printed Name of Superintendent



Pete Landon, Director Office of Emergency Services
10/29/2024
County Commissioners Meeting

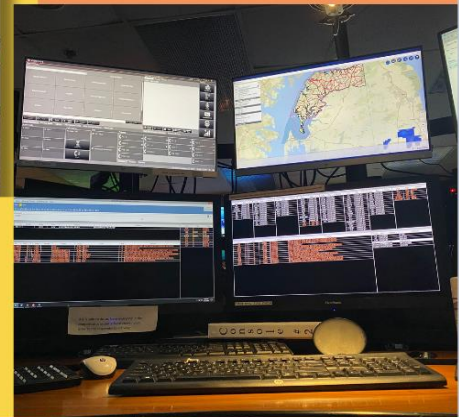
Item Summary:

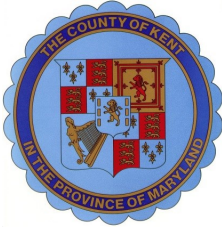
The County Commissioners of Kent County along with the Kent County Office of Emergency Services are joining the Community Volunteer Fire Company, Galena Volunteer Fire Company, Kennedyville Volunteer Fire Company, Betterton Volunteer Fire Company, Chestertown Volunteer Fire Company, Rock Hall Volunteer Fire Company, and Kent and Queen Anne's Rescue Squad in a unanimously signed agreement that covers the terms of requests and conditions for reimbursement for emergency medical services, including intercept services. These services are jointly provided among the County and all emergency medical services providers.

ATTACHMENTS:

Description

OES NA Coversheet





Jamie Williams, Director, Economic and Tourism Development
10/29/2024
County Commissioners Meeting

Item Summary:

Department of Veterans Affairs - Operation Green Light 2024 Proclamation

ATTACHMENTS:

Description

Cover Page

10.29.24 Proclamation, Supporting Operation Green Light for Veterans



Department of Veterans Affairs - Operation Green Light 2024 Proclamation



Kent County, Maryland



Proclamation

Supporting Operation Green Light for Veterans November 4 – 11, 2024

- WHEREAS,** The residents of Kent County have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served our country and this community in the Armed Forces; and
- WHEREAS,** The contributions and sacrifices of those who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and
- WHEREAS,** Veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veterans Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability, and compensation benefits each year; and
- WHEREAS,** Approximately 200,000 service members transition to civilian communities annually and, an estimated 20 percent increase of service members will transition to civilian life in the near future; and
- WHEREAS,** Studies indicate that 44-72 percent of service members experience high levels of stress during the transition from military to civilian life and active military service members are at a high risk for suicide during their first year after military service.

NOW, THEREFORE, WE, THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND, do hereby proclaim November 4-11, 2024, to be "OPERATION GREEN LIGHT" and encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying green lights in a window of their place of business or residence from November 4th through the 11th, 2024.

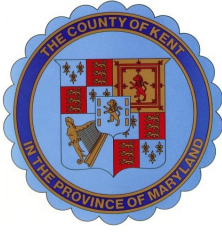
THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND

Ronald H. Fithian, President

Albert H. Nickerson, Member

John F. Price, Member

October 29, 2024



**Shalyn Boulden, Tourism Manager, Economic and Tourism
Development
10/29/2024
County Commissioners Meeting**

Item Summary:

FY2025 Destination Marketing Organization Grant

ATTACHMENTS:

Description

Cover Page

FY2025 DMO Grant Agreement

Exhibit A to FY 2025 DMO Grant Agreement

Exhibit B to FY 2025 DMO Grant Agreement

FY2025 Grant Awards



Department of Economic and Tourism Development

FY 2025 Destination Marketing Organization Grant Agreement

Discover
the road **less** traveled along the iconic
Chesapeake Bay in
Kent County
Maryland

Four circular inset images are arranged horizontally across the bottom of the main image:
1. A wooden dock with a green sign that says '10'.
2. A plate of food, likely seafood, including what looks like a crab cake and other items.
3. A group of people's hands reaching out and clapping together.
4. A long wooden pier extending into a body of water under a clear sky.

Discover quaint waterfront towns. Explore museums, live theater, and art galleries. Savor mouthwatering cuisine amid breathtaking views. Meander the shops of historic Main Streets. Search the Countryside in pursuit of deer, waterfowl and more.

 **PLAN YOUR ADVENTURE**
KENTCOUNTY.COM/VISITORS


Maryland
YOU'RE WELCOME
visitmaryland.org

**MARYLAND DEPARTMENT OF COMMERCE
MARYLAND TOURISM DEVELOPMENT BOARD**

**FY 2025 DESTINATION MARKETING ORGANIZATION
GRANT AGREEMENT**

THIS GRANT AGREEMENT (“Agreement”) is made between the Department of Commerce (“Commerce” or the “Department”), a principal department of the State of Maryland (the “State”), acting through the Maryland Tourism Development Board (“MTDB”), an agency of the Department, and County Commissioners of Kent County, MD (“Grantee”) whose Federal Identification Number is 52-6000974.

RECITALS

A. Grantee has requested grant assistance from MTDB in order to undertake activities consistent with Section 4-202 of the Economic Development Article of the Maryland Code, which establishes as MTDB’s mission: “To guide, stimulate, and promote the coordinated, efficient, and beneficial development of travel and tourism in the State so that the State can derive the economic, social, and cultural benefits of travel and tourism to the fullest extent possible.”

B. Consistent with Sections 4-212, 4-213 and 4-214 of the Economic Development Article of the Maryland Code, which require MTDB to: develop an annual marketing plan; encourage, assist, and coordinate the tourism activities of local and regional promotional organizations; and spend funds for the assistance and development of tourism and travel industries in the State, MTDB has developed a policy to financially support those political subdivisions that have presented viable marketing plans that are consistent with the State’s annual tourism marketing plan. Section 4-214 further provides that the MTDB “shall set policies for spending money on tourism advertising, written and graphic materials, cooperative and matching promotional programs, and other tourism and travel developmental and promotional activities for the State; spend money of the Fund to plan, advertise, promote, assist, and develop the tourism and travel industries in the State; and beginning in Fiscal Year 2011, provide grants of not less than \$2,500,000 in total each fiscal year to destination marketing organizations for the purpose of attracting visitors to the State.”

C. MTDB has approved the award of funding assistance to Grantee, to be expended by Grantee in accordance with this Agreement and the MTDB FY 2025 Destination Marketing Organization Grant Guidelines, attached hereto and incorporated herein as Exhibit A.

THEREFORE, IN CONSIDERATION of the foregoing and the mutual promises and covenants contained in this Agreement, MTDB and Grantee agree as follows:

1. Grant. MTDB agrees to provide Grantee with funds in an amount not to exceed Twenty Seven Thousand Six Hundred Ninety Eight Dollars (\$27,698.00) (the “Grant” or “Grant Funds”), subject to the availability of funds for such purpose.
 - a) Grant Formula: MTDB has awarded the Grant allocated through a formula that utilizes a Base Grant of \$20,000, Grantee’s Calendar Year (CY) 2023 Qualifying

Expenditures, growth of those Qualifying Expenditures over CY 2022 and growth of FY 2022 County Accommodation Taxes of FY 2021, 2022 and 2023.

b) Grant Term: The Agreement is in effect from July 1, 2024, to June 30, 2025.

c) Grantee shall participate in the annual Tourism Economic Impact Report for the State of Maryland and Maryland's DMO's.

2. Purpose. Grantee may use the Grant only for the purposes and in the manner set forth in its FY 2025 Destination Marketing Organization Application Questionnaire, attached hereto and incorporated herein as Exhibit B. Grant funds are intended to supplement the Grantee's annual budget and shall not replace year-over-year budget reductions incurred by the Grantee.

3. Guidelines. Execution of this Agreement by Grantee shall bind Grantee to all terms and conditions set forth in Exhibit A.

4. Disbursement.

a) Costs will be reimbursed at a rate of either 100% or 50% as described in Exhibit B. Any expenditure not explicitly identified in these guidelines is ineligible for reimbursement. OTD shall have the right to review and reject any expenditure deemed in its sole discretion to be ineligible.

b) Grantee must submit all reimbursement requests no later than July 31, 2025. Disbursements of Grant Funds are subject to the continuing availability of funds for such purpose, the State's fiscal position, the Department's financial resources, and compliance with all applicable laws. The Department may, at any time, assess the State's fiscal position and the Department's financial resources and reduce the amount of undisbursed Grant funds. If Grantee is a nonprofit entity under Section 501(c)(3), (4) or (6) of the Internal Revenue Code, the Grant Funds may be applied toward indirect costs in accordance with Section 2-208 of the State Finance and Procurement Article, Annotated Code of Maryland. Grantee shall report any Grant Funds applied to indirect costs in funding requests and financial reports submitted to Commerce.

5. Notices. All notices, requests, and consents made pursuant to this Agreement must be in writing or via email. Any communication is effective when mailed, first-class postage prepaid and/or emailed, as follows:

a) Submit completed Grant Agreement with Exhibits A, B, C (when applicable), W-9 Request for Taxpayer Identification Number and Certification (completed), and all other applicable correspondence, including but not limited to, advertising creative approval requests, reimbursement requests, invoices, qualifying expenditure reports, and/or other required proof of performance via email to:

Ms. Marci Wolff Ross, Senior Assistant Director, Tourism Development
EMAIL: marci.ross@maryland.gov
Maryland Office of Tourism Development
401 East Pratt Street, 14th Floor
Baltimore, MD 21202
TEL: 443.498.3842

Peter Ayeni, Tourism Development Unit, Assistant Manager
EMAIL: peter.ayeni@maryland.gov
Maryland Office Of Tourism Development
401 East Pratt Street, 14th Floor
Baltimore, MD 21202
TEL: 443.970.4928

- b) Communications to Grantee (required):
 - Name: Shalyn Boulden
 - Title: Tourism Manager
 - Address: 400 High St. Chestertown, MD 21620
 - Phone: 410-778-0416
 - Email: sboulden@kentgov.org

- c) Communications to Grantee (alternate):
 - Name: Jamie Williams
 - Title: Director of Economic and Tourism Development
 - Address: 400 High St. Chestertown, MD 21620
 - Phone: 410-778-0416
 - Email: jlwilliams@kentgov.org

6. Amendment. This Agreement may be amended only by a written instrument executed by both parties.

7. Maryland Law. This Agreement shall be construed, interpreted, and enforced in accordance with the laws of the State of Maryland.

8. Political Contributions.

a) Grantee shall not use any Grant Funds to make contributions: to any persons who hold, or are candidates for, elected office; to any political party, organization, or action committee; or in connection with any political campaign or referendum.

b) If in any fiscal year ending during the term of this Agreement Grantee derives more than 50% of its operating funds from State funding, it shall not contribute any money or thing of value: to any persons who hold, or are candidates for, elected office; to

any political party, organization, or action committee; or in connection with any political campaign or referendum.

9. Entire Agreement; Counterparts; Signatures. This Agreement, together with the Exhibits incorporated by reference, represents the complete and final understanding of the parties. No other understanding, oral or written, regarding the subject matter of this Agreement, may be deemed to exist or to bind the parties at the time of execution. This Agreement may be executed in any number of duplicate originals or counterparts, each of which such duplicate originals or counterparts shall be deemed to be an original and all taken together shall constitute one and the same instrument. Signatures provided by facsimile or other electronic means, for example, and not by way of limitation, in Adobe .PDF sent by electronic mail, shall be deemed to be original signatures.

10. Termination Prior to Expiration of Term Period. The Department and/or the State reserves the right to terminate the Agreement by written notice to Grantee if (a) the purpose of the Agreement can no longer be fulfilled or met, (b) Grantee materially fails to perform its obligations under the Agreement or otherwise violates the terms of the Agreement and/or any exhibits attached thereto, or (c) it's in the best interest of the Department and/or the State to terminate. Unless such termination is due to Grantee's failure to perform its obligations or Grantee's violation of the Agreement, the Department shall disburse Grant Funds to cover the allowable expenses, as set forth in Exhibit B or elsewhere in this Agreement, incurred by Grantee prior to termination. In the event the termination is due to Grantee's failure to perform or Grantee's violation of the Agreement, the Department, at its sole discretion, may require Grantee to repay all or any portion of the disbursed Grant Funds. Nothing in this provision relieves the Grantee from liability for any damages caused by Grantee's failure to perform or Grantee's violation of this Agreement. To the extent allowed by applicable law, Grantee shall indemnify and hold harmless the Department for any damages, claims, costs, or expenses, including reasonable attorney's fees and court costs, due to Grantee's failure to perform and/or violations of this Agreement.

WITNESS/ATTEST:

GRANTEE:

By: _____
(Signature)

By: _____
(Signature)

(Typed Name)

(Printed Name)

(Title)

**WITNESS:
DEVELOPMENT BOARD:**

MARYLAND TOURISM

(Signature)

By: _____
(Signature)

(Printed Name and Title)

(Printed Name and Title)

Date: _____

Approved for form and legal sufficiency by:

_____, Assistant Attorney General

- Attachments: Exhibit A: FY 2025 DMO Grant Guidelines
Exhibit B: FY 2025 DMO Application Questionnaire
Exhibit C: Application Affidavit, if applicable

**Department of Commerce
Maryland Tourism Development Board
Maryland Office of Tourism Development**

**FISCAL YEAR 2025
DESTINATION MARKETING ORGANIZATION
GRANT PROGRAM GUIDELINES**

I. PURPOSE AND ELIGIBILITY

A. It is the purpose of these grant guidelines, provided in accordance with the policies adopted by the Maryland Tourism Development Board (“MTDB”) on September 20, 1995, as amended and in concurrence with actions taken during a meeting on October 7, 1997, to govern the award of grants to Maryland political subdivisions to supplement local funds for tourism marketing and development. This program is known as the Destination Marketing Organization Grant Program and is administered by the Office of Tourism Development (“OTD”) on behalf of MTDB, an agency of the Department of Commerce (“Commerce” or “the Department”).

By authority granted to MTDB under the Economic Development Article in the Annotated Code of Maryland, Section 4-213 (10) and (11), MTDB is to, “cooperate with other public units and private organizations to develop and promote the State’s tourism and travel industries” and “encourage, assist, and coordinate the tourism activities of local and regional promotional organizations.” Section 4-214 further provides that the MTDB “shall set policies for spending money on tourism advertising, written and graphic materials, cooperative and matching promotional programs, and other tourism and travel developmental and promotional activities for the State; spend money of the Fund to plan, advertise, promote, assist, and develop the tourism and travel industries in the State; and beginning in Fiscal Year 2012, provide grants of not less than \$2,500,000 in total each fiscal year to destination marketing organizations for the purpose of attracting visitors to the State.”

B. Each Maryland County, Ocean City and the City of Baltimore is eligible for a Destination Marketing Organization (DMO) grant. No more than one DMO grant shall be awarded per jurisdiction. MTDB will only award grant funds directly to the DMO that is recognized by the chief elected official of the jurisdiction.

C. Each DMO shall participate in the Tourism Economic Impact Report for the State of Maryland and Maryland’s DMO’s. The annual cost for participation is eligible for reimbursement through this program as noted in Section VI.F.1. of these guidelines.

II. GRANT AMOUNT AND CONDITIONS FOR DISBURSEMENT

A. Grants are awarded based on the availability of grant funds in the MTDB’s approved budget

and are intended to supplement the Grantee's annual budget not to replace it.

B. Grants are allocated through a formula that utilizes a Base Grant of \$20,000, Grantee's Calendar Year (CY) 2023 Qualifying Expenditures, growth of those Qualifying Expenditures over CY 2022 and growth of FY 2023 county accommodation taxes over 3-year average of FY 2021, 2022 and 2023.

C. In-kind services are not eligible for reimbursement with State Grant Funds.

D. When it is deemed appropriate, MTDB may request interim reports or review of expenditures.

E. All State Grant Funds are subject to audit for three years following the end of the grant term.

F. Grant Funds shall be disbursed as reimbursements only for Direct and Indirect Costs which meet the criteria outlined in Section VI of these Guidelines and as follows:

1. Grantee must complete and submit Reimbursement Requests in the format stipulated by OTD.
2. Grantee must submit required proof of performance in the format stipulated by OTD in VI. A – G of these guidelines.
3. Reimbursement Request approvals are subject to compliance with the requirements, terms and conditions of these guidelines, which shall be determined solely by OTD.
4. Reimbursements will not exceed the amount of the grant award.

G. Disbursements of Grant Funds are subject to the continuing availability of funds for such purpose, the State's fiscal position, the Department's financial resources, and compliance with all applicable laws. The Department may, at any time, assess the State's fiscal position and the Department's financial resources and reduce the amount of undisbursed Grant Funds.

H. Indirect costs are eligible for reimbursement as follows:

1. If Grantee is a nonprofit under Section 501(c)(3), (4) or (6) of the Internal Revenue Code, the Grant Funds may be applied to indirect costs in accordance with Section 2-208 of the State Finance and Procurement Article, Annotated Code of Maryland and Code of Federal Regulations Office of Management and Budget's Uniform Guidance in 2 C.F.R. 200. Grantee must provide federal verification of its negotiated indirect cost rate in advance of reimbursement.
2. If Grantee is not a nonprofit under Section 501(c)(3), (4) or (6) of the Internal Revenue Code, Grantee may apply Grant Funds to indirect costs at a rate of 10% of costs that would be considered modified total direct costs under the US Office of Management and Budget (OMB) Uniform Guidance.
3. Grantee shall report any Grant Funds applied to indirect costs in the format stipulated by OTD.

III. GRANT TERMS

A. **These Guidelines are incorporated into the Grant Agreement as Exhibit A.** By signing the Agreement, Grantee agrees to the terms set forth in these Guidelines.

B. The grant term is July 1, 2024 – June 30, 2025. Grant funds shall be expended for costs invoiced during this period. Unless sooner terminated for default (as described below) or by the mutual consent of Grantee and MTDB/OTD, the Agreement remains in effect until the final amounts properly due under the Grant have been disbursed, all reports and records due by Grantee have been received by MTDB/OTD, and there has been a final settlement and conclusion between MTDB/OTD and Grantee of all issues arising out of the Grant.

C. MTDB/OTD reserves the right to retain any Grant Funds remaining undisbursed after June 30, 2025.

IV. APPLICATION KIT SUBMISSION

A. An Application Kit is composed of the **Grant Agreement, Exhibit A - Guidelines, Exhibit B DMO Marketing Application Questionnaire, Exhibit C - Affidavit (if Applicable) and [W-9 Request for Taxpayer Identification Number and Certification](#).**

B. Grantee must submit a complete Application Kit via email to **Peter Ayeni** at peter.ayeni@maryland.gov and also copy **Marci Wolff Ross** at marci.ross@maryland.gov per submission instructions outlined in VII of these Guidelines.

V. FY 2025 NON-ALLOWABLE COSTS

Grant Funds shall not be used to:

- A. Support religious and/or political aspects of any organization, event or promotional campaign.
- B. Offset, match, or subsidize any other state funds.
- C. Purchase travel, food and/or beverage costs of any kind at any time.
- D. Operate a Grantee beyond what is explicitly described in these guidelines.

VI. FY 2025 ALLOWABLE DIRECT & INDIRECT COSTS

The intention of the Destination Marketing Organization Grant Program is to:

- Supplement grantee marketing costs, not to replace them and
- Increase domestic and international consumer and group demand, not fulfill inquiries.

Grant Funds shall be used to increase the effect and impact of marketing and development activities beyond the ability of local funds. Any cost not explicitly identified in these guidelines is

ineligible for reimbursement and for consideration as a qualifying expenditure. Grantees are encouraged to request review by OTD via email in advance of their cost commitment to determine if it complies preliminarily under these guidelines. Upon submission, OTD shall have the right to review and reject any cost deemed in its sole discretion to be ineligible for reimbursement and/or a qualifying expenditure.

A. **Advertising Placement** - means the actual time, space and/or other format purchased to communicate a message that inspires in-bound and/or in-state travel.

1. Direct costs are limited to the purchase of the following:

- a. Print and Digital Display space
- b. Sponsored and/or Custom Content and Google Display platforms
- c. Television Time and Video Placement
- d. Radio Time
- e. Outdoor space such as billboards, transit marketing, mobile etc.
- f. Social Media platforms for Facebook, Instagram, LinkedIn and X (formerly Twitter) - all other social media outlets need prior approval by OTD before placement.

2. Requirements and Conditions:

- a. General Conditions - All advertising placement costs paid for wholly or in part with grant funds must meet all the following general conditions:
 - 1) Promote in-bound travel and only contain tourism businesses, experiences and/or messages.
 - 2) Exclude names of elected officials, businesses or organizations whose primary function is not in-bound tourism.
 - 3) Contain a “call-to-action” to Grantee’s website, social media outlet and/or toll-free number.
 - 4) Contain an OTD-approved logo unless it is:
 - a) Placed in an OTD-produced publication (defined as only those publications that are printed and paid for by OTD); or,
 - b) Part of OTD’s co-op print advertising placements in AAA World and Meredith Publications. **All other print and digital co-ops arranged by OTD must include an OTD-approved logo, tagline and/or social media tag.**

OTD-approved Logos:



You're Welcome Creative Samples:



NOTES:

- The use of “Open” creative design/logos is no longer compliant and therefore ineligible for reimbursement.
- Each and all space(s)/platform(s) in a multi-platform cost/invoice must contain an OTD-approved logo.
- Each direct cost must be itemized individually in the reimbursement request form.
- Upon prior OTD approval, Grantees may use taglines relating to OTD’s differentiators – Maryland’s Great Chesapeake Bay Loop, Maryland: The Most Powerful Underground Railroad Storytelling Destination in the World, Fish and Hunt Maryland. Maryland Scenic Byways and Maryland Civil War Trails.
- Digital advertising is a dynamic marketing approach that in some cases may not be eligible for reimbursement during the grant term.

b. 50% Reimbursement Requirements:

1) Print and Digital Display:

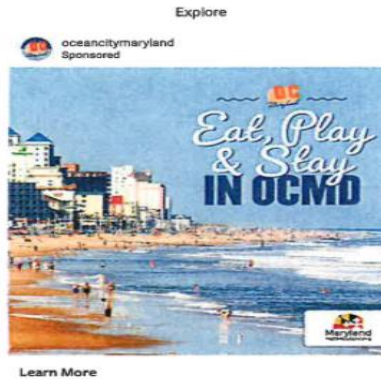
- a) Ad copy must include one of the logos identified in A.2.a. of these guidelines. Logos must be readable and a minimum of 3/4” in width for all ads regardless of size.
- b) Reimbursement Requests for **print costs** must include the following documentation - invoice, original print ad copy and publication cover if ad copy does not include date of issue.

NOTES:

- **Digital versions of covers and ad copy are acceptable in lieu of printed versions.**
 - **Documents demonstrating cost must contain the word “Invoice”.**
- c) Reimbursement Requests for **digital display costs** must include the following documentation - invoice, ad copy in size and format that demonstrates design and logo standards are met, and verification of times/dates when advertising ran OR activity reports that verify placement.

2) Sponsored and/or Custom Content and Google Display:

- a) Content **copy and Google Display ads** must include the tagline **“Maryland. You’re Welcome.”** DMO may add their county or destination name before Maryland such as **“Visit Baltimore, Maryland. You’re Welcome.”**
 - b) Reimbursement Requests must include the following documentation - invoice, content copy in legible format and verification of times/dates when content ran OR activity reports that verify placement.
- 3) TV Time and Video Placement:
- a) Ad and video copy must include one of the logos identified in A.2.a of these guidelines. Logos must appear for no less than three seconds and be clearly identifiable and readable.
 - b) Reimbursement Requests must include the following documentation - invoice, ad copy submitted on a storage device OR via the TV/Video/Radio Verification Form and reports that verify times/dates when advertising/video ran OR was placed.
- 4) Radio Time:
- a) Ad copy must include the following verbal tagline: **“Maryland. You’re Welcome.”** DMO may add their county or destination name before Maryland such as **“Carroll County, Maryland. You’re Welcome.”**
 - b) Reimbursement Requests must include the following documentation - invoice, ad copy submitted on a storage device OR via the TV/Video/Radio Verification Form and reports that verify times/dates when advertising/video ran OR was placed.
- 5) Outdoor Space:
- a) Ad copy must include one of the logos identified in A.2.a of these guidelines. Logos must appear at a size that is applicable to the media and be clearly identifiable and readable.
 - b) Reimbursement Requests must include the following documentation - invoice, ad copy or image showing the ad and verification of the dates the ad ran.
- 6) Social Media – Facebook, Instagram, LinkedIn and X (formerly Twitter)
- a) Except for LinkedIn, Grantee must “friend” and/or “follow” OTD for ads to be eligible for reimbursement.
 - b) Facebook posts and ads must include **“You’re Welcome @TravelMD.”**
 - c) Facebook sponsored posts must contain one of the logos identified in A.2.a. of these guidelines as noted below:



- d) Instagram and X (formerly Twitter) posts must include **“You’re Welcome @VisitMaryland.”**
 - e) Reimbursement Requests must include the following documentation - invoice, ad copy and campaign activity report with start and end dates.
- c. **100% Reimbursement Requirements** - Grantee must do at least one of the following:
- 1) Participate in OTD-developed Cooperative Advertising placements.
 - 2) Use OTD’s advertising creative platform.
 - 3) Place ads in OTD, Capitol Region USA and Brand USA publications; and/or,
 - 4) Place advertising in high-value geographic markets which are overnight markets listed in Grantee’s Exhibit B - Marketing Plan Form and/or are identified below:
 - NJ – Newark, Orange, Princeton and north
 - NY – New York City
 - OH - Cleveland
 - PA - Pittsburgh, Harrisburg, Philadelphia
 - NON-CRUSA INTERNATIONAL – Korea, Canada (Toronto, Montreal)
 - 5) Reimbursement Requests for 100% reimbursement must meet the same respective requirements and documentation as noted for VI.A.b.1 -6.

B. Consumer/Travel Trade Shows and Marketplaces – means consumer and travel trade shows and marketplaces in identified target markets, such as Group Tour, Meetings, Public Relations, Conventions and Sports, where the DMO formally and directly sells its travel products. Both in-state and out-of-state shows are allowed.

1. Direct costs include booth space purchases and applicable delegate registration costs solely associated with direct sales activities.
2. Reimbursement rate is **100%**.
3. Reimbursement Requests must include an invoice or email confirmation of payment via credit card that clearly indicates direct sales activities such as show name or in a written description.

NOTE: Networking events (award banquets, receptions, etc.) are non-allowable costs. Professional development activities are Indirect Costs and should be submitted accordingly.

C. Event Sponsorship - means financial support for in-state events that are multiple, consecutive days such as conventions, meetings, tournaments, festivals, etc.

Events must:

- Attract most attendees from beyond fifty miles away or from overnight markets identified in Grantee's Exhibit B; and,
 - Be closely related to the region's most significant and/or differentiating attractions/experiences.
1. Reimbursement rate is **50%**.
 2. Reimbursement Requests must include an invoice containing the word "sponsorship", documentation that specifies the sponsorship amount and beginning/end dates of the event.

NOTE: Sponsorship does not include advertising placement costs for advertising in sports facilities such as ball parks, arenas, etc. These costs, invoices and all other documentation must be submitted as and meet requirements for VI.A. Advertising Placement.

D. FY 2025 Partnership Activities – means certain activities directly endorsed by OTD in its annual marketing and development plan.

1. Reimbursement rate is **100%**.
2. Reimbursement Requests must include an invoice and documentation indicating the project is complete.
3. Consumer-facing products/projects funded wholly or in part with MTDB grant funds must be pre-approved by OTD and contain an OTD graphic recognition (logo, QR code, etc.)
4. Direct costs include:
 - a. The Tourism Economic Impact Study in Maryland, a partnership between the MTDB/OTD and the DMOs.

NOTE: Grantees are required to participate in the Tourism Economic Impact Study to be eligible for grant funds.

- b. Financial support for the initiatives outlined in OTD's Annual Marketing and Development Plan. This includes, but is not limited to:
 - 1) Destination/product development activities associated with OTD's five differentiating initiatives: Great Chesapeake Bay Loop, Maryland Most Powerful

Underground Railroad Storytelling Destination in the World, Maryland Scenic Byways and Civil War Trails, Trail System Second to None and Fish & Hunt Maryland. Activities include but are not limited to:

- a) Interpretative planning and implementation such as marker fabrication, installation and maintenance fees.
 - b) Research and development of National Park Service National Underground Railroad Network to Freedom nominations; and,
 - c) Development of print and digital collateral materials.
- 2) Destination/product development activities associated with OTD's emerging initiatives including Accessible Maryland, Indigenous Maryland, Maryland Civil Rights Initiative and America/Maryland 250th. Activities include but are not limited to:
- a) Interpretative planning and implementation such as marker fabrication, installation and maintenance fees.
 - b) Research and development of National Park Service National Civil Rights Network nominations; and,
 - c) Development of print and digital collateral materials.
- 3) Participation in eligible activities invoiced by Capital Region USA and/or Brand USA.
- 4) Travel Trade Group Tour partnership opportunities approved by OTD.
- 5) Sponsorship of in-state, multi-day Travel Trade and Public Relations meetings, trade shows and marketplaces.
- 6) Participation in the Maryland Minute Partnership Marketing Program.
- 7) Other partnership activities as defined in writing between OTD and grantee prior to implementation.

E. Indirect Costs – means costs defined under the Code of Federal Regulations Office of Management and Budget's Uniform Guidance in 2 C.F.R. 200.

1. Reimbursement rate is **100%**.
2. Reimbursement Requests must include invoice or receipt that specifies the indirect cost.

NOTE: Costs itemized as Search (Paid Search, SEM, SEO, etc.), E-newsletter Production/Distribution, Email, Team Maryland non-trade show expenses and delegate registration for professional development activities such as US Travel's ESTO, Destinations International's Annual Convention and the Maryland Travel and Tourism Summit are indirect costs.

VII. APPLICATION, REIMBURSEMENT REQUESTS, REPORTS, RECORD RETENTION AND AUDIT

A. Application Process:

- **Step 1:** Grantee completes Exhibit B – DMO Grant Application Questionnaire no later than **October 1, 2024**.
- **Step 2:** Upon review and approval of the questionnaire, OTD sends electronic versions of the Application Kit to Grantee for completion and signature.
- **Step 3:** Grantee returns all completed application kit documents in **one email as separate PDF attachments** to peter.ayeni@maryland.gov, and marci.ross@maryland.gov no later than **November 1, 2024**.

NOTE: For W-9 Request for Taxpayer Identification Number and Certification, scan and return Page 1 only.

- **Step 4:** OTD processes application kit for internal signatures and returns a fully signed copy to Grantee.

B. Reimbursement Request Process:

- **Step 1: Submission of Reimbursement Requests** - Reimbursement requests must be submitted in the editable workbook format stipulated by OTD, including documentation meeting all specific requirements and conditions in the Request's Totals page and in these Guidelines.
- **Step 2: Notification of Reimbursement Approval** - Upon approval of eligible costs, OTD will notify grantee via email of the approved amount in an approved Reimbursement Request form and request an invoice.
- **Step 3: Return of Ineligible Costs** – If eligible for re-submission, OTD will return copies of ineligible cost documents to the Grantee via email.
- **Step 4:** Upon receipt of approved Reimbursement Request form, Grantee will submit a completed invoice on Grantee letterhead in the format stipulated by OTD to peter.ayeni@maryland.gov and marci.ross@maryland.gov.
- **Step 5:** OTD will process the invoice/approved amount for payment.

Requirements and Conditions:

- 1. Reimbursement requests may be for full or partial amounts of the grant award and in amounts no less than \$5,000 unless it is the sole or final request for the reporting period.**
- 2. All reimbursement requests for July - Dec 2024 are due to OTD no later than January 31, 2025, and all reimbursement requests for January - June 2025 are due to OTD no later than July 31, 2025.**

C. Calendar Year Qualifying Expenditure Report Process:

- **Step 1: Determine Qualifying Expenditures (QE)** - QEs are Advertising Placement,

Consumer/Travel Trade Shows and Marketplaces, Event Sponsorship and CY25 Partnership Activities as defined in these guidelines and paid for wholly or in part by grantee.

- **Step 2: Submission of QE Report** - Report must be submitted in the editable workbook format stipulated by OTD, including documentation meeting all requirements and conditions outlined in the Report's Totals page and in these Guidelines.
- **Step 3: Notification of QE Report Approval** - Upon approval of eligible expenditures, OTD will notify grantee via email of the approved amount in a revised QE Report form.

Requirements and Conditions:

- 1. QE Report will be approved wholly or in part at the sole discretion of OTD.**
- 2. The QE Report is due to OTD no later than March 31, 2025.**

D. Upon request, OTD will provide a mid-year report indicating the status of the reimbursement process and the amount of any remaining Grant Funds.

E. Grantee shall allow any duly authorized representative of Commerce or the State to inspect and audit, at reasonable times, all records and documents of Grantee relating to the Grant, which records Grantee shall retain until three years after expiration of the grant period.

VIII. COMPLIANCE WITH APPLICABLE LAW

Grantee must comply with all applicable federal, State, and local law.

IX. CONSERVATION

It is OTD's policy to promote sound environmental practices. To that end, OTD favors the use of recyclable or recycled products. Applicants are encouraged to incorporate such practices.

X. FAIR PRACTICES CERTIFICATION

Grantee must prohibit discrimination on the basis of: (i) political or religious opinion or affiliation, marital status, race, color, creed, or national origin, (ii) age, sex, sexual orientation, gender identification, ancestry genetic information or any otherwise unlawful use of characteristics, or the individual's refusal to submit to a genetic test or make available the results of a genetic test, except when age or sex constitutes a bona fide occupational qualification, or (iii) the physical or mental disability of a qualified individual with a disability.

XI. DRUG AND ALCOHOL-FREE WORKPLACE

Grantee must make a good faith effort to eliminate illegal drug use and drug and alcohol abuse from the workplace. Specifically, Grantee must:

- A. Prohibit the unlawful manufacture, distribution, dispensation, possession, or use of drugs in its workplace.
- B. Prohibit its employees from working under the influence of alcohol or drugs.
- C. Not hire or assign to work on an activity funded in whole or part with State funds, anyone whom it knows, or in the exercise of due diligence should know, currently abuses alcohol or drugs and is not actively engaged in a bona fide rehabilitation program.
- D. Promptly inform the appropriate law enforcement agency of every drug related crime that occurs in its workplace if it or its employee has observed the violation or otherwise has reliable information that a violation has occurred; and notify employees that drugs and alcohol abuse are banned in the workplace, impose sanctions on employees who abuse drugs and alcohol in the workplace, and institute steps to maintain a drug and alcohol-free workplace.

XII. DEFAULT

- A. A default consists of: (i) any use of Grant Funds for any purpose other than authorized; or (ii) any breach of any covenant, agreement, provision, representation or warranty of Grantee made in the Agreement.
- B. Upon the occurrence of any default, Commerce may immediately suspend Grantee's authority to receive any Grant funds.
- C. If a default occurs, Grantee shall have 30 days from the date Commerce's notice of default was postmarked to cure the default. After the conclusion of this 30-day period, if Grantee has not cured the default to the satisfaction of Commerce, Commerce may terminate the Agreement. In the event of termination:
 - 1. Grantee's authority to request a disbursement ceases and Grantee has no right or interest to any of the undisbursed Grant Funds; and,
 - 2. Commerce may immediately demand and receive repayment of all or a part of any Grant Funds which have been disbursed.
 - 3. In addition to the remedies specified, if a default occurs, Commerce may at any time proceed to protect and enforce all rights available to it, by suit in equity, action at law, or by any other appropriate proceedings, which rights and remedies survive the termination of the Agreement.

XIII. INDEMNIFICATION

To the extent allowed by applicable law, Grantee releases Commerce and MTDB from, agrees

that Commerce and MTDB shall not have any liability for, and agrees to protect, indemnify and save Commerce and MTDB harmless from and against any and all liabilities, suits, actions, claims, demands, losses, expenses and costs of every kind and nature incurred by or asserted or imposed against Commerce or MTDB as a result of or in connection with the Grant. All the money expended by Commerce or MTDB as a result of such liabilities, suits, actions, claims, demands, losses, expenses or costs, together with interest at a rate not to exceed the maximum interest rate permitted by law, shall constitute an indebtedness of Grantee and shall be immediately and without notice due and payable by Grantee to Commerce or MTDB.

Exhibit B - FY25 DMO GRANT APPLICATION QUESTIONNAIRE (Due nlt 10/1/24)

Instructions: Answer each question succinctly. If a question does not apply, answer with a N/A. When completing the tables, leave non-applicable items blank. Upon submission, OTD will review for completeness and compliance.

General Information

Name of Destination Marketing Organization: *

Kent County Economic and Tourism Development

Name of Person Completing this Form: *

Shalyn Boulden

FY25 Total Budget (includes all costs [operations, marketing, development, personnel, etc.] EXCEPT OTD grant): *

341,758.50

Amount of Total Budget funded through local lodging taxes (if applicable): *

70000

Estimated Amount of Advertising Placement (in dollars) to be spent in Baltimore Metro market: *

35000

Estimated Amount of Advertising Placement (in dollars) to be spent in Washington, DC Metro market: *

35000

Situational Analysis

Describe any unique and/or significant tourism development and/or marketing opportunities you will have during the next 24-36 months: *

Continue in our efforts to expand our digital marketing efforts, leveraging various mediums. OOH (out of home), OTT (over the top), mobile, television, broadcast and streaming radio, etc. Continue our partnership with Harford and Cecil Counties to promote the Chesapeake Bay Loop via Upper Bay Best Bets. Continue our partnership with the Eastern Shore Heritage Area and Eastern Shore DMOs to promote the Chesapeake Country All American Road. We have already kicked off the 250th birthday of the United States and will continue do market throughout 2026.

Describe any specific challenges and/or issues you will face during the grant term: *

Internal procurement policies continue to be difficult and time consuming. For example, anything over \$5000 requires us to retain 3 quotes and seek approval from a procurement manager. Budget constraints continue to challenge local government, mandates for public education will force reduction in funding to other areas of local government.

Explain if/how/why your organizational budget and/or organizational structure has changed for this grant term: *

Very little change, budget constraints due to the above were considered when the Economic and Tourism Development budget request was submitted.

What destinations are your toughest competition and why? *

Delaware and New Jersey beach resorts, Ocean City, St. Michaels, Annapolis and Cambridge, MD. We rely on our water dependent outdoor recreation and these areas those same features. These destinations also compete on history and Main Street experiences. All of these areas have larger advertising budgets and some have access to State and Federal resources to supplement budgets. Private and/or Public/Private DMOs have less bureaucracy than a fully Public DMO.

Differentiating/superlative attractions, businesses. services, experiences, etc. provide your destination and Maryland with competitive advantage in the marketplace. Name the top three "differentiators" and/or "superlatives" you will market that are associated with the Arts: *

1. Artisan Market held every Saturday all year long which coincides with the Farmers Market
2. Designated Arts and Entertainment District in Chestertown
3. Public Art displayed through Chestertown

Name the top three "differentiating" and/or "superlative" Attractions you will market: *

1. Eastern Neck Island National Wildlife Refuge
2. Outdoor recreation such as boating, fishing, hunting, kayaking, hiking, birding, etc.
3. History- museums, African American history, tours and events

Name the top three Culinary "differentiators" and/or "superlatives" you will market: *

1. Wineries, vineyards and distilleries
2. Waterfront dining along Chesapeake Bay, Chester and Sassafras Rivers
3. Locally sourced farm to table dining at various inns and restaurants

Name the top three "differentiators" and/or "superlative" multi-day Events you will market, including their dates: *

1. Chestertown Tea Party (May 23-26, 2025)
2. Pirates and Wenches Festival (August 9-11, 2024)
3. Downrigging Weekend (November 1-3, 2024)

Name the top three "differentiators" and/or "superlatives" you will market that are associated with History: *

1. Museums of Kent- 8 local museums open to the public and also host events such as a driving tour
2. Walking Tours- African American Walking Tour, Historic Homes Walking Tour
3. Sumner Hall- Last remaining GAR Hall in the US that is located in Chestertown

Name the top three Land-based Outdoor Recreation "differentiators" and/or "superlatives" you will market: *

1. Beaches- Betterton Beach and Ferry Park Beach
2. Eastern Neck Island National Wildlife Refuge
3. Biking and walking trails (Wayne Gilchrest Trail)

Name the top three water-based "differentiators" and/or "superlatives" you will market: *

1. Fishing Charters specifically ones to catch Blue Cat fish
2. Sailing Charters (Shardana (Chesapeake Bay Storyteller) corporate team building program, and Blue Crab Chesapeake Charter (sailing), Chester River Packet (dining and cruise packages)
3. Kayaking, paddling, water sports etc.

What NEW programs, products and/or services fit into these existing partnerships: Maryland: The Most Powerful Underground Railroad Storytelling Destination in the World, Trail System Second to None, Scenic Byways, Fish & Hunt MD, Civil War Trails, and Great Chesapeake Bay Loop? *

1. Starr Center at Washington College
2. Upper Bay Best Bets partnership
3. Working with the Eastern Shore Land Conservancy Director of Land Use and Policy on the Eastern Shore Trail network. RFP's will be going out shortly for website design.

What NEW programs, products and/or services fit into these emerging partnerships: Civil Rights, *
Indigenous Peoples and Accessibility?

The 60th anniversary of the Civil Rights Act in 2024. Work with Sumner Hall and the Legacy Day annual event to spotlight the African American contributions to our community.

<https://summerhall.org/programs/legacy-day/>Leverage and promote the work that has been done through Washington College and the Starr Center for the Study of the American Experience.

<https://www.washcoll.edu/learn-by-doing/starr/index.php>

Geographic Markets & Target Audiences

Indicate the status of each applicable over-night market: *

	Researching	Interested	Emerging	Mature
Cincinnati, OH	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cleveland, OH	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Columbus, OH	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
New York City	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Newark, NJ	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Orange, NJ	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Princeton Area, NJ	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pittsburgh, PA	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Harrisburg, PA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Philadelphia, PA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Montreal, Canada	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Toronto, Canada	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Germany	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
United Kingdom	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
France	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

List other out-of-state overnight markets and their phase of development (researching, interested, emerging or mature): *

Washington DC (mature), Northern Virginia (mature), Delaware (mature), other areas of Virginia - Tidewater (interested),

List in-state overnight markets and their phase of development (researching, interested, emerging or mature): *

Central MD (emerging), Eastern Shore (mature), Mountain MD (emerging), Southern MD (interested)

List day-trip markets and their phase of development (researching, interested, emerging or mature): *

Central MD (emerging), Eastern Shore (mature), Washington DC (mature), New Jersey (mature), Philadelphia PA (mature), Northern Virginia (emerging), Central PA (emerging)

Indicate the status of each applicable domestic target audience. (*The acronym SMERF below is Social, Military, Educational, Religious, Fraternal): *

	Researching	Interested	Emerging	Mature
Group Travel/Tour Operator	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sports Events Planners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Meeting & Incentive Planners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Travel Providers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SMERF* Planners	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
AAA Clubs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Retail Travel Agents	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reunion Planners	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hunters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Anglers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Non-hunting Shooting Sports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
LBGTQ+	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
African-American	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Asian-American	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Latinex

Latimes

List other target audiences and their phase of development (researching, interested, emerging or mature): *

Leisure (mature), Veterans (emerging), Business (researching), Day-trip (mature), Student (interested)

WorldPride DC 2025, being held 5/23/25-6/8/25, provides opportunies for Maryland multi-night travel before, during and after it. Describe any packaging and promotional efforts that exist and/or are under consideration. *

N/A

If WorldPride DC 2025 packaging and promotional efforts are under consideration, do you have interest in OTD advertising/marketing partnerships? *

Yes

No

Philadelphia's six FIFA World Cup matches, being held from 6/14/26-7/4/26, provide opportunies for Maryland multi-night travel before, during and after them. Describe any packaging and promotional efforts that exist and/or are under consideration. *

N/A

If World Cup packaging and promotional efforts are under consideration, do you have interest in *
OTD advertising/marketing partnerships?

Yes

No

What if any destination and/or product development will be undertaken to help inspire multi- *
night travel for America's 250th in 2026?

A Kent County 250 group has been established in partnership with the Town of Chestertown to begin
marketing efforts for the 250th Anniversary.

Advertising

What is your estimated advertising placement budget for this fiscal year? *

139,000

Estimated Spring/Summer Advertising Budget: *

74000

Estimated Fall Advertising Budget: *

50000

Estimated Winter Advertising Budget: *

15000

Estimated Print Advertising Budget: *

50000

Estimated TV Advertising Budget: *

10000

Estimated Radio Advertising Budget: *

20000

Estimated Out-of-Home (Billboards, transit marketing, etc) Advertising Budget: *

10000

Estimated digital (online, social, sponsored content, native ads, mobile) Advertising Budget: *

32000

Describe and estimate other digital platforms you are considering: *

Movie theater advertisement- \$5000, streaming options for radio and tv- \$10000

Are you planning to participate in OTD's advertsing co-op program? *

- Yes
- No
- Not Sure

If so, when? (Check all that Apply) *

- Spring/Summer
- Fall
- Not sure

Are you interested in developing and executing a Chesapeake Bay co-op advertising strategy for Spring-Summer-Fall 2025? *

- Yes
- No
- Maybe

Public Relations & Social Media

Are you interested in partnering with OTD to host domestic journalist familiarization tours, if opportunities arise? *

Yes

No

Are you interested in partnering with OTD to host international journalist familiarization tours, if opportunities arise? *

Yes

No

If you are interested in hosting journalists, how will you fund their visits to your destination: *

Industry in-kind support

Budget allocation

Both

If using your budget, what amount have you dedicated to support journalist familiarization tours? *

\$2825.00

Do you have a dedicated social media person on your staff? *

- Yes
- No

Do you have a strategic social media plan in place for your DMO? *

- Yes
- No

Do you allocate a portion of your annual budget for paid social media advertising and/or promotion? If yes, approximately how much will you spend and for which social media channel? *

Yes, \$2400 annually or \$200 monthly

If you have used an OTD social media guide, rate its value as a helpful tool: *

- | | | | | | | | |
|----------------|-----------------------|-----------------------|-----------------------|-----------------------|----------------------------------|-----------------------|----------------|
| | 0 | 1 | 2 | 3 | 4 | 5 | |
| Not applicable | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> | Really helpful |

Publications

Do you produce/distribute an official visitor guide? *

Yes

No

If yes, how often do you produce it and how many do you print? If no, explain. *

Printed biannually as needed (quantity 5000 at a time), available for PDF download and digitally

Do you produce/distribute a consumer and/or trade e-newsletter? *

Yes

No

If yes, how often do you distribute it/them? *

Monthly on the first of the month

Visual Assets

Would you like access to OTD's video assets to use in your marketing activities? *

Yes

No

Will you share your video assets for OTD's use in our marketing activities? *

Yes

No

Would you like access to OTD's photography assets to use in your marketing activities? *

Yes

No

Will you share your photography assets for OTD's use in our marketing activities? *

Yes

No

Travel Trade Sales Efforts

In FY25, will your activity in this market: (Mark only one box) *

Increase

Decrease

Remain the Same

If applicable, describe how you work with AAA/CAA offices to attract visitors to your area. *

Attended AAA Travel Showcase in Pittsburgh in FY24.

What sports markets are you targeting? *

- Amateur
- Professional
- Both
- Neither

If yes, will your DMO be participating in the Team Maryland Sports Program? *

- Yes
- No

Regional Marketing Activities

Are you working with other DMOs to market regionally or thematically? *

- Yes
- No

If so, which DMO's? *

Cecil and Harford Counties , Dorchester County and other DMO's with similar assets to Kent County

What is the theme and scope of work for these efforts? *

Chesapeake Bay Loop and History.

What are the target markets for the activities? *

All of MD, PA, DE, Washington DC, Northern VA, NY, and boating clubs.

In what time period are the activities being conducted? *

FY25

What is the fulfillment process? *

All phone requests and online requests for brochures are mailed. Leads from publications are contacted via email with a link to the Visitor's Guide and an invitation to the Tourism newsletter sign up.

What are the desired results from the marketing activities? *

Increase overnight visitors, increase day trips, and visitor spending. We want those that come to visit want to move and/or work here. Increased population and business activity is the desired end result. Tourism is the front door to Kent County.

Destination Development

Describe any new or expanded lodging facilities opening within the fiscal year, including name, location and their anticipated number of rooms: *

N/A

Describe any new or expanded tourism assets (attractions, services, events, etc.) opening in this fiscal year if not mentioned elsewhere in this form: *

N/A

Indicate if your DMO markets these products:

	Arts & Ent. District(s)	Main Street(s)	Heritage Area	Scenic Byways	Bike-share Program(s)	Recreational Trails	Local/State/Fed. Public Lands	Water Trails
Products & Marketing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Content/Listing on website	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Content/Listing in printed Guide	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Content in Consumer Newsletter	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Include in Social Media Posts	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Include in Video Products	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Include In Press Releases	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Identify in Advertising	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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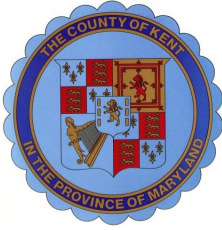
	I. \$1,750,000: \$20K base grant; OC capped at 20% of the pool, 24 DMO grants allocated on % of non-OC Qualifying Expenditures					II. \$500,000 - Based on % of growth of DMO Qualifying Expenditures of CY23 over CY22				III. \$250,000 - Based on % of growth in county accommodation taxes in FY23 over 3-year average				FY25 Total Grant Award	DMO	
	Base Grant	CY23 Expenditures	% of spending after cap	amount of \$1,250,000	Pool I Grants	CY22 Expenditures	Amount of growth per DMO	% of total growth	Pool II Grants	FY23 County Accommodation Taxes	3-year average (FY21-23/3)	Amount of growth	% of total growth			Pool III Grants
Allegany	20,000	309,092	4.48%	41,229	61,229	305,903	3,189	0.11%	\$ 527	1,933,245	1,607,077	326,168	0.7058%	\$ 1,764	\$ 63,521	Allegany
Anne Arundel	20,000	718,646	10.42%	95,859	115,859	285,208	433,438	14.32%	\$ 71,625	23,958,848	17,371,411	6,587,437	14.2538%	\$ 35,634	\$ 223,118	Annap&AACo
Baltimore City	20,000	1,194,064	17.31%	159,275	179,275	676,559	517,505	17.10%	85,516	30,441,084	21,410,298	9,030,786	19.5407%	\$ 48,852	\$ 313,643	Balto City
Baltimore County	20,000	12,800	0.19%	1,707	21,707	85,500				14,003,288	11,218,339	2,784,949	6.0260%	\$ 15,065	\$ 36,772	Balto Co
Calvert	20,000	58,844	0.85%	7,849	27,849	64,430				550,897	528,272	22,625	0.0490%	\$ 122	\$ 27,972	Calvert
Caroline	20,000	0	0.00%	-	20,000	5,269				47,414	43,371	4,043	0.0087%	\$ 22	\$ 20,022	Caroline
Carroll	20,000	109,043	1.58%	14,545	34,545	116,539				328,590	308,501	20,089	0.0435%	\$ 109	\$ 34,654	Carroll
Cecil	20,000	444,353	6.44%	59,272	79,272	161,465	282,888	9.35%	\$ 46,747	794,975	890,564	-95,589		\$ -	\$ 126,018	Cecil
Charles	20,000	359,817	5.22%	47,996	67,996	112,711	247,106	8.167%	40,834	1,316,209	1,197,767	118,442	0.2563%	\$ 641	\$ 109,470	Charles
Dorchester	20,000	113,453	1.64%	15,133	35,133	81,688	31,765	1.050%	5,249	1,768,923	1,315,711	453,212	0.9807%	\$ 2,452	\$ 42,834	Dorchester
Frederick	20,000	617,549	8.95%	82,374	102,374	853,426				2,792,408	2,339,782	452,626	0.9794%	\$ 2,448	\$ 104,823	Frederick
Garrett	20,000	219,739	3.19%	29,311	49,311	0	219,739	7.26%	\$ 36,311	6,565,058	6,913,762	-348,704		\$ -	\$ 85,622	Garrett
Harford	20,000	122,674	1.78%	16,363	36,363	185,420				2,649,580	2,239,570	410,010	0.8872%	\$ 2,218	\$ 38,581	Harford
Howard	20,000	318,314	4.62%	42,460	62,460	326,621				5,751,846	4,383,687	1,368,159	2.9604%	\$ 7,401	\$ 69,861	Howard
Kent	20,000	56,986	0.83%	7,601	27,601	112,231				350,817	332,993	17,824	0.0386%	\$ 96	\$ 27,698	Kent
Montgomery	20,000	393,695	5.71%	52,515	72,515	375,884	17,811	0.59%	\$ 2,943	20,930,469	13,913,071	7,017,398	15.1841%	\$ 37,960	\$ 113,418	Montgomery
Prince George's	20,000	82,738	1.20%	11,036	31,036	199,678				37,010,158	25,253,252	11,756,906	25.4394%	\$ 63,598	\$ 94,635	Pr George's
Queen Anne's	20,000	133,615	1.94%	17,823	37,823	114,979	18,636	0.62%	\$ 3,080	991,022	812,691	178,331	0.3859%	\$ 965	\$ 41,867	Queen Anne's
Somerset	20,000	40,463	0.59%	5,397	25,397	23,285	17,178	0.57%	\$ 2,839	94,396	94,288	108	0.0002%	\$ 1	\$ 28,237	Somerset
St. Mary's	20,000	14,248	0.21%	1,901	21,901	650	13,598	0.45%	\$ 2,247	1,227,332	992,558	234,774	0.5080%	\$ 1,270	\$ 25,418	St. Mary's
Talbot	20,000	202,521	2.94%	27,014	47,014	143,949	58,572	1.936%	9,679	1,932,811	1,842,559	90,252	0.1953%	\$ 488	\$ 57,181	Talbot
Washington	20,000	250,473	3.63%	33,410	53,410	490,552				2,879,059	2,480,861	398,198	0.8616%	\$ 2,154	\$ 55,564	Washington
Wicomico	20,000	368,284	5.34%	49,125	69,125	184,568	183,716	6.07%	\$ 30,359	1,648,140	1,553,308	94,832	0.2052%	\$ 513	\$ 99,997	Wicomico
Worcester^	20,000	755,713	10.96%	100,804	120,804	453,616	302,097	9.984%	49,921	2,272,214	1,778,393	493,821	1.0685%	\$ 2,671	\$ 173,396	Worcester*
Ocean City^^	20,000	5,333,435	20% CAP	330,000	350,000	4,654,910	678,525	22.42%	\$ 112,125	26,863,726	22,509,357	4,354,369	9.4219%	\$ 23,555	\$ 485,679	Ocean City*^
TOTAL	\$ 500,000	\$12,230,559	100.0%	\$1,250,000	\$ 1,750,000	\$ 10,015,041	\$3,025,763	100%	\$ 500,000	\$ 189,102,509	\$143,331,441	\$ 46,215,360	100%	\$ 250,000	\$2,500,000	TOTAL

NOTES:

^ Ocean City estimated to generate 89.96% of Worcester County tax revenue *Source: Tourism Economics*).

^^ Ocean City capped at 20% of Pool I. Overage rolled back in and divided among the other 24 DMOs.

\$ 6,897,124 amount of DMO expenditures not including OC.



**Shalyn Boulden, Tourism Manager, Economic and Tourism
Development
10/29/2024
County Commissioners Meeting**

Item Summary:

2023 Economic Impact of Tourism in Maryland

ATTACHMENTS:

Description

Maryland Tourism Economic Impact Report - 2023

Kent County Tourism Impact

2023 - MD County Tables Summary - Kent

ECONOMIC IMPACT OF TOURISM IN MARYLAND 2023

July 2024

Prepared for: Maryland Office of Tourism



CONTENTS

Introduction Methodology & data sources	03
Key Findings Summary economic & fiscal impacts	04
Visitor Volume and Visitor Spending Trends in visitor levels and visitor spending	05
Economic Impact Methodology Impact model framework	08
Economic Impact Findings Business sales, jobs, and labor income impacts	09
Fiscal Impacts Federal and state & local tax revenues	14
Economic Impacts in Context Adding context to the economic impact results	15
Appendix A	17
County Analysis	18
Appendix B	94



INTRODUCTION

PROJECT BACKGROUND

The travel sector is an integral part of the Maryland economy. Visitors generate significant economic benefits to households, businesses, and government alike and represent a critical driver of the state's future. In 2023, visitor-supported employment reached 190,660 jobs in the state, including indirect and induced impacts.

By monitoring the visitor economy, policymakers can inform decisions regarding the funding and prioritization of the sector's development. They can also carefully monitor its successes and future needs. This is particularly true for Maryland as it builds upon its visitor economy.

METHODOLOGY AND DATA SOURCES

An IMPLAN input-output model was constructed for Maryland. The model traces the flow of visitor-related expenditures through the local economy and their effects on employment, wages, and taxes. IMPLAN also quantifies the indirect (supplier) and induced (income) impacts of tourism. Tourism Economics then cross-checked these findings with employment and wage data for each sector to ensure the findings are within reasonable ranges.

Visitors included those who stayed overnight or traveled more than 50 miles to the destination.

The primary source of the employment and wage data is the Regional Economic Information System (REIS), maintained by the Bureau of Economic Analysis.

By establishing a timeline of economic impacts, the industry can track its progress.

To quantify the economic significance of the visitor economy in Maryland, Tourism Economics has prepared a comprehensive model detailing the far-reaching impacts arising from visitor spending. The results of this study show the scope of the travel sector in terms of visitor spending, as well as the total economic impacts, jobs, and fiscal (tax) impacts in the broader economy.

This is more comprehensive than Bureau of Labor Statistics (ES202/QCEW) data because sole-proprietors do not require unemployment insurance and are not counted in the ES202 data.

The analysis draws on the following data sources:

- D.K. Shifflet: survey data, including spending and visitor totals for domestic visitors to Maryland
- Maryland Office of Tourism: Maryland sales and lodging tax receipts and state park revenue
- STR: lodging performance data, including room demand, room rates, occupancy, and room revenue, for hotels
- Datafy: Mobile geolocation data for day and overnight market segments
- Bureau of Economic Analysis and Bureau of Labor Statistics: employment and wage data, by industry
- Tourism Economics: international travel data for overseas, Canadian, and Mexican travel to Maryland based on aviation, survey, and credit card information

ECONOMIC IMPACTS KEY FINDINGS

VISITOR SPENDING

Spending by visitors increased more than \$1 billion to reach \$20.5 billion in 2023. Building upon growth in 2022, visitor spending surpassed pre-pandemic levels by 10.3% in 2023.

VISITOR VOLUMES

Visitors to Maryland topped 45 million in 2023, an increase of 3.6%. The number of visitors to Maryland grew by 1.6 million in 2023 to 7.1% above pre-pandemic levels.



45.1 MILLION

Total Visitors to Maryland in 2023

ECONOMIC IMPACT

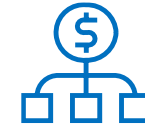
Visitor spending of \$20.5 billion generated a total of \$31.4 billion in total business sales. This total economic impact included 190,660 jobs, \$10.1 billion in labor income, and \$2.4 billion in state and local tax revenues.



\$31.4 BILLION

Total Economic Impact of Tourism in Maryland in 2023

ECONOMIC IMPACT



\$20.5B

Visitor
Spending



\$10.1B

Total
Labor Income



190,660

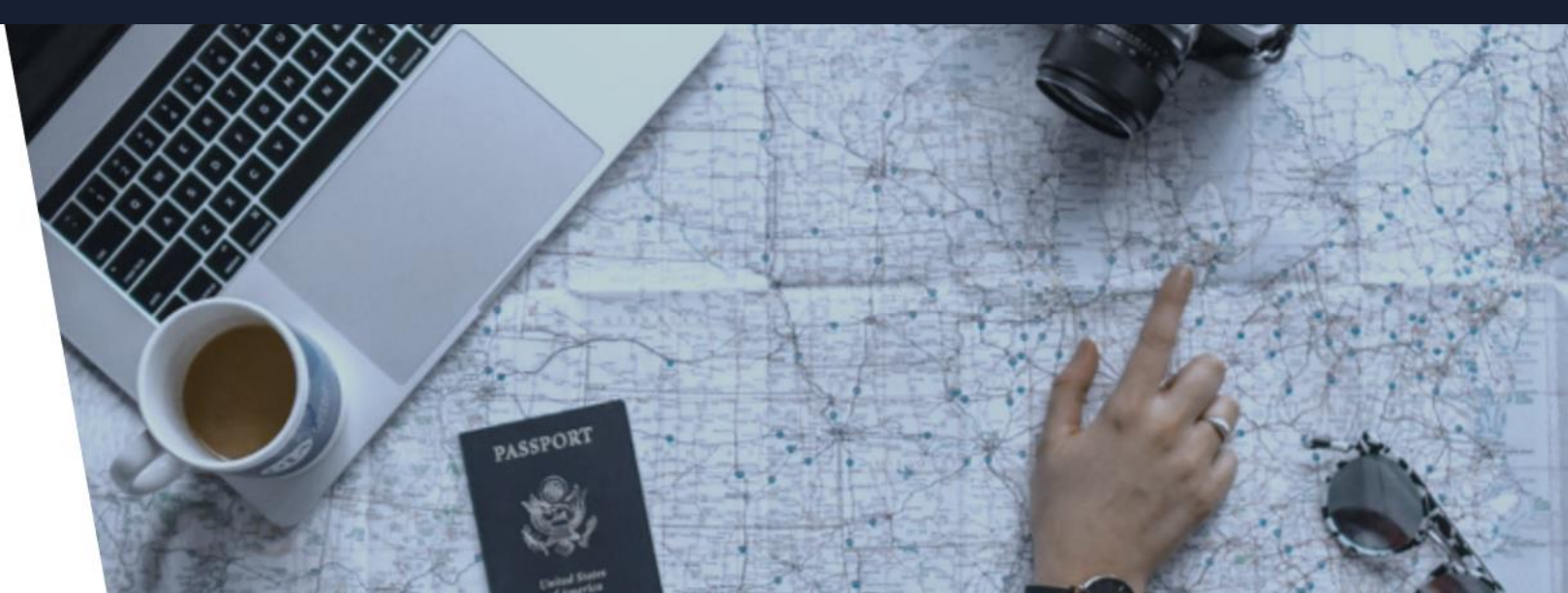
Total
Jobs
Generated



\$2.4B

State & Local
Taxes
Generated





VISITS & VISITOR SPENDING

Maryland set a new record in visitor spending in 2023, topping the previous year by more than \$1 billion, and equivalent to a 5.7% increase versus 2022. Visitor spending rose to 10.3% above 2019 levels.

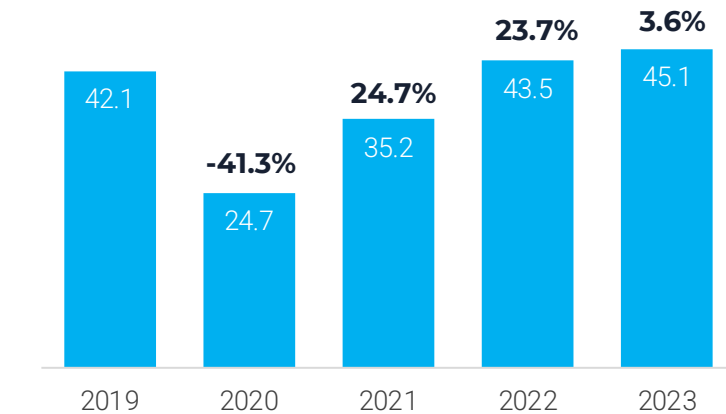
VISITOR VOLUME

Growth in 2023

After surpassing pre-pandemic levels in 2022, visitor volume increased a further 3.6% in 2023 to reach 45 million visitors.

Visitor volume increases in 2023 were supported by both the day and overnight visitor segments.

Maryland visitor volume
Amounts in millions of visitors



Source: D.K. Shifflet, Tourism Economics

VISITOR SPENDING

Visitors to Maryland spent **\$20.5 billion** across a wide range of sectors in 2023.

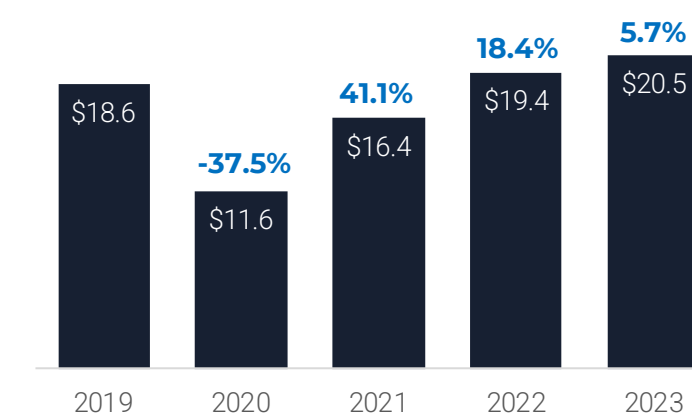
Of the \$20.5 billion spent in Maryland in 2023 by visitors, spending on transportation, including both air and transportation within the destination, registered \$6.4 billion, 31% of visitor spending.

Food and beverage spending drew the second-largest share: 24% of visitor spending at \$5.0 billion.

Lodging accounted for 20% of 2023 spending, approximately \$4.1 billion.

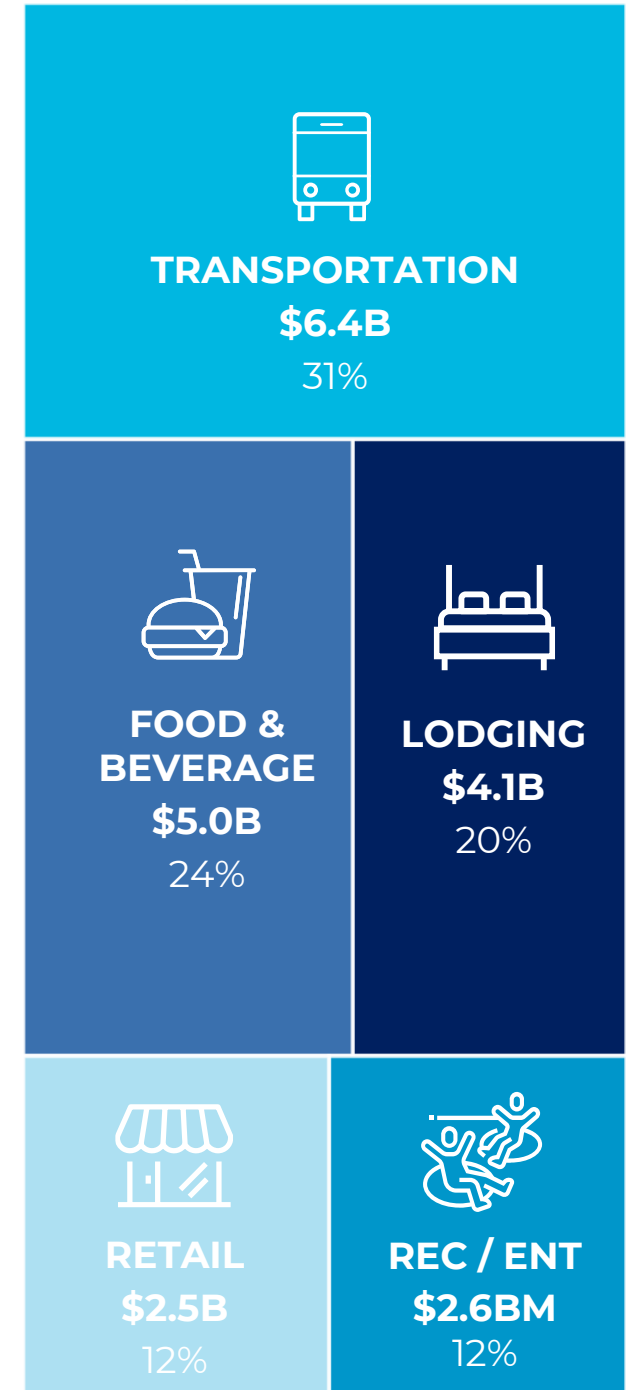
Retail and recreation and entertainment spending each accounted for 12% of visitor spending.

Maryland visitor spending
Amounts in \$ billions



Source: D.K. Shifflet, Tourism Economics

\$20.5 BILLION 
Visitor Spending in 2023



Source: Tourism Economics

Note: Lodging spending is calculated as an industry and includes spending on short-term rentals and second homes. Transportation spending includes air transport.

VISITOR VOLUME & SPENDING TRENDS

Visitor spending increased across all sectors in 2023, exhibiting year-over-year growth of 5.7%. Visitor spending grew to 10.3% higher than 2019 levels.

Among all spending categories, lodging continued to lead the way relative to 2019 in 2023. Driven by a 3.6% increase in room demand and coupled with ADR growth of 4.6% for hotel rooms, overall spending on lodging increased 6.0%, reaching 16% above pre-pandemic levels.

In 2023, year-over-year growth was strongest in the transportation and recreation segments. Despite declining gas prices, increases on air travel spending buoyed transportation spending in Maryland, and demand for events and experiences drove strong recreation growth in 2023.

Visitor volumes grew 3.6% in 2023, led by relative strength in the overnight segment. Day visits grew year-over-year and remained above pre-pandemic levels, while overnight visits remained 7% beneath their pre-pandemic high.

Maryland visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$18,590	\$11,619	\$16,391	\$19,402	\$20,507	5.7%	110.3%
Lodging*	\$3,550	\$2,230	\$3,152	\$3,873	\$4,107	6.0%	115.7%
Food & beverage	\$4,343	\$2,987	\$4,000	\$4,704	\$4,953	5.3%	114.0%
Retail	\$2,413	\$1,711	\$2,184	\$2,431	\$2,487	2.3%	103.1%
Transportation**	\$5,906	\$3,298	\$5,043	\$6,001	\$6,404	6.7%	108.4%
Recreation	\$2,378	\$1,393	\$2,012	\$2,393	\$2,555	6.8%	107.5%

Source: D.K. Shifflet, Tourism Economics

*Lodging includes short-term rental and second home spending

** Transportation includes both ground and air transportation spending

Maryland visitor volume and spending, by market

Amounts in millions of visitors, \$ millions, and \$ per visitor

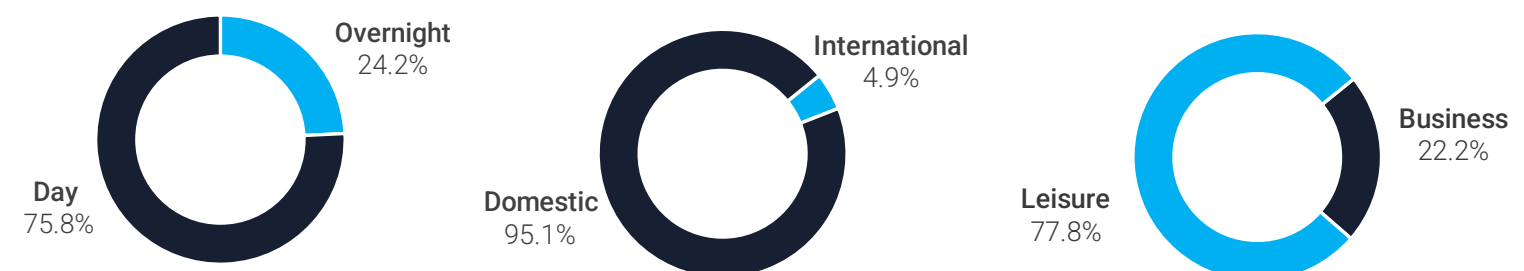
	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Market	\$18,590	\$11,619	\$16,391	\$19,402	\$20,507	5.7%	110.3%
Domestic	\$17,033	\$11,412	\$16,082	\$18,706	\$19,505	4.3%	114.5%
International	\$1,557	\$208	\$310	\$696	\$1,002	44.0%	64.4%
Purpose of trip	\$18,590	\$11,619	\$16,391	\$19,402	\$20,507	5.7%	110.3%
Leisure	\$13,890	\$9,119	\$12,907	\$15,199	\$15,951	4.9%	114.8%
Business	\$4,700	\$2,501	\$3,484	\$4,202	\$4,556	8.4%	96.9%

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitors	42.1	24.7	35.2	43.5	45.1	3.6%	107.1%
Day	22.3	13.2	19.8	25.9	26.8	3.4%	120.1%
Overnight	19.8	11.5	15.3	17.6	18.3	4.0%	92.4%
Total visitor spending	\$18,590	\$11,619	\$16,391	\$19,402	\$20,507	5.7%	110.3%
Day	\$3,071	\$1,758	\$3,667	\$4,695	\$4,967	5.8%	161.7%
Overnight	\$15,519	\$9,861	\$12,725	\$14,707	\$15,540	5.7%	100.1%
Per visitor spending	\$441	\$470	\$466	\$446	\$455	2.0%	103.0%
Day	\$138	\$133	\$185	\$181	\$185	2.3%	134.6%
Overnight	\$784	\$855	\$830	\$836	\$850	1.6%	108.4%

Source: D.K. Shifflet, Tourism Economics

Maryland visitor spending share by segment

Percent of visitor spending by segment



Source: Tourism Economics

VISITOR ECONOMY TRENDS

Maryland’s visitor economy includes a broad range of tourism-related expenditures. These include government support for tourism as well as capital investment (both new structures and machinery and equipment spending).

Overall, traveler demand reached \$21.9 billion in 2023. Of all categories, domestic traveler spending dominated, bringing in \$19.5 billion. Capital investment in tourism-related construction and machinery & equipment represented 5.1% of all tourism-related demand, while international visitor markets increased their share to 4.6%. International demand continued its recovery in 2023, although it remained well short of its pre-pandemic share of 8%.



Tourism capital investment

Amounts in \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total tourism CAPEX	\$1,199	\$846	\$957	\$1,093	\$1,110	1.6%	92.5%
Machinery and equip.	\$795	\$472	\$692	\$795	\$829	4.2%	104.3%
Construction	\$405	\$374	\$264	\$298	\$281	-5.5%	69.5%

Source: Tourism Economics

Maryland tourism demand

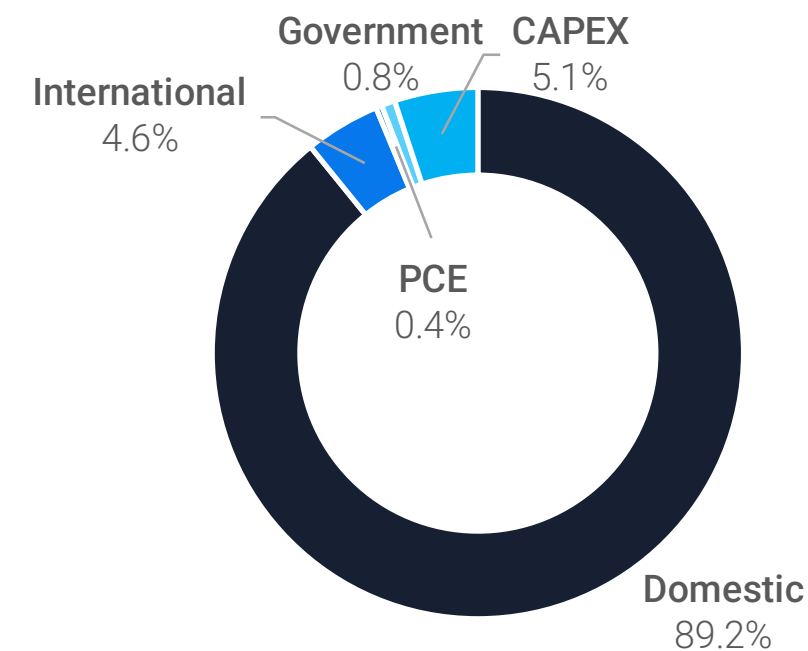
Amounts in \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Tourism demand	\$20,058	\$12,605	\$17,543	\$20,750	\$21,884	5.5%	109.1%
Domestic visitor	\$17,033	\$11,412	\$16,082	\$18,706	\$19,505	4.3%	114.5%
International visitor	\$1,557	\$208	\$310	\$696	\$1,002	44.0%	64.4%
Non-visitor PCE	\$100	\$56	\$66	\$75	\$80	7.3%	80.2%
Governmental support	\$169	\$83	\$129	\$180	\$187	3.8%	110.6%
Capital investment	\$1,199	\$846	\$957	\$1,093	\$1,110	1.6%	92.5%

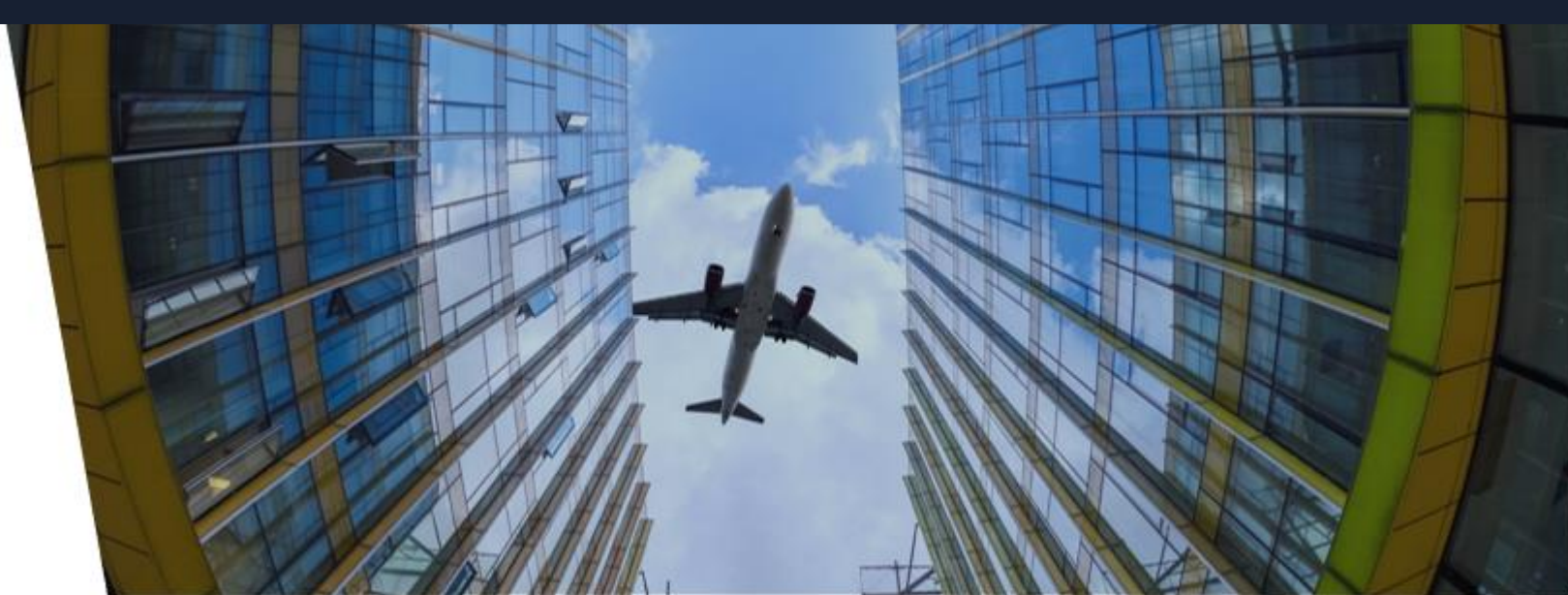
Source: D.K. Shifflet, Oxford Economics, Tourism Economics

Maryland tourism demand share, by segment

Percent of tourism demand by segment



Source: D.K. Shifflet, Oxford Economics, Tourism Economics



ECONOMIC IMPACT FRAMEWORK

ECONOMIC IMPACT METHODOLOGY

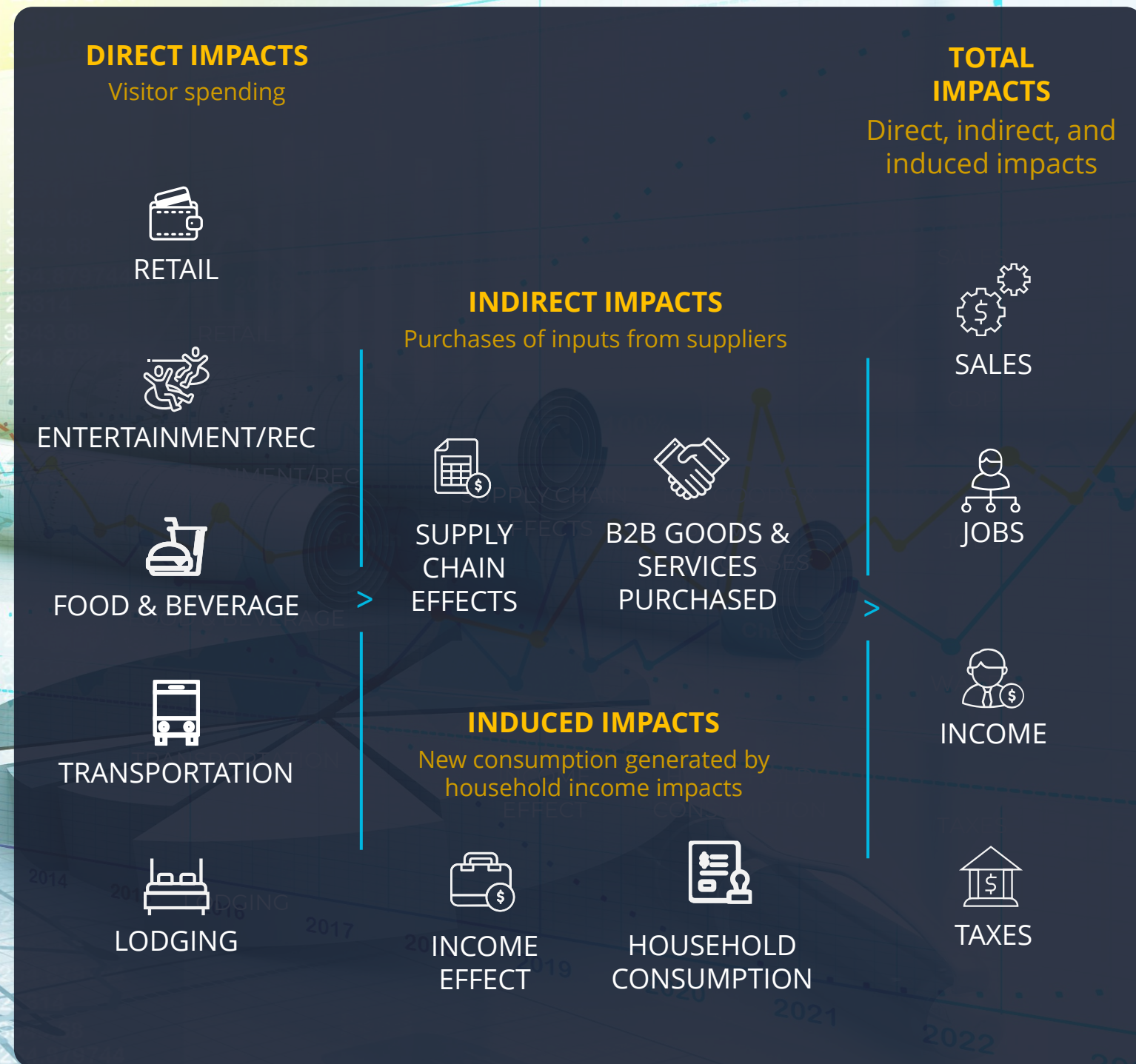
The analysis of the Maryland visitor economy begins with visitor spending and analyzes the downstream effects of this spending on the broader economy. To determine total economic impact, we input direct spending into a model of the Maryland economy, constructed using an IMPLAN input-output (I-O) model. The model traces the full extent of industry impacts as dollars flow through the local economy.

An I-O model represents a profile of an economy by measuring the relationships among industries and consumers and quantifies three levels of impact:

- 1. Direct impacts:** Visitor spending creates direct economic value within a discrete group of sectors (such as recreation and transportation). This supports a relative proportion of spending, jobs, wages, and taxes within each sector.
- 2. Indirect impacts:** Each directly affected sector also purchases goods and services as inputs (e.g. food wholesalers, utilities) into production. These impacts are called indirect impacts or supply-chain effects.
- 3. Induced impacts:** Lastly, the induced impact is generated when employees whose wages are generated either directly or indirectly by visitor spending spend those wages in the local economy. This is called the induced impact or income effect.

The Tourism Economics model calculates these three levels of impact - direct, indirect and induced - for a broad set of indicators, including:

- Spending
- Wages
- Employment
- Federal Taxes
- State Taxes
- Local Taxes



ECONOMIC IMPACT FINDINGS

VISITOR-SUPPORTED EMPLOYMENT

Direct visitor-supported employment grew 2.7% in 2023 to reach 126,977 jobs.

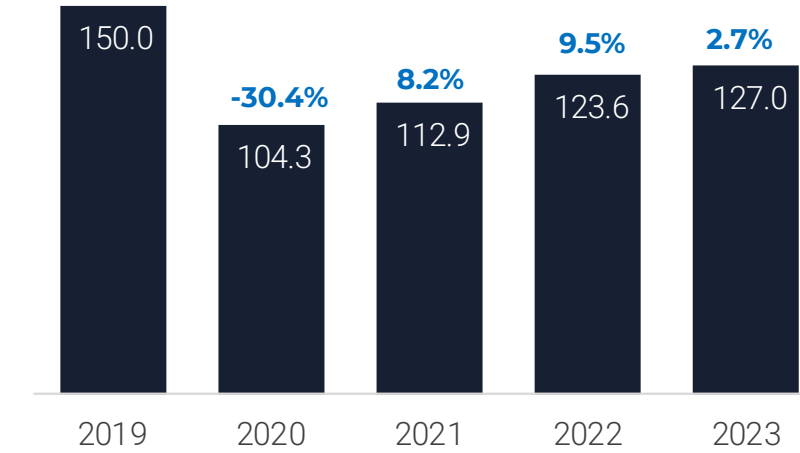
Employment growth lagged the spending recovery as businesses continued to proceed cautiously. In addition to the moderate job increase in 2023, Maryland’s visitor-supported employees benefitted from significant wage increases.

The evaluation of the direct impact of visitor activity allows for comparison against other industries in Maryland. In 2023, the tourism industry in Maryland ranked as the 11th largest employer in the state, surpassing manufacturing by 3,926 jobs.



Visitor-supported employment

Amounts in thousands of jobs



Source: Tourism Economics

Employment in Maryland, by major industry

Amounts in number of jobs



Source: BLS, BEA, Tourism Economics



ECONOMIC IMPACT FINDINGS

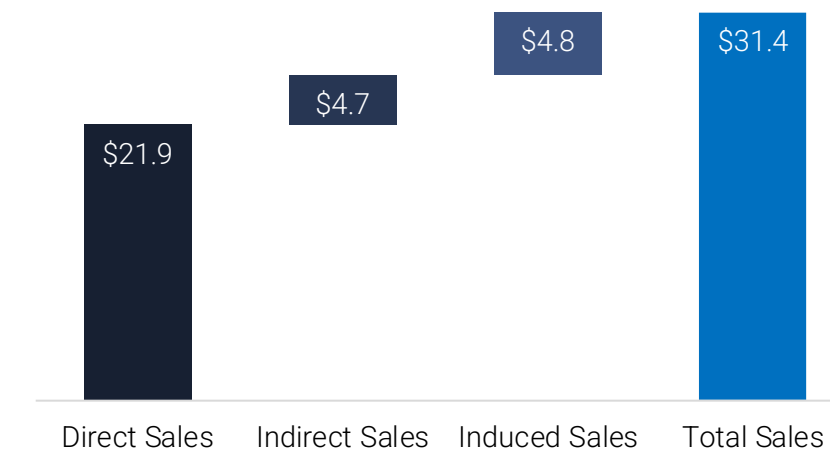
BUSINESS SALES IMPACTS

Maryland's travel economy contributed a direct impact of \$21.9 billion in 2022. This direct impact generated \$17.3 billion in indirect and induced impacts. The economic impact of tourism totaled nearly \$31.4 billion overall.

Summary economic impacts (2023)

Amounts in \$ billions

Aside from direct impacts, significant benefits accrued in sectors like finance, insurance, and real estate, and business services.



Source: Tourism Economics

Business sales impacts by industry (2023)

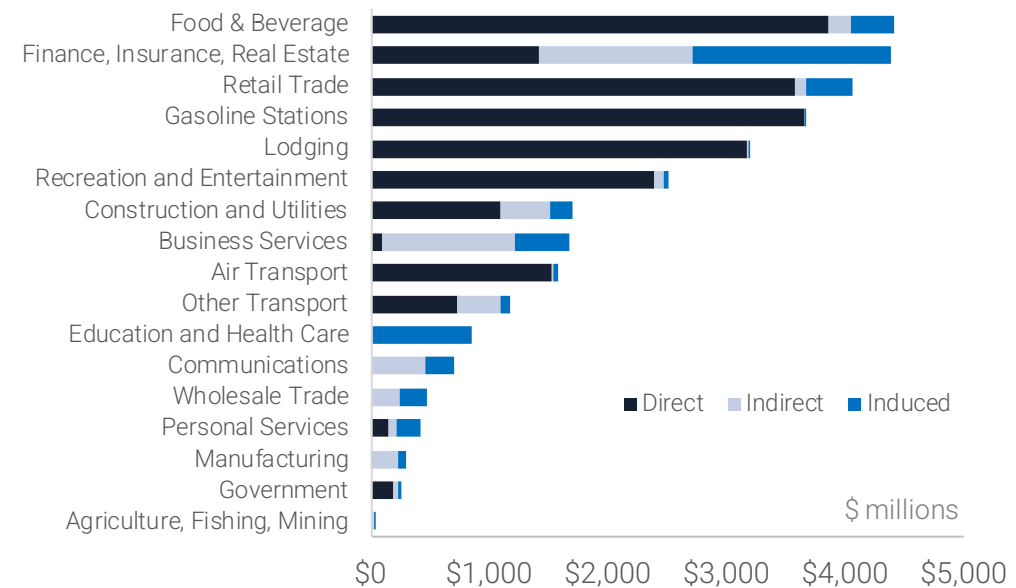
Amounts in \$ millions

	Direct Business Sales	Indirect Business Sales	Induced Business Sales	Total Business Sales
Total, all industries	\$21,884.0	\$4,666.1	\$4,846.5	\$31,396.7
Food & Beverage	\$3,863.7	\$183.1	\$369.0	\$4,415.7
Finance, Insurance, Real Estate	\$1,416.5	\$1,301.1	\$1,677.0	\$4,394.6
Retail Trade	\$3,576.3	\$97.5	\$387.8	\$4,061.7
Gasoline Stations	\$3,655.8	\$2.5	\$17.5	\$3,675.8
Lodging	\$3,178.0	\$2.0	\$6.5	\$3,186.6
Recreation and Entertainment	\$2,394.5	\$81.3	\$35.9	\$2,511.7
Construction and Utilities	\$1,096.6	\$421.9	\$179.0	\$1,697.5
Business Services	\$88.4	\$1,133.0	\$453.4	\$1,674.9
Air Transport	\$1,529.9	\$13.2	\$31.2	\$1,574.3
Other Transport	\$731.2	\$364.2	\$82.5	\$1,177.8
Education and Health Care		\$10.3	\$838.4	\$848.7
Communications		\$459.8	\$246.5	\$706.3
Wholesale Trade		\$243.7	\$227.3	\$471.0
Personal Services	\$152.6	\$69.0	\$194.1	\$415.7
Manufacturing	\$13.3	\$212.9	\$71.2	\$297.3
Government	\$187.2	\$48.0	\$19.1	\$254.3
Agriculture, Fishing, Mining		\$22.8	\$10.0	\$32.8

Source: Tourism Economics

Business sales impacts by industry (2023)

Amounts in \$ millions



Source: Tourism Economics

VALUE ADDED IMPACTS

The value of all visitor-associated goods and services produced in Maryland was \$16.6 billion in 2023.

Summary value-added Impacts (2023)

Amounts in \$ billions

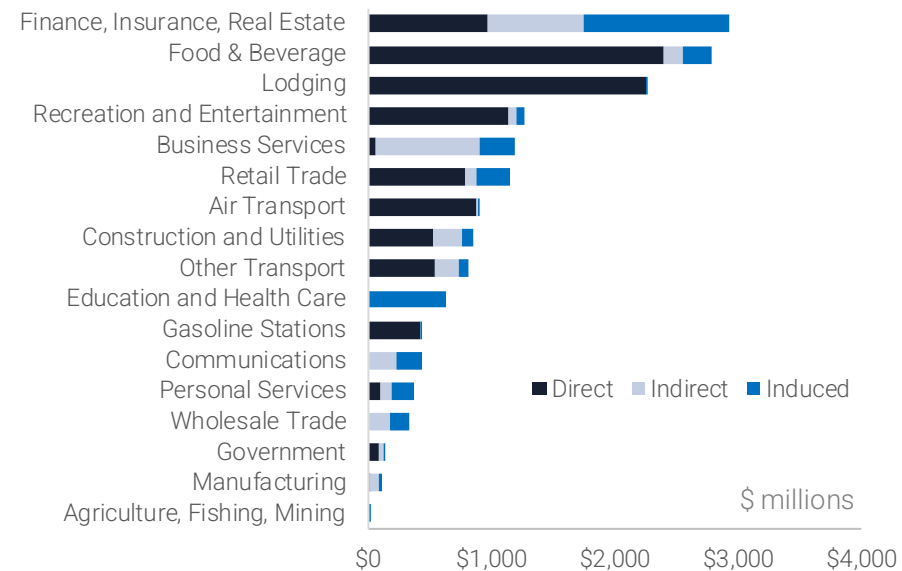


Source: Tourism Economics

Value-added impacts by industry (2023)

Amounts in \$ millions

In Maryland, the finance, insurance, and real estate industry had the largest economic contribution when accounting for indirect and induced impacts, followed closely by food and beverage and lodging.



Source: Tourism Economics



Value-added impacts by industry (2023)

Amounts in \$ millions

	Direct GDP	Indirect GDP	Induced GDP	Total GDP
Total, all industries	\$10,137.0	\$3,035.7	\$3,403.9	\$16,576.6
Finance, Insurance, Real Estate	\$964.4	\$785.2	\$1,180.6	\$2,930.3
Food & Beverage	\$2,396.2	\$152.8	\$231.6	\$2,780.6
Lodging	\$2,255.1	\$1.3	\$8.2	\$2,264.6
Recreation and Entertainment	\$1,131.3	\$75.3	\$57.1	\$1,263.8
Business Services	\$55.9	\$847.3	\$283.7	\$1,187.0
Retail Trade	\$784.2	\$86.4	\$275.6	\$1,146.1
Air Transport	\$876.6	\$10.0	\$15.9	\$902.6
Construction and Utilities	\$521.6	\$243.3	\$87.6	\$852.5
Other Transport	\$538.7	\$196.5	\$72.4	\$807.6
Education and Health Care		\$12.0	\$611.2	\$623.2
Gasoline Stations	\$422.5	\$2.9	\$14.1	\$439.5
Communications		\$230.9	\$197.8	\$428.6
Personal Services	\$102.0	\$89.7	\$178.4	\$370.1
Wholesale Trade		\$177.4	\$155.5	\$332.9
Government	\$84.7	\$38.4	\$3.7	\$126.7
Manufacturing	\$3.8	\$76.5	\$26.5	\$106.8
Agriculture, Fishing, Mining		\$9.7	\$4.0	\$13.7

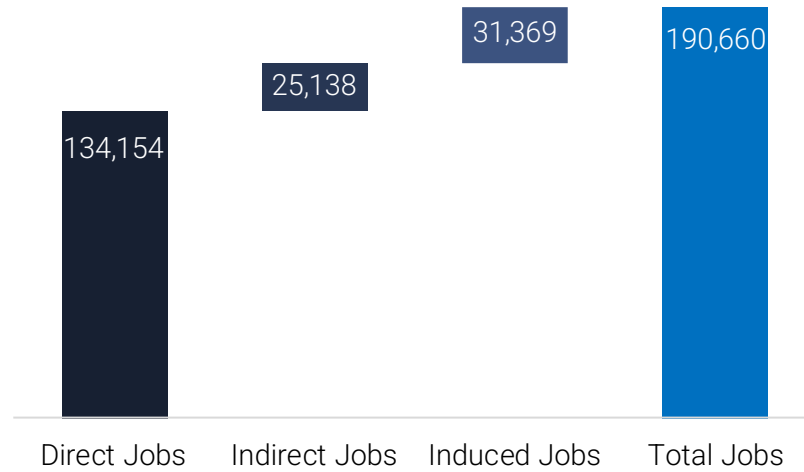
Source: Tourism Economics

JOB IMPACTS

Visitor activity sustained 134,154 direct jobs in 2023, with an additional 56,507 jobs supported from the indirect and induced impacts of visitor activity. The total jobs impact recovered to 190,660 in 2023, approximately one of every 20 jobs in Maryland.

Summary employment impacts (2023)

Amounts in number of jobs



Source: Tourism Economics

Job impacts by industry (2023)

Amounts in number of jobs



Source: Tourism Economics

Visitor spending supported the largest number of jobs in the food and beverage industry (53,154) followed by lodging with 24,113 jobs and recreation and entertainment with 23,683 jobs.



Job impacts by industry (2023)

Amounts in number of jobs

	Direct Jobs	Indirect Jobs	Induced Jobs	Total Jobs
Total, all industries	134,154	25,138	31,369	190,660
Food & Beverage	46,325	2,196	4,613	53,134
Lodging	24,056	10	47	24,113
Recreation and Entertainment	21,209	1,532	942	23,683
Retail Trade	11,441	740	3,640	15,821
Other Transport	10,165	2,869	1,034	14,068
Business Services	963	8,422	3,083	12,468
Finance, Insurance, Real Estate	1,277	4,829	3,680	9,786
Education and Health Care		153	8,816	8,969
Personal Services	3,638	1,231	3,327	8,197
Construction and Utilities	5,523	725	315	6,563
Gasoline Stations	5,429	23	160	5,612
Air Transport	3,436	34	62	3,532
Wholesale Trade		760	717	1,477
Government	652	504	242	1,398
Communications		580	405	985
Manufacturing	39	388	205	633
Agriculture, Fishing, Mining		141	80	221

Source: Tourism Economics

LABOR INCOME IMPACTS

Visitor activity generated \$6.4 billion in direct labor income and a total of \$10.1 billion when including indirect and induced impacts.

Summary labor income impacts (2023)

Amounts in \$ billions

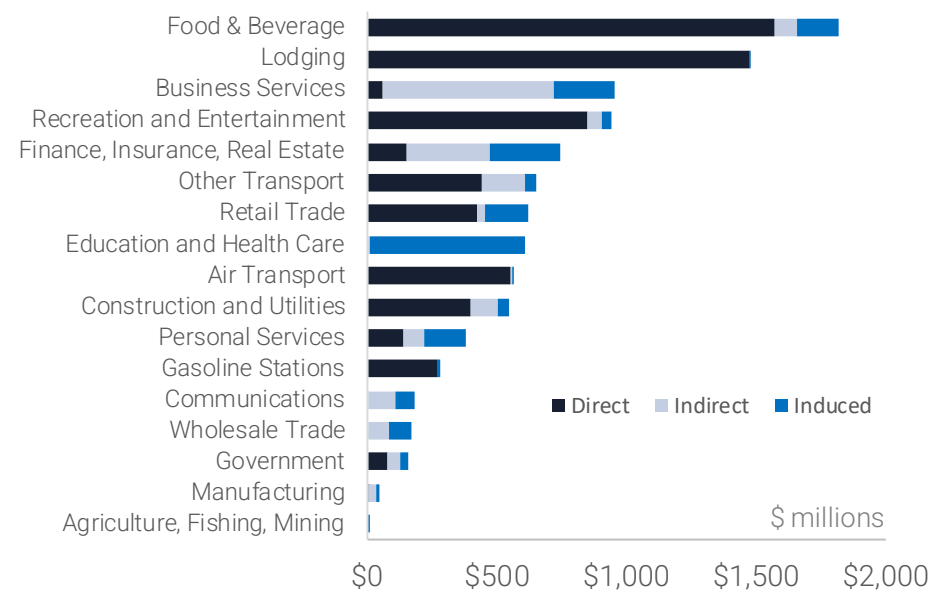


Source: Tourism Economics

Labor income impacts by industry (2023)

Amounts in \$ millions

There are 10 industries in which visitor activity supports \$500 million or more in personal income. These range from the obvious—recreation and entertainment and food & beverage, to the less obvious—education and healthcare and construction and utilities



Source: Tourism Economics



Labor income impacts by industry (2023)

Amounts in \$ millions

	Direct Labor Income	Indirect Labor Income	Induced Labor Income	Total Labor Income
Total, all industries	\$6,400.2	\$1,809.9	\$1,926.0	\$10,136.1
Food & Beverage	\$1,571.0	\$88.3	\$159.4	\$1,818.8
Lodging	\$1,471.2	\$0.7	\$2.9	\$1,474.8
Business Services	\$60.7	\$658.4	\$232.5	\$951.6
Recreation and Entertainment	\$851.1	\$55.2	\$34.6	\$940.9
Finance, Insurance, Real Estate	\$150.5	\$321.7	\$274.7	\$747.0
Other Transport	\$439.5	\$167.0	\$44.8	\$651.3
Retail Trade	\$421.2	\$35.0	\$167.2	\$623.3
Education and Health Care		\$10.1	\$594.8	\$605.0
Air Transport	\$552.5	\$5.1	\$8.0	\$565.6
Construction and Utilities	\$395.5	\$109.8	\$38.2	\$543.6
Personal Services	\$137.3	\$79.9	\$160.8	\$378.1
Gasoline Stations	\$269.7	\$1.2	\$6.8	\$277.7
Communications		\$108.0	\$75.4	\$183.5
Wholesale Trade		\$84.7	\$83.2	\$167.9
Government	\$77.6	\$51.4	\$25.2	\$154.1
Manufacturing	\$2.4	\$29.4	\$14.3	\$46.1
Agriculture, Fishing, Mining		\$3.9	\$3.0	\$6.8

Source: Tourism Economics

ECONOMIC IMPACT FINDINGS

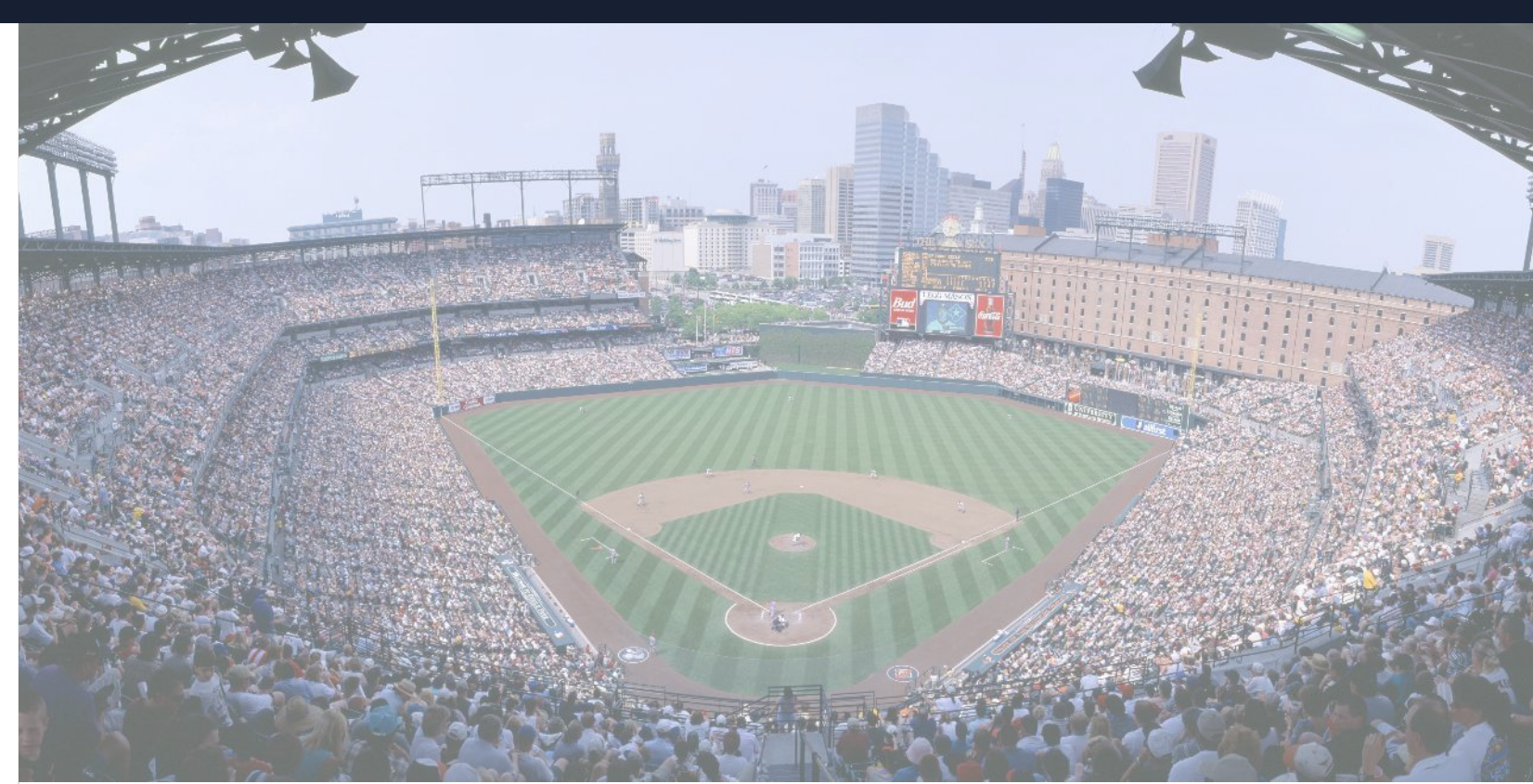
FISCAL (TAX) IMPACTS

Visitor spending generated \$4.4 billion in government revenues in 2023.

State and local taxes alone tallied \$2.4 billion in 2023. The majority of state revenues were derived from sales taxes, with income, corporate, social insurance, and property taxes, and excise and fees adding an additional \$574 million to state revenues.

Local tax revenues generated by visitor spending surpassed \$1 billion again in 2023. Property taxes occupied more than half of local tax revenues, with lodging, income, sales, corporate, social insurance, and excise and fees combining to add a further \$500 million.

Each household in Maryland would need to be taxed an additional \$1,027 to replace the visitor-generated taxes received by state and local governments in 2023.



Fiscal (tax) impacts

Amounts in \$ millions

	2019	2020	2021	2022	2023	2023 growth
Total Tax Revenues	\$4,820	\$3,239	\$3,790	\$4,268	\$4,430	3.8%
Federal Taxes	\$2,241	\$1,514	\$1,731	\$1,973	\$2,047	3.8%
Personal Income	\$727	\$519	\$584	\$656	\$696	6.0%
Corporate	\$157	\$114	\$131	\$150	\$154	2.6%
Indirect Business	\$207	\$117	\$134	\$153	\$157	2.8%
Social Insurance	\$1,150	\$764	\$882	\$1,013	\$1,040	2.6%
State and Local Taxes	\$2,579	\$1,725	\$2,059	\$2,295	\$2,383	3.8%
Sales	\$1,058	\$546	\$708	\$811	\$845	4.3%
Lodging	\$169	\$83	\$129	\$172	\$187	8.7%
Personal Income	\$284	\$216	\$269	\$298	\$312	4.7%
Corporate	\$237	\$152	\$161	\$174	\$182	4.4%
Social Insurance	\$25	\$16	\$16	\$17	\$18	2.6%
Excise and Fees	\$318	\$199	\$231	\$245	\$251	2.4%
Property	\$488	\$514	\$546	\$578	\$588	1.8%

Source: Tourism Economics

Fiscal (tax) impacts, by category

Amounts in \$ millions

	2019	2020	2021	2022	2023	2023 growth
State & Local Revenues	\$2,579	\$1,725	\$2,059	\$2,295	\$2,383	3.8%
State Taxes	\$1,612	\$948	\$1,156	\$1,292	\$1,345	4.1%
Sales	\$964	\$497	\$646	\$740	\$771	4.3%
Personal Income	\$180	\$137	\$173	\$192	\$201	4.7%
Corporate	\$232	\$149	\$158	\$170	\$178	4.4%
Social Insurance	\$23	\$14	\$15	\$16	\$16	2.6%
Excise and Fees	\$174	\$109	\$118	\$125	\$128	2.4%
Property	\$40	\$42	\$46	\$49	\$50	1.8%
Local Taxes	\$967	\$777	\$903	\$1,003	\$1,038	3.5%
Sales	\$93	\$48	\$62	\$71	\$74	4.3%
Lodging	\$169	\$83	\$129	\$172	\$187	8.7%
Personal Income	\$104	\$79	\$95	\$106	\$111	4.7%
Corporate	\$5	\$3	\$3	\$4	\$4	4.4%
Social Insurance	\$2	\$1	\$1	\$1	\$1	2.6%
Excise and Fees	\$144	\$90	\$113	\$120	\$123	2.4%
Property	\$449	\$473	\$499	\$528	\$538	1.8%

Source: Tourism Economics

ECONOMIC IMPACTS IN CONTEXT

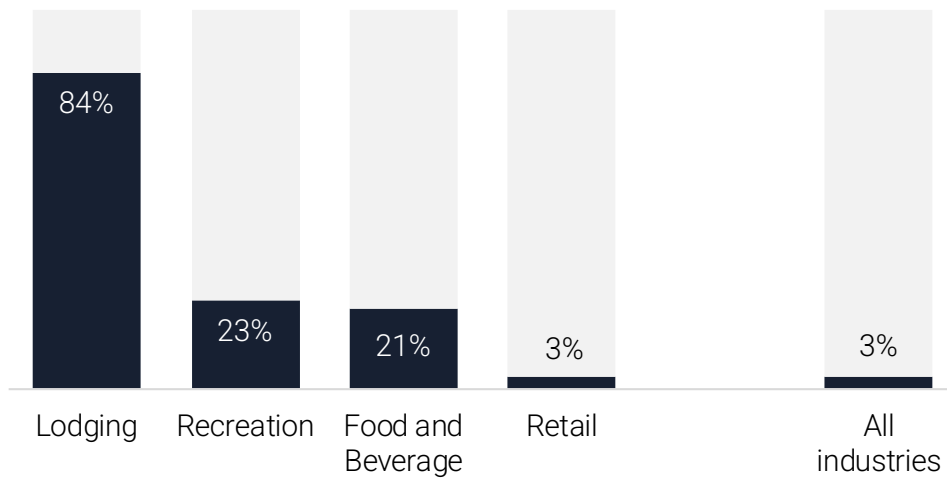
DIRECT TOURISM INDUSTRY

Visitor-supported employment is a significant part of several industries in Maryland—nearly all lodging employment, 23% of recreation employment, and 21% of food and beverage jobs, is supported by visitor spending.

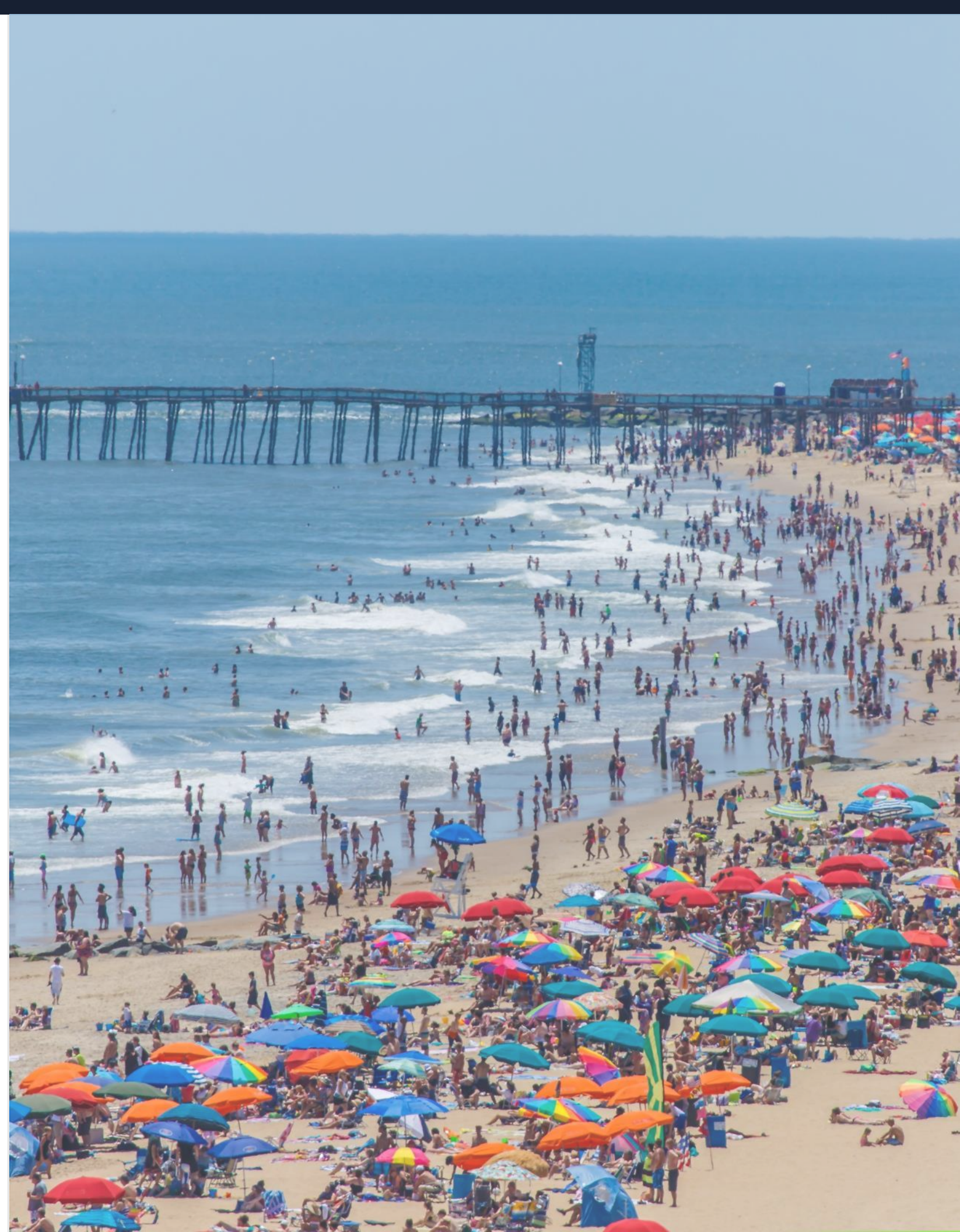
Overall, direct tourism jobs accounted for 3% of all jobs in Maryland in 2023.

Direct tourism employment intensity

Amounts in percentage of total industry employment



Source: Tourism Economics



ECONOMIC IMPACTS IN CONTEXT



\$20.5B VISITOR SPENDING

The \$20.5 billion in visitor spending is enough to pay every rostered player on both the Baltimore Ravens and Orioles 54 times.



\$10.1B LABOR INCOME

The \$10.1 billion in total income generated by tourism is the equivalent of \$4,372 for every household in Maryland.



190,660 TOTAL JOBS

If all 190,660 visitor-supported employees stood shoulder-to-shoulder, they would span the full Ocean City Boardwalk 15 times.



\$2.4B STATE & LOCAL TAXES

The \$2.4 billion in state and local taxes generated by tourism would cover the average salaries of 40,590 public school teachers in Maryland.

APPENDIX A: EXPANDED VISITOR VOLUME AND SPENDING SEGMENTS

DAY AND OVERNIGHT

Maryland visitor volume and spending, by market

Amounts in millions of visitors, \$ millions, and \$ per visitor

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitors	42.1	24.7	35.2	43.5	45.1	3.6%	107.1%
Day	22.3	13.2	19.8	25.9	26.8	3.4%	120.1%
Overnight	19.8	11.5	15.3	17.6	18.3	4.0%	92.4%
Total visitor spending	\$18,590	\$11,619	\$16,391	\$19,402	\$20,507	5.7%	110.3%
Day	\$3,071	\$1,758	\$3,667	\$4,695	\$4,967	5.8%	161.7%
Overnight	\$15,519	\$9,861	\$12,725	\$14,707	\$15,540	5.7%	100.1%
Per visitor spending	\$441	\$470	\$466	\$446	\$455	2.0%	103.0%
Day	\$138	\$133	\$185	\$181	\$185	2.3%	134.6%
Overnight	\$784	\$855	\$830	\$836	\$850	1.6%	108.4%

Source: D.K. Shifflet, Tourism Economics

BUSINESS AND LEISURE

Maryland visitor volume and spending, by market

Amounts in millions of visitors, \$ millions, and \$ per visitor

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitors	42.1	24.7	35.2	43.5	45.1	3.6%	107.1%
Leisure	35.9	21.3	30.3	35.8	37.1	3.6%	103.5%
Business	6.3	3.4	4.9	7.7	8.0	3.7%	127.5%
Total visitor spending	\$18,590	\$11,619	\$16,391	\$19,402	\$20,507	5.7%	110.3%
Leisure	\$13,890	\$9,119	\$12,907	\$15,199	\$15,951	4.9%	114.8%
Business	\$4,700	\$2,501	\$3,484	\$4,202	\$4,556	8.4%	96.9%
Per visitor spending	\$441	\$470	\$466	\$446	\$455	2.0%	103.0%
Leisure	\$387	\$427	\$426	\$424	\$430	1.3%	110.9%
Business	\$751	\$739	\$711	\$546	\$571	4.6%	76.0%

Source: D.K. Shifflet, Tourism Economics

DOMESTIC AND INTERNATIONAL

Maryland visitor volume and spending, by market

Amounts in millions of visitors, \$ millions, and \$ per visitor

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitors	42.1	24.7	35.2	43.5	45.1	3.6%	107.1%
Domestic	41.2	24.5	35.0	42.9	44.5	3.5%	107.8%
International	0.9	0.2	0.2	0.6	0.6	10.4%	73.0%
Total visitor spending	\$18,590	\$11,619	\$16,391	\$19,402	\$20,507	5.7%	110.3%
Domestic	\$17,033	\$11,412	\$16,082	\$18,706	\$19,505	4.3%	114.5%
International	\$1,557	\$208	\$310	\$696	\$1,002	44.0%	64.4%
Per visitor spending	\$441	\$470	\$466	\$446	\$455	2.0%	103.0%
Domestic	\$413	\$465	\$460	\$436	\$439	0.7%	106.2%
International	\$1,757	\$1,094	\$1,528	\$1,188	\$1,549	30.4%	88.2%

Source: D.K. Shifflet, Tourism Economics



TOURISM
ECONOMICS

AN OXFORD ECONOMICS COMPANY

ECONOMIC IMPACT OF TOURISM IN MARYLAND 2023 – COUNTY ANALYSIS

August 2024

Prepared for: Maryland Office of Tourism

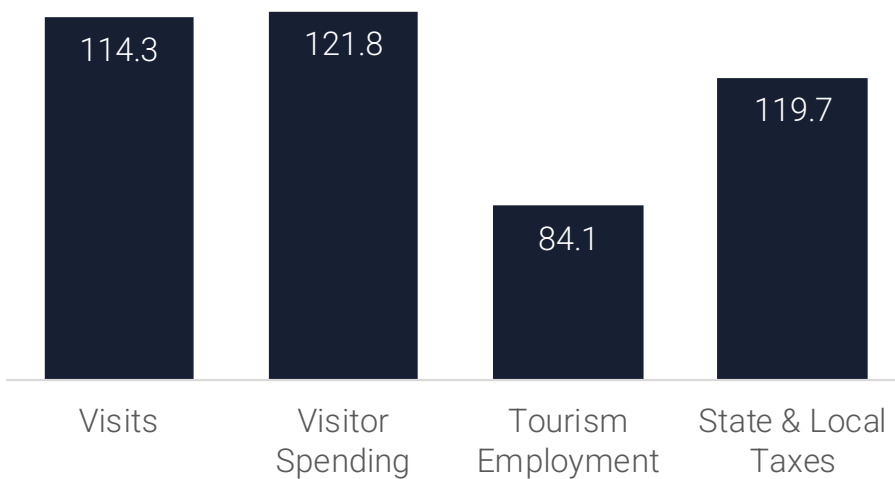


ALLEGANY COUNTY HIGHLIGHTS

Many key tourism indicators for Allegany County have reached or surpassed pre-pandemic (2019) levels in 2023.

Allegany County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Allegany County grew to 114% of 2019 levels.

Allegany County visitor volume

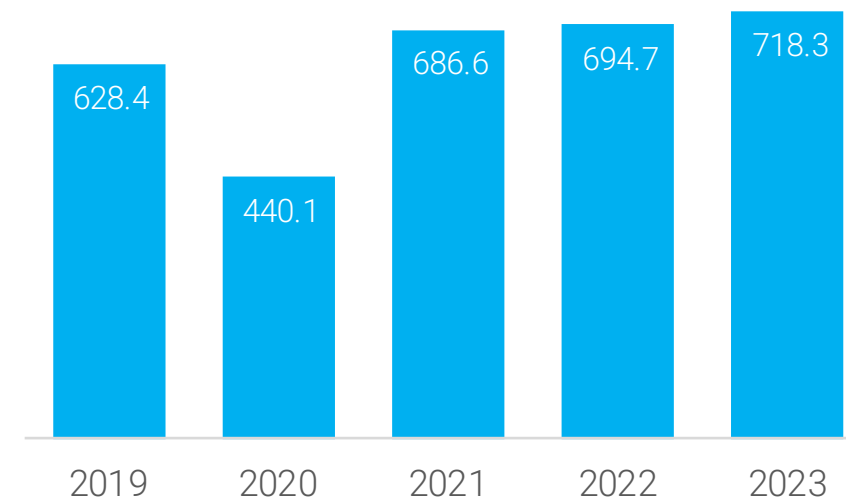
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	to 2019
Total visitors	628.4	440.1	686.6	694.7	718.3	3.4%	114.3%
Day	324.1	230.1	338.9	355.6	368.7	3.7%	113.7%
Overnight	304.3	210.0	347.7	339.1	349.6	3.1%	114.9%

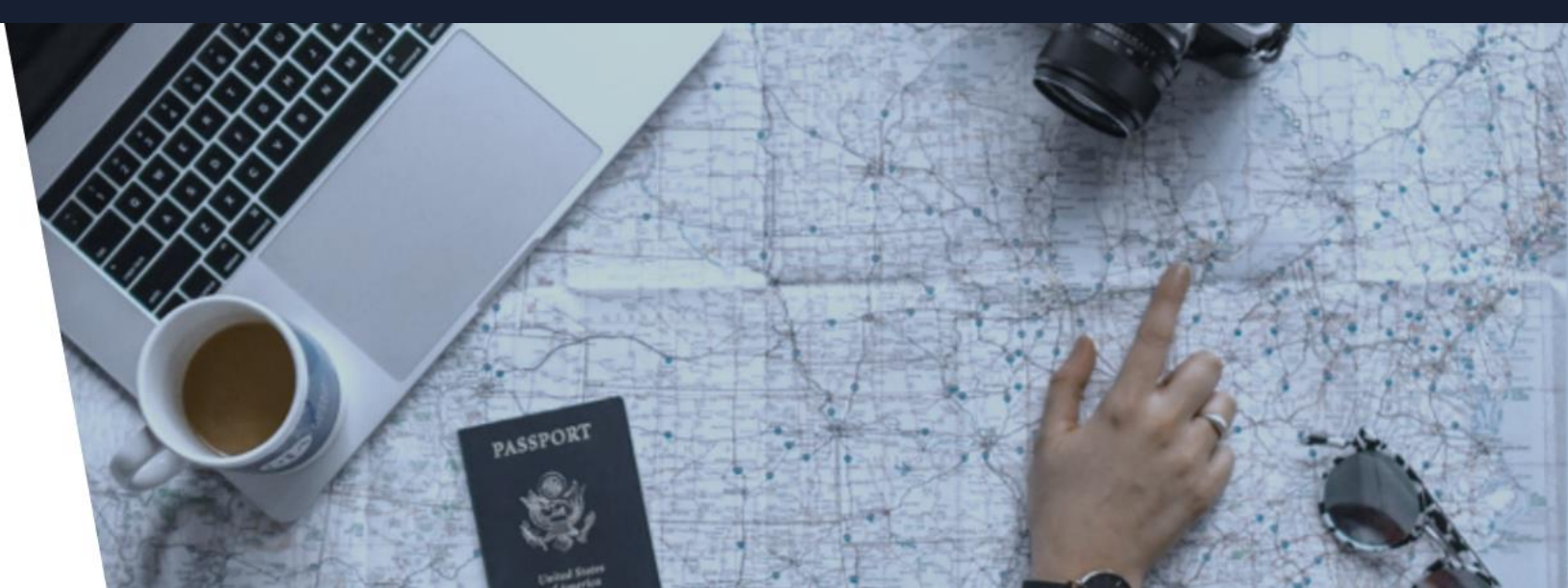
Source: D. K. Shifflet, Tourism Economics

Allegany County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



ALLEGANY COUNTY VISITOR SPENDING

Visitor spending grew 5% in Allegany County to surpass pre-pandemic levels by 22%.

Allegany County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$166.2	\$129.1	\$183.2	\$193.4	\$202.4	4.7%	121.8%
Lodging*	\$32.2	\$24.7	\$35.9	\$38.1	\$43.2	13.4%	134.0%
Food & beverage	\$42.0	\$36.5	\$49.5	\$52.1	\$55.3	6.0%	131.6%
Retail	\$21.4	\$20.3	\$26.0	\$26.7	\$27.8	4.0%	129.9%
Recreation	\$23.7	\$16.0	\$23.1	\$24.9	\$26.8	7.7%	113.0%
Transportation**	\$46.8	\$31.7	\$48.8	\$51.6	\$49.4	-4.3%	105.5%

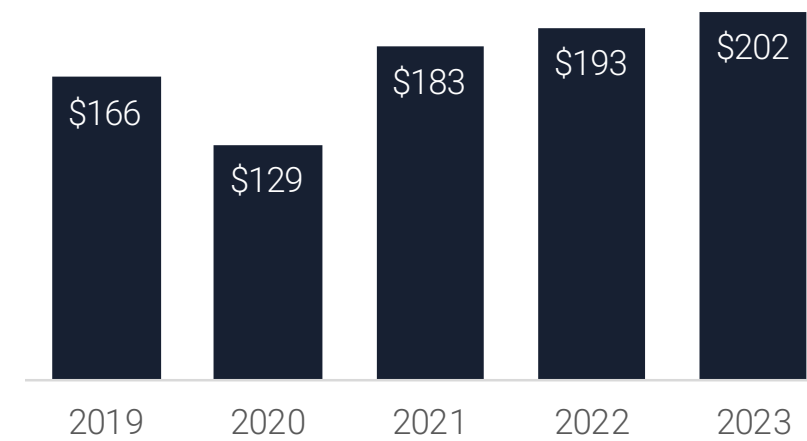
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Allegany County visitor spending

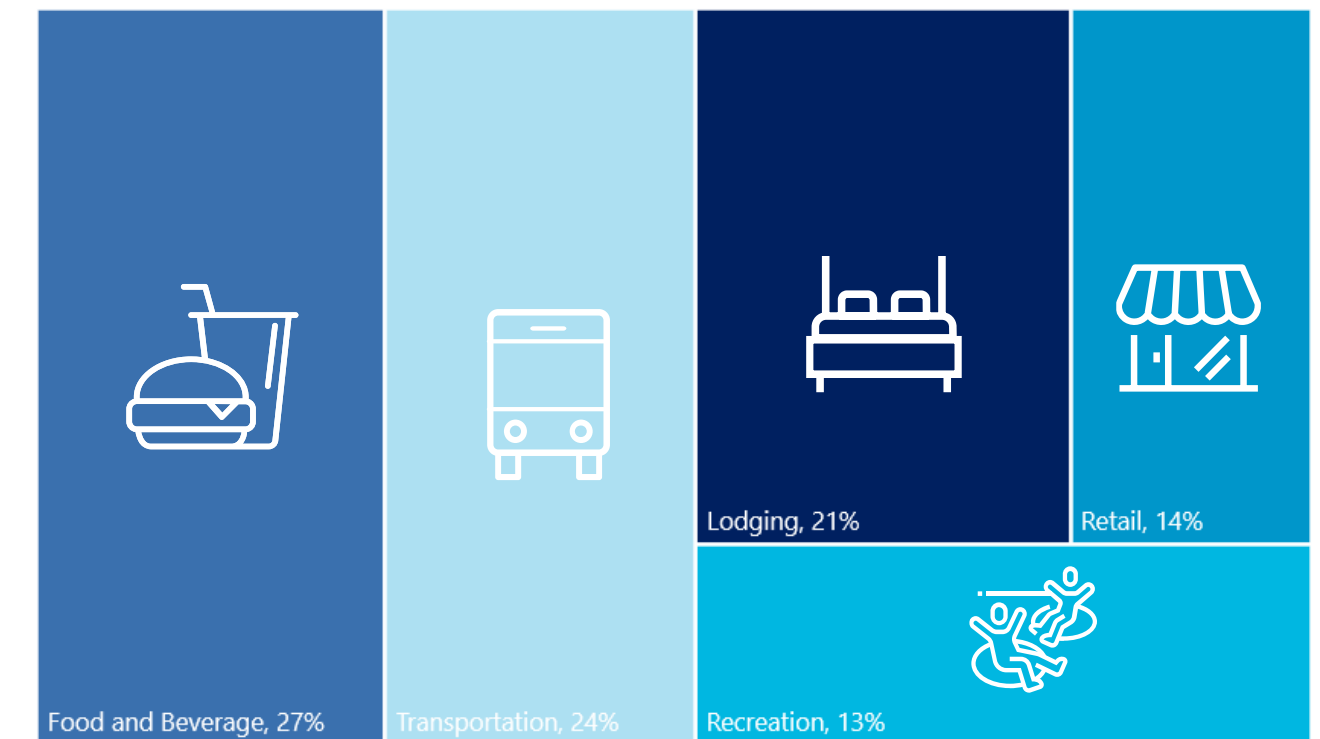
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

ALLEGANY COUNTY ECONOMIC IMPACTS

Nearly 2,900 visitor-supported jobs represent 11% of all jobs in Allegany County.

Visitor impacts in Allegany County

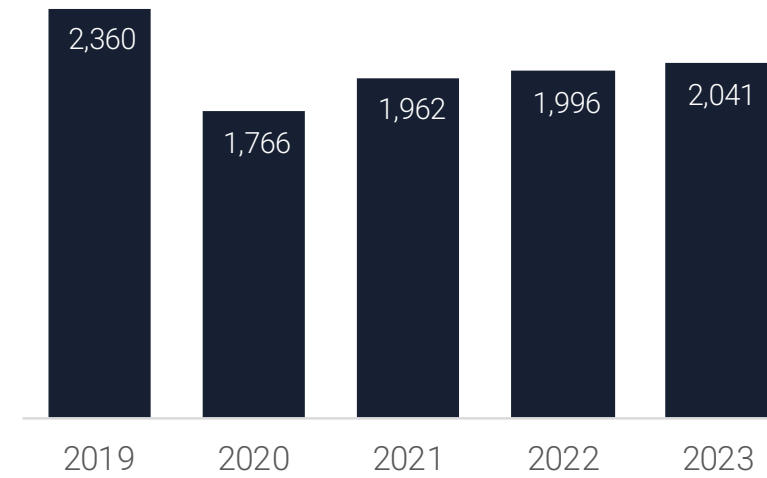
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	2,360	1,766	1,962	1,996	2,041	2.3%	86.5%
Total	3,440	2,687	2,878	2,909	2,892	-0.6%	84.1%
Share of State	1.5%	1.6%	1.7%	1.6%	1.5%		
Labor Income							
Direct	\$62.4	\$50.3	\$61.5	\$64.2	\$67.8	5.5%	108.6%
Total	\$115.5	\$96.7	\$111.3	\$114.5	\$116.9	2.1%	101.2%
Share of State	1.1%	1.2%	1.3%	1.2%	1.2%		
Tax revenues							
Federal	\$23.7	\$17.9	\$21.6	\$22.8	\$23.2	1.8%	98.0%
State & Local	\$20.8	\$17.2	\$21.0	\$24.8	\$24.9	0.6%	119.7%
Hotel	\$1.5	\$0.9	\$1.6	\$1.7	\$2.0	13.4%	128.7%
Total	\$46.0	\$36.0	\$44.3	\$49.3	\$50.1	1.6%	108.8%

Source: Tourism Economics

Allegany County direct employment timeline

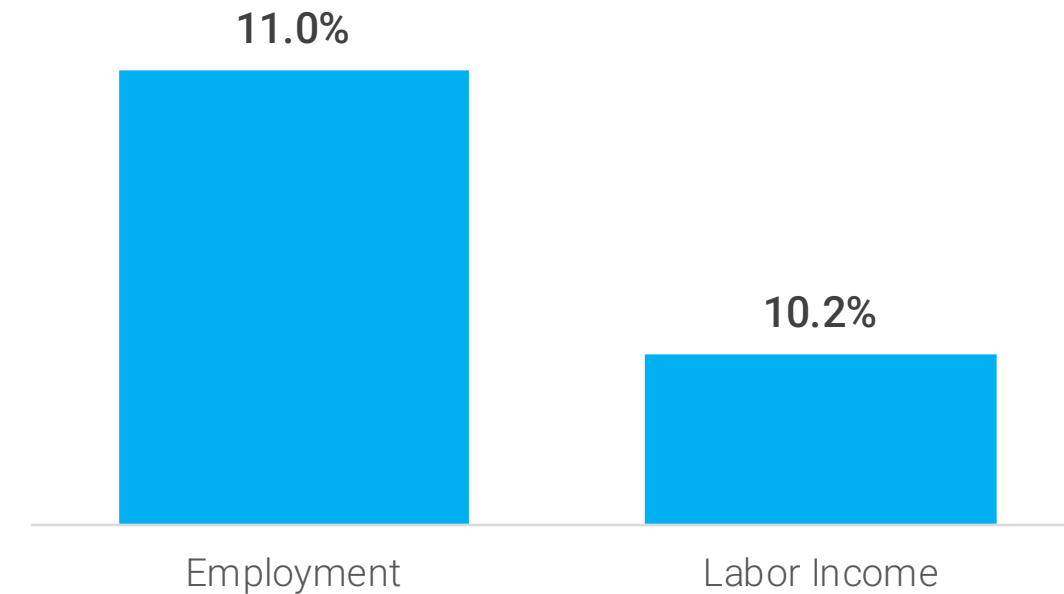
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

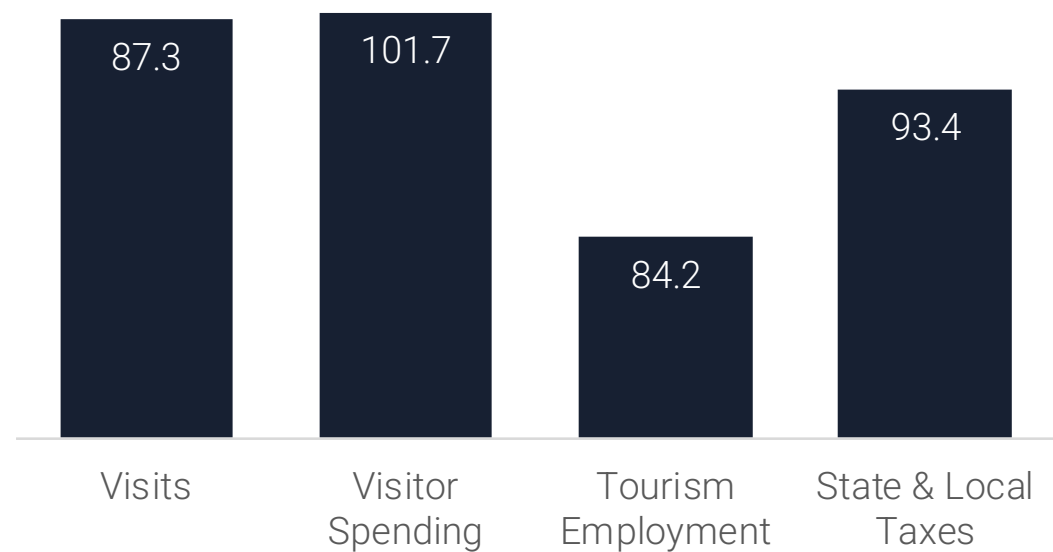


ANNE ARUNDEL COUNTY HIGHLIGHTS

Led by visitor spending, all key tourism indicators for Anne Arundel County have surpassed 80% of pre-pandemic (2019) levels in 2023.

Anne Arundel County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Anne Arundel County rebounded to 87% of 2019 levels.

Anne Arundel County visitor volume

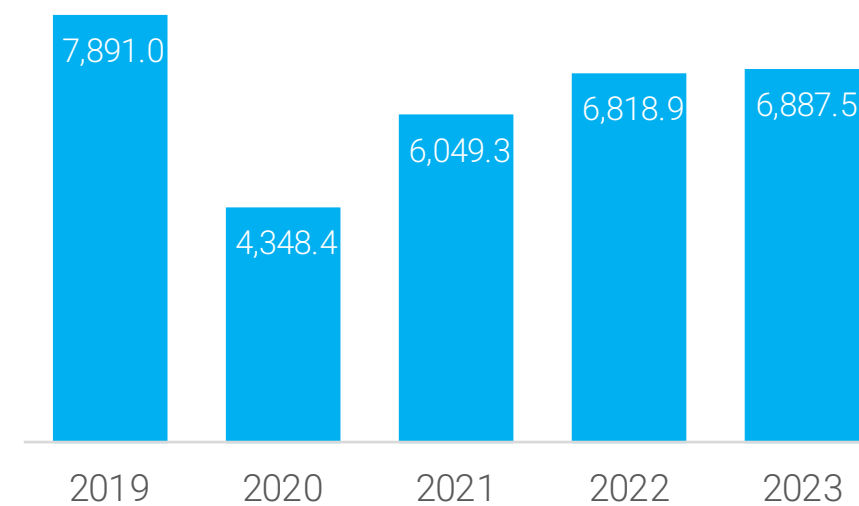
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	to 2019
Total visitors	7,891.0	4,348.4	6,049.3	6,818.9	6,887.5	1.0%	87.3%
Day	4,574.3	2,434.1	3,606.9	4,217.9	4,291.5	1.7%	93.8%
Overnight	3,316.7	1,914.2	2,442.4	2,601.0	2,596.1	-0.2%	78.3%

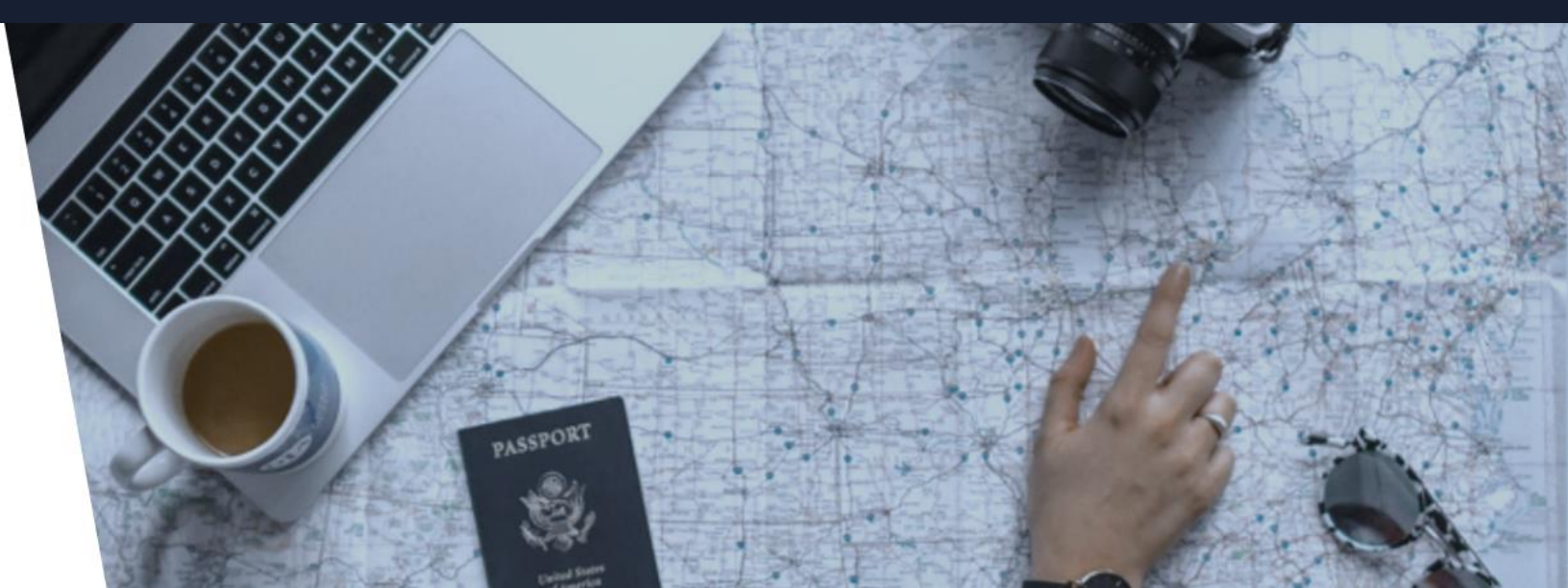
Source: D. K. Shifflet, Tourism Economics

Anne Arundel County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



ANNE ARUNDEL COUNTY VISITOR SPENDING

Visitor spending grew 8.1% in Anne Arundel County to \$4.1 billion.

Anne Arundel County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$4,051.5	\$2,181.2	\$3,093.4	\$3,810.2	\$4,118.6	8.1%	101.7%
Lodging*	\$383.8	\$232.9	\$319.3	\$451.1	\$452.4	0.3%	117.9%
Food & beverage	\$501.5	\$367.2	\$470.8	\$575.0	\$570.7	-0.7%	113.8%
Retail	\$317.0	\$231.1	\$294.2	\$338.6	\$325.2	-3.9%	102.6%
Recreation	\$338.8	\$209.5	\$303.9	\$400.0	\$400.7	0.2%	118.3%
Transportation**	\$2,510.4	\$1,140.6	\$1,705.2	\$2,045.4	\$2,369.6	15.8%	94.4%

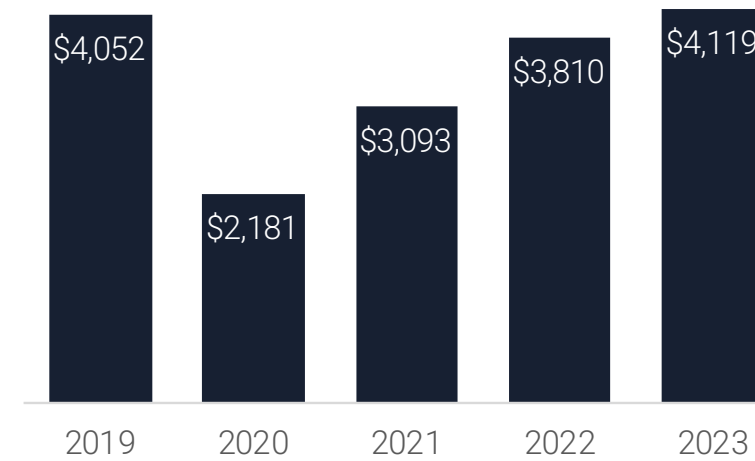
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Anne Arundel County visitor spending

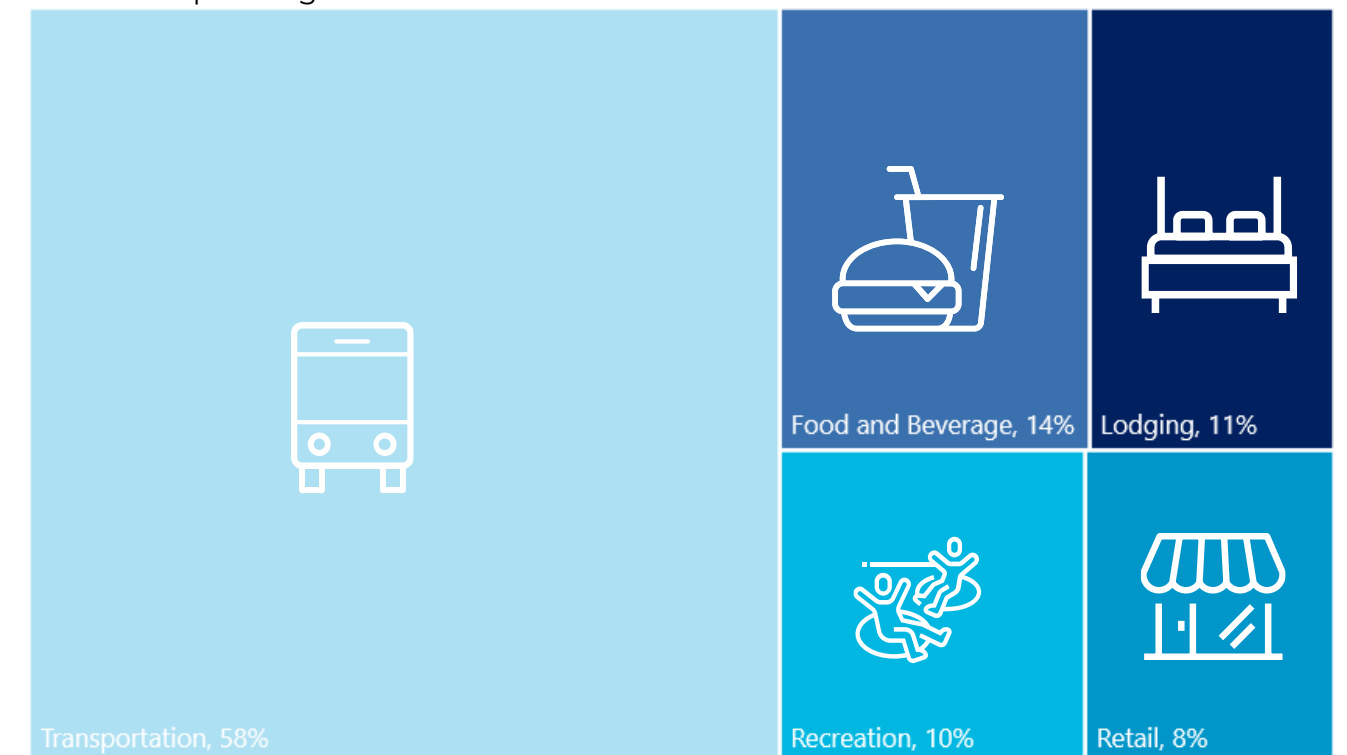
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

ANNE ARUNDEL COUNTY ECONOMIC IMPACTS

More than 26,000 visitor-supported jobs represents 10% of all jobs in Anne Arundel County. Tourism industry growth led the county in 2023.

Visitor impacts in Anne Arundel County

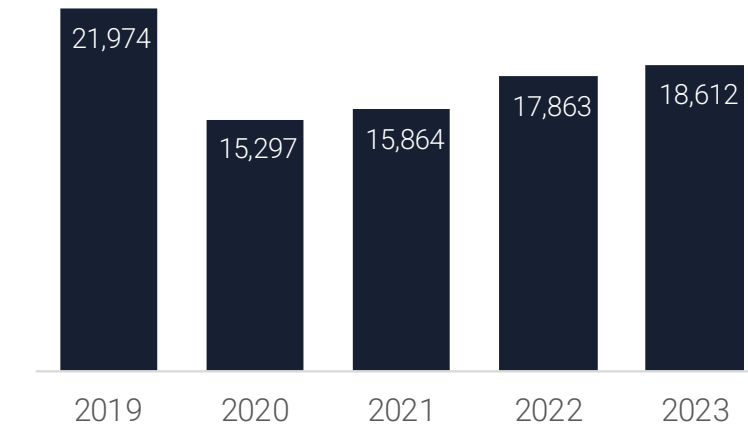
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	21,974	15,297	15,864	17,863	18,612	4.2%	84.7%
Total	31,463	23,086	23,246	25,708	26,486	3.0%	84.2%
Share of State	13.9%	13.9%	13.4%	13.7%	13.9%		
Labor Income							
Direct	\$1,184.9	\$909.8	\$971.7	\$1,124.2	\$1,245.4	10.8%	105.1%
Total	\$1,954.8	\$1,580.2	\$1,614.6	\$1,814.7	\$1,915.2	5.5%	98.0%
Share of State	18.4%	19.5%	18.5%	18.7%	18.9%		
Tax revenues							
Federal	\$424.7	\$293.7	\$321.2	\$372.5	\$392.3	5.3%	92.4%
State & Local	\$466.4	\$281.9	\$332.3	\$427.6	\$435.8	1.9%	93.4%
Hotel	\$21.0	\$9.2	\$12.7	\$19.7	\$19.2	-2.6%	91.3%
Total	\$912.1	\$584.8	\$666.2	\$819.8	\$847.2	3.4%	92.9%

Source: Tourism Economics

Anne Arundel County direct employment timeline

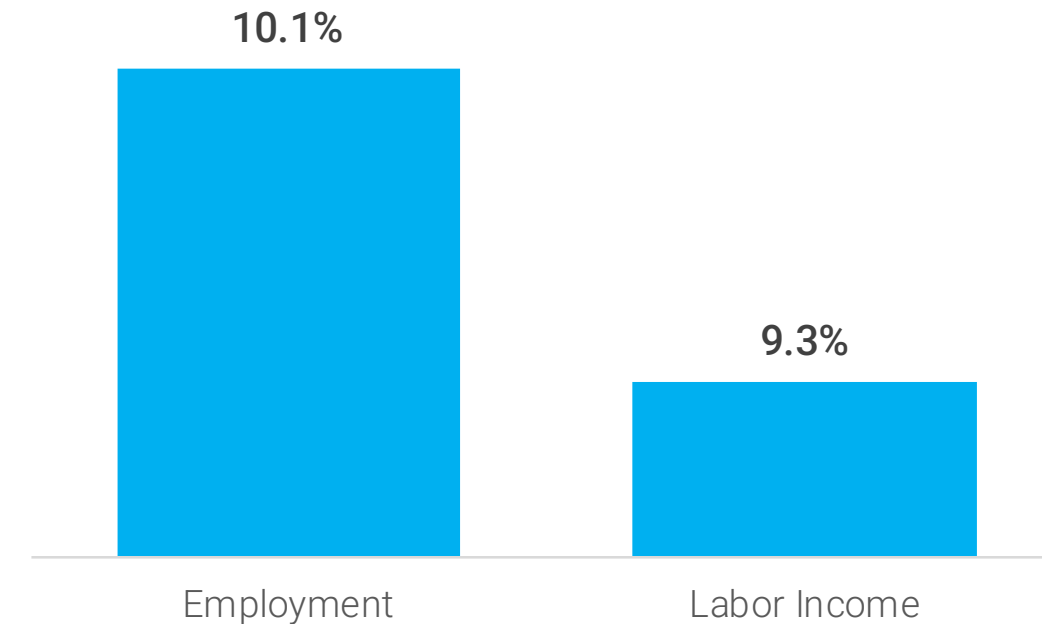
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

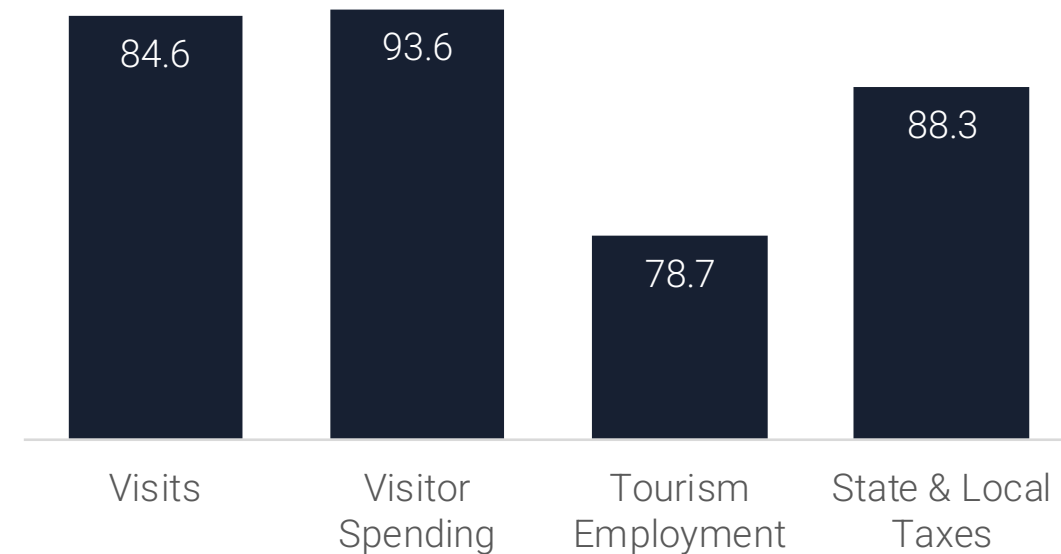


CITY OF BALTIMORE HIGHLIGHTS

Led by visitor spending, key tourism indicators for City of Baltimore have recovered past 75% of pre-pandemic levels in all categories.

City of Baltimore key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in City of Baltimore rebounded to 5.4 million, 85% of 2019 levels.

City of Baltimore visitor volume

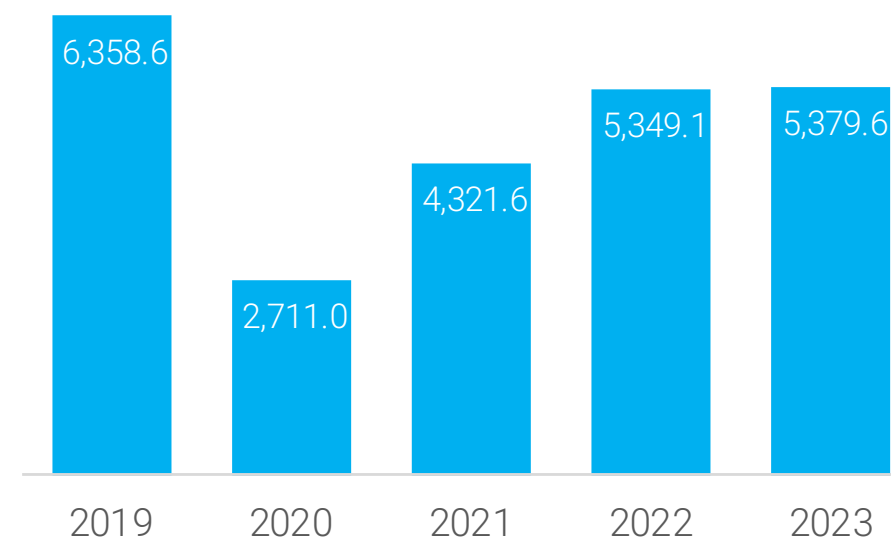
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	6,358.6	2,711.0	4,321.6	5,349.1	5,379.6	0.6%	84.6%
Day	3,615.8	1,673.3	2,665.1	3,411.1	3,505.3	2.8%	96.9%
Overnight	2,742.8	1,037.7	1,656.4	1,938.0	1,874.3	-3.3%	68.3%

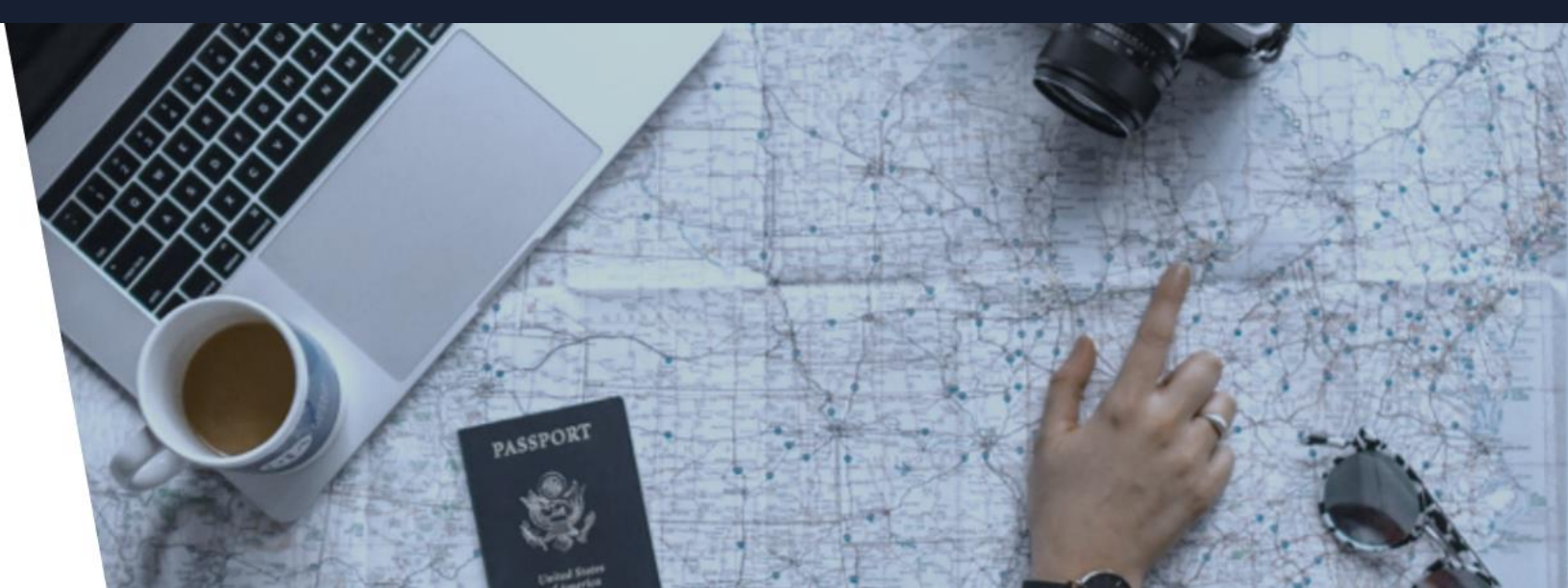
Source: D. K. Shifflet, Tourism Economics

City of Baltimore visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



CITY OF BALTIMORE VISITOR SPENDING

Visitor spending grew 34% in City of Baltimore to surpass \$2.1 billion in 2023.

City of Baltimore visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2023

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$2,295.8	\$936.8	\$1,539.3	\$2,062.3	\$2,149.9	4.2%	93.6%
Lodging*	\$419.3	\$137.0	\$243.7	\$370.9	\$402.4	8.5%	96.0%
Food & beverage	\$586.7	\$261.0	\$403.7	\$520.4	\$544.5	4.6%	92.8%
Retail	\$320.5	\$138.8	\$206.1	\$275.2	\$280.6	2.0%	87.6%
Recreation	\$331.9	\$117.0	\$192.5	\$251.4	\$273.2	8.7%	82.3%
Transportation**	\$637.5	\$283.0	\$493.3	\$644.5	\$649.2	0.7%	101.8%

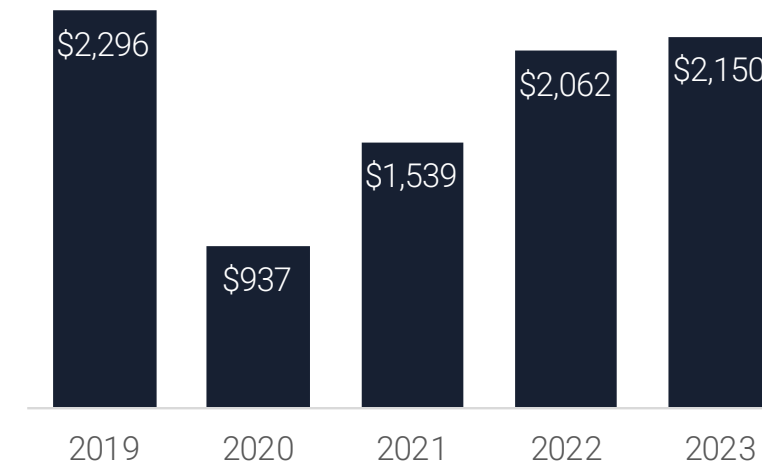
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

City of Baltimore visitor spending

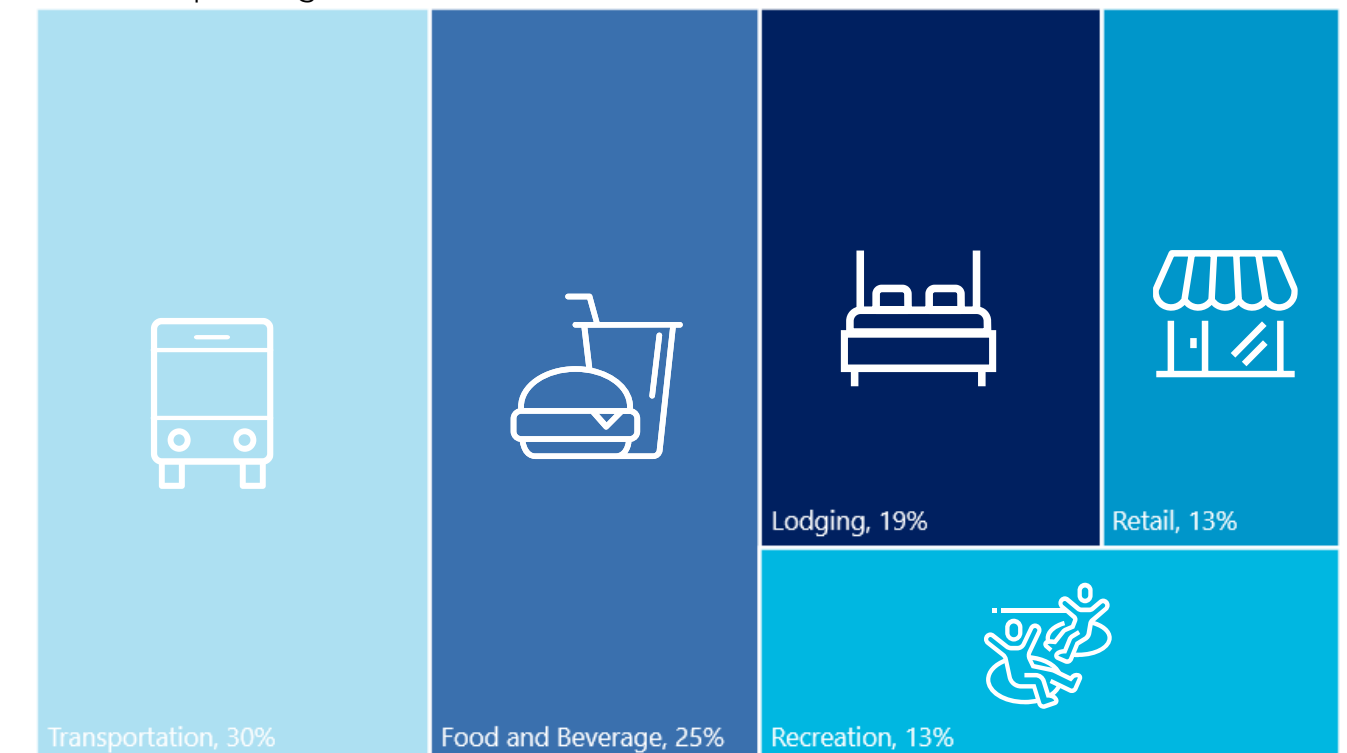
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

CITY OF BALTIMORE ECONOMIC IMPACTS

More than 21,000 visitor-supported jobs represent more than 6% of all jobs in City of Baltimore.

Visitor impacts in City of Baltimore

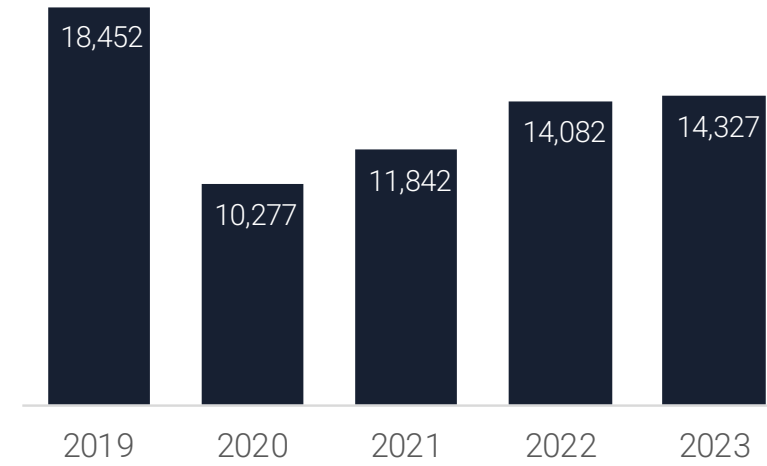
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	18,452	10,277	11,842	14,082	14,327	1.7%	77.6%
Total	27,527	16,745	18,458	21,346	21,661	1.5%	78.7%
Share of State	12.2%	10.1%	10.6%	11.4%	11.4%		
Labor Income							
Direct	\$764.7	\$415.6	\$513.9	\$633.0	\$674.3	6.5%	88.2%
Total	\$1,334.8	\$799.1	\$928.4	\$1,099.7	\$1,159.5	5.4%	86.9%
Share of State	12.6%	9.9%	10.6%	11.4%	11.4%		
Tax revenues							
Federal	\$280.7	\$145.2	\$180.8	\$221.9	\$226.4	2.0%	80.6%
State & Local	\$295.1	\$131.8	\$184.5	\$262.8	\$260.7	-0.8%	88.3%
Hotel	\$36.1	\$11.2	\$21.3	\$30.5	\$32.4	6.1%	89.6%
Total	\$612.0	\$288.2	\$386.6	\$515.1	\$519.4	0.8%	84.9%

Source: Tourism Economics

City of Baltimore direct employment timeline

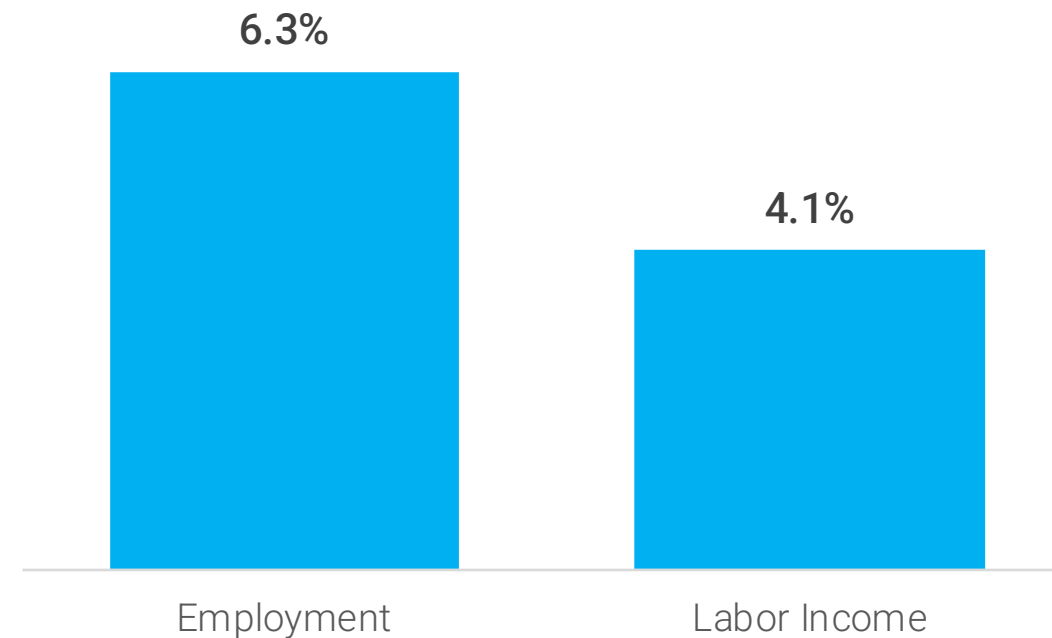
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

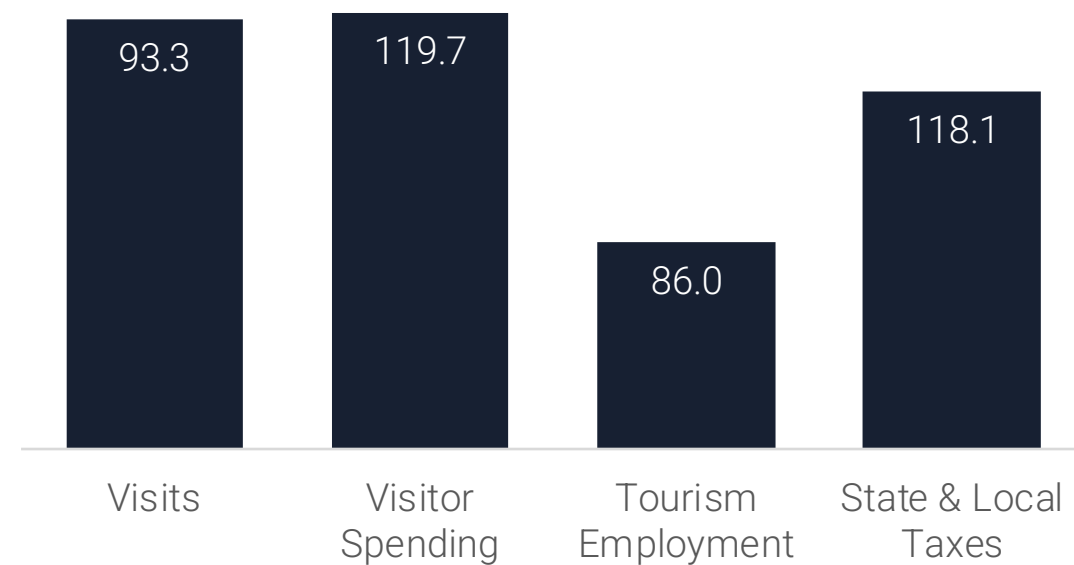


BALTIMORE COUNTY HIGHLIGHTS

Visitor volumes in Baltimore County reached 93% of pre-pandemic levels in 2023.

Baltimore County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Baltimore County rebounded to 93% of 2019 levels.

Baltimore County visitor volume

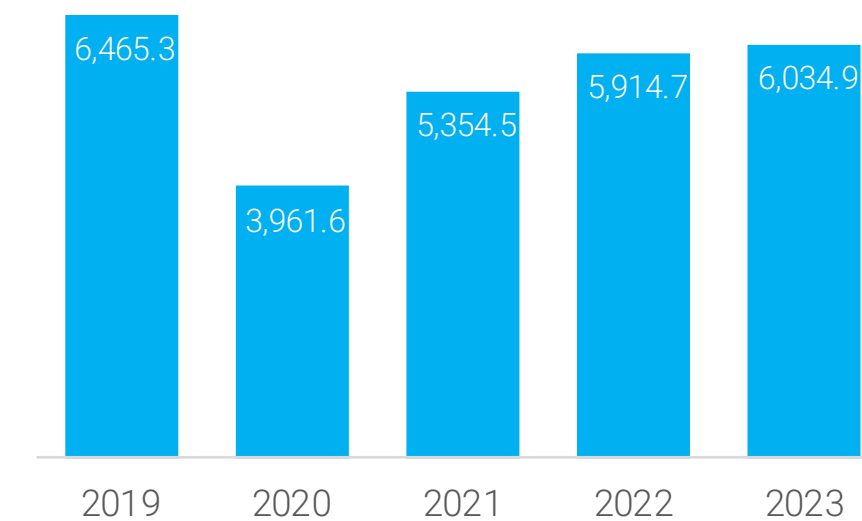
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	6,465.3	3,961.6	5,354.5	5,914.7	6,034.9	2.0%	93.3%
Day	3,659.7	2,347.4	3,305.5	3,702.1	3,799.6	2.6%	103.8%
Overnight	2,805.6	1,614.3	2,049.0	2,212.7	2,235.3	1.0%	79.7%

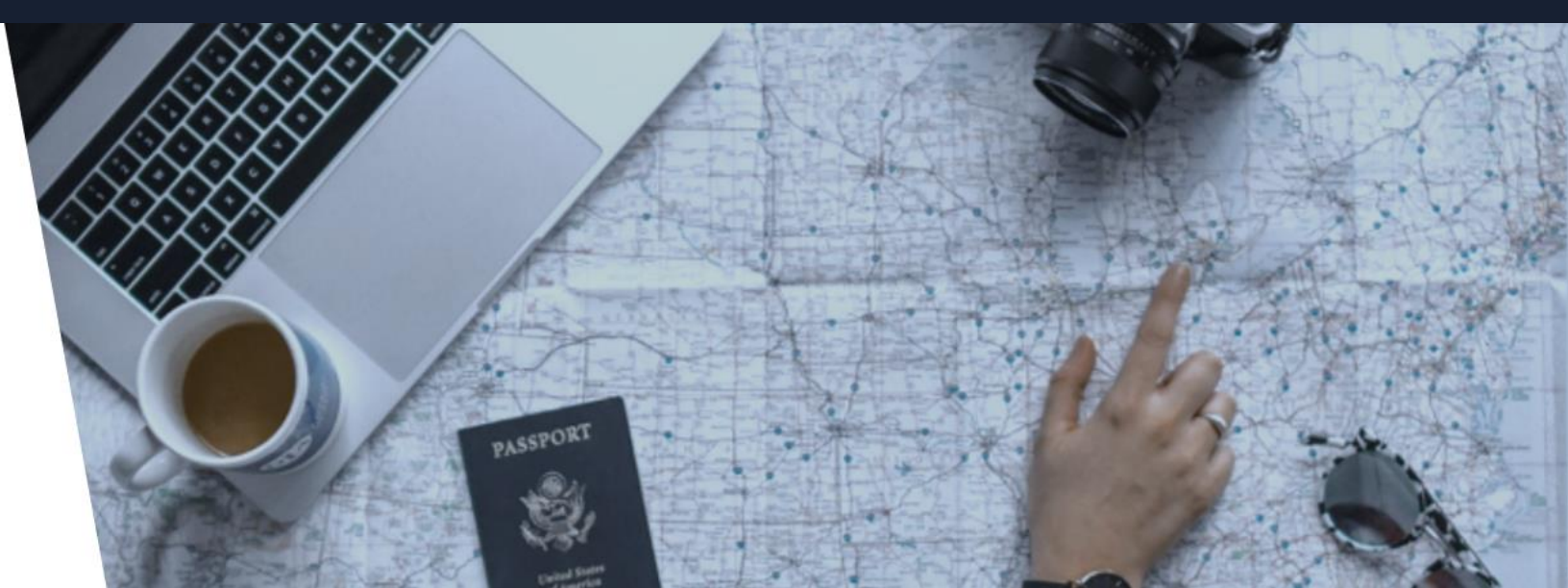
Source: D. K. Shifflet, Tourism Economics

Baltimore County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



BALTIMORE COUNTY VISITOR SPENDING

Visitor spending grew 4% in Baltimore County to 120% of pre-pandemic levels.

Baltimore County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$1,298.2	\$959.1	\$1,246.4	\$1,492.4	\$1,554.4	4.2%	119.7%
Lodging*	\$171.0	\$127.1	\$172.7	\$217.8	\$236.3	8.5%	138.2%
Food & beverage	\$340.2	\$280.9	\$357.0	\$413.5	\$432.3	4.6%	127.1%
Retail	\$207.7	\$168.6	\$203.0	\$222.2	\$227.6	2.4%	109.6%
Recreation	\$184.7	\$135.5	\$179.4	\$230.5	\$247.4	7.3%	134.0%
Transportation**	\$394.6	\$247.0	\$334.3	\$408.5	\$410.9	0.6%	104.1%

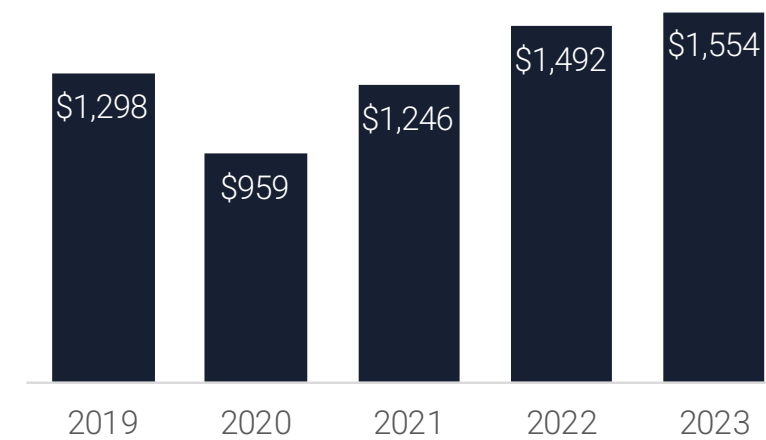
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Baltimore County visitor spending

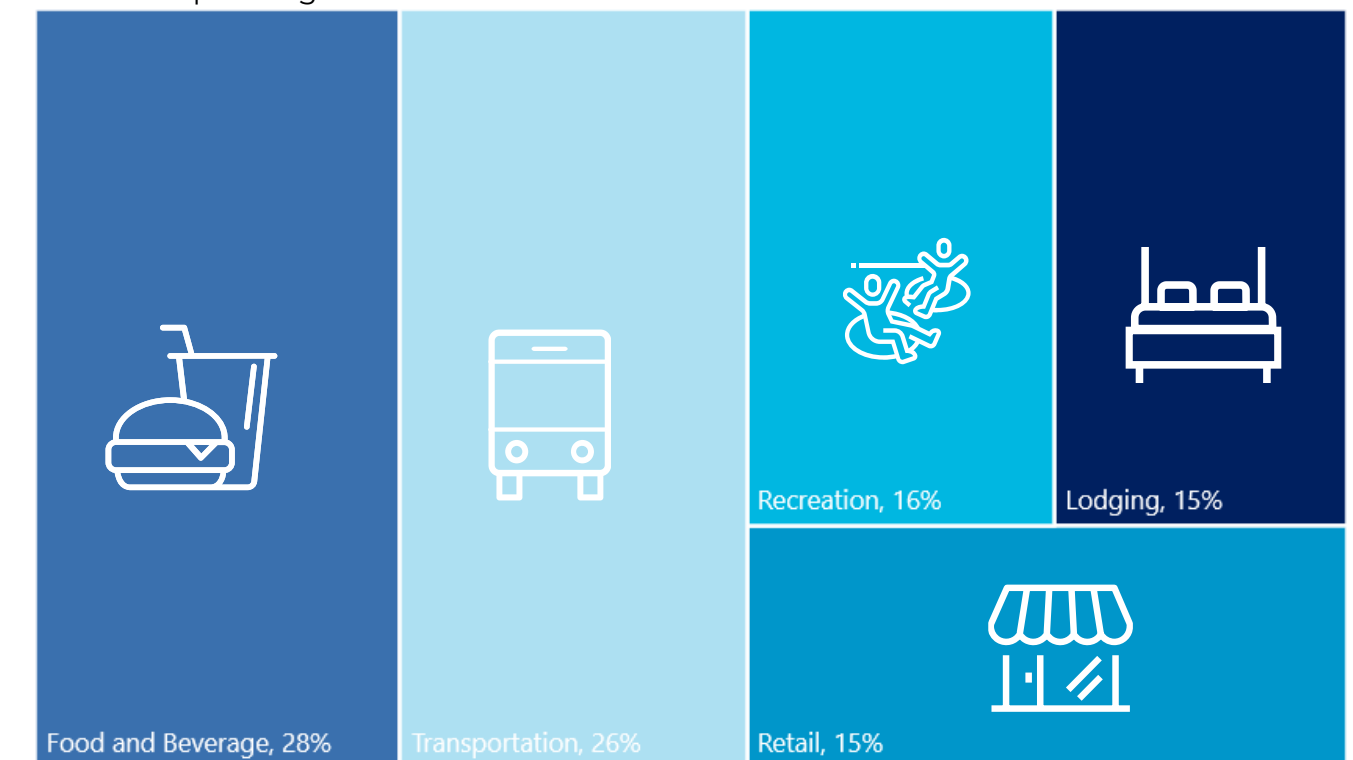
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

BALTIMORE COUNTY ECONOMIC IMPACTS

More than 17,500 visitor-supported jobs represent almost 5% of all jobs in Baltimore County.

Visitor impacts in Baltimore County

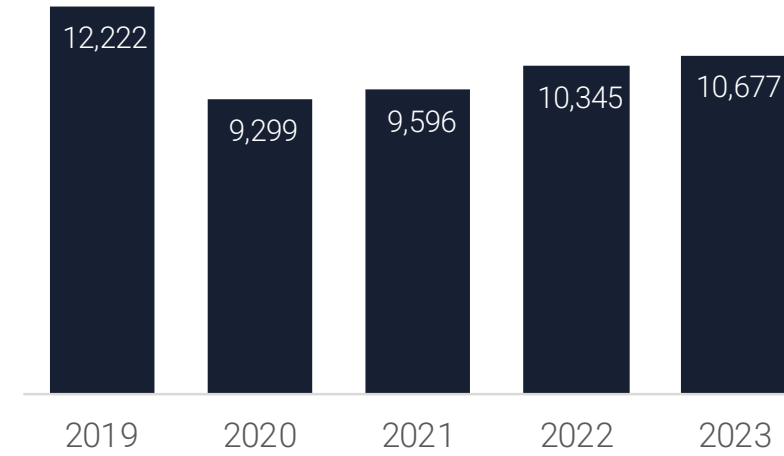
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	12,222	9,299	9,596	10,345	10,677	3.2%	87.4%
Total	20,425	16,040	16,172	17,234	17,574	2.0%	86.0%
Share of State	9.0%	9.7%	9.3%	9.2%	9.2%		
Labor Income							
Direct	\$474.8	\$362.4	\$381.3	\$424.9	\$450.5	6.0%	94.9%
Total	\$945.1	\$753.0	\$767.5	\$836.4	\$876.3	4.8%	92.7%
Share of State	8.9%	9.3%	8.8%	8.6%	8.6%		
Tax revenues							
Federal	\$192.4	\$138.4	\$149.0	\$167.6	\$171.8	2.5%	89.3%
State & Local	\$162.2	\$129.4	\$143.1	\$191.8	\$191.6	-0.1%	118.1%
Hotel	\$10.2	\$7.9	\$10.5	\$13.1	\$13.9	6.4%	136.3%
Total	\$364.8	\$275.6	\$302.6	\$372.5	\$377.3	1.3%	103.4%

Source: Tourism Economics

Baltimore County direct employment timeline

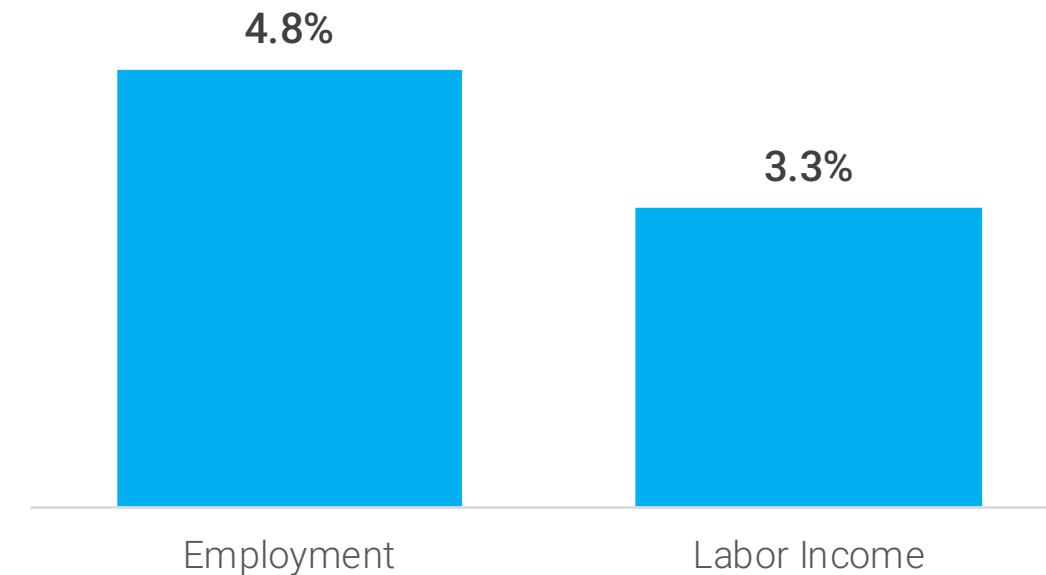
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

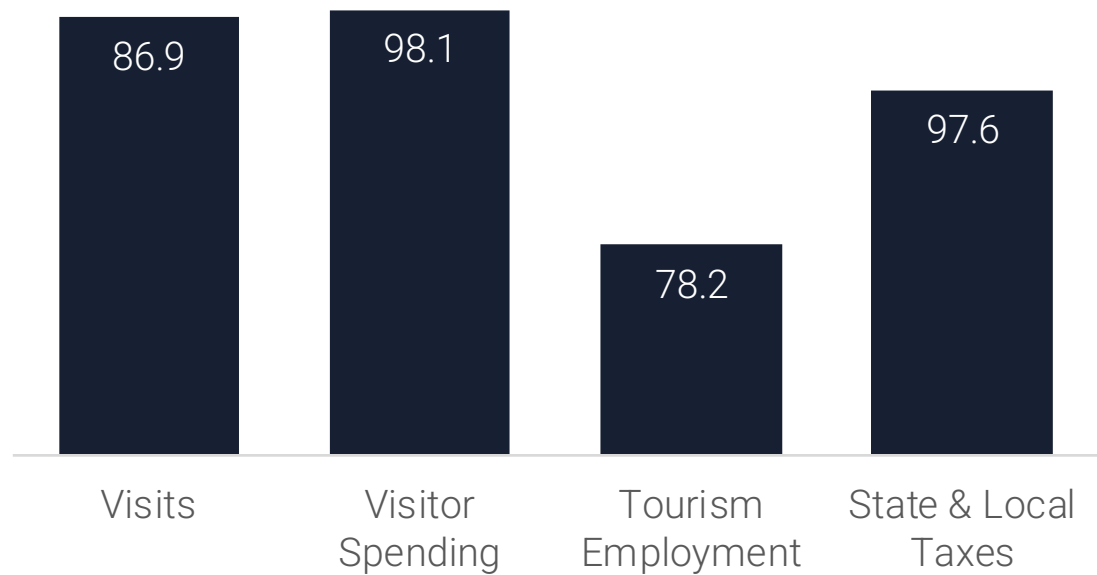


CALVERT COUNTY HIGHLIGHTS

Due to a decline in overnight visitation in 2023, visitor spending fell slightly below 2019 levels in Calvert County.

Calvert County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Calvert County fell to 87% of 2019 levels.

Calvert County visitor volume

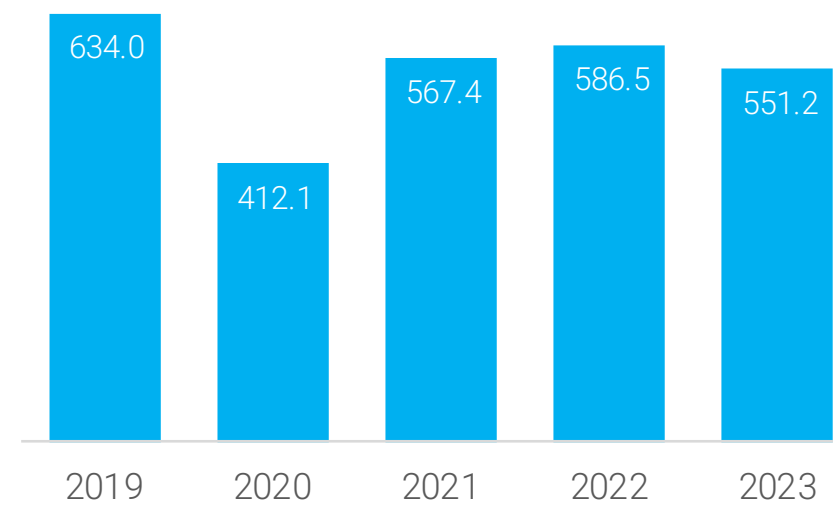
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	634.0	412.1	567.4	586.5	551.2	-6.0%	86.9%
Day	337.7	229.7	327.5	351.3	339.2	-3.4%	100.5%
Overnight	296.4	182.4	239.9	235.2	212.0	-9.9%	71.5%

Source: D. K. Shifflet, Tourism Economics

Calvert County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



CALVERT COUNTY VISITOR SPENDING

Visitor spending fell 5% in Calvert County past pre-pandemic levels

Calvert County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$143.7	\$108.2	\$144.7	\$147.7	\$141.1	-4.5%	98.1%
Lodging*	\$45.5	\$33.0	\$42.1	\$42.3	\$41.4	-2.3%	90.9%
Food & beverage	\$37.7	\$29.9	\$38.2	\$38.3	\$36.5	-4.7%	97.0%
Retail	\$15.8	\$13.6	\$16.7	\$17.4	\$15.4	-11.9%	97.0%
Recreation	\$22.6	\$15.5	\$20.2	\$20.9	\$20.3	-2.8%	90.0%
Transportation**	\$22.2	\$16.2	\$27.4	\$28.7	\$27.5	-4.2%	124.1%

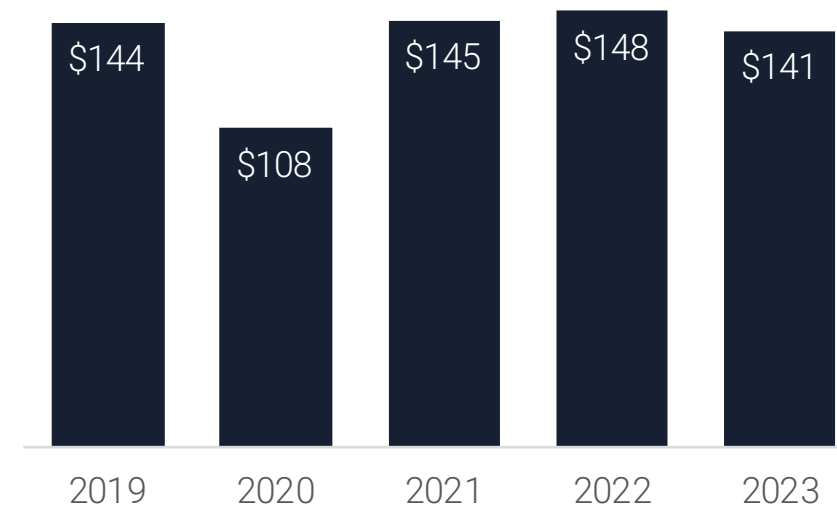
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Calvert County visitor spending

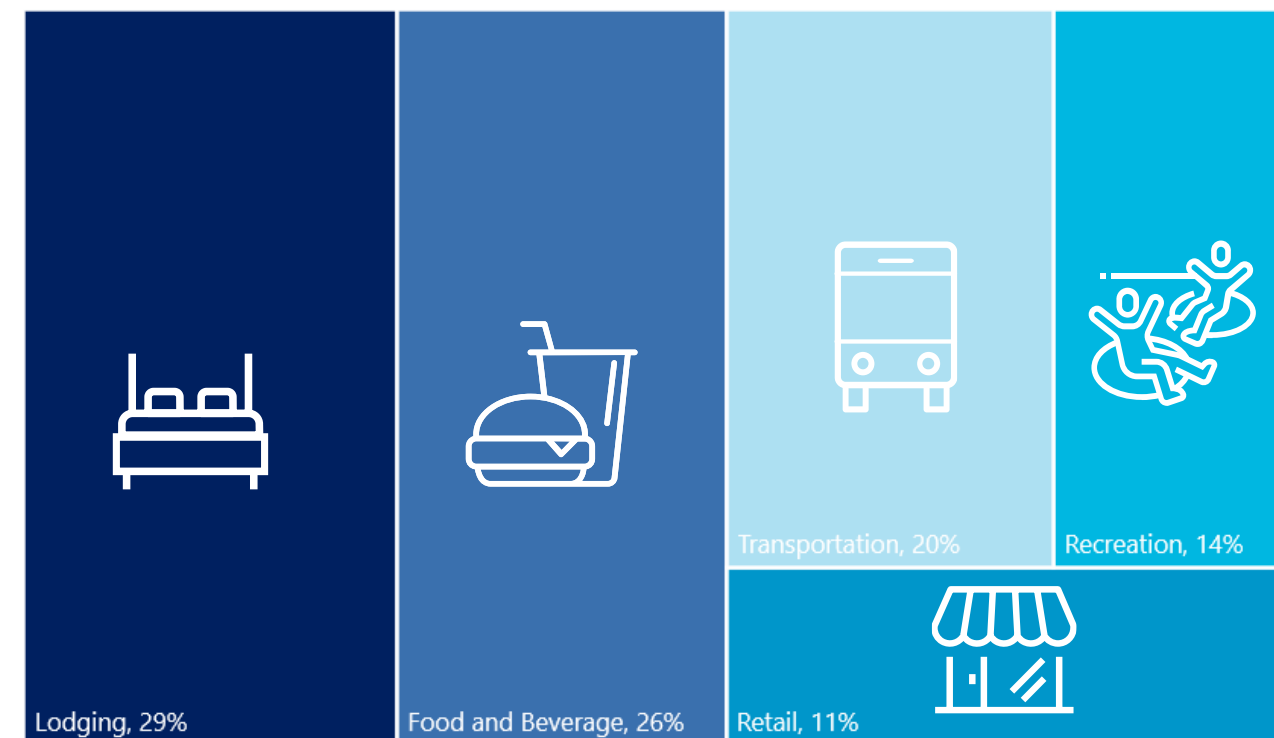
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

CALVERT COUNTY ECONOMIC IMPACTS

More than 1,600 visitor-supported jobs represent 7.3% of all jobs in Calvert County.

Visitor impacts in Calvert County

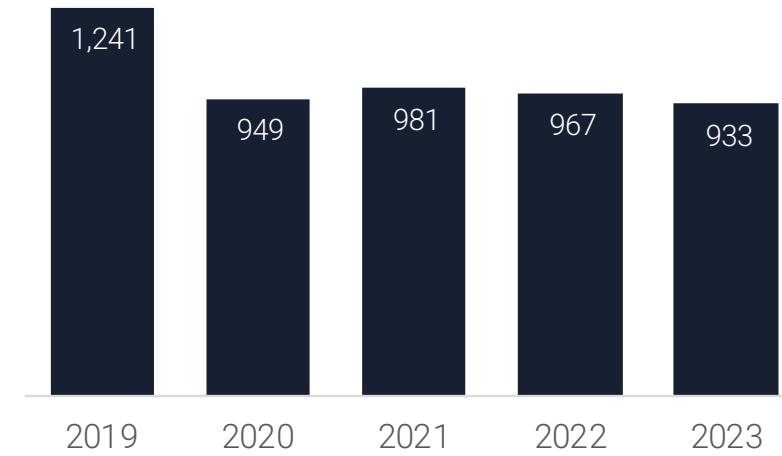
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	1,241	949	981	967	933	-3.5%	75.2%
Total	2,034	1,607	1,622	1,610	1,591	-1.2%	78.2%
Share of State	0.9%	1.0%	0.9%	0.9%	0.8%		
Labor Income							
Direct	\$43.5	\$34.9	\$36.6	\$36.8	\$36.9	0.3%	84.9%
Total	\$90.7	\$74.9	\$76.2	\$76.4	\$77.0	0.8%	84.9%
Share of State	0.9%	0.9%	0.9%	0.8%	0.8%		
Tax revenues							
Federal	\$18.8	\$14.0	\$15.1	\$15.5	\$14.9	-3.6%	79.2%
State & Local	\$17.2	\$13.9	\$15.6	\$18.2	\$16.7	-7.8%	97.6%
Hotel	\$0.7	\$0.4	\$0.6	\$0.7	\$0.6	-10.9%	83.5%
Total	\$36.7	\$28.3	\$31.4	\$34.3	\$32.3	-6.0%	87.9%

Source: Tourism Economics

Calvert County direct employment timeline

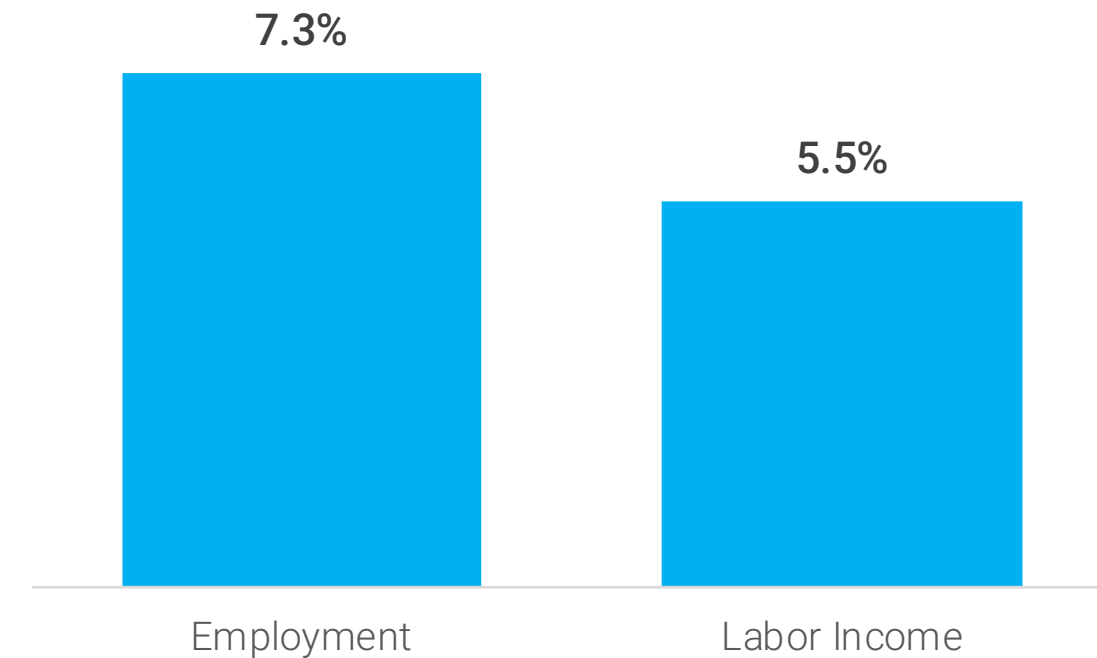
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

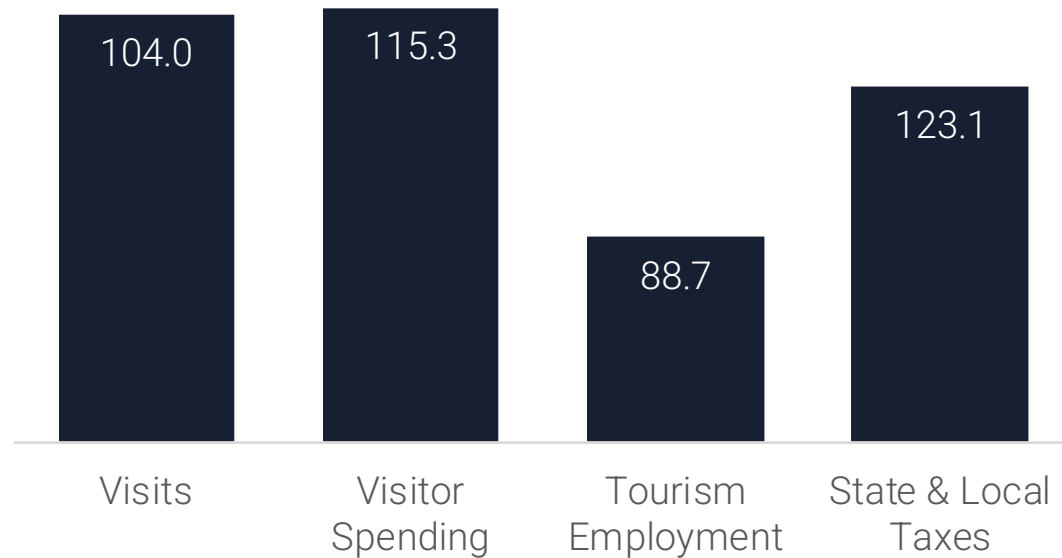


CAROLINE COUNTY HIGHLIGHTS

Visits and visitor spending in Caroline County surpassed pre-pandemic (2019) levels in 2023.

Caroline County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Day visitation maintained its gains over pre-pandemic levels in 2023, while overnight visitation fell slightly.

Caroline County visitor volume

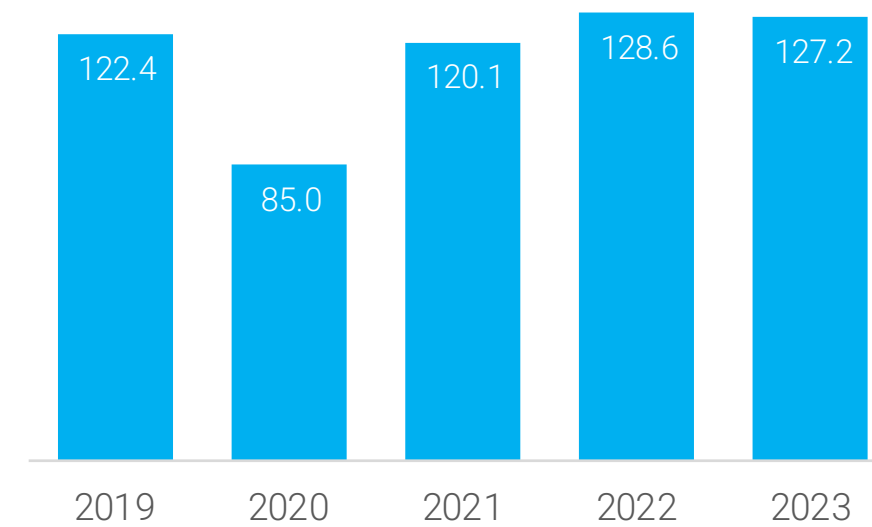
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	122.4	85.0	120.1	128.6	127.2	-1.0%	104.0%
Day	41.3	40.6	59.7	66.6	66.7	0.1%	161.3%
Overnight	81.0	44.4	60.4	62.0	60.5	-2.3%	74.7%

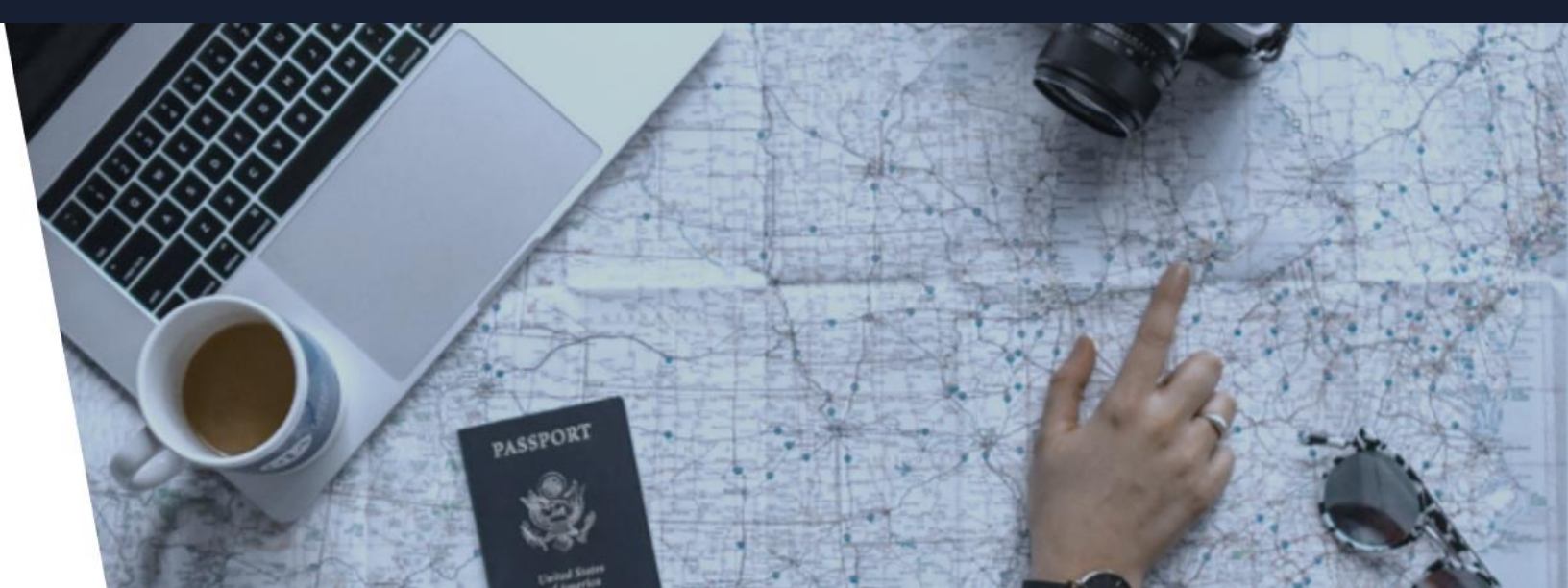
Source: D. K. Shifflet, Tourism Economics

Caroline County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



CAROLINE COUNTY VISITOR SPENDING

Visitor spending grew 1% in Caroline County to 115% of pre-pandemic levels

Caroline County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$16.4	\$12.0	\$16.0	\$18.7	\$18.9	1.3%	115.3%
Lodging*	\$3.1	\$2.3	\$2.8	\$3.1	\$3.2	3.1%	101.4%
Food & beverage	\$4.3	\$3.3	\$4.3	\$5.0	\$5.0	0.7%	117.0%
Retail	\$2.0	\$1.8	\$2.3	\$2.6	\$2.6	-0.3%	130.0%
Recreation	\$1.1	\$0.7	\$1.0	\$1.3	\$1.3	2.6%	111.8%
Transportation**	\$5.8	\$3.8	\$5.5	\$6.7	\$6.8	1.2%	117.1%

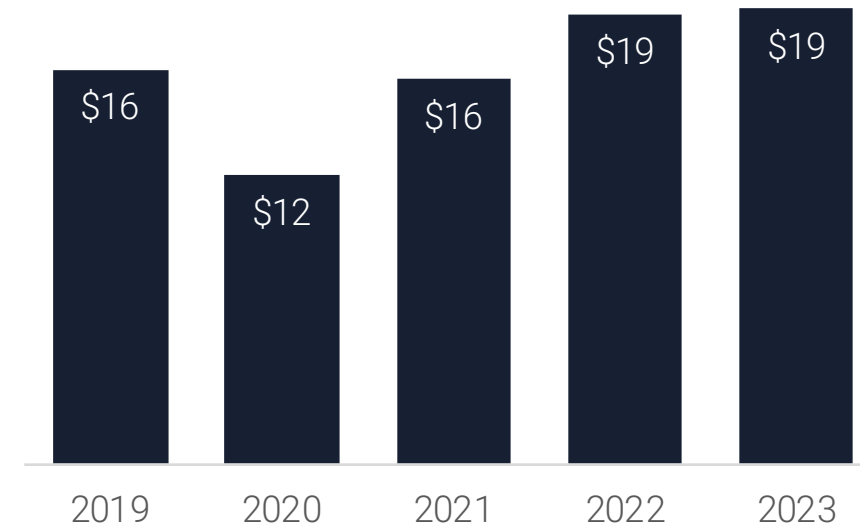
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Caroline County visitor spending

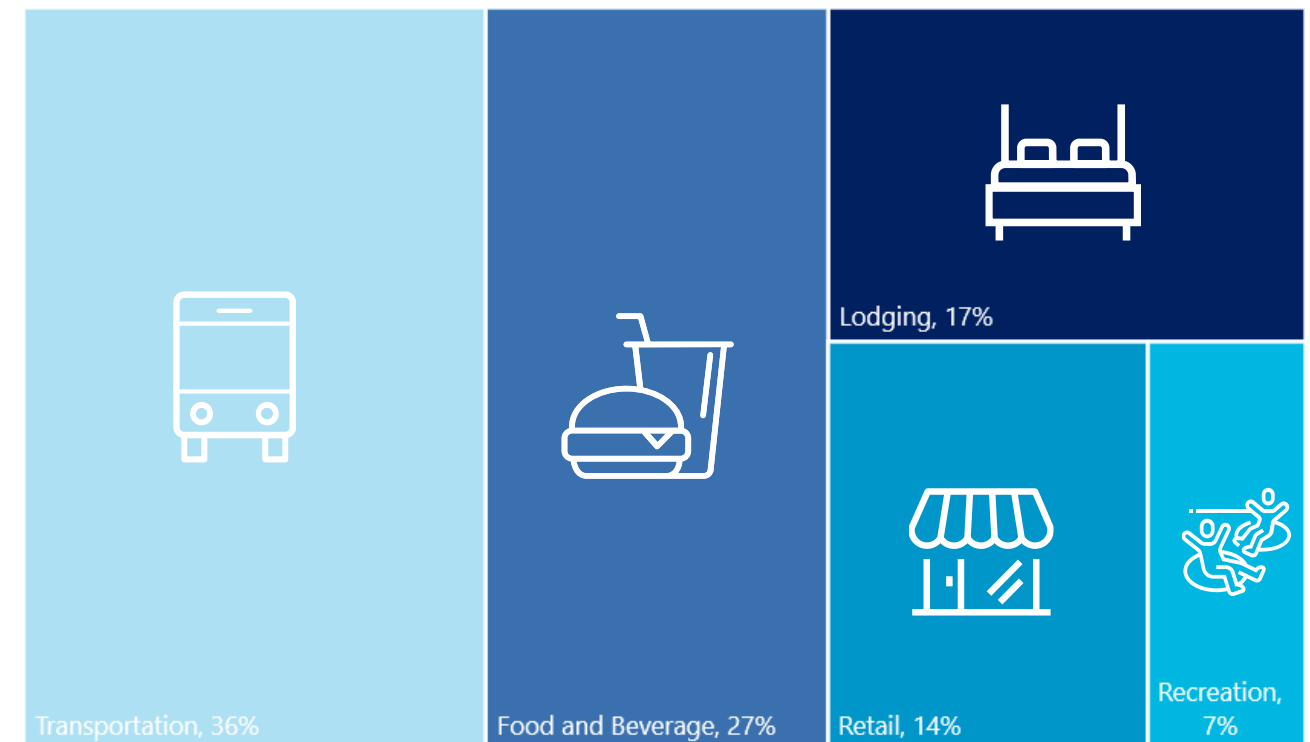
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

CAROLINE COUNTY ECONOMIC IMPACTS

422 visitor-supported jobs represent 4.3% of all jobs in Caroline County.

Visitor impacts in Caroline County

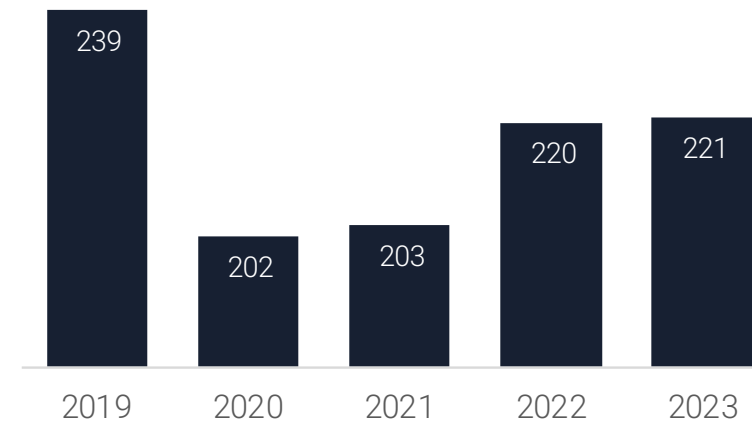
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	239	202	203	220	221	0.4%	92.7%
Total	476	397	397	425	422	-0.8%	88.7%
Share of State	0.2%	0.2%	0.2%	0.2%	0.2%		
Labor Income							
Direct	\$8.1	\$6.6	\$6.9	\$7.8	\$7.8	0.4%	96.6%
Total	\$21.4	\$17.5	\$18.1	\$19.9	\$20.1	1.0%	93.9%
Share of State	0.2%	0.2%	0.2%	0.2%	0.2%		
Tax revenues							
Federal	\$4.1	\$3.0	\$3.3	\$3.7	\$3.7	-1.6%	89.3%
State & Local	\$2.2	\$1.8	\$2.0	\$2.8	\$2.7	-3.5%	123.1%
Hotel	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	2.4%	123.0%
Total	\$6.4	\$4.8	\$5.3	\$6.6	\$6.5	-2.4%	101.3%

Source: Tourism Economics

Caroline County direct employment timeline

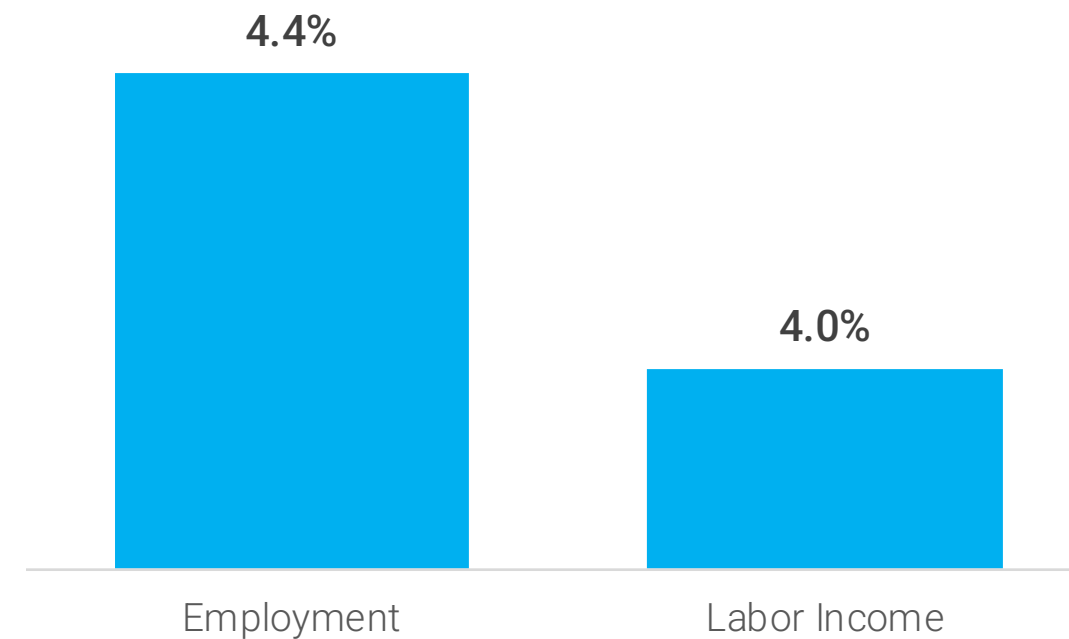
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

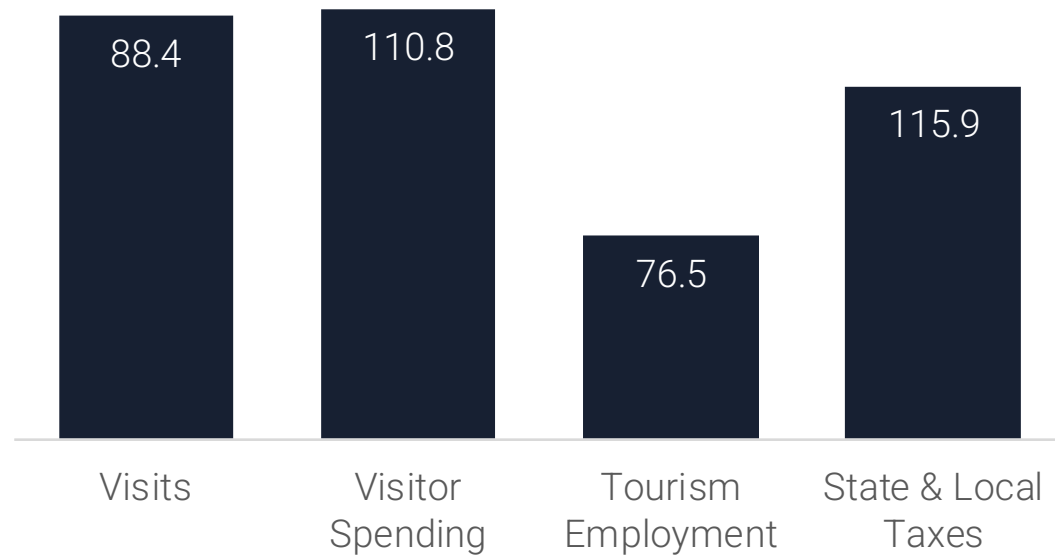


CARROLL COUNTY HIGHLIGHTS

All impact categories in Carroll County reached 75% or more of pre-pandemic levels in 2023.

Carroll County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Carroll County held at 88% of 2019 levels.

Carroll County visitor volume

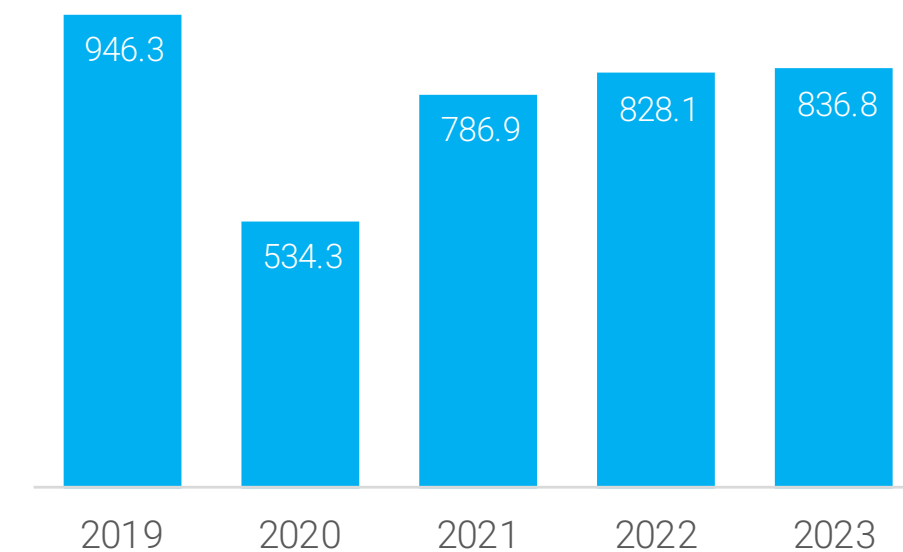
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	946.3	534.3	786.9	828.1	836.8	1.1%	88.4%
Day	528.3	318.6	486.2	528.4	536.8	1.6%	101.6%
Overnight	418.0	215.7	300.7	299.7	300.0	0.1%	71.8%

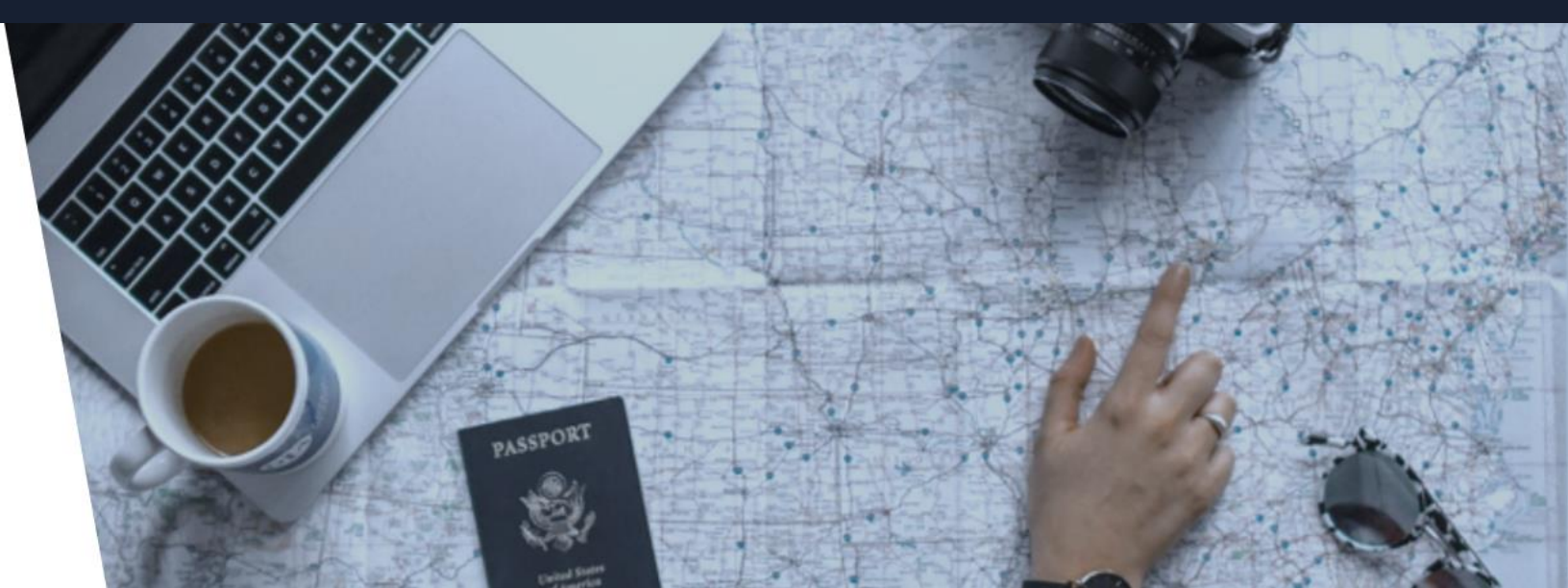
Source: D. K. Shifflet, Tourism Economics

Carroll County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



CARROLL COUNTY VISITOR SPENDING

Visitor spending grew 3% in Carroll County in 2023, reaching \$140 million.

Carroll County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$126.1	\$86.2	\$120.6	\$136.1	\$139.8	2.7%	110.8%
Lodging*	\$13.1	\$9.9	\$13.1	\$14.2	\$15.0	5.4%	113.9%
Food & beverage	\$43.1	\$28.8	\$36.6	\$40.4	\$41.8	3.3%	96.8%
Retail	\$12.5	\$10.3	\$12.4	\$12.9	\$12.8	-0.5%	102.1%
Recreation	\$18.8	\$11.9	\$17.2	\$19.9	\$21.2	6.6%	112.9%
Transportation**	\$38.5	\$25.3	\$41.3	\$48.7	\$49.1	0.7%	127.4%

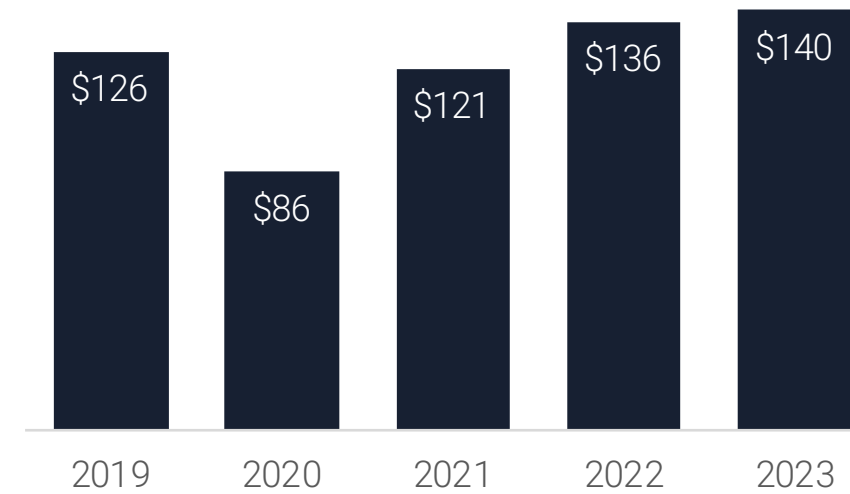
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Carroll County visitor spending

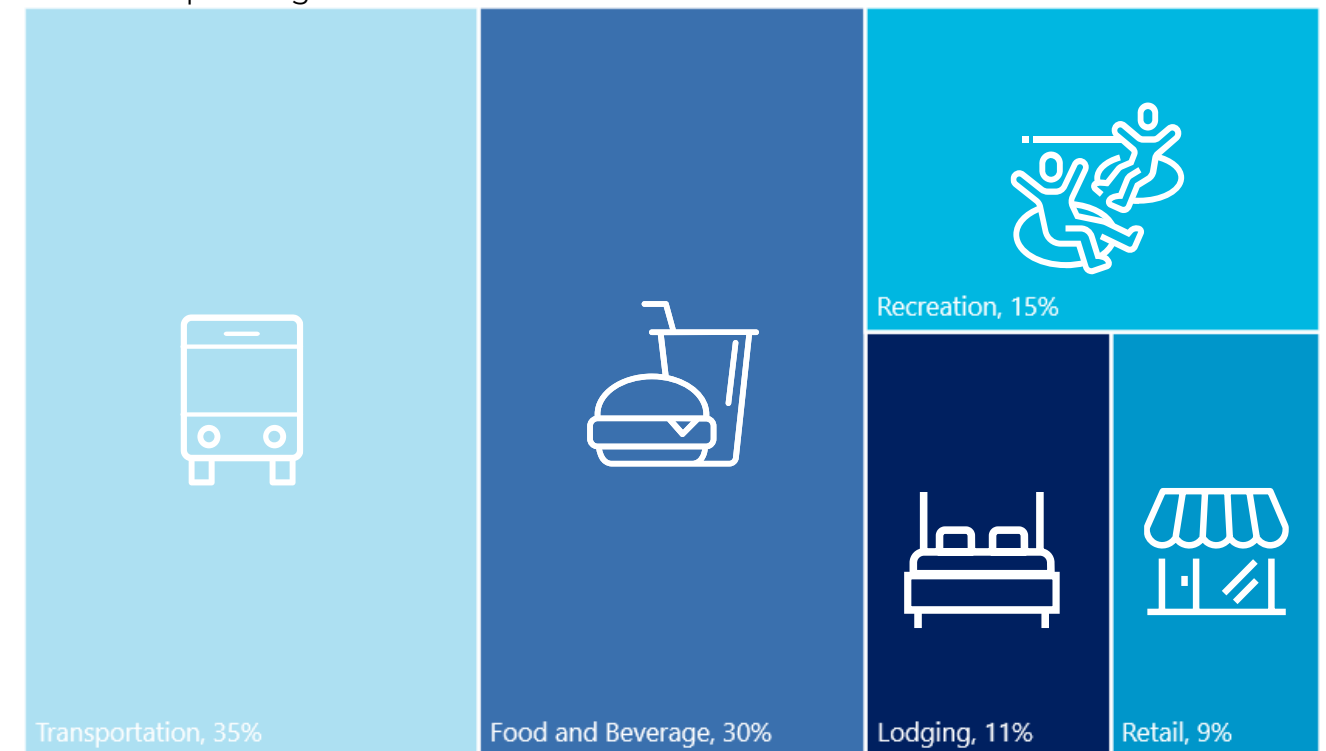
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

CARROLL COUNTY ECONOMIC IMPACTS

More than 2,850 visitor-supported jobs represent 5% of all jobs in Carroll County.

Visitor impacts in Carroll County

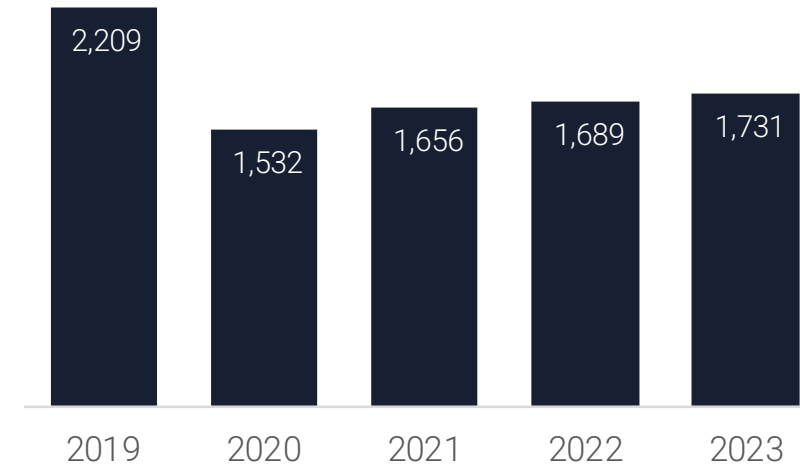
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	2,209	1,532	1,656	1,689	1,731	2.5%	78.4%
Total	3,729	2,728	2,852	2,831	2,852	0.7%	76.5%
Share of State	1.6%	1.6%	1.6%	1.5%	1.5%		
Labor Income							
Direct	\$66.1	\$47.0	\$53.5	\$56.3	\$58.8	4.4%	88.9%
Total	\$146.5	\$110.6	\$119.8	\$125.8	\$130.8	4.0%	89.3%
Share of State	1.4%	1.4%	1.4%	1.3%	1.3%		
Tax revenues							
Federal	\$28.4	\$19.2	\$22.1	\$23.8	\$24.1	1.4%	85.2%
State & Local	\$16.7	\$12.4	\$14.6	\$19.6	\$19.3	-1.4%	115.9%
Hotel	\$0.3	\$0.2	\$0.3	\$0.3	\$0.3	4.2%	104.8%
Total	\$45.3	\$31.8	\$37.0	\$43.7	\$43.8	0.2%	96.6%

Source: Tourism Economics

Carroll County direct employment timeline

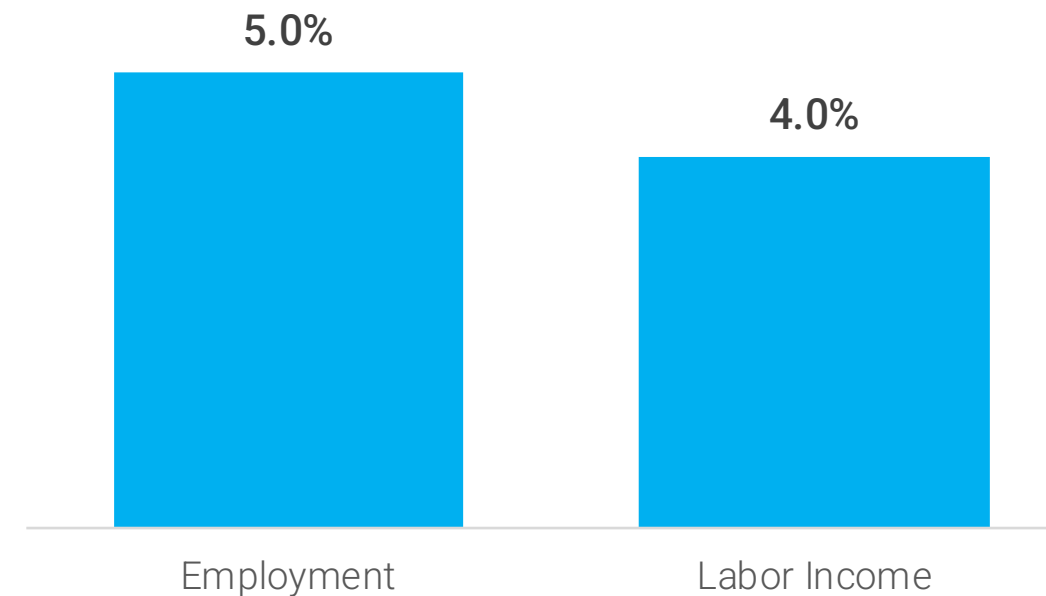
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

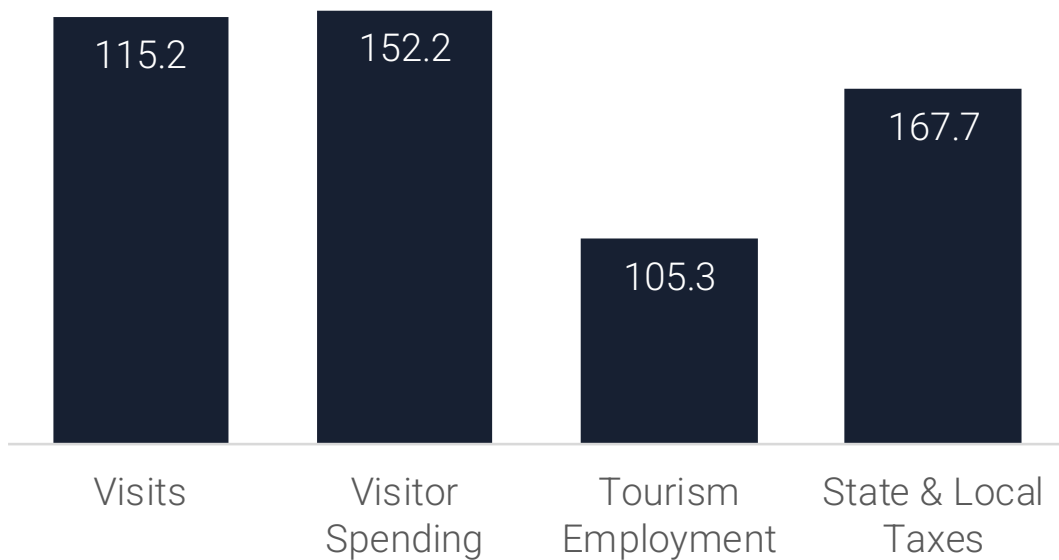


CECIL COUNTY HIGHLIGHTS

Cecil County led all Maryland counties in spending and impact growth in 2023; all categories exceeded pre-pandemic levels in 2023.

Cecil County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Cecil County surpassed 2019 levels by 15%.

Cecil County visitor volume

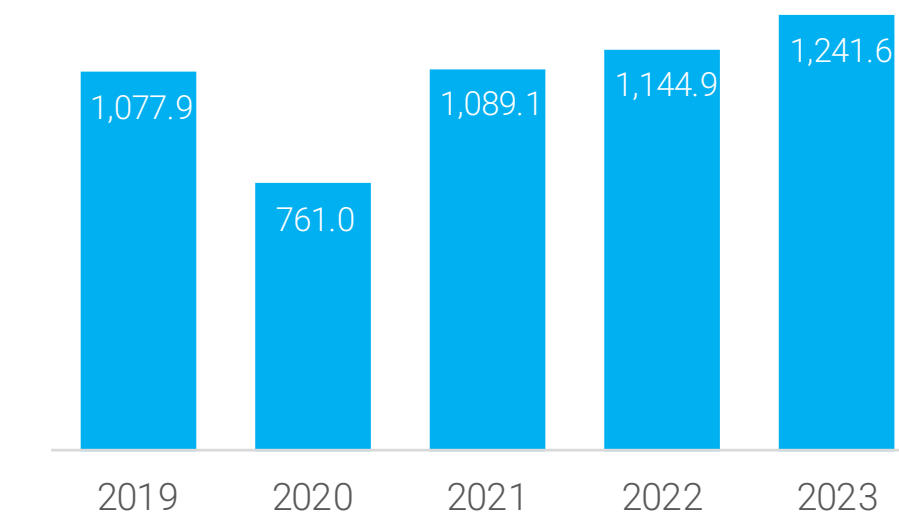
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	1,077.9	761.0	1,089.1	1,144.9	1,241.6	8.4%	115.2%
Day	669.4	480.6	718.0	773.8	804.4	4.0%	120.2%
Overnight	408.4	280.4	371.1	371.1	437.2	17.8%	107.0%

Source: D. K. Shifflet, Tourism Economics

Cecil County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



CECIL COUNTY VISITOR SPENDING

Visitor spending grew 20% in Cecil County to surpass pre-pandemic levels by 50%.

Cecil County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$191.5	\$165.2	\$221.8	\$242.0	\$291.4	20.4%	152.2%
Lodging*	\$54.8	\$49.0	\$62.1	\$66.4	\$83.3	25.5%	152.1%
Food & beverage	\$43.3	\$40.9	\$52.4	\$57.3	\$67.6	17.9%	156.2%
Retail	\$22.4	\$22.8	\$29.1	\$31.0	\$34.6	11.7%	154.5%
Recreation	\$32.4	\$25.0	\$35.2	\$42.3	\$54.8	29.6%	169.3%
Transportation**	\$38.7	\$27.5	\$43.0	\$45.0	\$51.1	13.5%	132.2%

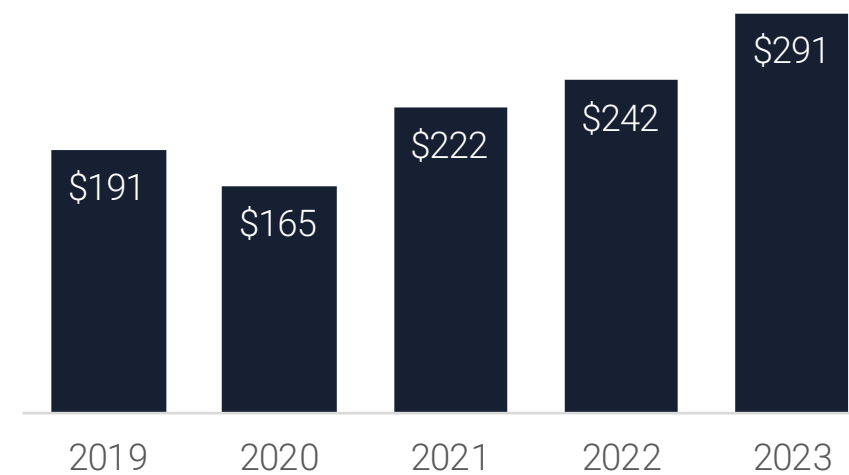
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Cecil County visitor spending

Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

CECIL COUNTY ECONOMIC IMPACTS

2,500 visitor-supported jobs represent 7.2% of all jobs in Cecil County.

Visitor impacts in Cecil County

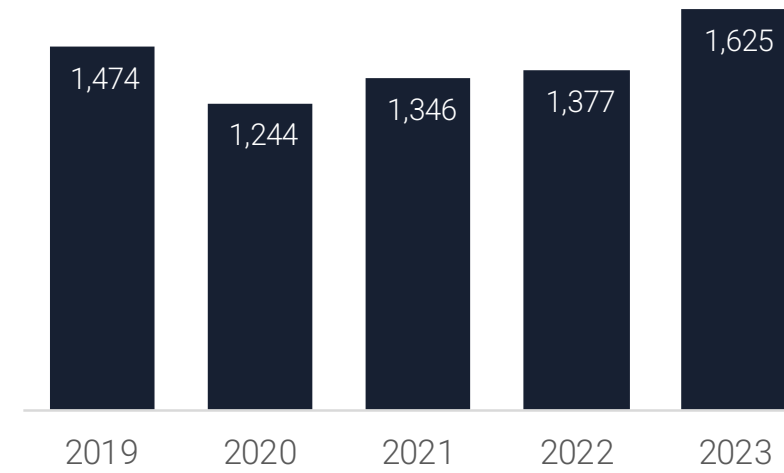
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	1,474	1,244	1,346	1,377	1,625	18.0%	110.3%
Total	2,426	2,082	2,182	2,229	2,554	14.6%	105.3%
Share of State	1.1%	1.3%	1.3%	1.2%	1.3%		
Labor Income							
Direct	\$52.7	\$44.4	\$51.7	\$54.2	\$64.6	19.1%	122.6%
Total	\$108.1	\$92.8	\$102.2	\$106.3	\$109.5	3.0%	101.3%
Share of State	1.0%	1.1%	1.2%	1.1%	1.1%		
Tax revenues							
Federal	\$22.8	\$18.0	\$20.7	\$22.1	\$25.7	16.1%	112.4%
State & Local	\$22.4	\$20.5	\$23.5	\$33.5	\$37.6	12.2%	167.7%
Hotel	\$0.9	\$0.7	\$1.0	\$4.7	\$6.8	45.3%	737.2%
Total	\$46.2	\$39.2	\$45.2	\$60.4	\$70.1	16.2%	151.8%

Source: Tourism Economics

Cecil County direct employment timeline

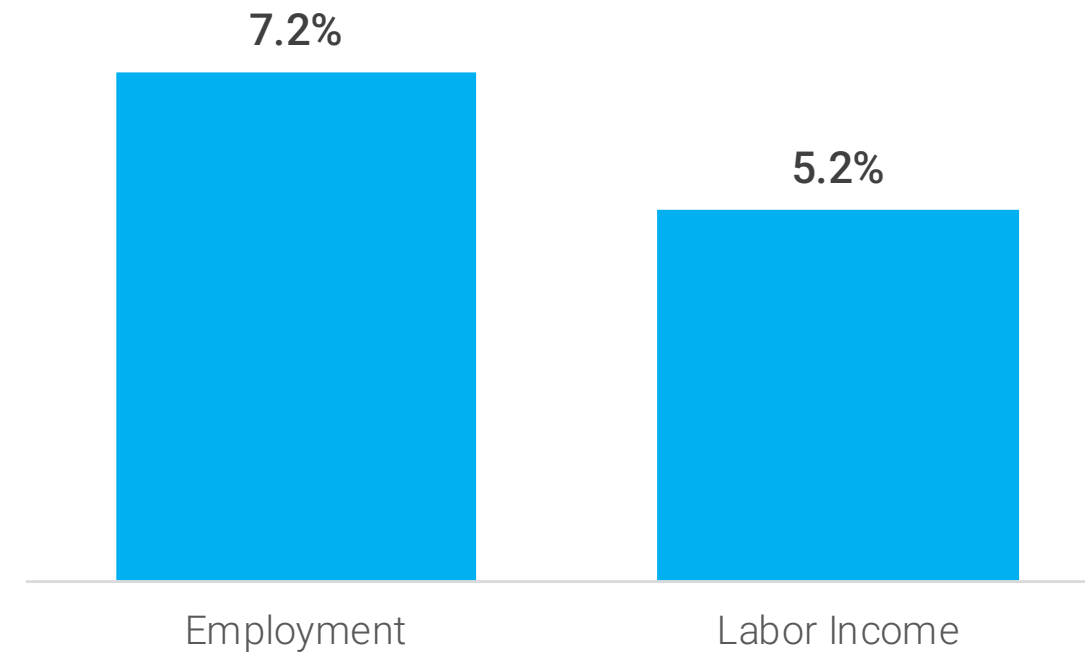
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

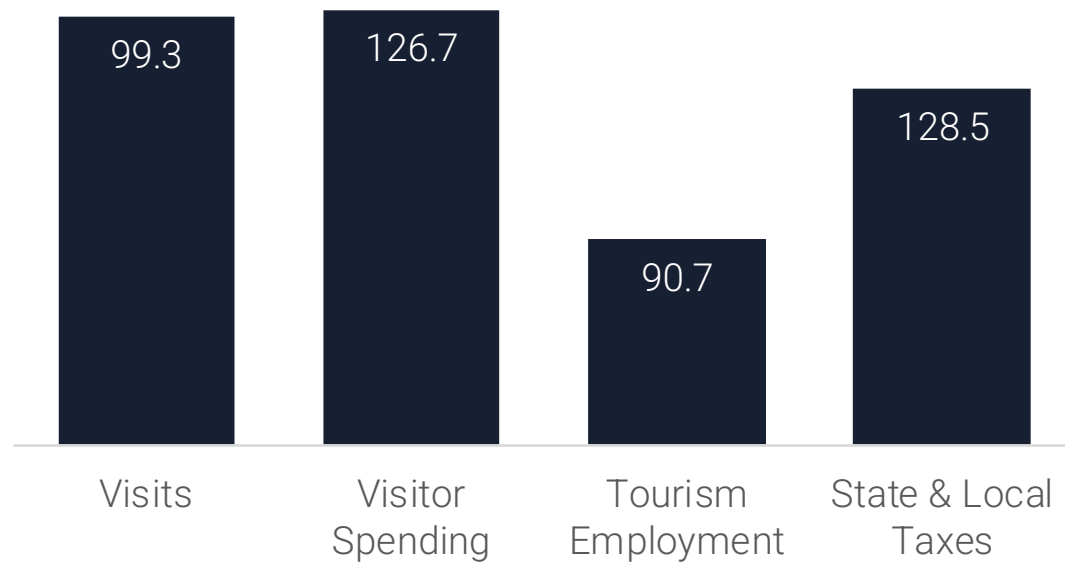


CHARLES COUNTY HIGHLIGHTS

Visitor spending and tax collections in Charles County surpassed pre-pandemic (2019) levels by more than 25% in 2023.

Charles County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Charles County rebounded to 99% of 2019 levels.

Charles County visitor volume

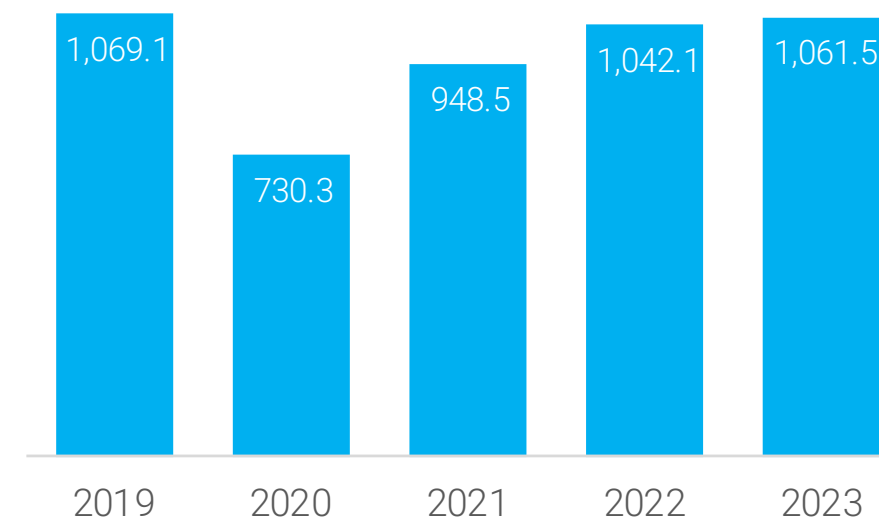
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	1,069.1	730.3	948.5	1,042.1	1,061.5	1.9%	99.3%
Day	534.1	388.2	542.1	611.6	626.6	2.5%	117.3%
Overnight	535.0	342.1	406.5	430.6	434.9	1.0%	81.3%

Source: D. K. Shifflet, Tourism Economics

Charles County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



CHARLES COUNTY VISITOR SPENDING

Visitor spending grew 5% in Charles County to surpass pre-pandemic levels by 27% in 2023.

Charles County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$190.1	\$161.1	\$203.8	\$229.6	\$240.8	4.9%	126.7%
Lodging*	\$34.2	\$29.3	\$36.8	\$41.8	\$44.7	6.9%	130.6%
Food & beverage	\$60.7	\$53.3	\$64.8	\$73.9	\$76.9	4.0%	126.7%
Retail	\$31.3	\$27.3	\$30.7	\$33.7	\$34.7	3.0%	111.1%
Recreation	\$18.2	\$15.0	\$18.6	\$22.1	\$24.1	8.9%	132.6%
Transportation**	\$45.8	\$36.2	\$52.9	\$58.0	\$60.5	4.2%	131.9%

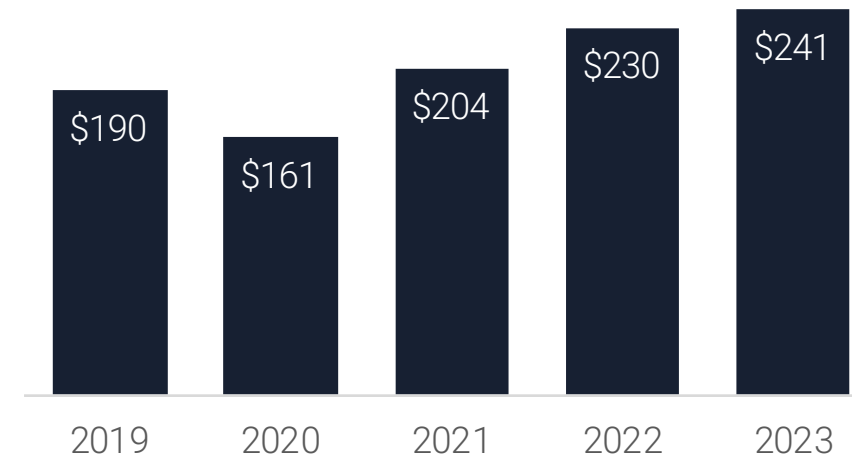
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Charles County visitor spending

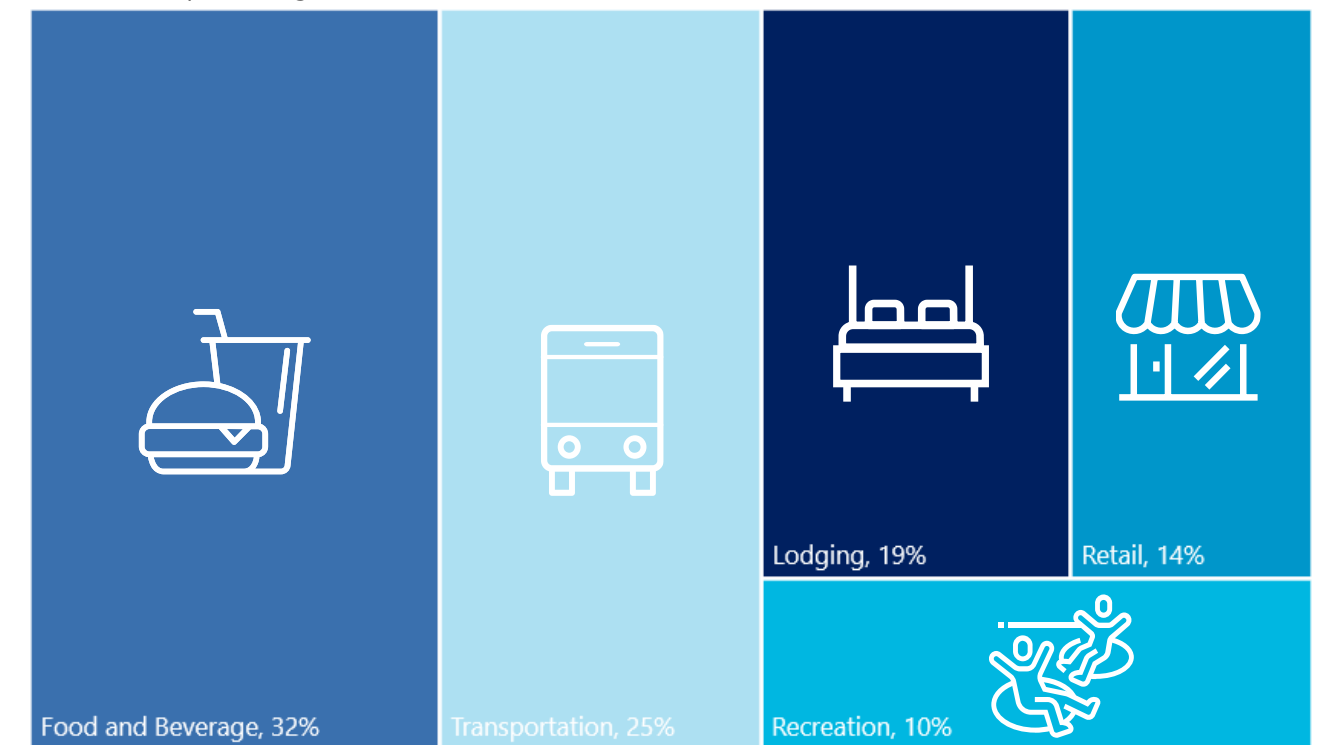
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

CHARLES COUNTY ECONOMIC IMPACTS

More than 2,700 visitor-supported jobs represent 6.7% of all jobs in Charles County.

Visitor impacts in Charles County

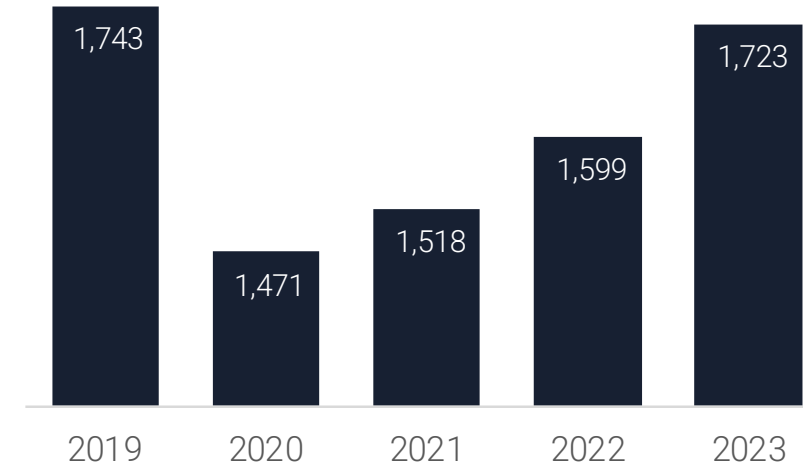
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	1,743	1,471	1,518	1,599	1,723	7.8%	98.9%
Total	2,990	2,541	2,562	2,681	2,711	1.1%	90.7%
Share of State	1.3%	1.5%	1.5%	1.4%	1.4%		
Labor Income							
Direct	\$44.9	\$38.5	\$43.1	\$47.6	\$52.3	9.8%	116.4%
Total	\$109.3	\$93.2	\$99.6	\$108.3	\$112.8	4.2%	103.3%
Share of State	1.0%	1.2%	1.1%	1.1%	1.1%		
Tax revenues							
Federal	\$23.0	\$18.0	\$20.0	\$22.3	\$23.7	6.6%	103.1%
State & Local	\$22.6	\$20.4	\$22.0	\$28.8	\$29.1	0.9%	128.5%
Hotel	\$1.2	\$1.0	\$1.2	\$1.4	\$1.5	5.1%	122.9%
Total	\$46.9	\$39.3	\$43.2	\$52.5	\$54.3	3.4%	115.9%

Source: Tourism Economics

Charles County direct employment timeline

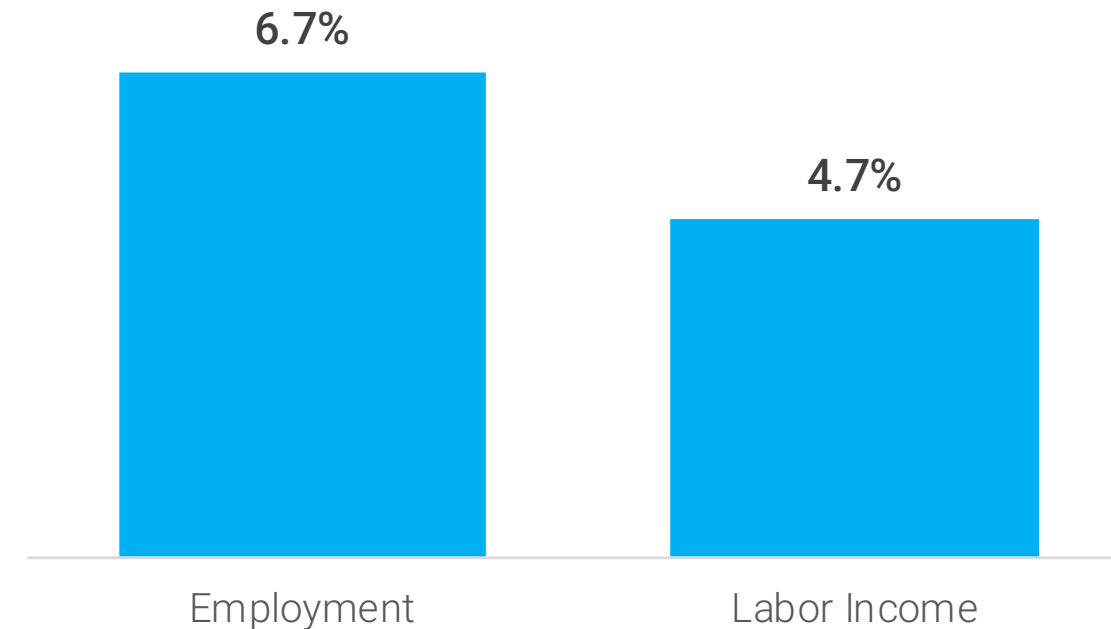
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

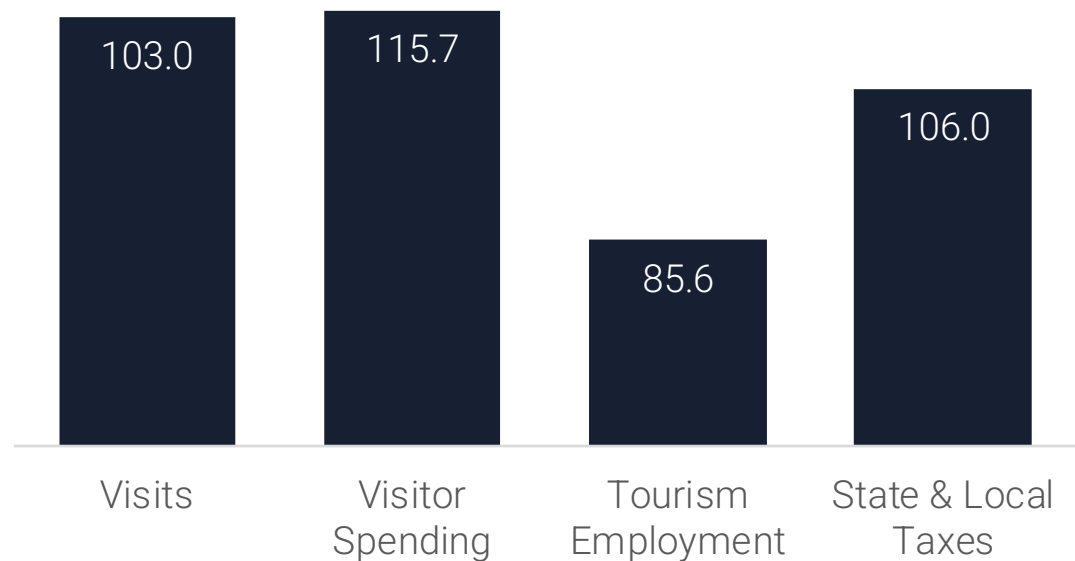


DORCHESTER COUNTY HIGHLIGHTS

Several key indicators in Dorchester County continued to surpass pre-pandemic (2019) levels in 2023.

Dorchester County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Dorchester County held at 3% above 2019 levels

Dorchester County visitor volume

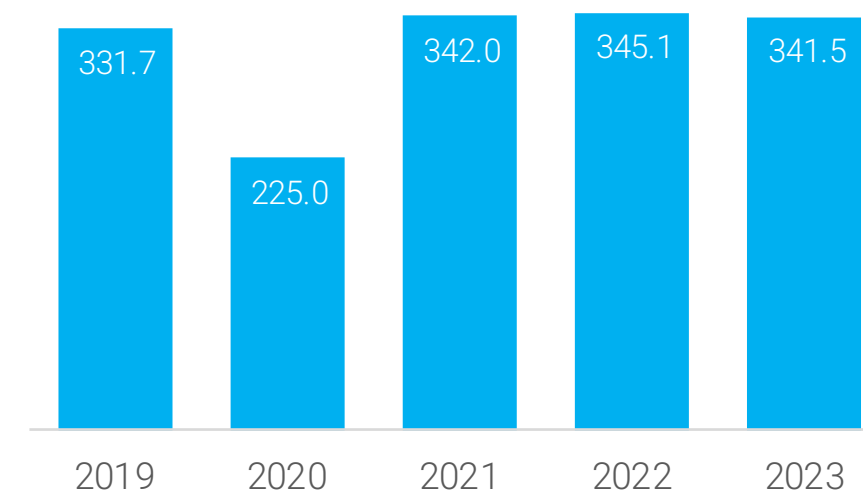
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	331.7	225.0	342.0	345.1	341.5	-1.0%	103.0%
Day	156.9	117.6	161.5	167.6	166.1	-0.9%	105.9%
Overnight	174.8	107.3	180.5	177.5	175.4	-1.2%	100.4%

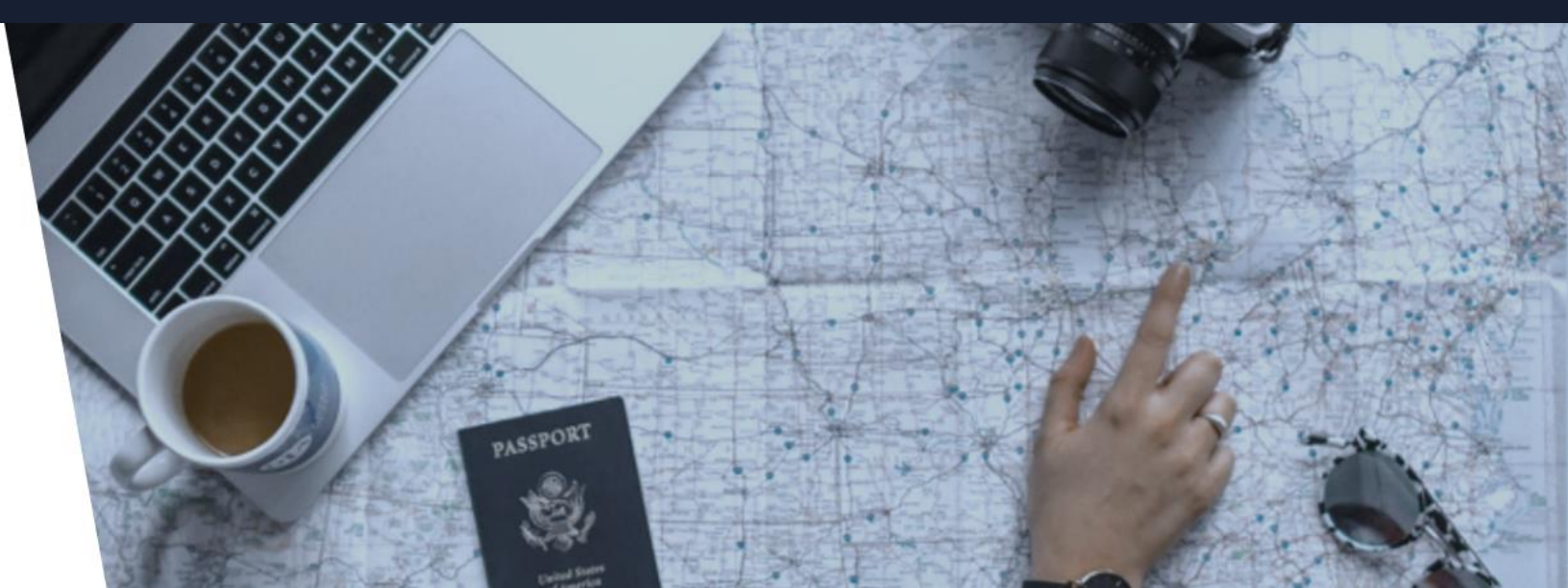
Source: D. K. Shifflet, Tourism Economics

Dorchester County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



DORCHESTER COUNTY VISITOR SPENDING

Visitor spending remained at \$201 million in Dorchester County in 2023

Dorchester County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$173.6	\$115.9	\$181.3	\$201.5	\$200.9	-0.3%	115.7%
Lodging*	\$48.9	\$30.9	\$48.4	\$53.6	\$53.7	0.2%	109.8%
Food & beverage	\$43.1	\$30.6	\$47.9	\$54.5	\$53.2	-2.3%	123.5%
Retail	\$23.0	\$17.5	\$22.3	\$24.9	\$24.9	-0.1%	108.1%
Recreation	\$20.6	\$12.2	\$18.2	\$21.7	\$23.3	7.1%	113.0%
Transportation**	\$37.9	\$24.7	\$44.6	\$46.7	\$45.7	-2.2%	120.5%

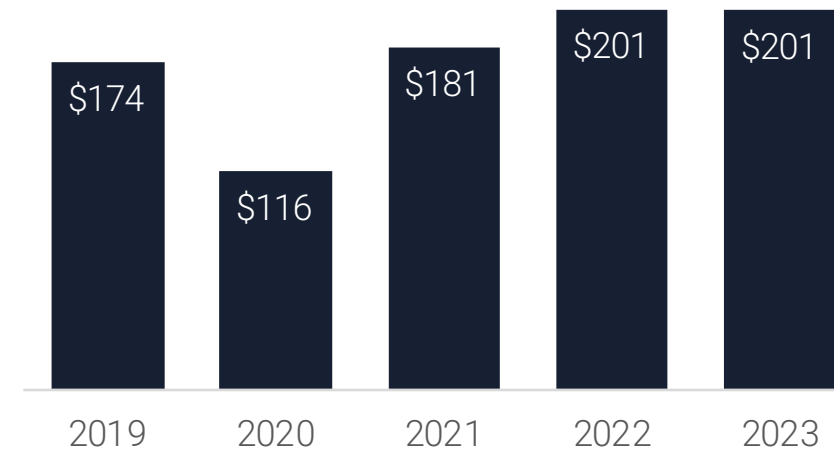
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Dorchester County visitor spending

Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

DORCHESTER COUNTY ECONOMIC IMPACTS

Nearly 2,000 visitor-supported jobs represent 17% of all jobs in Dorchester County.

Visitor impacts in Dorchester County

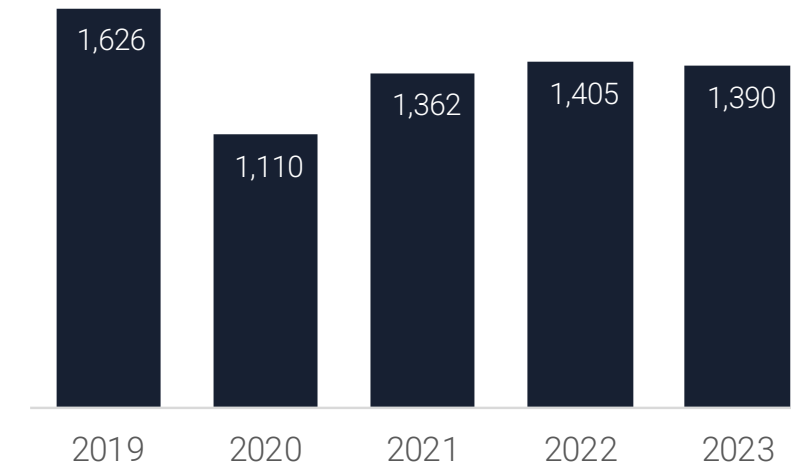
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	1,626	1,110	1,362	1,405	1,390	-1.1%	85.5%
Total	2,262	1,633	1,919	1,959	1,936	-1.2%	85.6%
Share of State	1.0%	1.0%	1.1%	1.0%	1.0%		
Labor Income							
Direct	\$47.5	\$32.4	\$42.0	\$45.1	\$45.2	0.3%	95.3%
Total	\$81.3	\$59.1	\$71.8	\$75.5	\$74.1	-1.9%	91.2%
Share of State	0.8%	0.7%	0.8%	0.8%	0.7%		
Tax revenues							
Federal	\$17.8	\$11.7	\$15.0	\$16.2	\$15.8	-2.4%	88.9%
State & Local	\$20.2	\$14.4	\$19.3	\$22.3	\$21.4	-4.0%	106.0%
Hotel	\$1.1	\$0.7	\$1.3	\$1.5	\$1.4	-3.2%	122.5%
Total	\$39.1	\$26.8	\$35.5	\$39.9	\$38.6	-3.3%	98.7%

Source: Tourism Economics

Dorchester County direct employment timeline

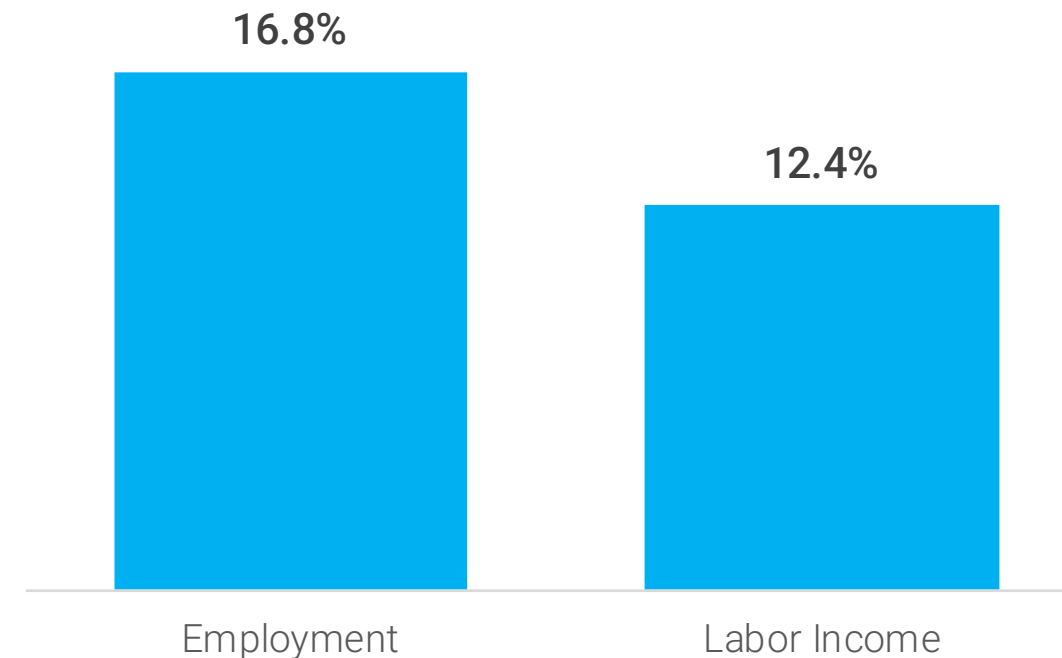
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

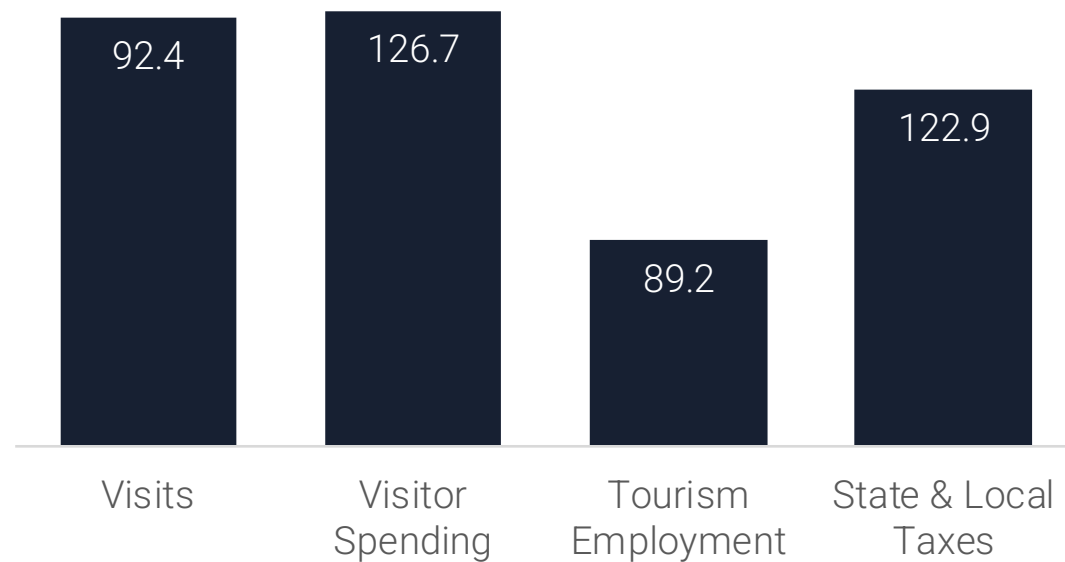


FREDERICK COUNTY HIGHLIGHTS

Visitor spending and tax collections in Frederick County surpassed pre-pandemic (2019) levels by more than 20% in 2023.

Frederick County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Frederick County remained at 92% of 2019 levels.

Frederick County visitor volume

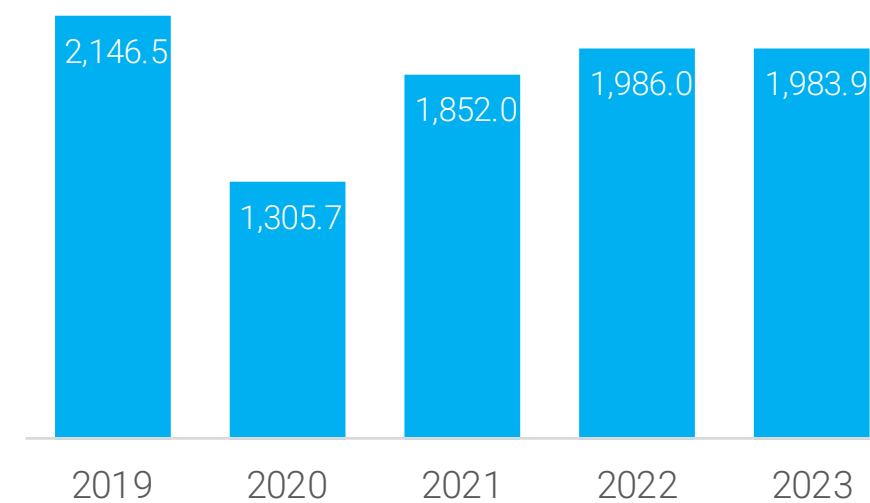
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	2,146.5	1,305.7	1,852.0	1,986.0	1,983.9	-0.1%	92.4%
Day	1,201.7	735.7	1,088.4	1,208.2	1,216.9	0.7%	101.3%
Overnight	944.8	570.0	763.5	777.8	767.0	-1.4%	81.2%

Source: D. K. Shifflet, Tourism Economics

Frederick County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



FREDERICK COUNTY VISITOR SPENDING

Visitor spending grew 4% in Frederick County to surpass pre-pandemic levels by 27%.

Frederick County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$425.6	\$325.1	\$461.4	\$518.4	\$539.4	4.0%	126.7%
Lodging*	\$67.9	\$48.3	\$70.7	\$81.8	\$88.1	7.6%	129.8%
Food & beverage	\$125.7	\$101.3	\$134.2	\$149.9	\$158.0	5.4%	125.7%
Retail	\$60.7	\$51.8	\$63.6	\$66.8	\$70.1	4.9%	115.5%
Recreation	\$64.1	\$42.1	\$59.6	\$72.4	\$78.3	8.2%	122.1%
Transportation**	\$107.3	\$81.5	\$133.4	\$147.5	\$145.0	-1.7%	135.1%

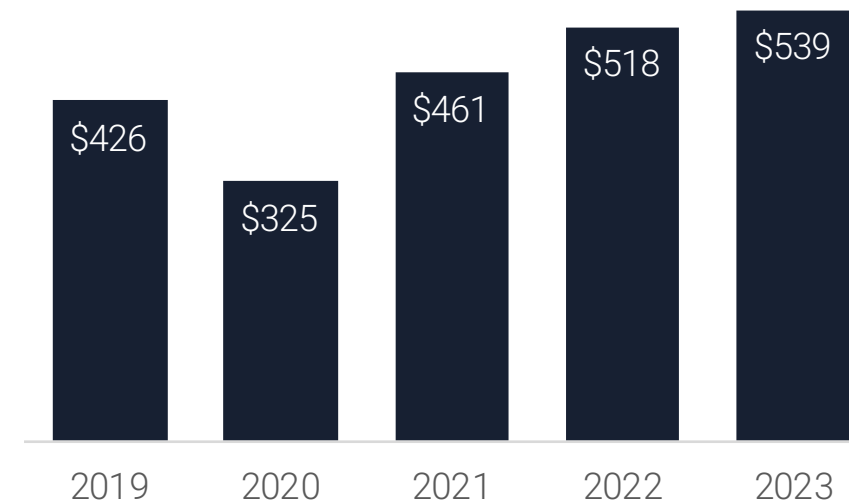
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Frederick County visitor spending

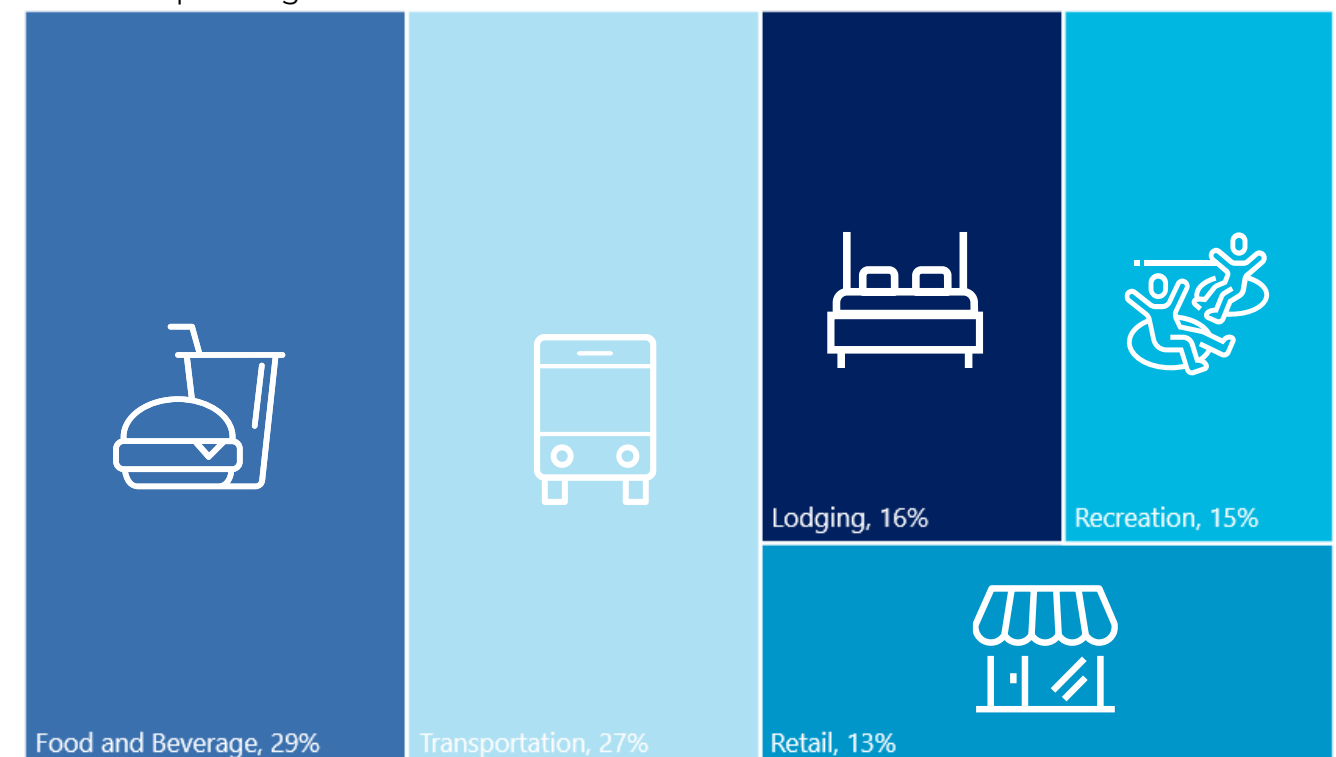
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

FREDERICK COUNTY ECONOMIC IMPACTS

More than 6,100 visitor-supported jobs represent 5.8% of all jobs in Frederick County.

Visitor impacts in Frederick County

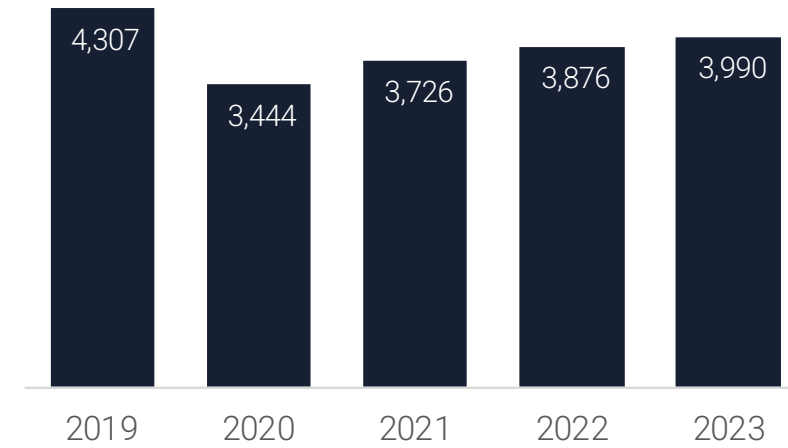
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	4,307	3,444	3,726	3,876	3,990	3.0%	92.6%
Total	6,887	5,653	5,913	6,115	6,144	0.5%	89.2%
Share of State	3.0%	3.4%	3.4%	3.3%	3.2%		
Labor Income							
Direct	\$144.8	\$117.8	\$133.0	\$145.4	\$156.7	7.8%	108.3%
Total	\$285.3	\$239.2	\$257.5	\$276.1	\$283.4	2.6%	99.3%
Share of State	2.7%	3.0%	2.9%	2.9%	2.8%		
Tax revenues							
Federal	\$58.7	\$44.4	\$50.7	\$55.7	\$57.5	3.2%	97.9%
State & Local	\$51.7	\$42.2	\$50.4	\$63.9	\$63.5	-0.7%	122.9%
Hotel	\$2.5	\$1.4	\$2.2	\$2.6	\$2.8	5.4%	108.7%
Total	\$112.9	\$88.0	\$103.3	\$122.2	\$123.8	1.3%	109.6%

Source: Tourism Economics

Frederick County direct employment timeline

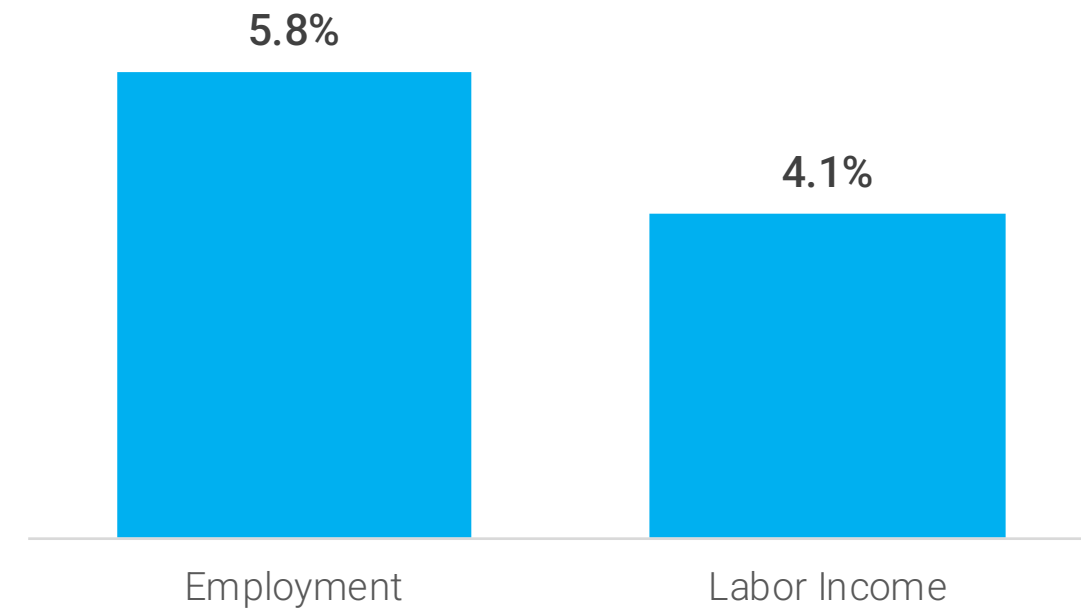
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

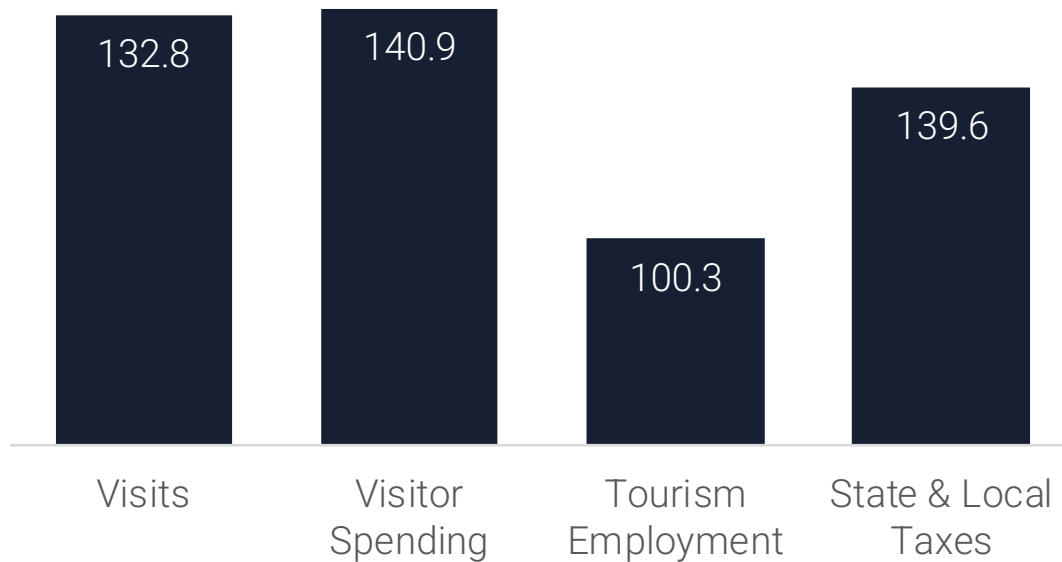


GARRETT COUNTY HIGHLIGHTS

All key indicators in Garrett County continued to surpass pre-pandemic (2019) levels in 2023.

Garrett County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Garrett County surpassed 2019 levels by 33%.

Garrett County visitor volume

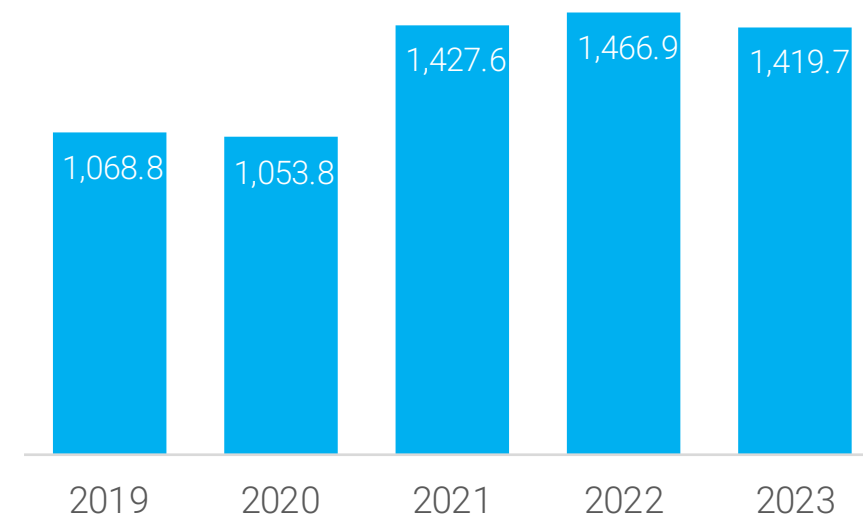
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitors	1,068.8	1,053.8	1,427.6	1,466.9	1,419.7	-3.2%	132.8%
Day	559.1	468.1	659.5	741.9	748.7	0.9%	133.9%
Overnight	509.7	585.7	768.1	724.9	671.0	-7.4%	131.6%

Source: D. K. Shifflet, Tourism Economics

Garrett County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



GARRETT COUNTY VISITOR SPENDING

Visitor spending grew 2% in Garrett County and consolidated post-pandemic gains.

Garrett County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$361.7	\$386.7	\$485.5	\$499.6	\$509.7	2.0%	140.9%
Lodging*	\$103.6	\$117.1	\$148.8	\$152.5	\$155.6	2.1%	150.3%
Food & beverage	\$72.1	\$78.7	\$92.1	\$90.8	\$98.6	8.6%	136.7%
Retail	\$40.4	\$47.4	\$52.4	\$54.2	\$56.1	3.6%	139.1%
Recreation	\$68.1	\$71.8	\$94.5	\$98.2	\$101.4	3.2%	149.0%
Transportation**	\$77.5	\$71.8	\$97.6	\$103.9	\$97.9	-5.8%	126.3%

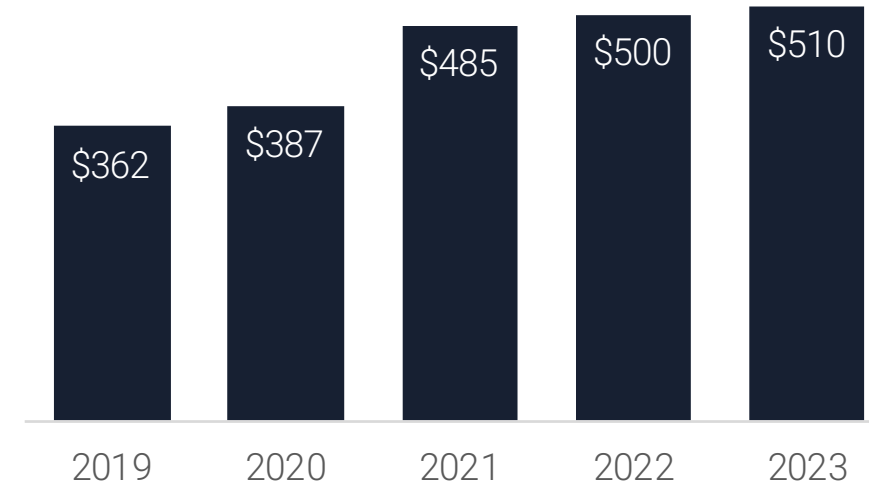
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Garrett County visitor spending

Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

GARRETT COUNTY ECONOMIC IMPACTS

Nearly 2,700 visitor-supported jobs represented 23% of all jobs in Garrett County.

Visitor impacts in Garrett County

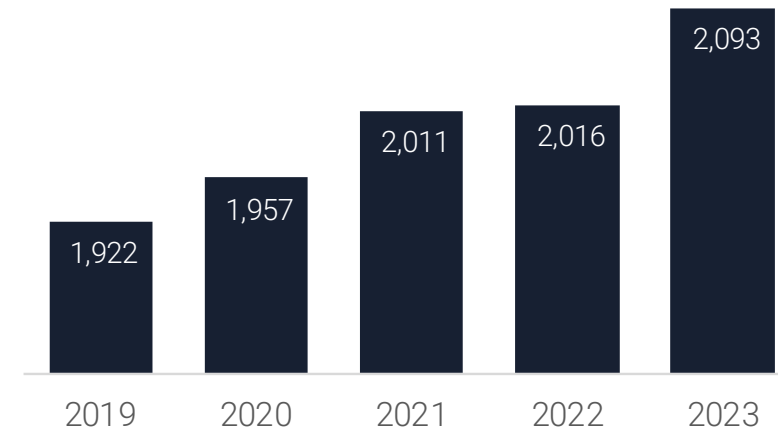
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	1,922	1,957	2,011	2,016	2,093	3.8%	108.9%
Total	2,634	2,769	2,759	2,737	2,643	-3.4%	100.3%
Share of State	1.2%	1.7%	1.6%	1.5%	1.4%		
Labor Income							
Direct	\$55.9	\$60.6	\$64.6	\$66.0	\$68.1	3.2%	121.8%
Total	\$93.5	\$104.0	\$105.9	\$106.1	\$106.7	0.5%	114.1%
Share of State	0.9%	1.3%	1.2%	1.1%	1.1%		
Tax revenues							
Federal	\$23.6	\$24.2	\$25.6	\$26.1	\$26.5	1.4%	112.2%
State & Local	\$40.6	\$48.6	\$52.8	\$58.7	\$56.6	-3.5%	139.6%
Hotel	\$3.2	\$5.3	\$7.4	\$7.0	\$6.9	-0.7%	220.0%
Total	\$67.3	\$78.1	\$85.8	\$91.7	\$90.0	-1.9%	133.8%

Source: Tourism Economics

Garrett County direct employment timeline

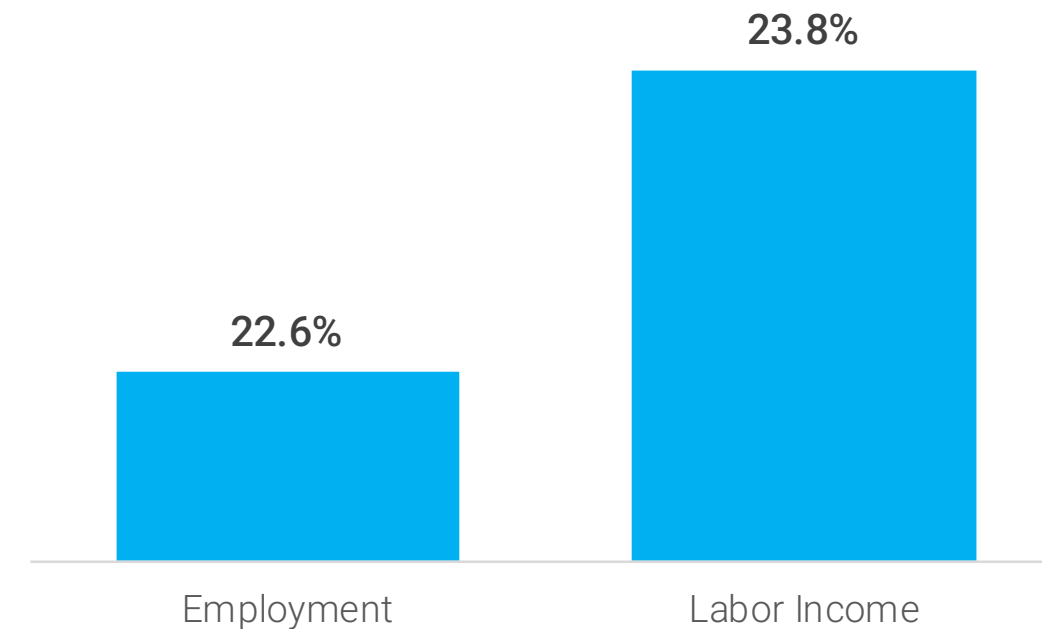
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

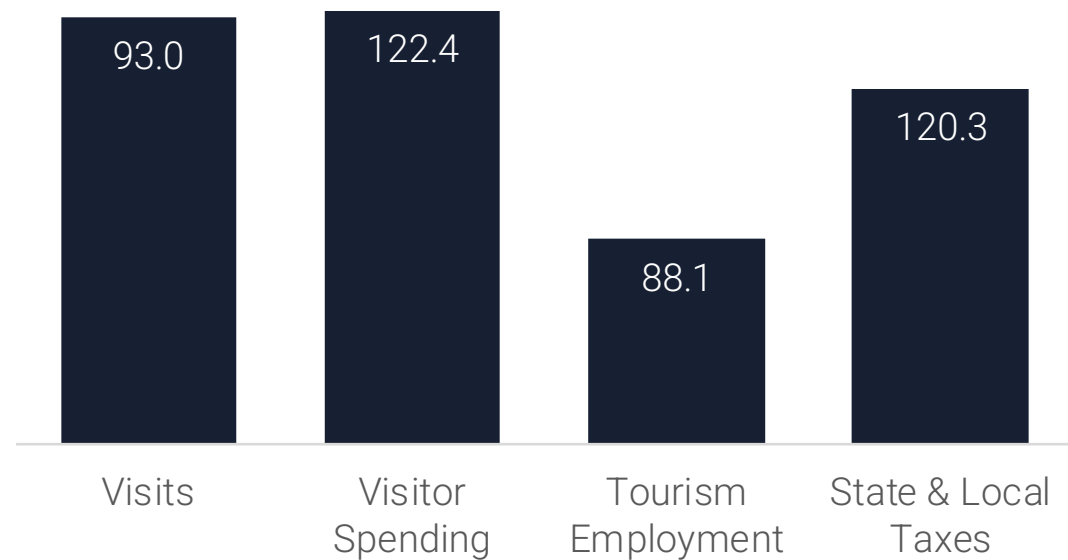


HARFORD COUNTY HIGHLIGHTS

Visitor spending and tax revenues in Harford County surpassed pre-pandemic (2019) levels by 20% in 2023.

Harford County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Harford County increased slightly to 93% of 2019 levels.

Harford County visitor volume

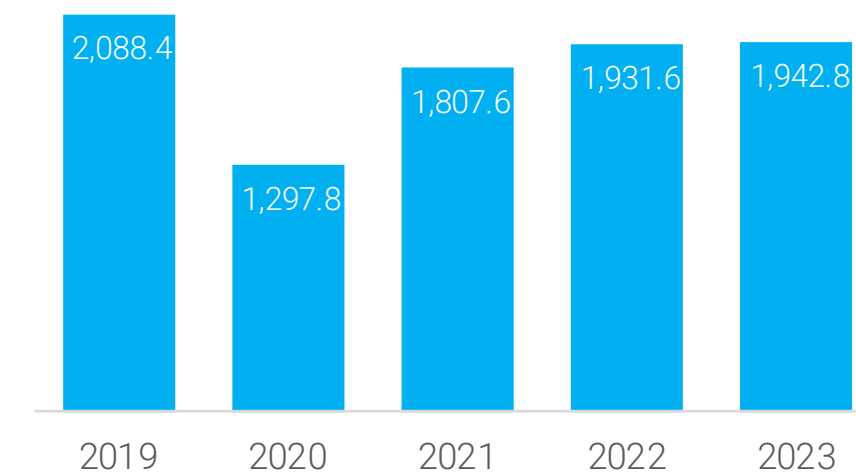
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	2,088.4	1,297.8	1,807.6	1,931.6	1,942.8	0.6%	93.0%
Day	1,094.8	713.0	1,040.5	1,134.5	1,145.3	0.9%	104.6%
Overnight	993.6	584.8	767.1	797.0	797.5	0.1%	80.3%

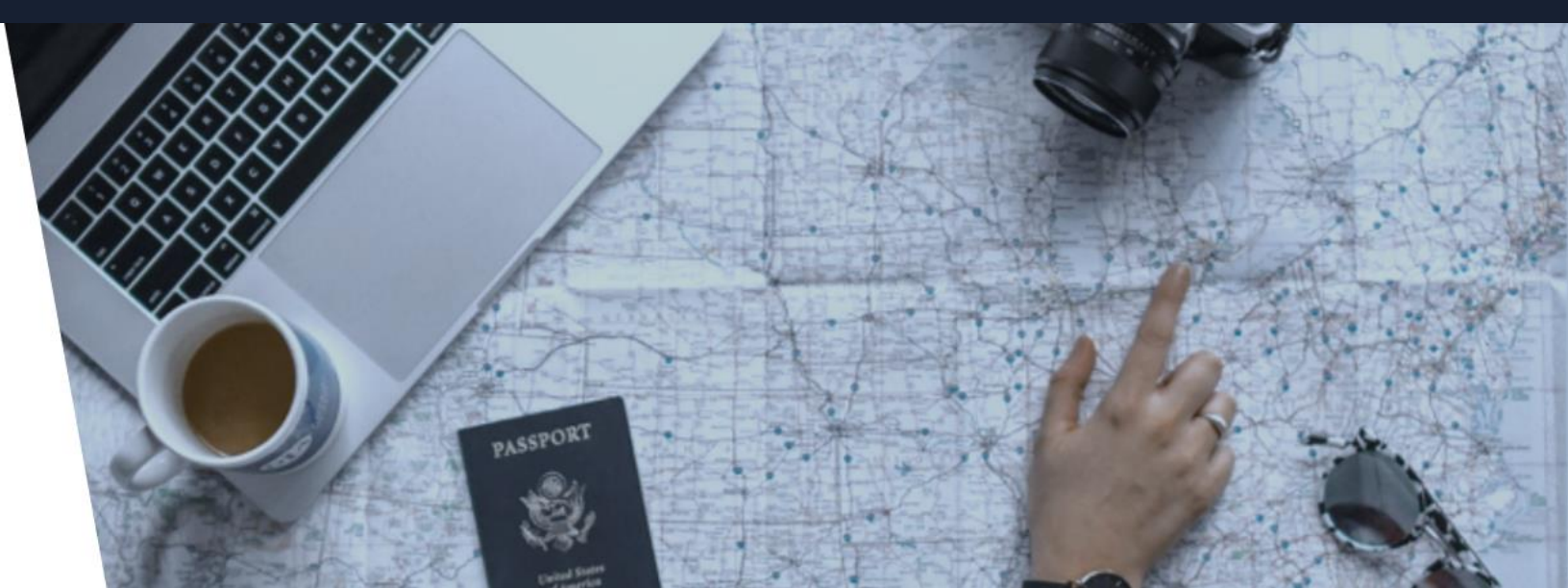
Source: D. K. Shifflet, Tourism Economics

Harford County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



HARFORD COUNTY VISITOR SPENDING

Visitor spending grew 3% in Harford County in 2023.

Harford County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$401.5	\$313.5	\$434.2	\$479.1	\$491.6	2.6%	122.4%
Lodging*	\$71.3	\$51.5	\$73.9	\$86.1	\$88.7	3.0%	124.4%
Food & beverage	\$120.7	\$101.5	\$131.0	\$142.8	\$145.9	2.1%	120.9%
Retail	\$57.7	\$51.2	\$64.0	\$70.7	\$71.3	0.8%	123.7%
Recreation	\$73.3	\$46.8	\$66.0	\$73.9	\$75.6	2.3%	103.2%
Transportation**	\$78.5	\$62.6	\$99.3	\$105.5	\$110.1	4.3%	140.1%

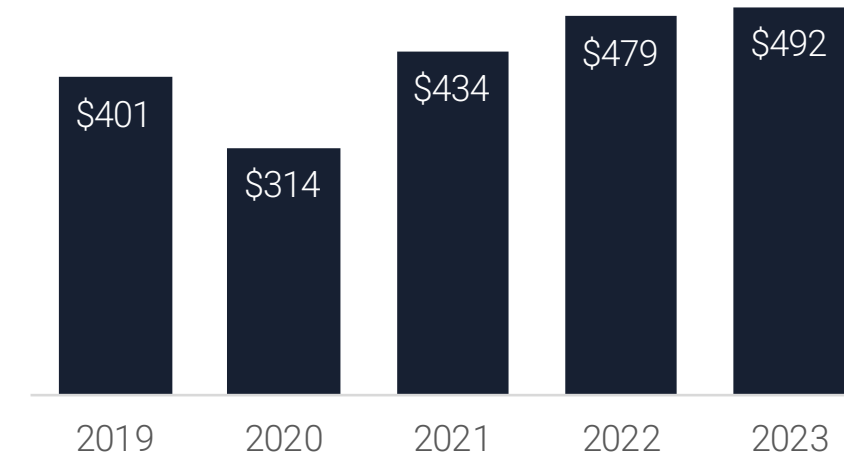
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Harford County visitor spending

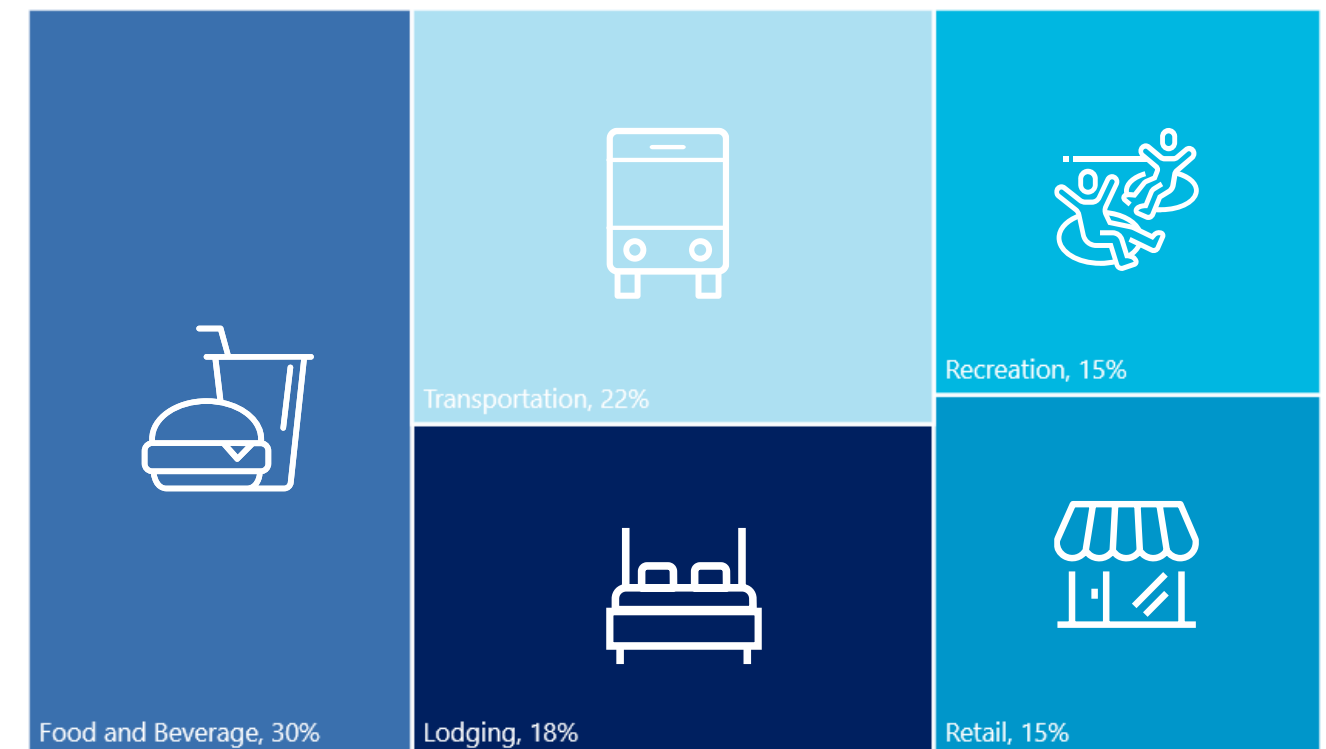
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

HARFORD COUNTY ECONOMIC IMPACTS

More than 6,600 visitor-supported jobs represent 7.0% of all jobs in Harford County.

Visitor impacts in Harford County

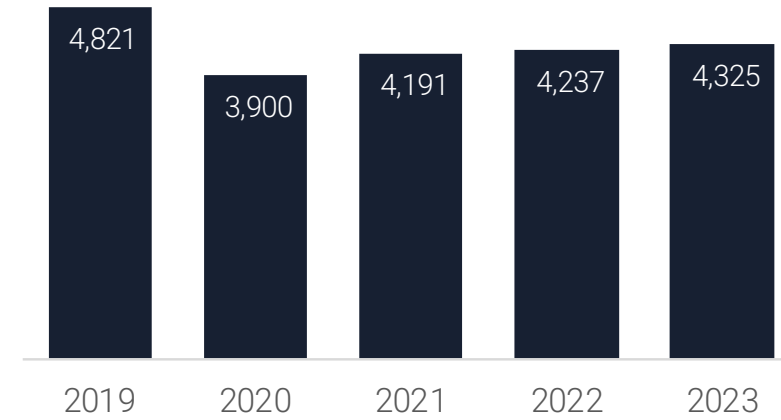
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	4,821	3,900	4,191	4,237	4,325	2.1%	89.7%
Total	7,543	6,271	6,524	6,583	6,647	1.0%	88.1%
Share of State	3.3%	3.8%	3.8%	3.5%	3.5%		
Labor Income							
Direct	\$138.6	\$119.2	\$132.0	\$137.1	\$142.3	3.7%	102.6%
Total	\$278.7	\$243.5	\$258.1	\$266.2	\$275.9	3.6%	99.0%
Share of State	2.6%	3.0%	3.0%	2.8%	2.7%		
Tax revenues							
Federal	\$57.1	\$44.8	\$50.4	\$53.4	\$53.8	0.8%	94.3%
State & Local	\$49.8	\$41.6	\$48.8	\$60.9	\$59.9	-1.7%	120.3%
Hotel	\$3.2	\$1.9	\$2.9	\$3.4	\$3.5	0.6%	108.8%
Total	\$110.1	\$88.3	\$102.1	\$117.7	\$117.2	-0.5%	106.5%

Source: Tourism Economics

Harford County direct employment timeline

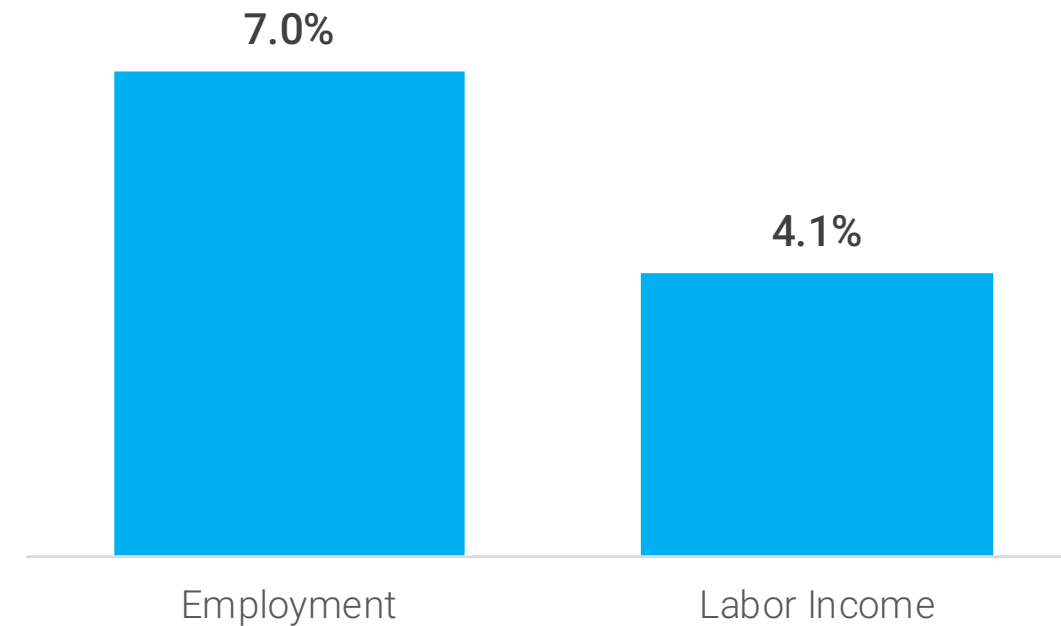
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

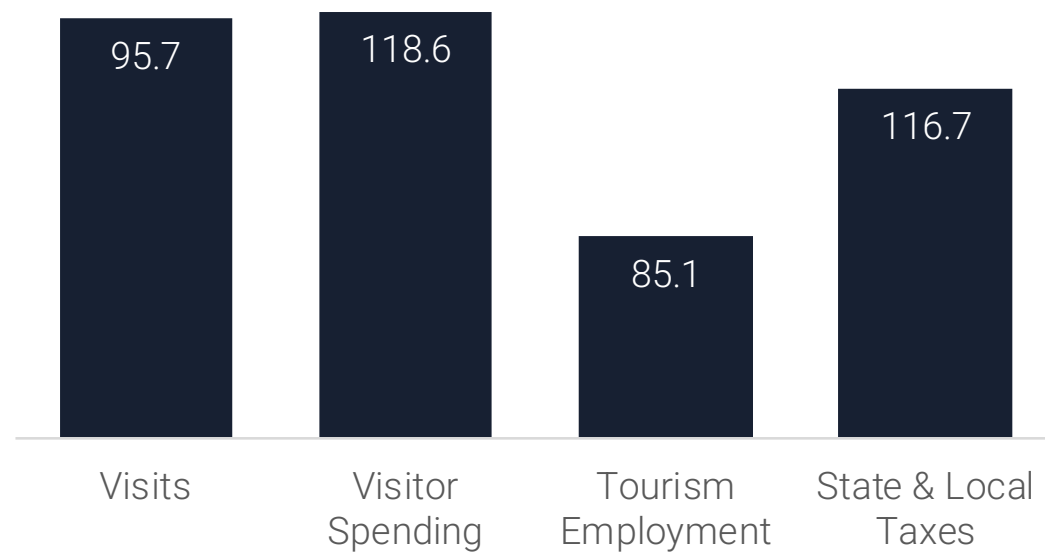


HOWARD COUNTY HIGHLIGHTS

Visitor volumes neared pre-pandemic levels in 2023, while visitor spending and tax revenues continued to surpass 2019 in Howard County.

Howard County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Howard County rebounded to 96% of 2019 levels.

Howard County visitor volume

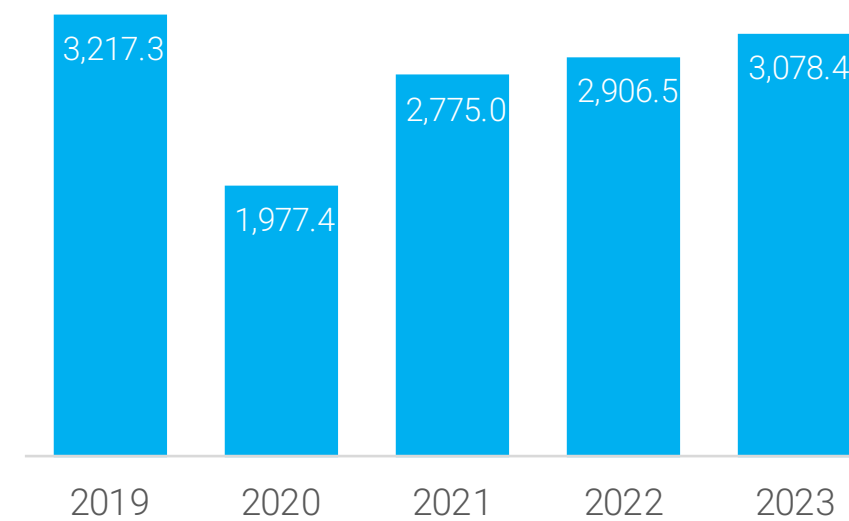
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	3,217.3	1,977.4	2,775.0	2,906.5	3,078.4	5.9%	95.7%
Day	1,897.4	1,184.2	1,735.2	1,891.0	2,011.3	6.4%	106.0%
Overnight	1,319.9	793.1	1,039.8	1,015.5	1,067.1	5.1%	80.9%

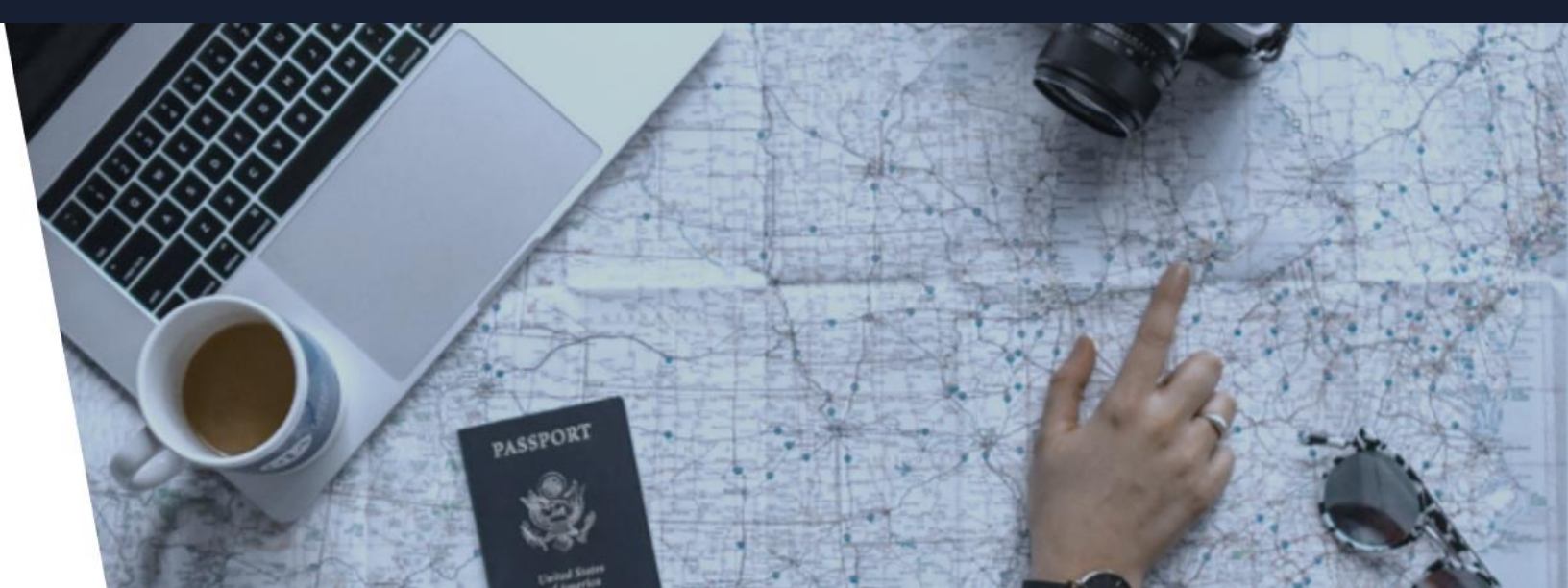
Source: D. K. Shifflet, Tourism Economics

Howard County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



HOWARD COUNTY VISITOR SPENDING

Visitor spending grew 7% in Howard County in 2023 to reach 119% of pre-pandemic levels.

Howard County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$666.7	\$433.0	\$628.3	\$738.5	\$790.4	7.0%	118.6%
Lodging*	\$112.6	\$66.3	\$100.5	\$131.3	\$146.7	11.8%	130.3%
Food & beverage	\$187.0	\$134.5	\$181.7	\$203.7	\$220.3	8.1%	117.8%
Retail	\$115.8	\$79.8	\$99.5	\$108.1	\$113.2	4.8%	97.8%
Recreation	\$109.6	\$60.2	\$91.6	\$111.0	\$120.9	8.9%	110.3%
Transportation**	\$141.8	\$92.1	\$154.9	\$184.5	\$189.3	2.6%	133.6%

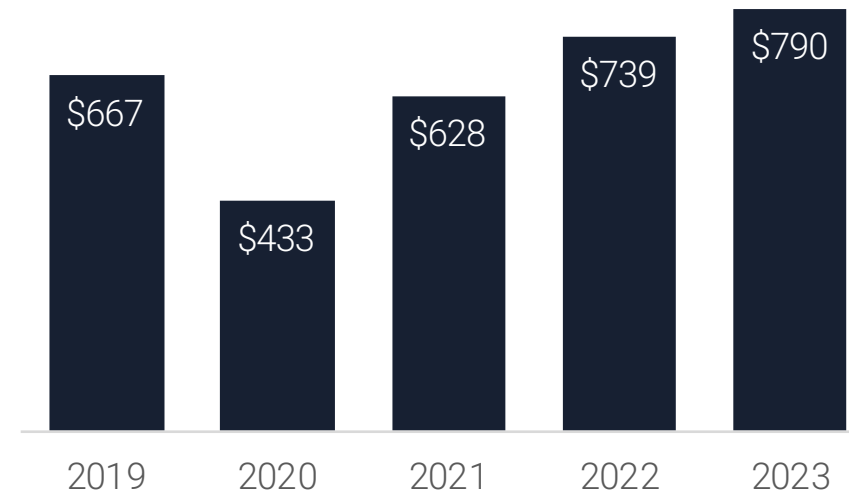
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Howard County visitor spending

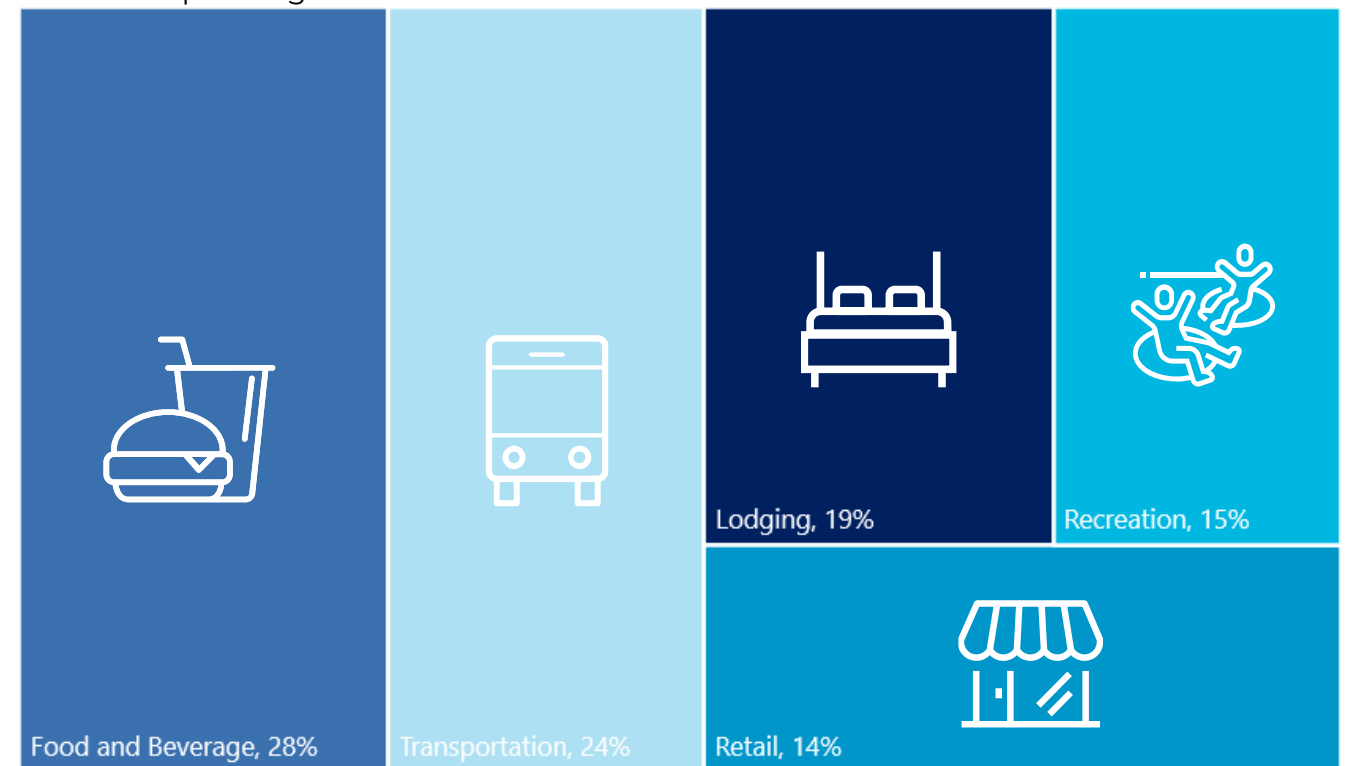
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

HOWARD COUNTY ECONOMIC IMPACTS

More than 9,500 visitor-supported jobs represent 5.7% of all jobs in Howard County.

Visitor impacts in Howard County

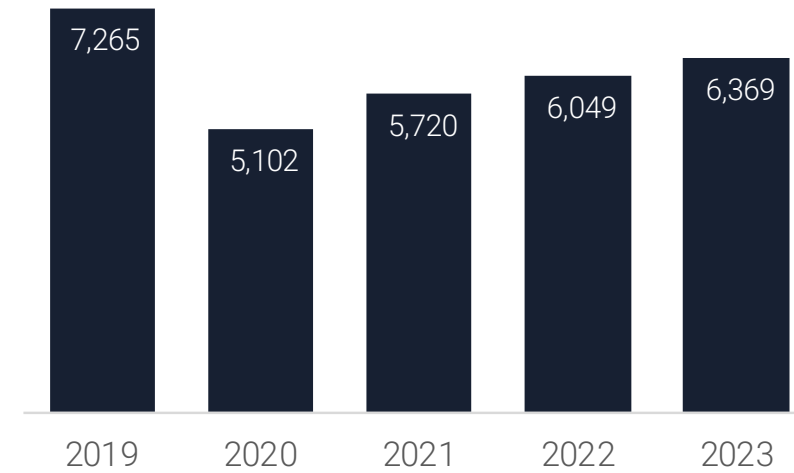
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	7,265	5,102	5,720	6,049	6,369	5.3%	87.7%
Total	11,192	8,266	8,906	9,331	9,528	2.1%	85.1%
Share of State	4.9%	5.0%	5.1%	5.0%	5.0%		
Labor Income							
Direct	\$224.6	\$160.4	\$193.1	\$210.3	\$231.9	10.2%	103.2%
Total	\$422.5	\$319.6	\$362.4	\$387.2	\$407.1	5.2%	96.4%
Share of State	4.0%	3.9%	4.2%	4.0%	4.0%		
Tax revenues							
Federal	\$87.7	\$59.2	\$71.0	\$78.3	\$82.7	5.6%	94.3%
State & Local	\$81.9	\$56.3	\$70.0	\$92.6	\$95.6	3.3%	116.7%
Hotel	\$5.7	\$2.0	\$4.0	\$5.1	\$5.6	9.6%	98.6%
Total	\$175.3	\$117.6	\$145.0	\$176.0	\$183.9	4.5%	104.9%

Source: Tourism Economics

Howard County direct employment timeline

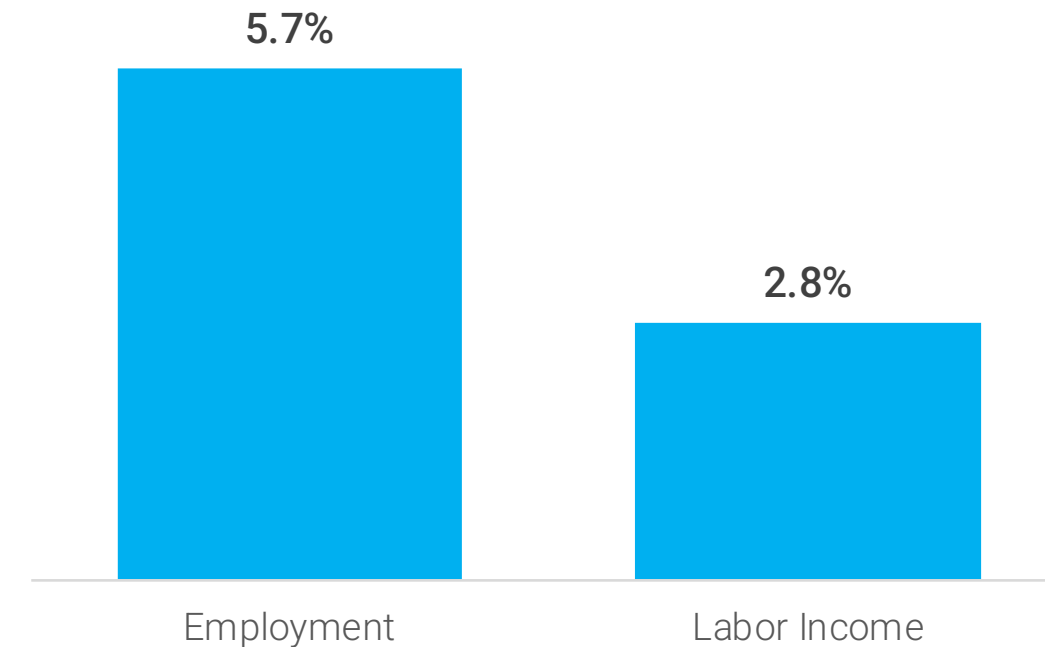
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

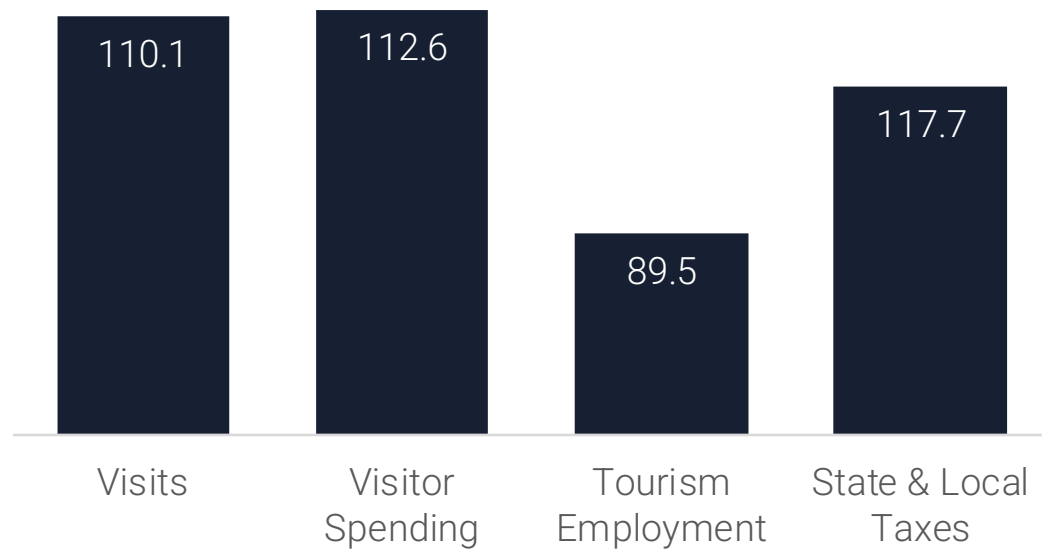


KENT COUNTY HIGHLIGHTS

Key indicators in Kent County maintained 2022 gains in 2023.

Kent County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Kent County rose to 110% of 2019 levels.

Kent County visitor volume

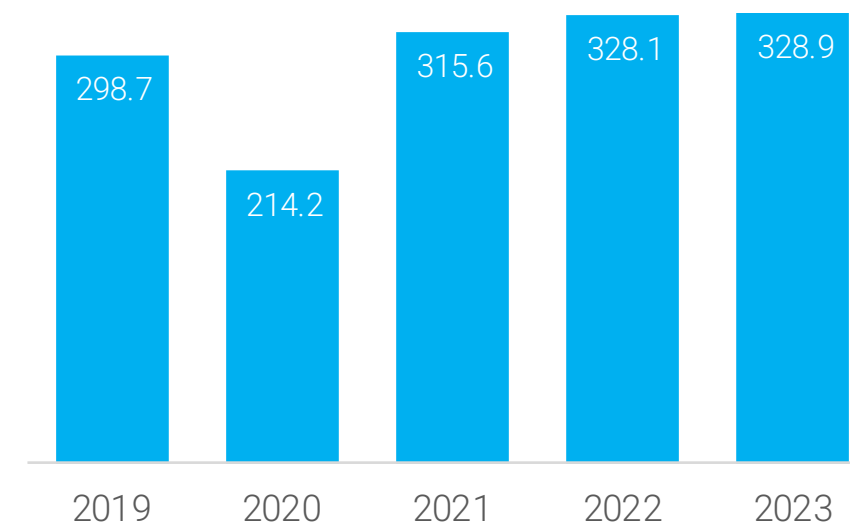
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	298.7	214.2	315.6	328.1	328.9	0.3%	110.1%
Day	201.9	136.1	206.4	225.3	229.5	1.9%	113.7%
Overnight	96.8	78.1	109.1	102.8	99.4	-3.3%	102.7%

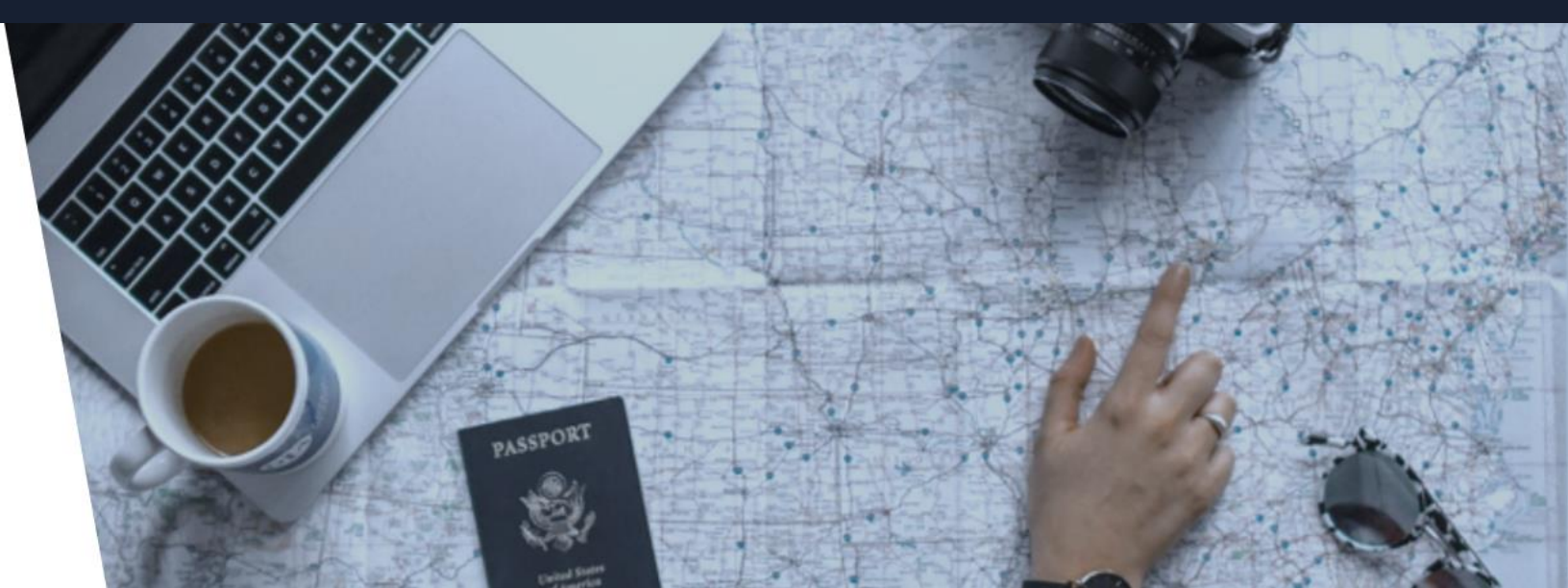
Source: D. K. Shifflet, Tourism Economics

Kent County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



KENT COUNTY VISITOR SPENDING

Visitor spending remained flat at \$72 million in Kent County in 2023, 113% above 2019 levels.

Kent County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$63.9	\$46.9	\$68.4	\$71.8	\$72.0	0.2%	112.6%
Lodging*	\$32.4	\$22.8	\$29.5	\$32.7	\$33.5	2.2%	103.2%
Food & beverage	\$10.8	\$8.4	\$13.3	\$12.9	\$12.9	-0.4%	119.2%
Retail	\$4.8	\$4.2	\$6.2	\$6.5	\$6.3	-2.8%	130.8%
Recreation	\$8.6	\$6.1	\$9.4	\$9.3	\$9.4	1.2%	109.4%
Transportation**	\$7.3	\$5.4	\$10.0	\$10.4	\$10.0	-4.2%	136.2%

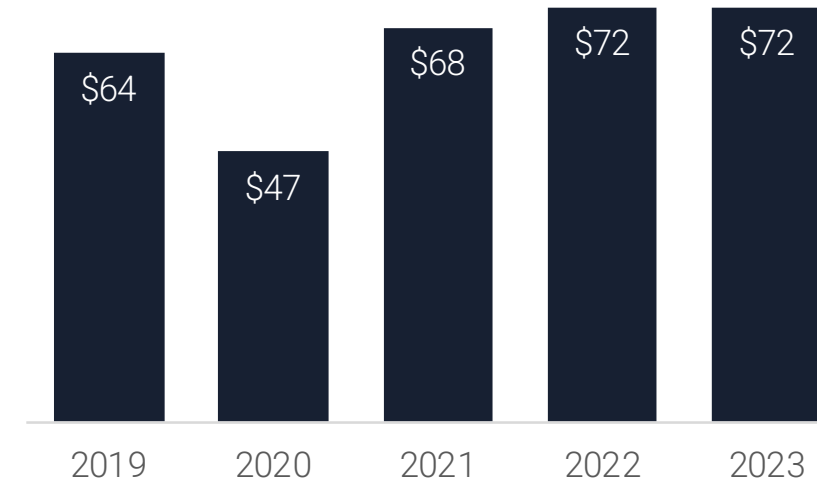
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Kent County visitor spending

Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

KENT COUNTY ECONOMIC IMPACTS

Nearly 640 visitor-supported jobs represent 8.4% of all jobs in Kent County.

Visitor impacts in Kent County

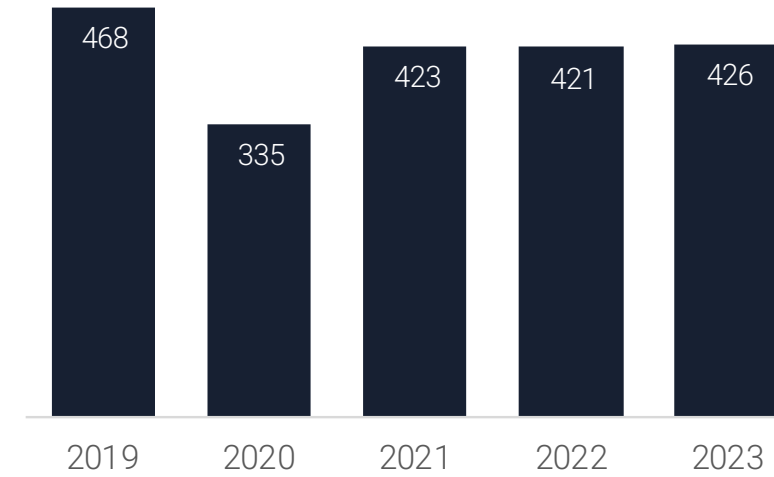
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	468	335	423	421	426	1.0%	91.0%
Total	712	534	639	635	637	0.5%	89.5%
Share of State	0.3%	0.3%	0.4%	0.3%	0.3%		
Labor Income							
Direct	\$14.6	\$12.3	\$16.4	\$16.5	\$16.9	2.4%	115.6%
Total	\$27.8	\$24.1	\$29.7	\$29.6	\$30.1	1.5%	108.4%
Share of State	0.3%	0.3%	0.3%	0.3%	0.3%		
Tax revenues							
Federal	\$6.2	\$4.8	\$6.1	\$6.2	\$6.2	-0.4%	100.9%
State & Local	\$7.2	\$5.8	\$7.2	\$8.8	\$8.5	-3.3%	117.7%
Hotel	\$0.3	\$0.2	\$0.4	\$0.4	\$0.4	-2.4%	119.5%
Total	\$13.7	\$10.7	\$13.7	\$15.4	\$15.1	-2.1%	110.1%

Source: Tourism Economics

Kent County direct employment timeline

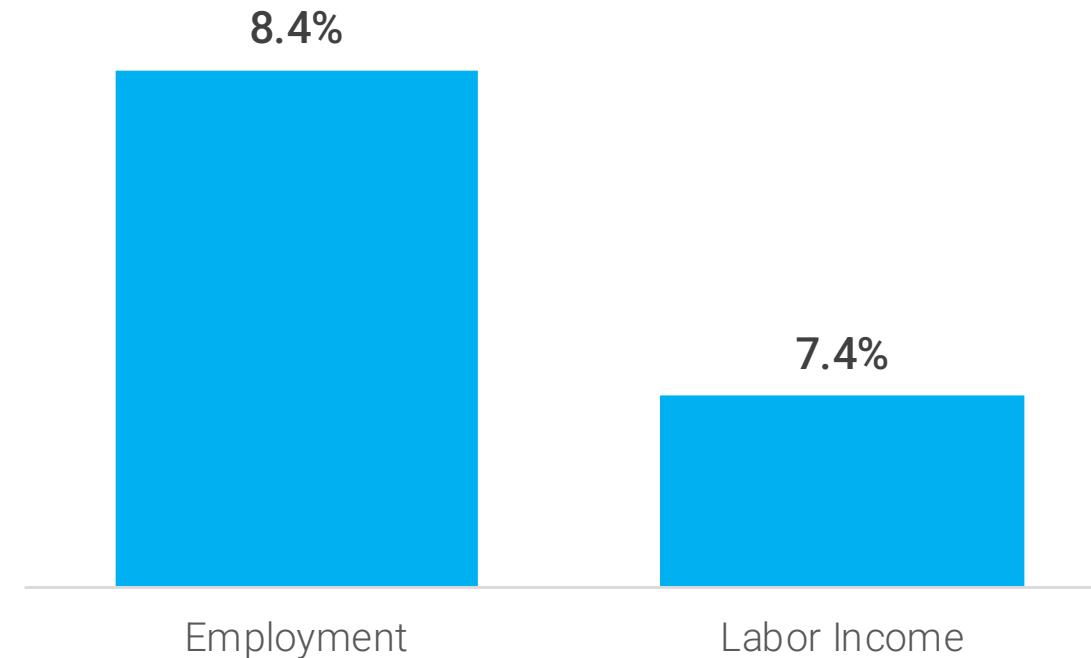
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

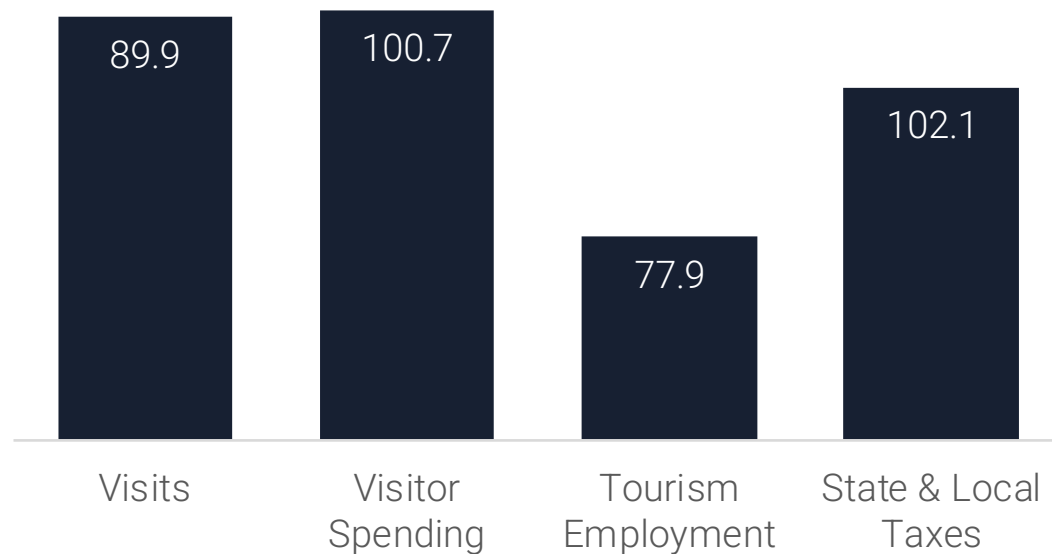


MONTGOMERY COUNTY HIGHLIGHTS

Visitor spending and tax revenues in Montgomery County fully recovered to pre-pandemic levels in 2023.

Montgomery County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Montgomery County has grown to 90% of 2019 levels.

Montgomery County visitor volume

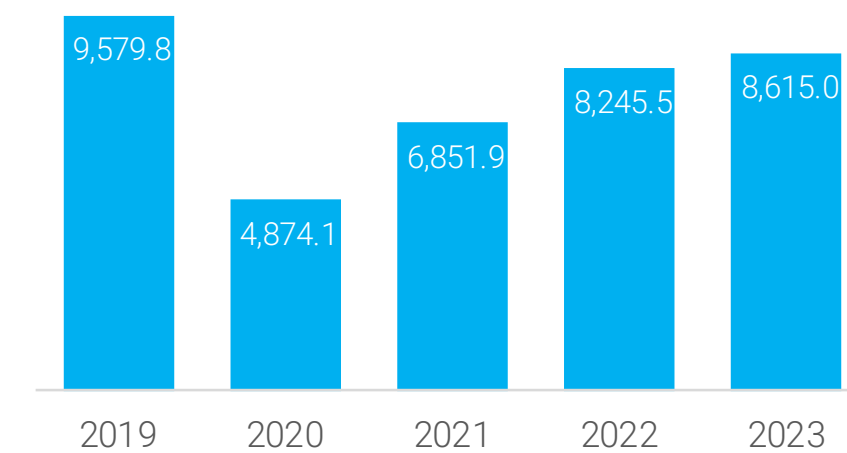
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	9,579.8	4,874.1	6,851.9	8,245.5	8,615.0	4.5%	89.9%
Day	5,622.3	3,053.3	4,493.0	5,527.7	5,719.3	3.5%	101.7%
Overnight	3,957.5	1,820.8	2,358.9	2,717.8	2,895.7	6.5%	73.2%

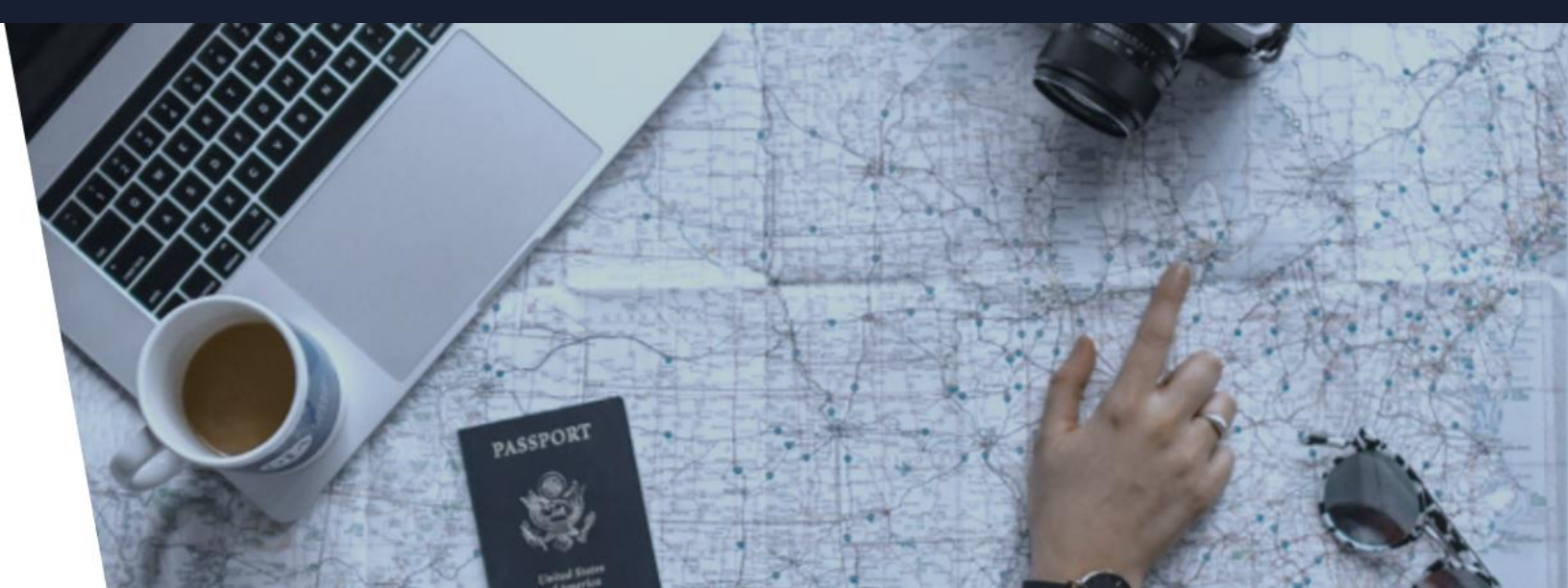
Source: D. K. Shifflet, Tourism Economics

Montgomery County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



MONTGOMERY COUNTY VISITOR SPENDING

Visitor spending grew 5% in Montgomery County in 2023.

Montgomery County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$1,981.6	\$1,103.5	\$1,463.2	\$1,896.9	\$1,996.0	5.2%	100.7%
Lodging*	\$355.1	\$143.1	\$201.9	\$306.1	\$362.3	18.4%	102.0%
Food & beverage	\$588.0	\$328.7	\$422.0	\$565.5	\$592.4	4.7%	100.7%
Retail	\$303.0	\$188.0	\$228.7	\$260.0	\$257.2	-1.1%	84.9%
Recreation	\$292.9	\$125.3	\$173.4	\$211.0	\$230.6	9.3%	78.7%
Transportation**	\$442.7	\$318.3	\$437.3	\$554.3	\$553.6	-0.1%	125.1%

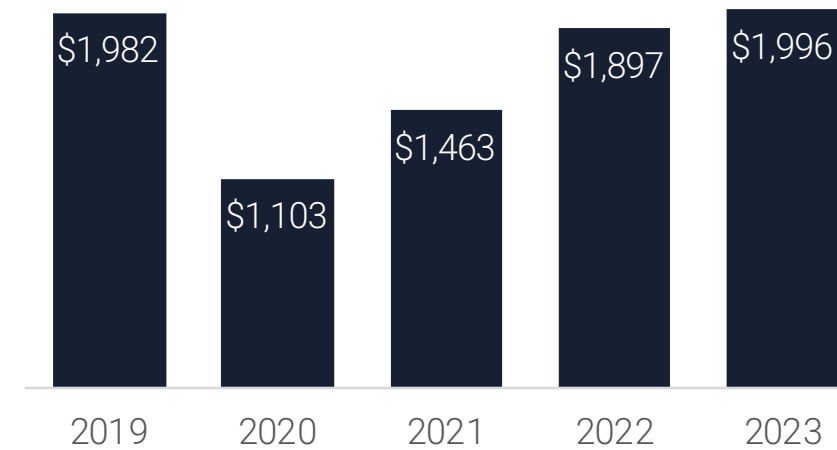
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Montgomery County visitor spending

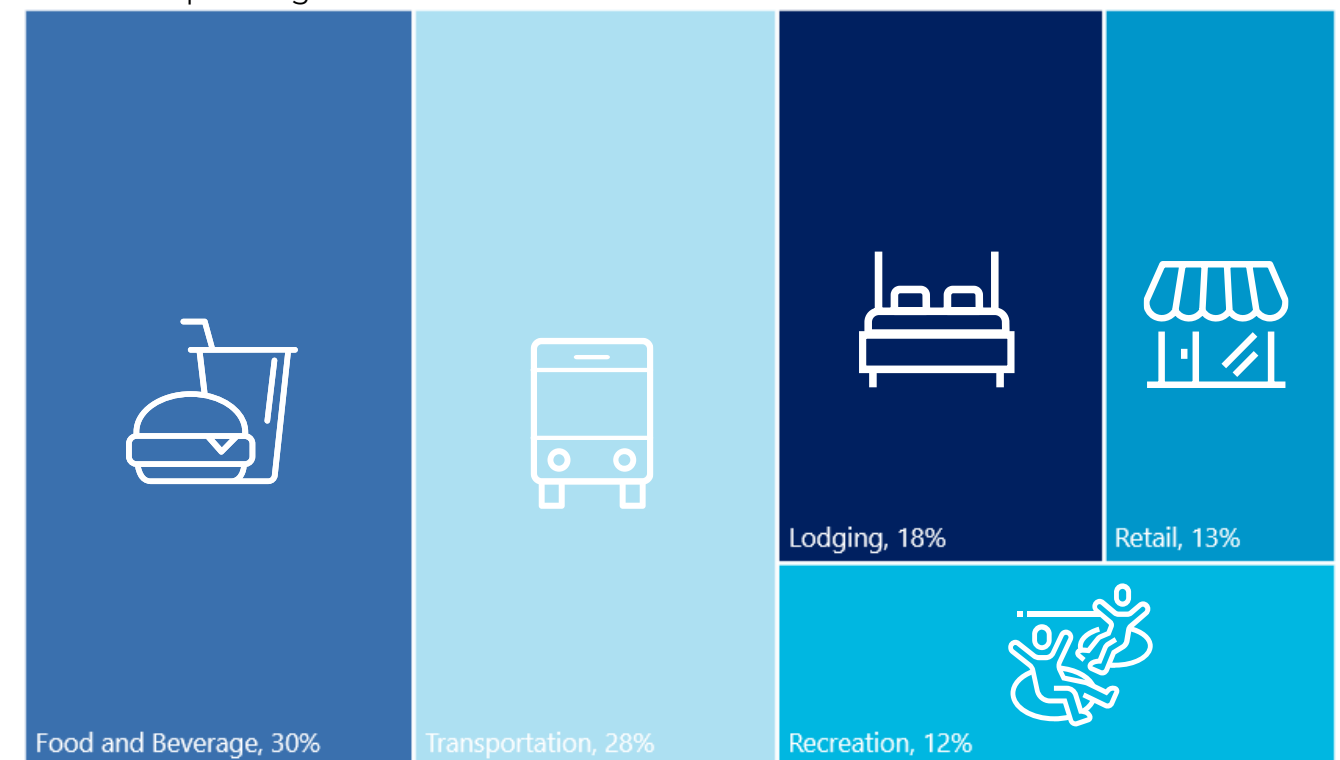
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

MONTGOMERY COUNTY ECONOMIC IMPACTS

Over 23,000 visitor-supported jobs represented 5% of all jobs in Montgomery County.

Visitor impacts in Montgomery County

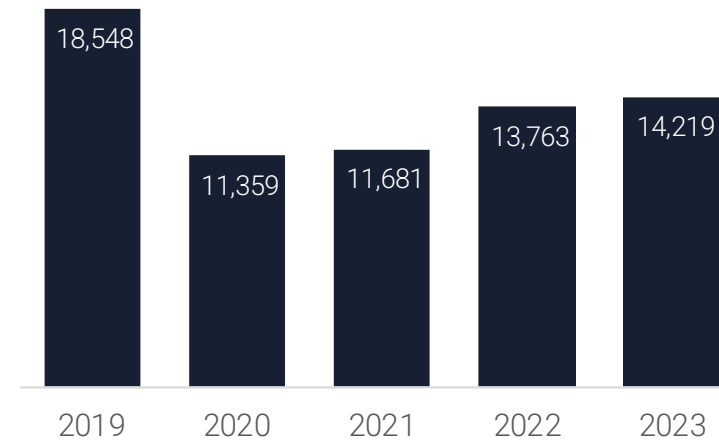
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	18,548	11,359	11,681	13,763	14,219	3.3%	76.7%
Total	29,626	19,634	19,729	22,534	23,073	2.4%	77.9%
Share of State	13.1%	11.8%	11.4%	12.0%	12.1%		
Labor Income							
Direct	\$832.8	\$542.2	\$577.6	\$708.1	\$775.2	9.5%	93.1%
Total	\$1,539.9	\$1,080.4	\$1,109.5	\$1,304.2	\$1,373.8	5.3%	89.2%
Share of State	14.5%	13.3%	12.7%	13.5%	13.6%		
Tax revenues							
Federal	\$310.8	\$193.1	\$210.0	\$254.5	\$265.4	4.3%	85.4%
State & Local	\$256.6	\$153.1	\$172.6	\$256.5	\$262.1	2.2%	102.1%
Hotel	\$21.8	\$7.1	\$10.1	\$17.9	\$21.0	17.3%	96.4%
Total	\$589.2	\$353.3	\$392.6	\$528.9	\$548.4	3.7%	93.1%

Source: Tourism Economics

Montgomery County direct employment timeline

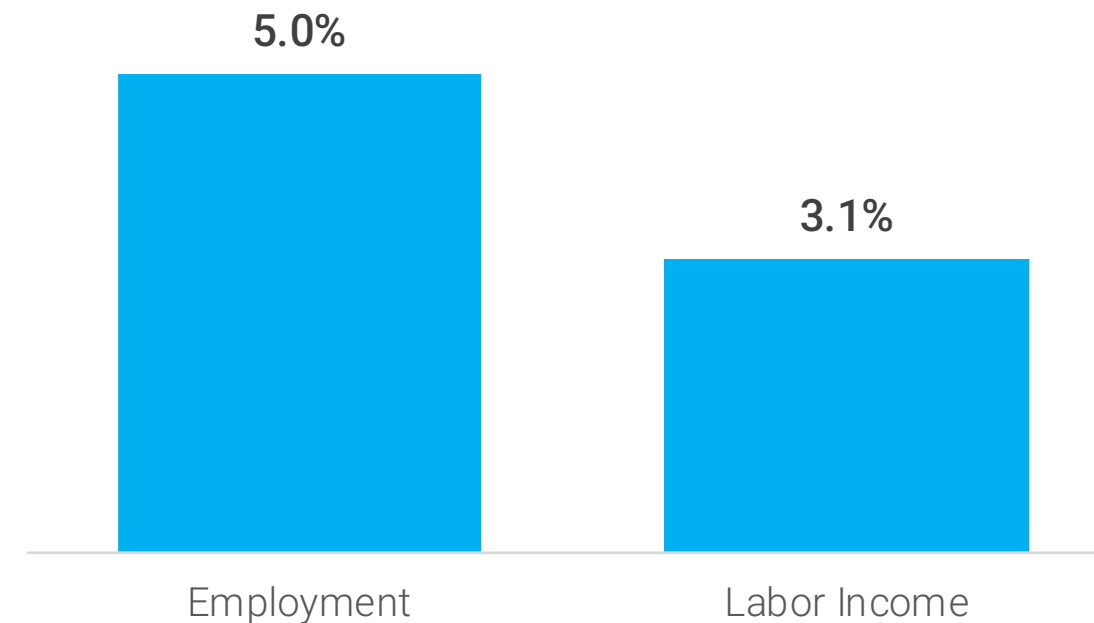
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

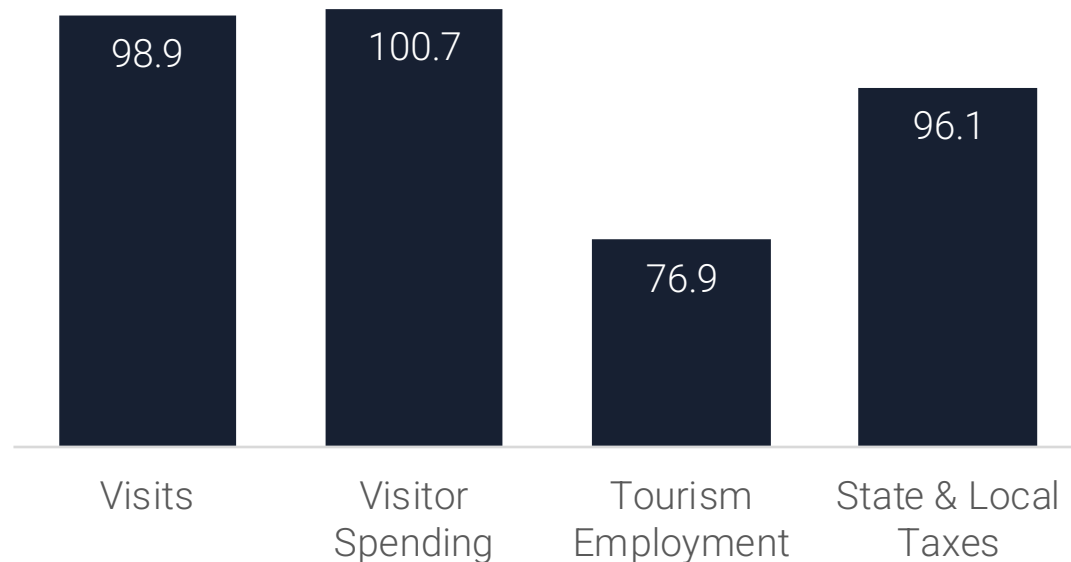


PRINCE GEORGE'S COUNTY HIGHLIGHTS

Visitor spending fully recovered to pre-pandemic levels in Prince George's County for the first time in 2023.

Prince George's County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Prince George's County rebounded to 99% of 2019 levels.

Prince George's County visitor volume

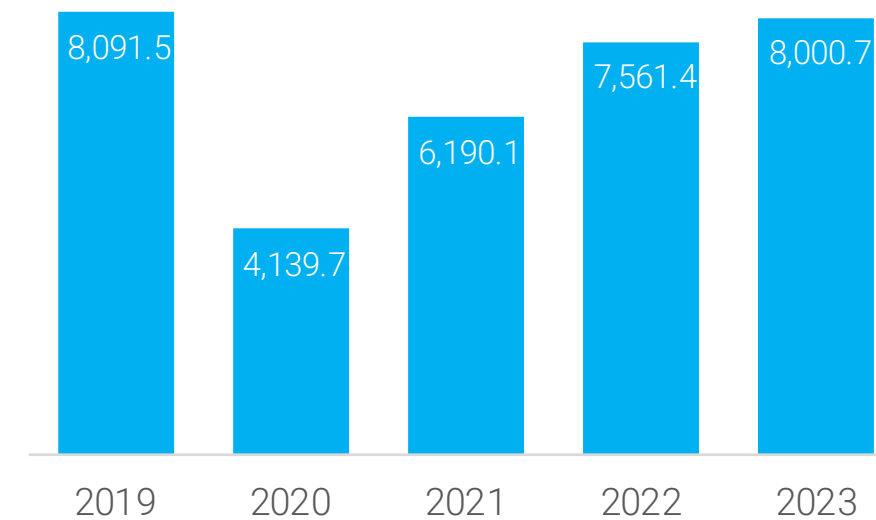
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	8,091.5	4,139.7	6,190.1	7,561.4	8,000.7	5.8%	98.9%
Day	4,106.8	2,232.3	3,505.1	4,610.2	4,929.3	6.9%	120.0%
Overnight	3,984.8	1,907.4	2,685.0	2,951.2	3,071.3	4.1%	77.1%

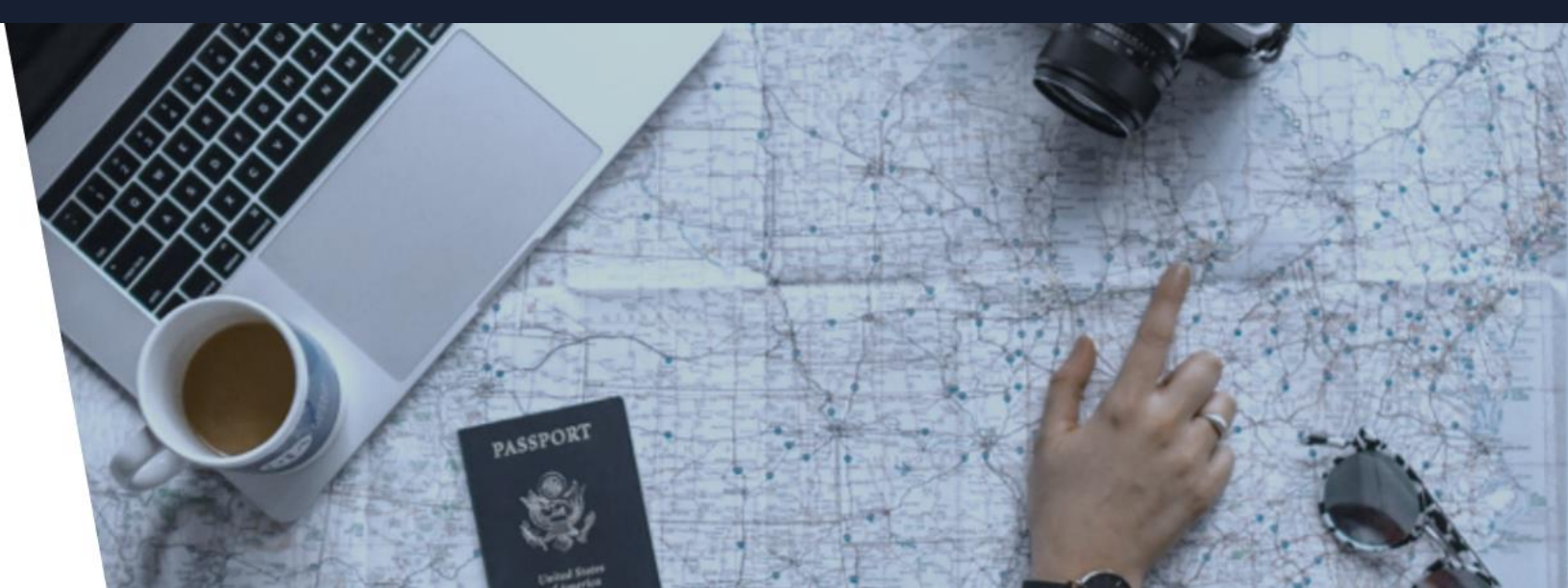
Source: D. K. Shifflet, Tourism Economics

Prince George's County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



PRINCE GEORGE'S COUNTY VISITOR SPENDING

Visitor spending grew 11% in Prince George's County in 2023.

Prince George's County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$3,021.6	\$1,537.9	\$2,181.7	\$2,745.5	\$3,042.6	10.8%	100.7%
Lodging*	\$591.1	\$233.1	\$358.9	\$540.3	\$588.3	8.9%	99.5%
Food & beverage	\$844.4	\$434.8	\$584.1	\$745.7	\$855.6	14.7%	101.3%
Retail	\$453.7	\$255.9	\$329.3	\$361.1	\$399.7	10.7%	88.1%
Recreation	\$386.6	\$162.1	\$235.7	\$270.2	\$316.6	17.2%	81.9%
Transportation**	\$745.9	\$452.0	\$673.7	\$828.2	\$882.4	6.5%	118.3%

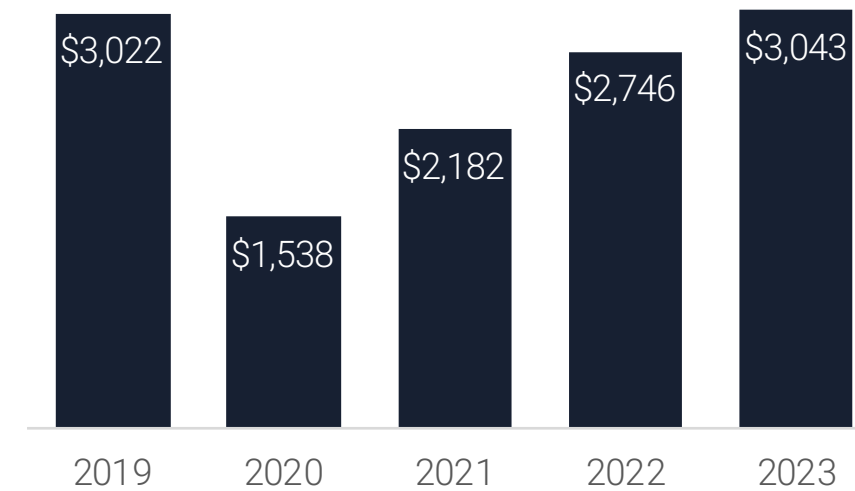
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Prince George's County visitor spending

Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

PRINCE GEORGE'S COUNTY ECONOMIC IMPACTS

More than 30,000 visitor-supported jobs represented 9.6% of all jobs in Prince George's County.

Visitor impacts in Prince George's County

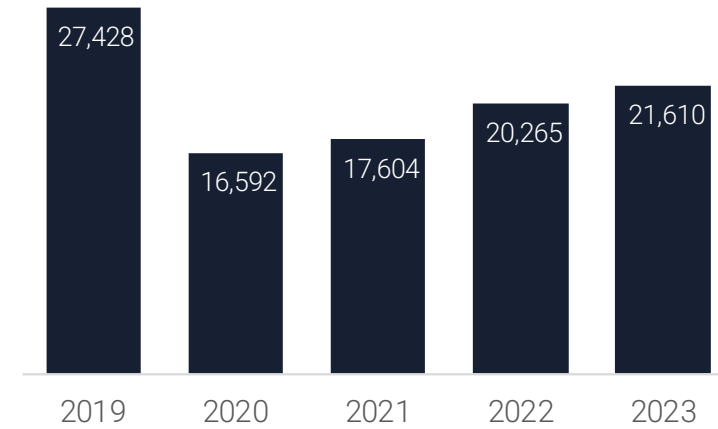
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	27,428	16,592	17,604	20,265	21,610	6.6%	78.8%
Total	39,928	25,896	26,637	30,006	30,710	2.3%	76.9%
Share of State	17.6%	15.6%	15.3%	16.0%	16.1%		
Labor Income							
Direct	\$1,058.2	\$659.5	\$751.1	\$902.1	\$993.7	10.1%	93.9%
Total	\$1,851.0	\$1,244.7	\$1,349.4	\$1,564.4	\$1,673.1	7.0%	90.4%
Share of State	17.4%	15.4%	15.5%	16.2%	16.5%		
Tax revenues							
Federal	\$386.1	\$227.8	\$261.9	\$312.7	\$332.1	6.2%	86.0%
State & Local	\$378.2	\$208.1	\$251.0	\$347.4	\$363.6	4.7%	96.1%
Hotel	\$34.6	\$12.1	\$18.7	\$32.9	\$35.0	6.4%	101.0%
Total	\$799.0	\$448.0	\$531.5	\$693.0	\$730.7	5.4%	91.5%

Source: Tourism Economics

Prince George's County direct employment timeline

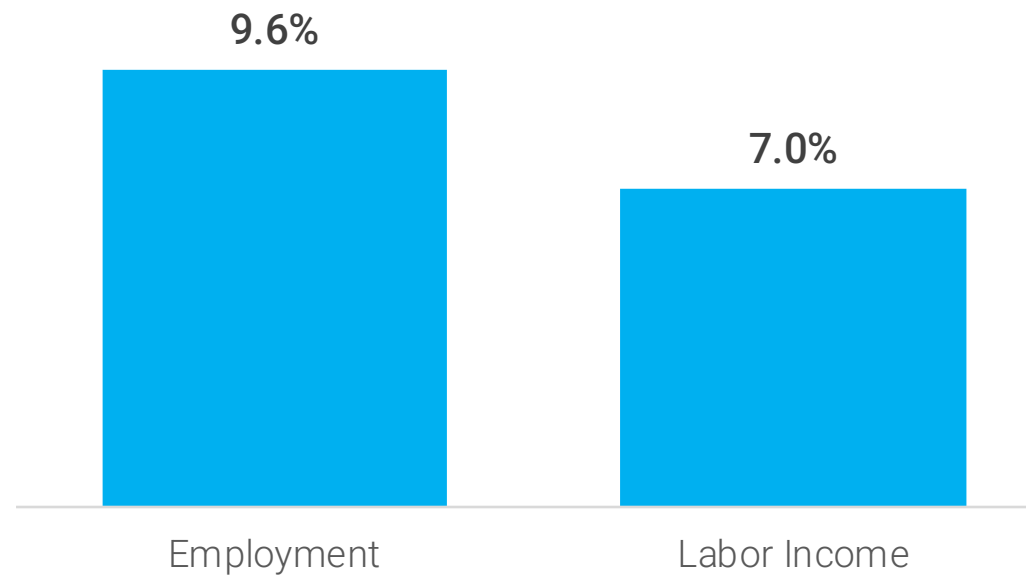
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

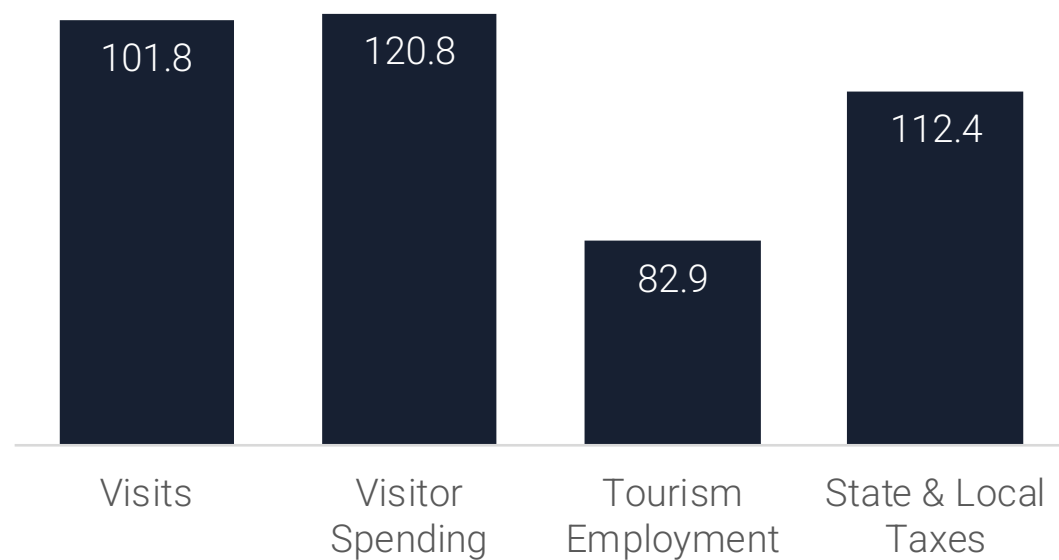


QUEEN ANNE'S COUNTY HIGHLIGHTS

With visitor volumes fully recovered in 2023, all key economic indicators in Queen Anne's County have reached and surpassed 2019 levels, with the exception of tourism-supported employment.

Queen Anne's County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume surpassed pre-pandemic levels in Queen Anne's County for the first time in 2023.

Queen Anne's County visitor volume

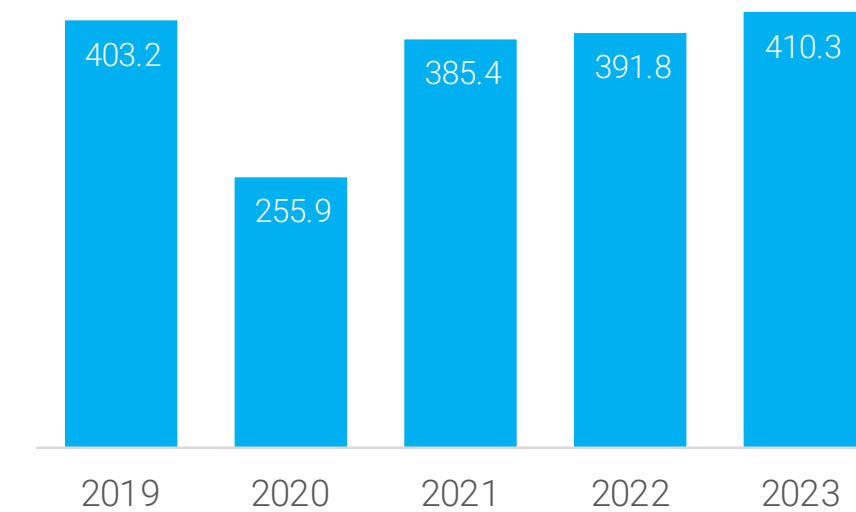
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	403.2	255.9	385.4	391.8	410.3	4.7%	101.8%
Day	221.2	147.3	227.7	233.4	244.6	4.8%	110.6%
Overnight	182.0	108.5	157.7	158.4	165.7	4.6%	91.0%

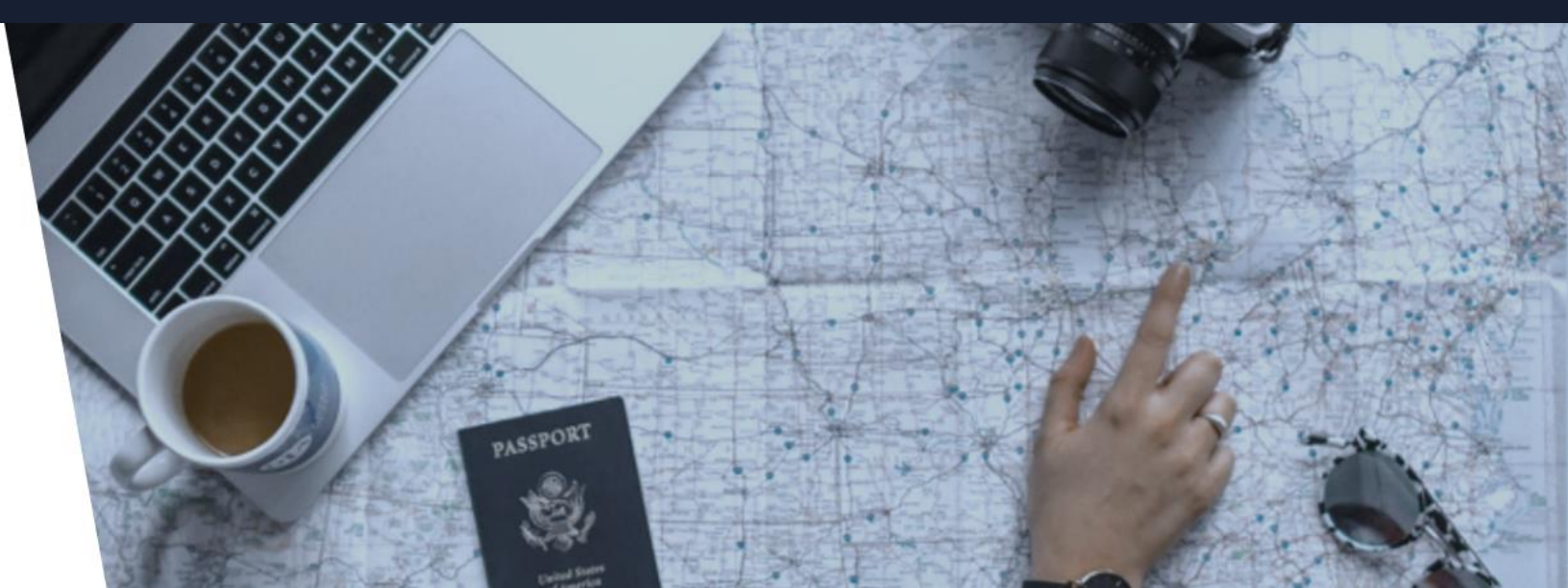
Source: D. K. Shifflet, Tourism Economics

Queen Anne's County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



QUEEN ANNE'S COUNTY VISITOR SPENDING

Visitor spending grew 6% in Queen Anne's County in 2023.

Queen Anne's County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$147.4	\$103.6	\$156.3	\$167.5	\$178.0	6.3%	120.8%
Lodging*	\$43.9	\$28.1	\$37.6	\$41.8	\$45.2	8.1%	103.0%
Food & beverage	\$30.3	\$25.5	\$35.6	\$37.4	\$41.6	11.1%	137.0%
Retail	\$20.0	\$16.8	\$23.2	\$24.5	\$25.4	3.6%	126.7%
Recreation	\$17.6	\$11.4	\$17.5	\$19.1	\$19.9	4.3%	113.3%
Transportation**	\$35.6	\$21.8	\$42.4	\$44.7	\$46.0	2.9%	129.2%

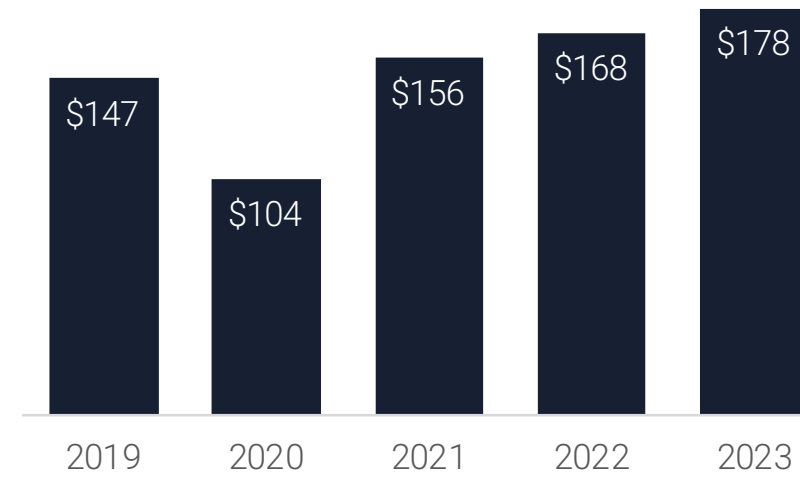
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Queen Anne's County visitor spending

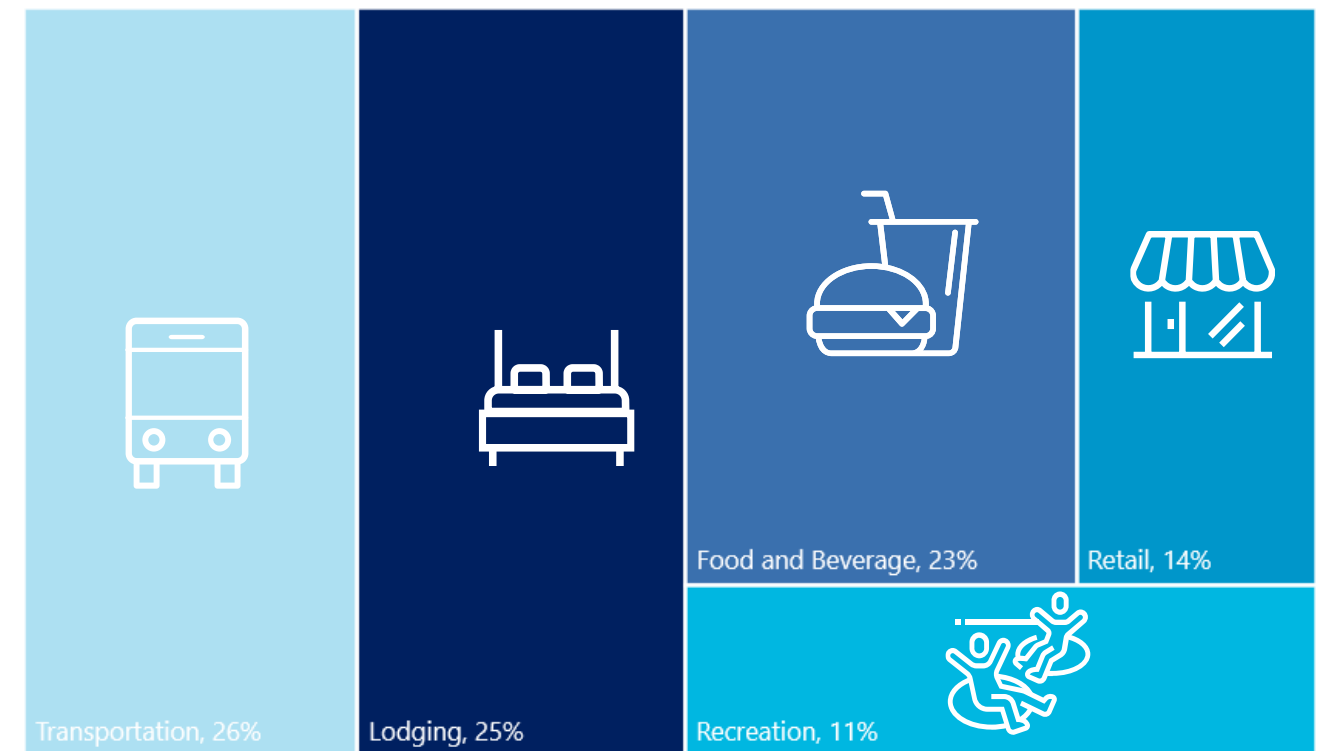
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

QUEEN ANNE'S COUNTY ECONOMIC IMPACTS

More than 1,550 visitor-supported jobs represent 10% of all jobs in Queen Anne's County.

Visitor impacts in Queen Anne's County

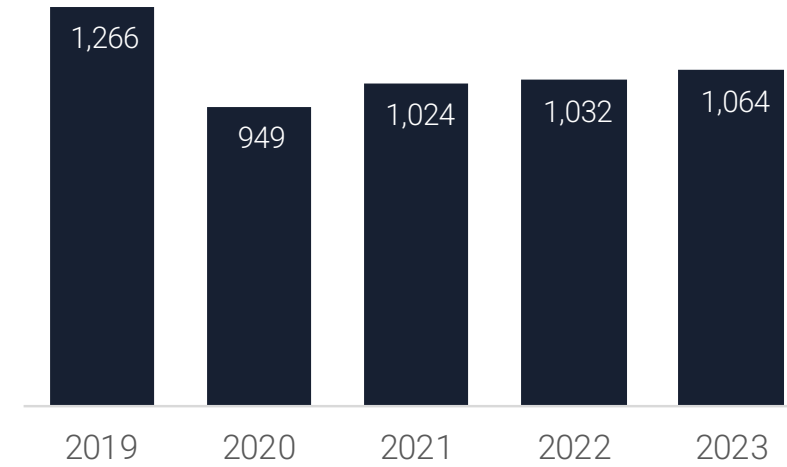
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	1,266	949	1,024	1,032	1,064	3.1%	84.1%
Total	1,878	1,469	1,533	1,539	1,558	1.2%	82.9%
Share of State	0.8%	0.9%	0.9%	0.8%	0.8%		
Labor Income							
Direct	\$44.7	\$33.1	\$36.8	\$37.9	\$41.1	8.4%	91.8%
Total	\$81.4	\$63.5	\$67.4	\$68.7	\$71.0	3.4%	87.2%
Share of State	0.8%	0.8%	0.8%	0.7%	0.7%		
Tax revenues							
Federal	\$17.3	\$12.1	\$13.9	\$14.5	\$15.0	3.6%	86.8%
State & Local	\$17.2	\$13.1	\$16.5	\$18.9	\$19.3	2.3%	112.4%
Hotel	\$0.7	\$0.4	\$0.8	\$0.9	\$1.0	11.6%	148.6%
Total	\$35.1	\$25.6	\$31.1	\$34.3	\$35.3	3.1%	100.5%

Source: Tourism Economics

Queen Anne's County direct employment timeline

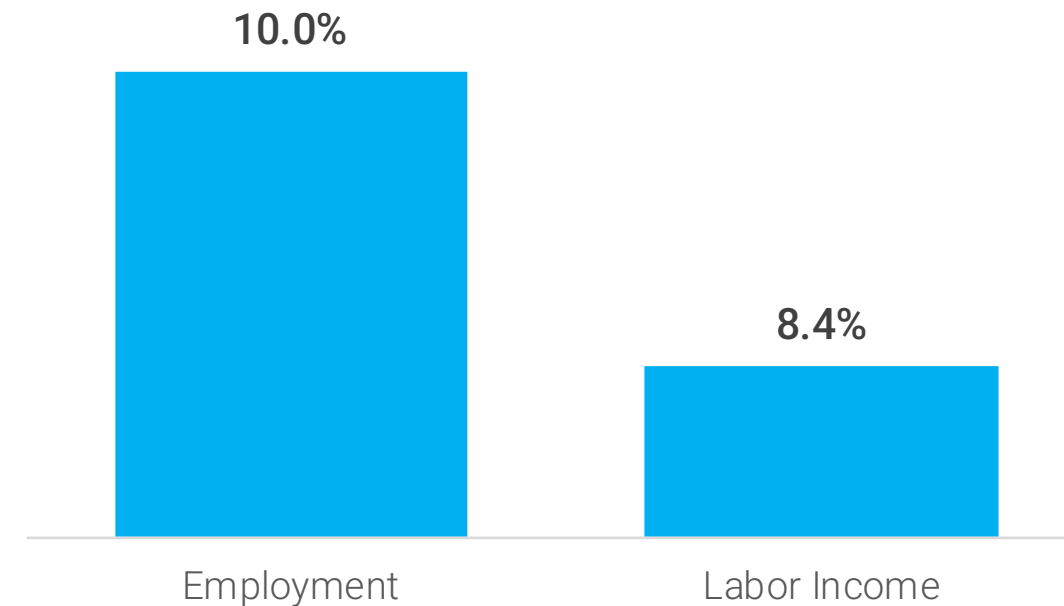
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

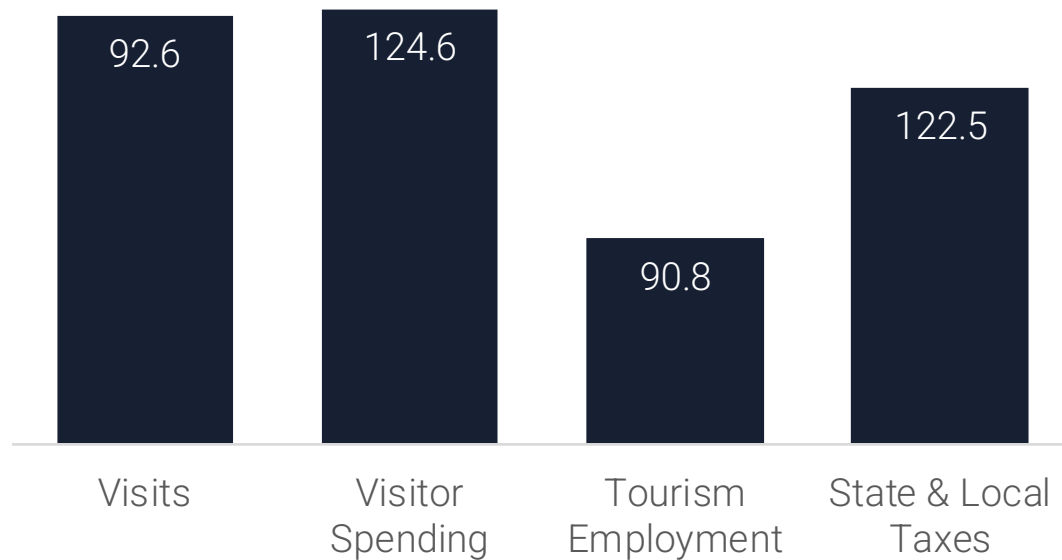


ST. MARY'S COUNTY HIGHLIGHTS

Visitor spending approached 125% of pre-pandemic levels in 2023, while other key indicators exhibited similar modest growth.

St. Mary's County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in St. Mary's County recovered to 93% of 2019 levels.

St. Mary's County visitor volume

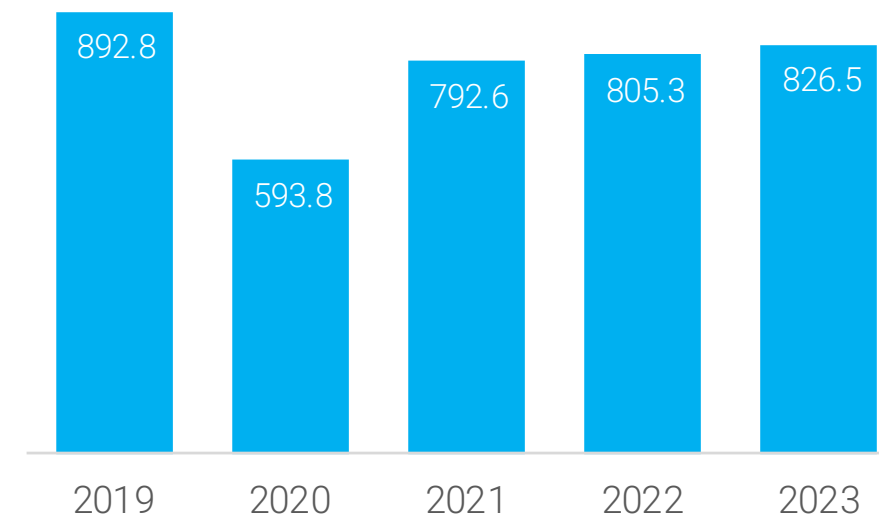
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	to 2019
Total visitors	892.8	593.8	792.6	805.3	826.5	2.6%	92.6%
Day	449.4	315.1	435.1	445.9	464.6	4.2%	103.4%
Overnight	443.4	278.6	357.5	359.4	361.9	0.7%	81.6%

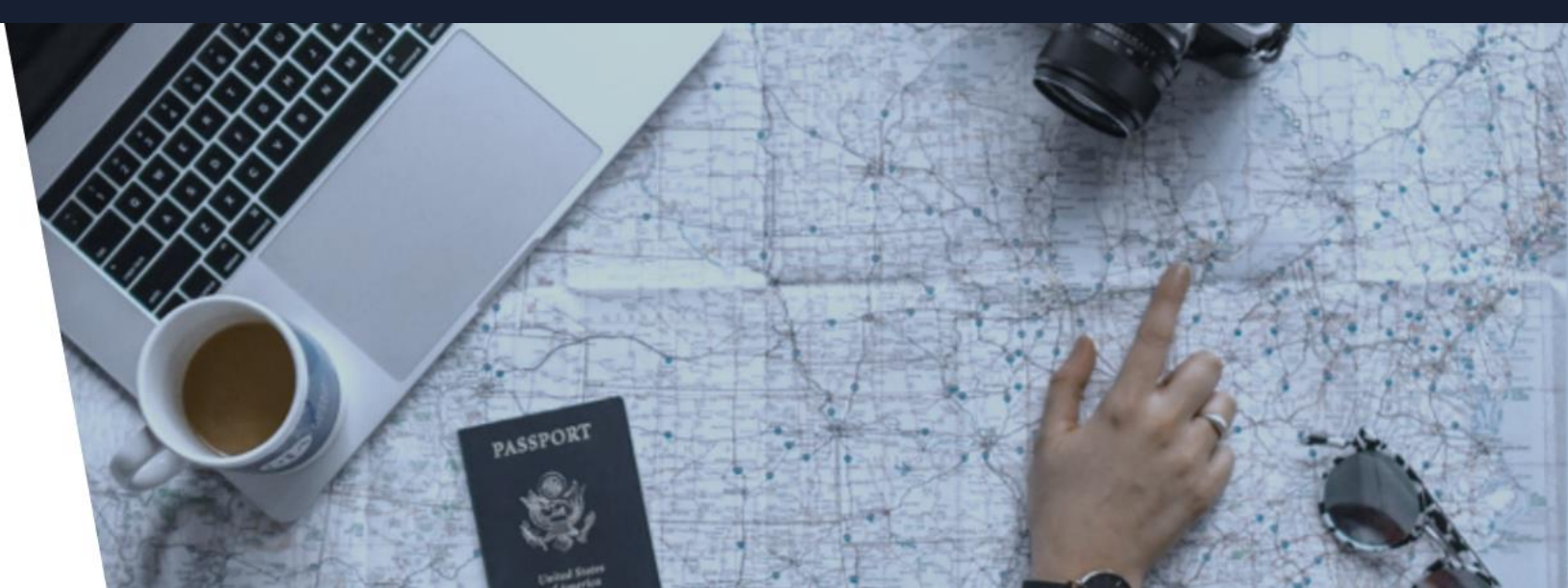
Source: D. K. Shifflet, Tourism Economics

St. Mary's County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



ST. MARY'S COUNTY VISITOR SPENDING

Visitor spending grew 9% in St. Mary's County in 2023 with all categories exceeding pre-pandemic levels by 15% or more.

St. Mary's County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$177.7	\$145.9	\$195.0	\$204.2	\$221.4	8.5%	124.6%
Lodging*	\$53.5	\$41.6	\$52.8	\$56.0	\$61.5	9.8%	115.0%
Food & beverage	\$47.4	\$42.8	\$53.6	\$55.1	\$60.0	9.0%	126.8%
Retail	\$23.6	\$22.9	\$27.8	\$28.7	\$30.8	7.6%	130.6%
Recreation	\$17.8	\$15.6	\$20.8	\$22.8	\$25.5	12.0%	142.8%
Transportation**	\$35.4	\$23.0	\$39.9	\$41.7	\$43.6	4.6%	123.1%

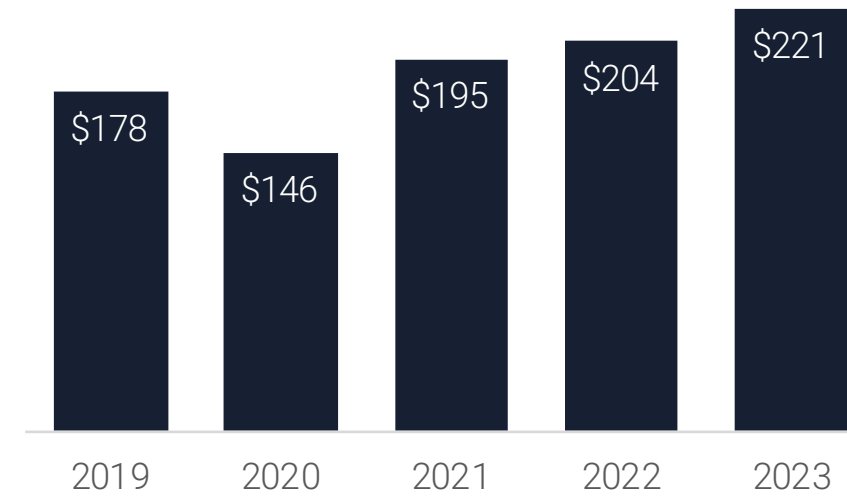
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

St. Mary's County visitor spending

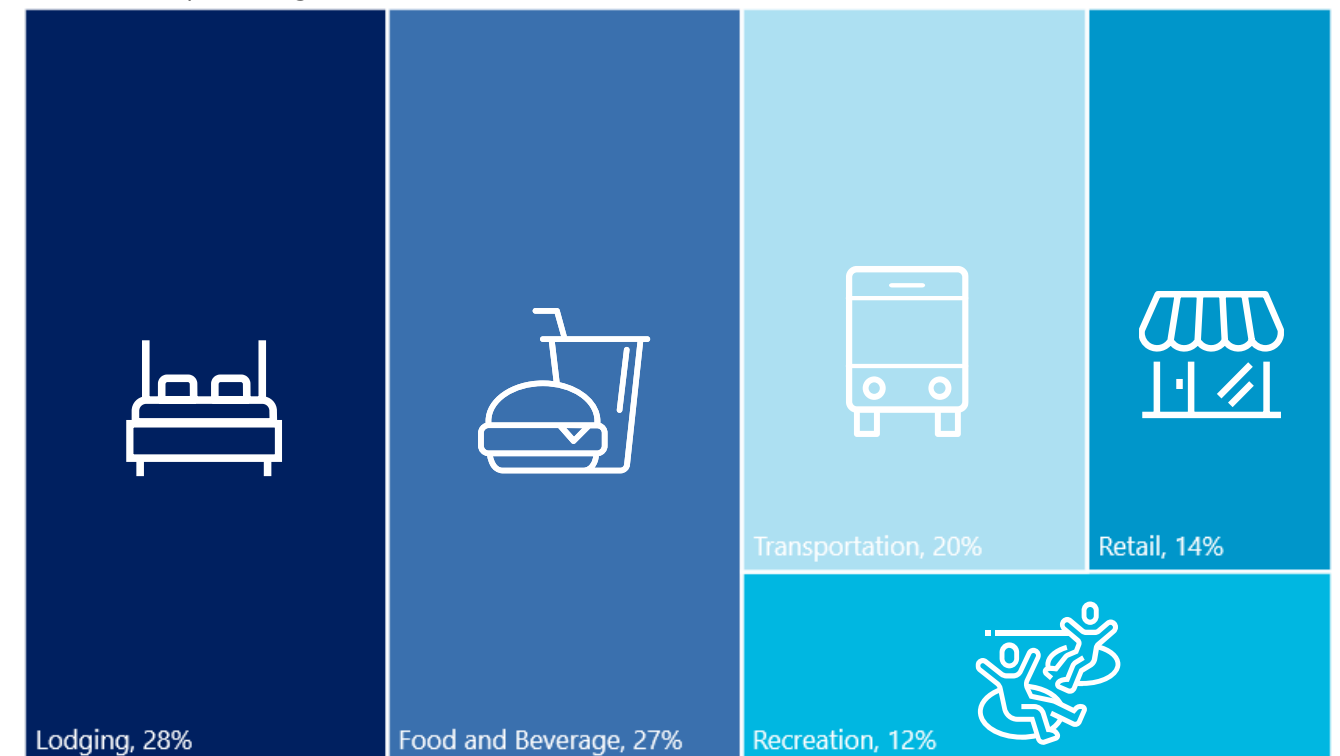
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

ST. MARY'S COUNTY ECONOMIC IMPACTS

Nearly 2,200 visitor-supported jobs represented 4.6% of all jobs in St. Mary's County.

Visitor impacts in St. Mary's County

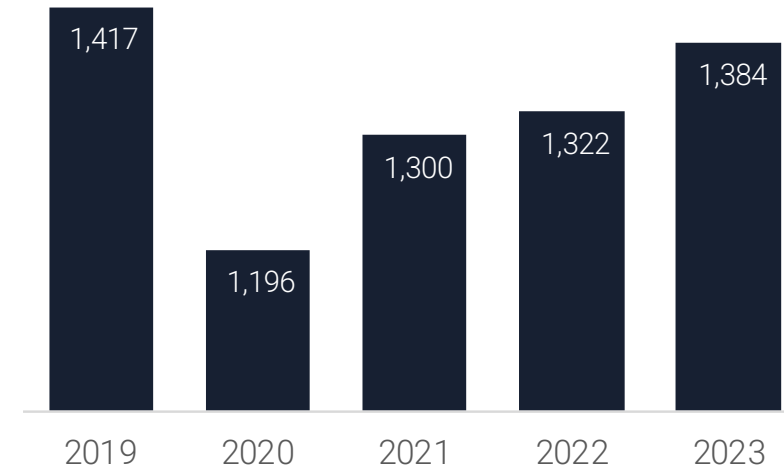
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	1,417	1,196	1,300	1,322	1,384	4.7%	97.7%
Total	2,429	2,074	2,178	2,174	2,206	1.4%	90.8%
Share of State	1.1%	1.2%	1.3%	1.2%	1.2%		
Labor Income							
Direct	\$43.3	\$37.0	\$42.4	\$43.5	\$49.2	13.2%	113.8%
Total	\$95.3	\$82.1	\$89.3	\$90.7	\$93.4	3.0%	98.0%
Share of State	0.9%	1.0%	1.0%	0.9%	0.9%		
Tax revenues							
Federal	\$20.3	\$15.9	\$18.2	\$18.8	\$20.1	6.8%	98.9%
State & Local	\$20.8	\$18.2	\$20.7	\$24.7	\$25.5	3.2%	122.5%
Hotel	\$1.0	\$0.7	\$0.9	\$1.1	\$1.2	13.9%	121.9%
Total	\$42.2	\$34.8	\$39.7	\$44.6	\$46.8	4.9%	111.1%

Source: Tourism Economics

St. Mary's County direct employment timeline

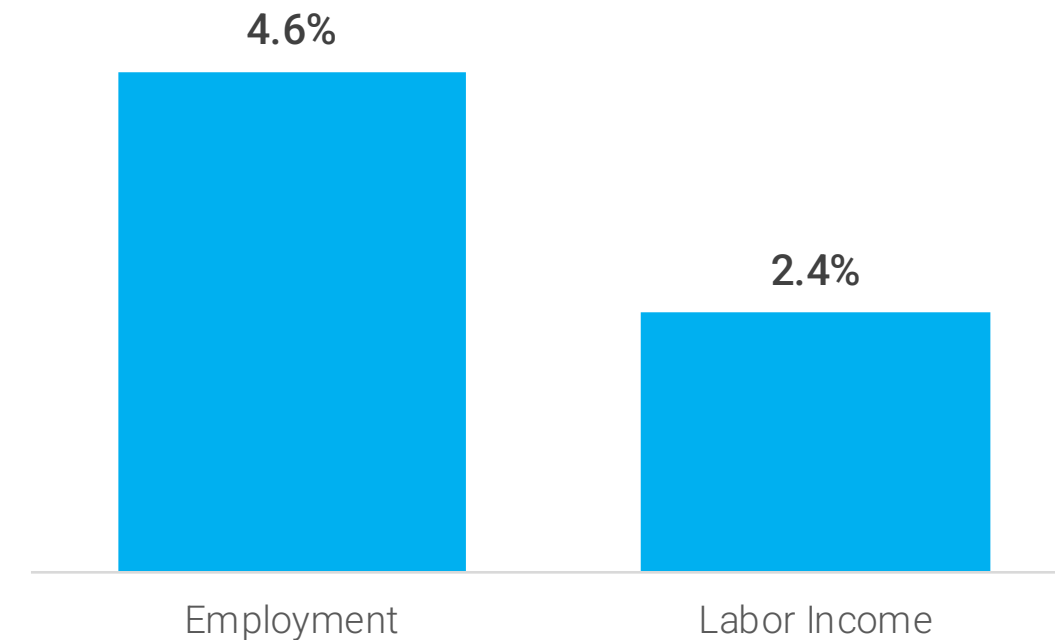
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

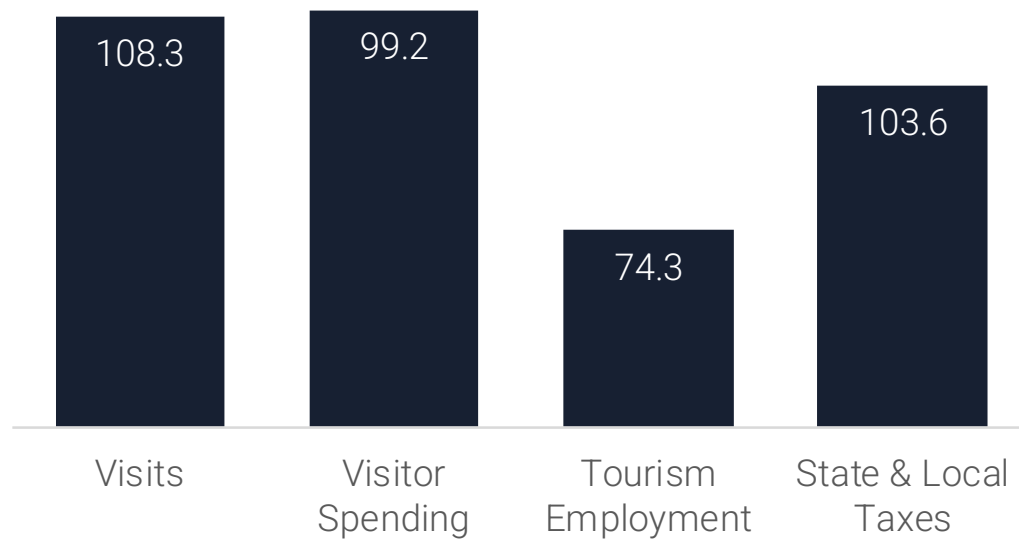


SOMERSET COUNTY HIGHLIGHTS

Despite a year-over-year decrease in 2023, visitor volume, spending, and tax revenues all remained at or above pre-pandemic levels for Somerset County.

Somerset County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Due to a decrease in overnight visitors, visitor volume in 2023 in Somerset County declined 10%.

Somerset County visitor volume

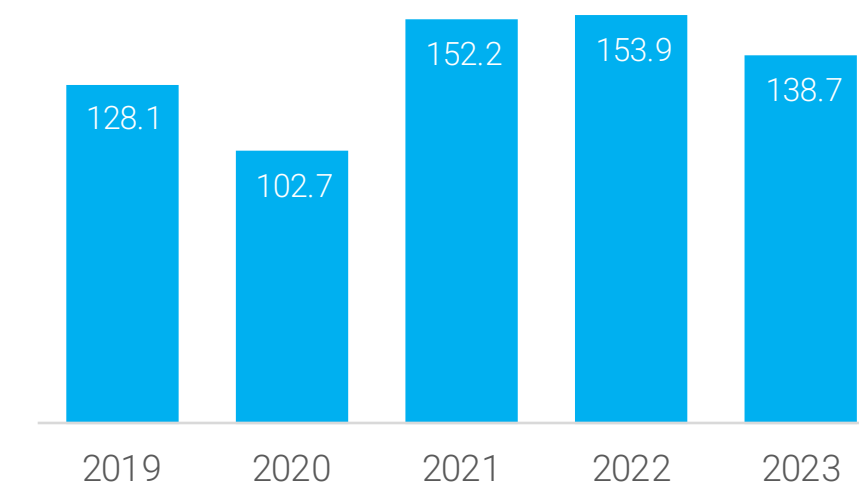
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	128.1	102.7	152.2	153.9	138.7	-9.9%	108.3%
Day	52.7	44.5	65.4	67.4	64.2	-4.7%	121.7%
Overnight	75.3	58.2	86.8	86.5	74.5	-13.9%	98.9%

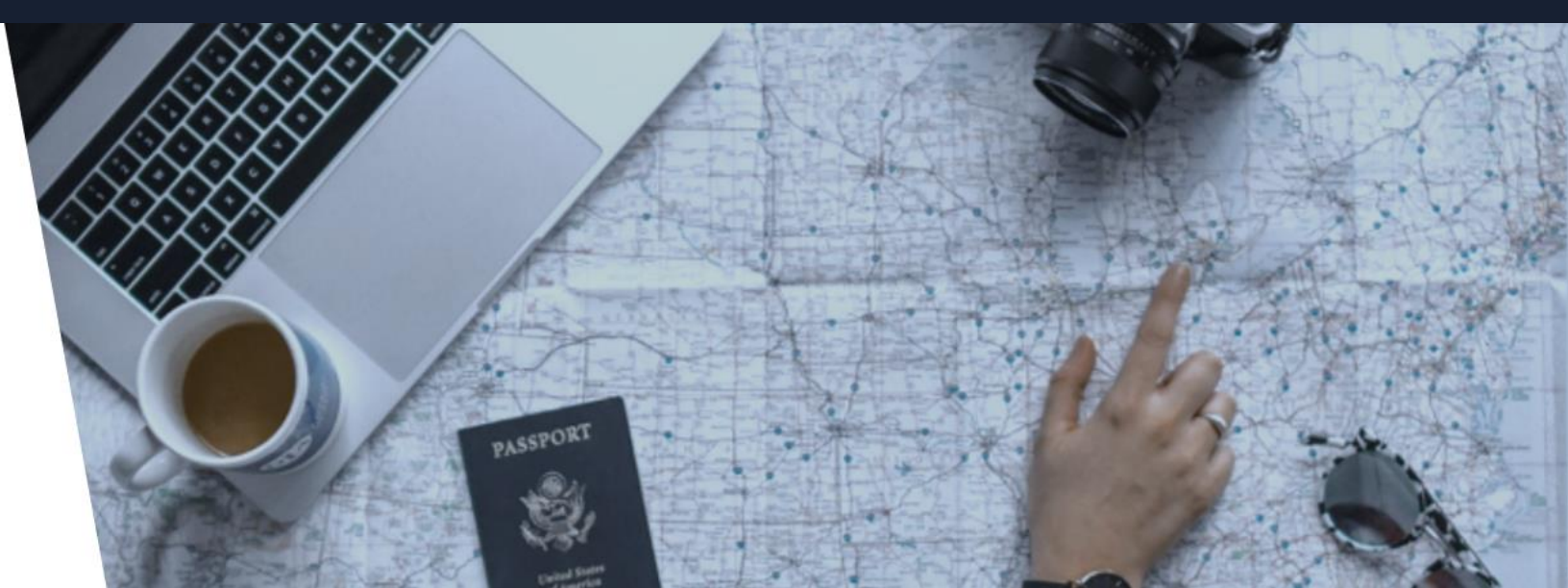
Source: D. K. Shifflet, Tourism Economics

Somerset County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



SOMERSET COUNTY VISITOR SPENDING

Visitor spending declined 7% in Somerset County in 2023.

Somerset County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$28.1	\$21.6	\$28.8	\$29.9	\$27.9	-6.8%	99.2%
Lodging*	\$14.2	\$11.0	\$13.3	\$13.7	\$13.8	1.0%	97.0%
Food & beverage	\$3.9	\$2.9	\$3.8	\$3.9	\$3.7	-6.0%	93.4%
Retail	\$1.8	\$1.8	\$2.5	\$2.5	\$2.4	-5.8%	127.5%
Recreation	\$1.7	\$1.3	\$1.7	\$1.9	\$1.7	-10.5%	94.8%
Transportation**	\$6.3	\$4.6	\$7.6	\$7.9	\$6.3	-20.1%	100.6%

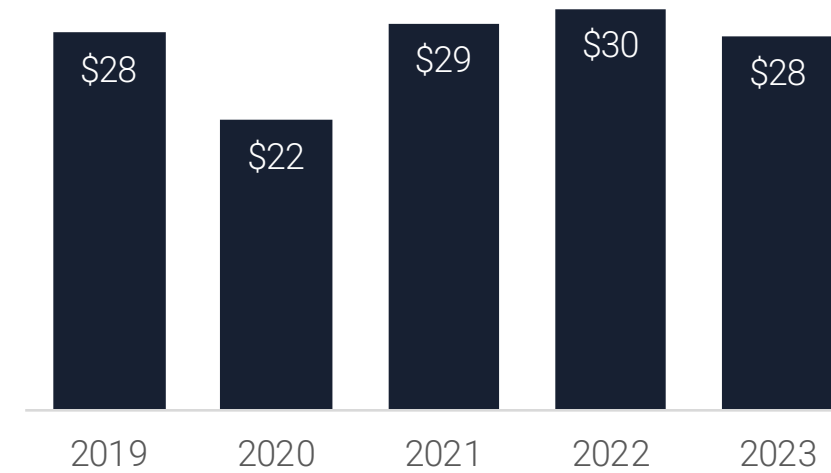
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Somerset County visitor spending

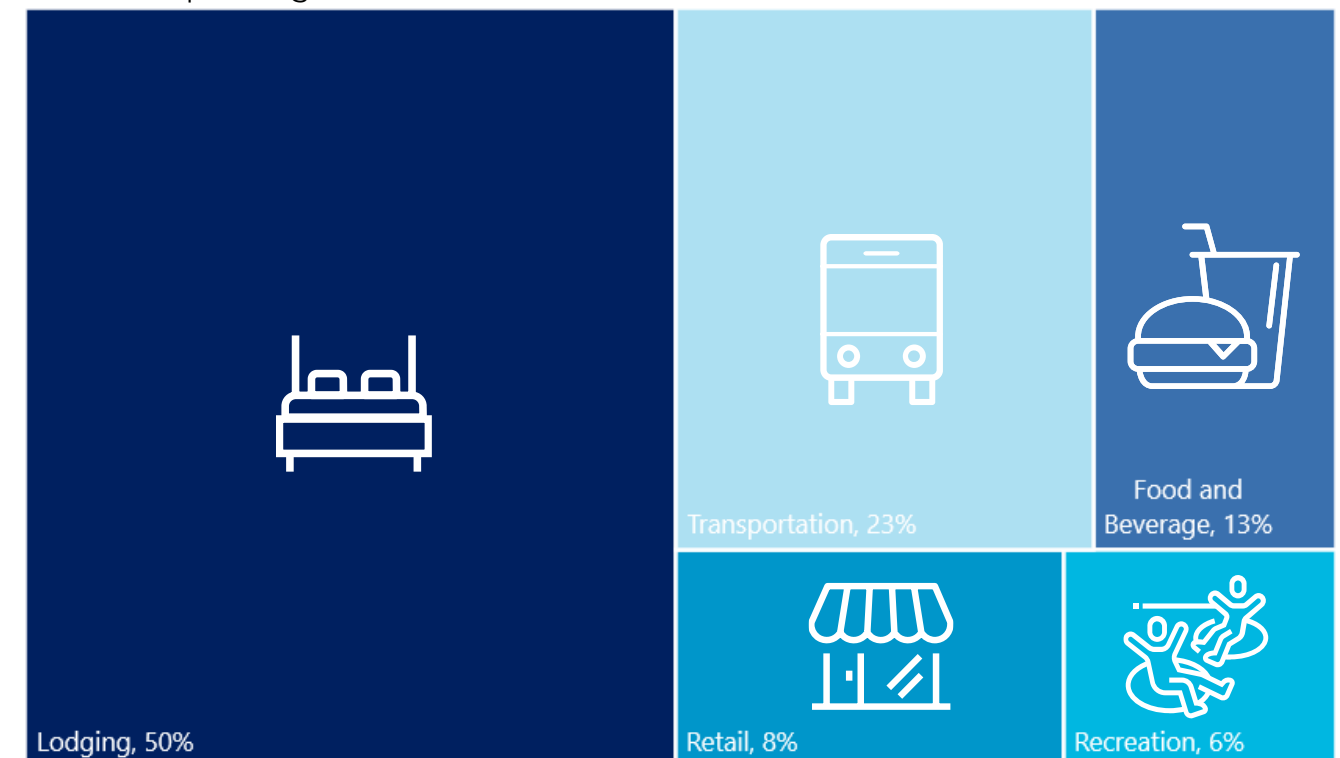
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

SOMERSET COUNTY ECONOMIC IMPACTS

Nearly 300 visitor-supported jobs represented 4% of all jobs in Somerset County.

Visitor impacts in Somerset County

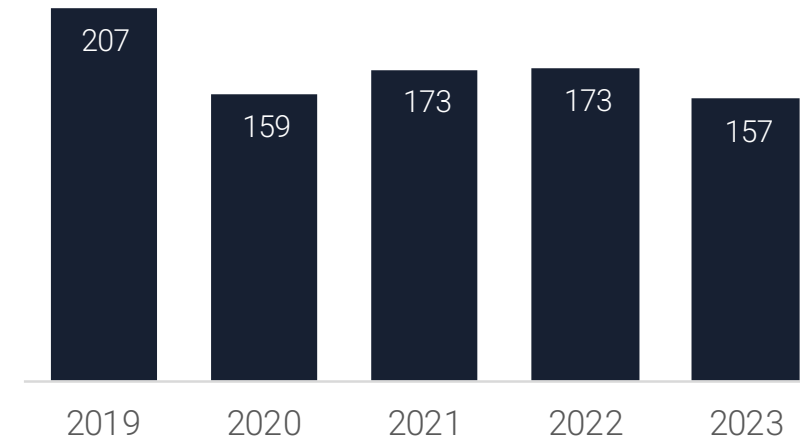
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	207	159	173	173	157	-9.7%	75.8%
Total	396	310	326	325	294	-9.6%	74.3%
Share of State	0.2%	0.2%	0.2%	0.2%	0.2%		
Labor Income							
Direct	\$6.4	\$5.5	\$6.2	\$6.2	\$6.0	-3.6%	93.0%
Total	\$17.0	\$14.3	\$15.4	\$15.5	\$15.5	-0.2%	91.0%
Share of State	0.2%	0.2%	0.2%	0.2%	0.2%		
Tax revenues							
Federal	\$3.6	\$2.7	\$3.0	\$3.1	\$2.9	-8.5%	80.8%
State & Local	\$3.3	\$2.7	\$3.1	\$3.8	\$3.4	-10.5%	103.6%
Hotel	\$0.1	\$0.1	\$0.1	\$0.1	\$0.1	-12.7%	94.6%
Total	\$6.9	\$5.5	\$6.2	\$7.0	\$6.4	-9.7%	91.8%

Source: Tourism Economics

Somerset County direct employment timeline

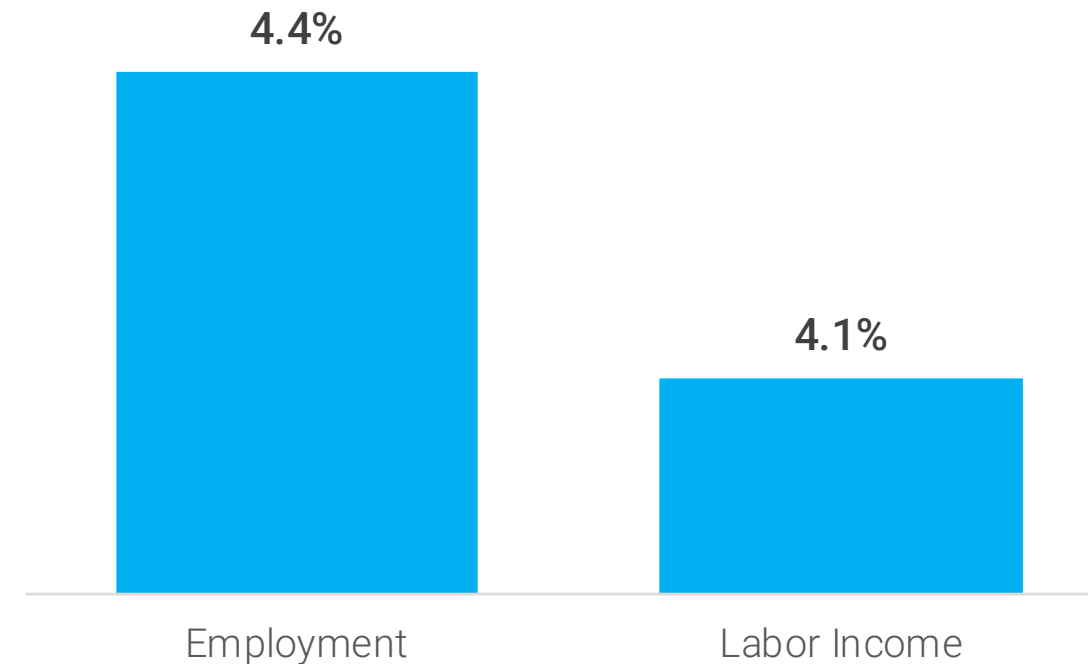
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

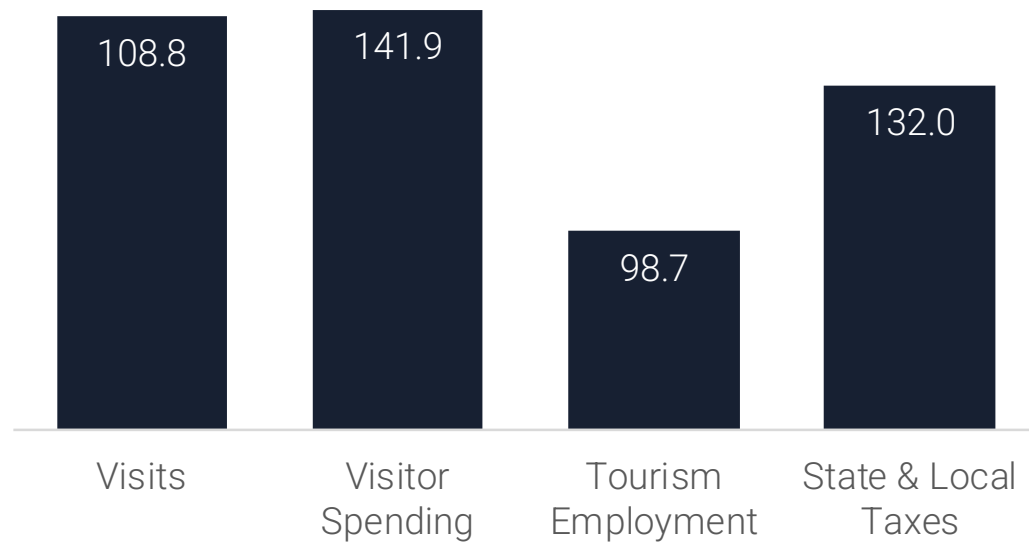


TALBOT COUNTY HIGHLIGHTS

Despite a decrease in 2023, all key indicators for Talbot County's visitor economy remained at or above pre-pandemic levels.

Talbot County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Talbot County decreased 2% but remained 9% above 2019 levels.

Talbot County visitor volume

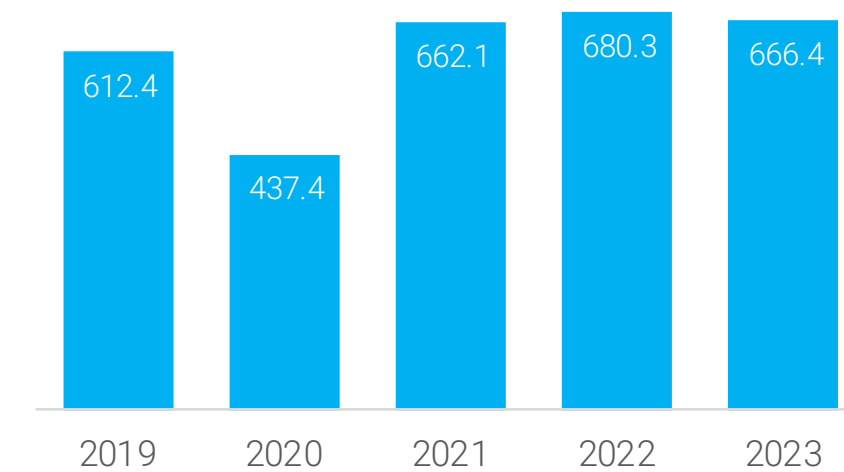
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	612.4	437.4	662.1	680.3	666.4	-2.0%	108.8%
Day	371.6	261.5	406.1	416.4	412.1	-1.0%	110.9%
Overnight	240.8	175.9	256.0	263.9	254.3	-3.6%	105.6%

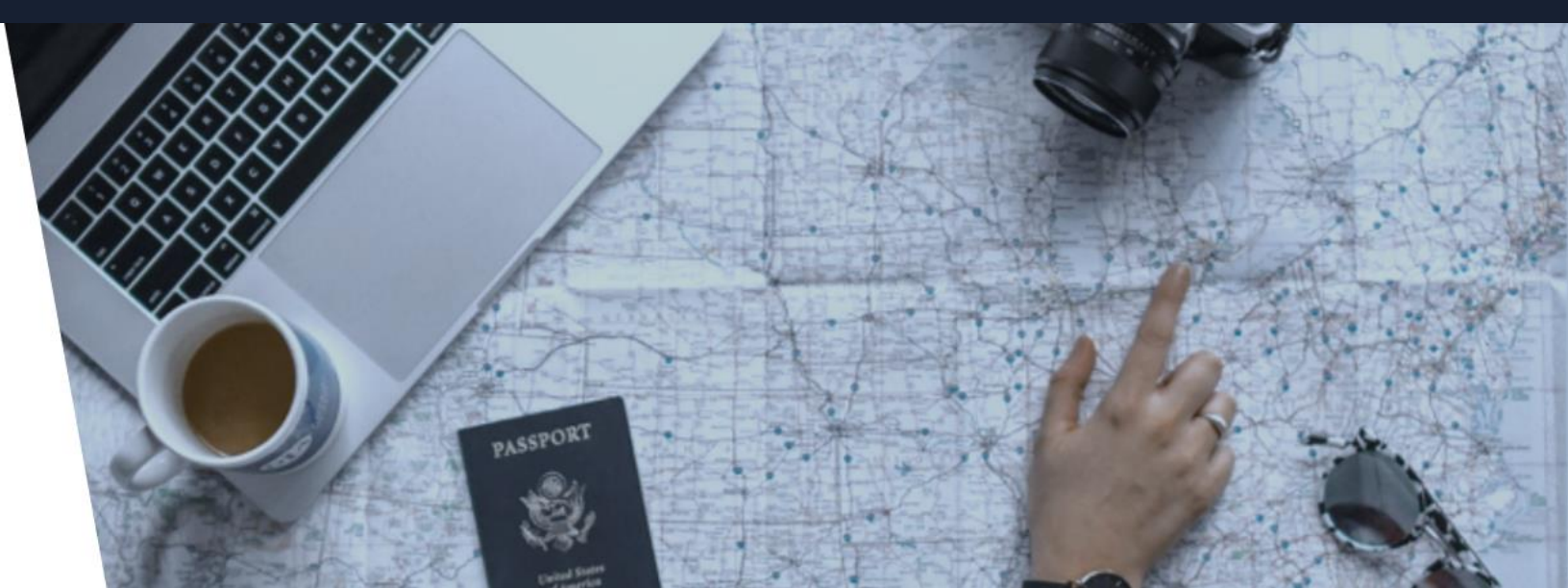
Source: D. K. Shifflet, Tourism Economics

Talbot County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



TALBOT COUNTY VISITOR SPENDING

Visitor spending decreased 2% in Talbot County in 2023.

Talbot County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$223.6	\$191.7	\$302.8	\$325.0	\$317.4	-2.4%	141.9%
Lodging*	\$68.4	\$53.7	\$78.8	\$83.7	\$82.0	-2.0%	119.8%
Food & beverage	\$50.7	\$48.8	\$72.6	\$76.2	\$74.0	-2.9%	145.9%
Retail	\$27.3	\$27.1	\$39.3	\$41.9	\$39.7	-5.2%	145.5%
Recreation	\$28.7	\$22.0	\$34.7	\$36.7	\$35.8	-2.5%	124.7%
Transportation**	\$48.5	\$40.0	\$77.4	\$86.5	\$85.8	-0.8%	177.1%

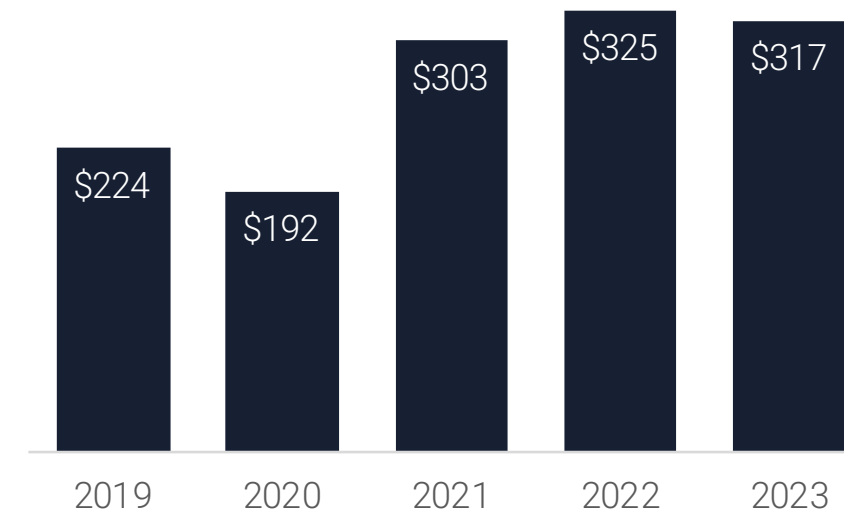
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Talbot County visitor spending

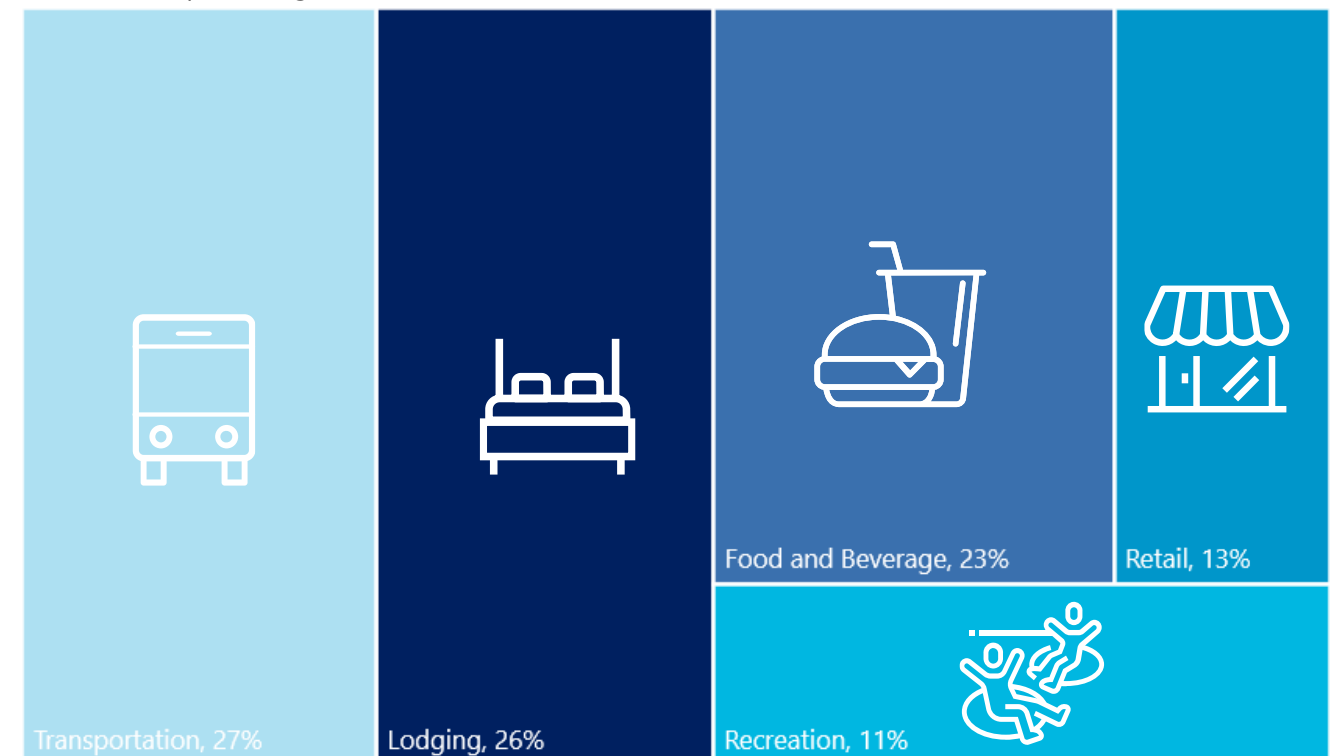
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

TALBOT COUNTY ECONOMIC IMPACTS

Nearly 2,800 visitor-supported jobs represent 15% of all jobs in Talbot County with jobs very close to pre-pandemic levels.

Visitor impacts in Talbot County

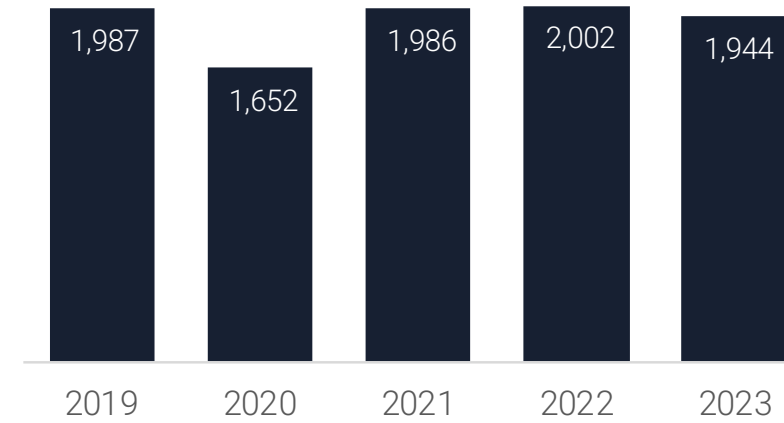
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	1,987	1,652	1,986	2,002	1,944	-2.9%	97.8%
Total	2,775	2,397	2,766	2,762	2,739	-0.8%	98.7%
Share of State	1.2%	1.4%	1.6%	1.5%	1.4%		
Labor Income							
Direct	\$68.9	\$63.0	\$79.8	\$81.3	\$82.7	1.7%	120.0%
Total	\$115.4	\$109.5	\$131.1	\$130.9	\$132.4	1.1%	114.7%
Share of State	1.1%	1.4%	1.5%	1.4%	1.3%		
Tax revenues							
Federal	\$24.8	\$21.2	\$26.9	\$27.7	\$26.9	-2.6%	108.8%
State & Local	\$26.2	\$24.2	\$32.4	\$36.5	\$34.6	-5.1%	132.0%
Hotel	\$1.4	\$1.1	\$2.0	\$2.0	\$1.9	-7.3%	131.5%
Total	\$52.4	\$46.5	\$61.2	\$66.1	\$63.4	-4.1%	121.0%

Source: Tourism Economics

Talbot County direct employment timeline

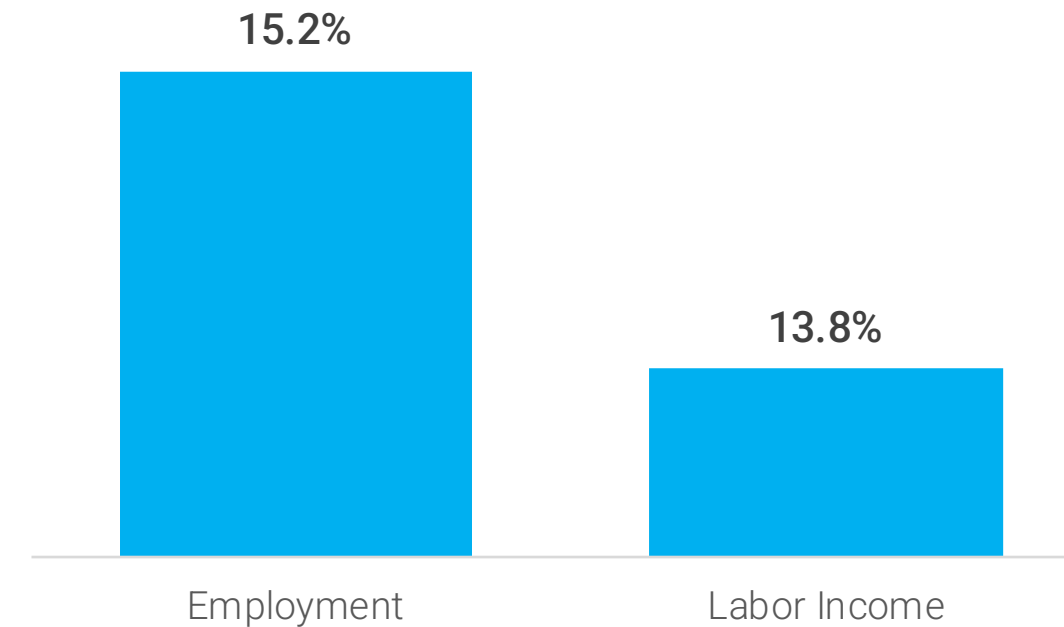
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

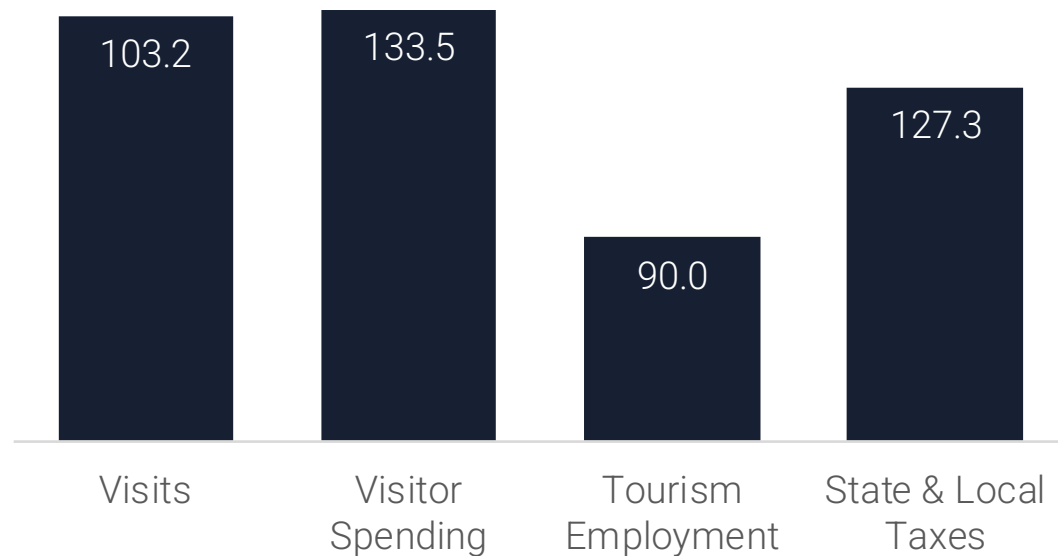


WASHINGTON COUNTY HIGHLIGHTS

Despite a year-over year decrease in visitor volumes, the majority of key indicators remained above pre-pandemic levels in Washington County.

Washington County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Washington County declined 1% due to a decrease in overnight visitation.

Washington County visitor volume

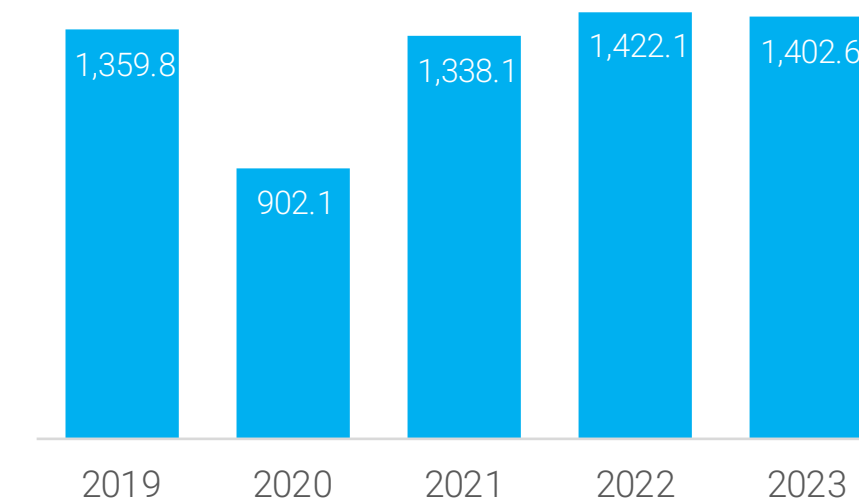
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	1,359.8	902.1	1,338.1	1,422.1	1,402.6	-1.4%	103.2%
Day	723.8	486.8	751.9	796.9	801.2	0.5%	110.7%
Overnight	636.0	415.3	586.3	625.1	601.5	-3.8%	94.6%

Source: D. K. Shifflet, Tourism Economics

Washington County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



WASHINGTON COUNTY VISITOR SPENDING

Visitor spending grew 1% in Washington County in 2023 to reach \$359 million in 2023.

Washington County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$269.2	\$220.2	\$321.4	\$355.5	\$359.3	1.1%	133.5%
Lodging*	\$53.1	\$40.2	\$59.1	\$66.5	\$67.2	1.0%	126.4%
Food & beverage	\$75.1	\$66.5	\$89.6	\$97.3	\$99.0	1.8%	131.8%
Retail	\$56.7	\$47.1	\$58.4	\$63.1	\$62.8	-0.6%	110.7%
Recreation	\$37.7	\$26.5	\$39.8	\$43.9	\$43.7	-0.4%	115.9%
Transportation**	\$46.5	\$39.9	\$74.6	\$84.6	\$86.6	2.3%	186.1%

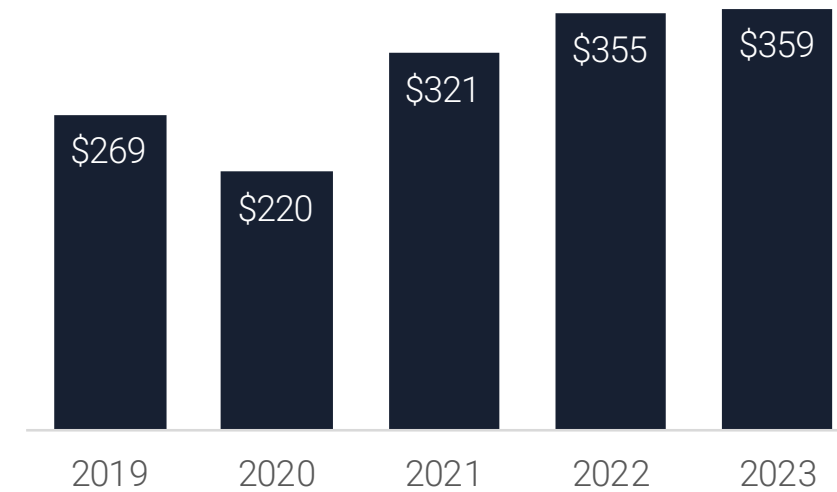
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Washington County visitor spending

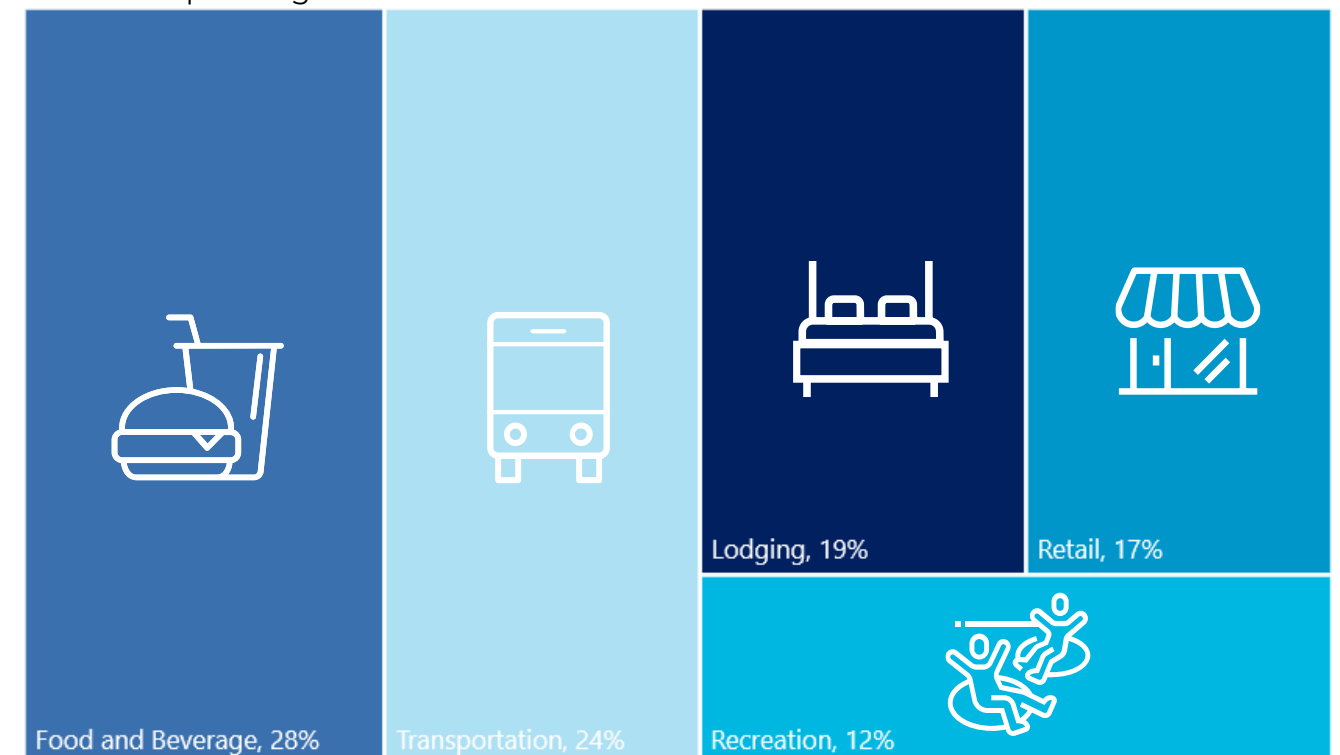
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

WASHINGTON COUNTY ECONOMIC IMPACTS

Nearly 4,800 visitor-supported jobs represent 7.6% of all jobs in Washington County

Visitor impacts in Washington County

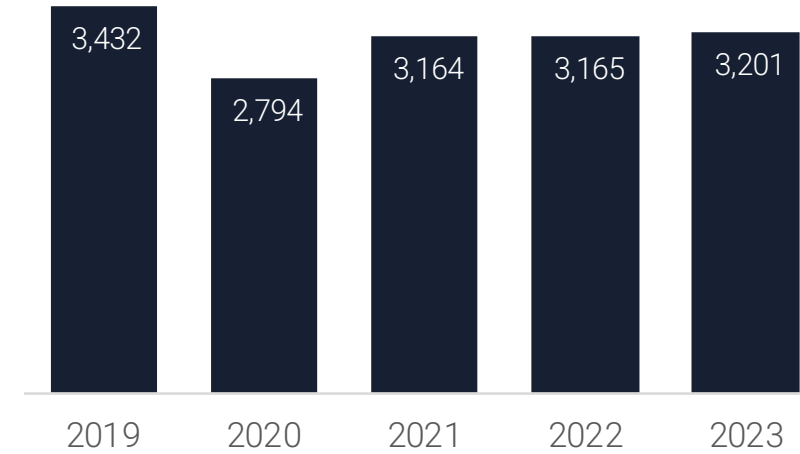
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	3,432	2,794	3,164	3,165	3,201	1.1%	93.2%
Total	5,252	4,399	4,788	4,779	4,728	-1.1%	90.0%
Share of State	2.3%	2.7%	2.8%	2.6%	2.5%		
Labor Income							
Direct	\$94.7	\$86.0	\$100.1	\$105.6	\$108.3	2.6%	114.4%
Total	\$184.9	\$169.6	\$187.0	\$194.7	\$201.3	3.4%	108.9%
Share of State	1.7%	2.1%	2.1%	2.0%	2.0%		
Tax revenues							
Federal	\$37.9	\$31.2	\$36.6	\$39.1	\$39.0	-0.2%	102.9%
State & Local	\$33.5	\$29.3	\$36.3	\$44.1	\$42.6	-3.3%	127.3%
Hotel	\$2.3	\$1.5	\$2.4	\$1.6	\$1.6	-1.8%	68.7%
Total	\$73.7	\$62.1	\$75.3	\$84.8	\$83.3	-1.9%	112.9%

Source: Tourism Economics

Washington County direct employment timeline

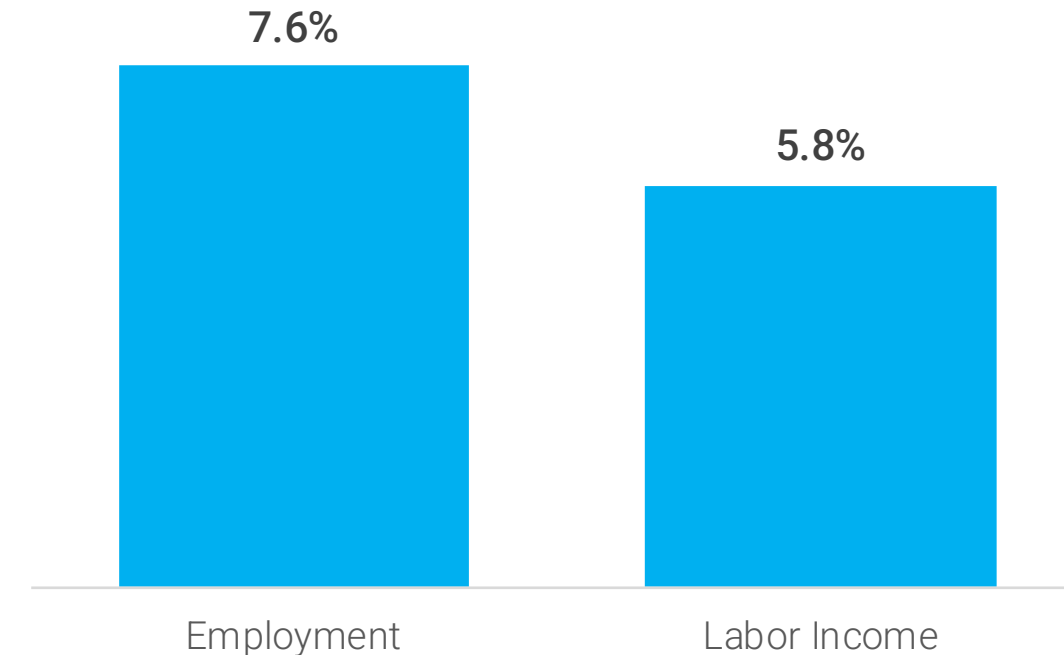
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

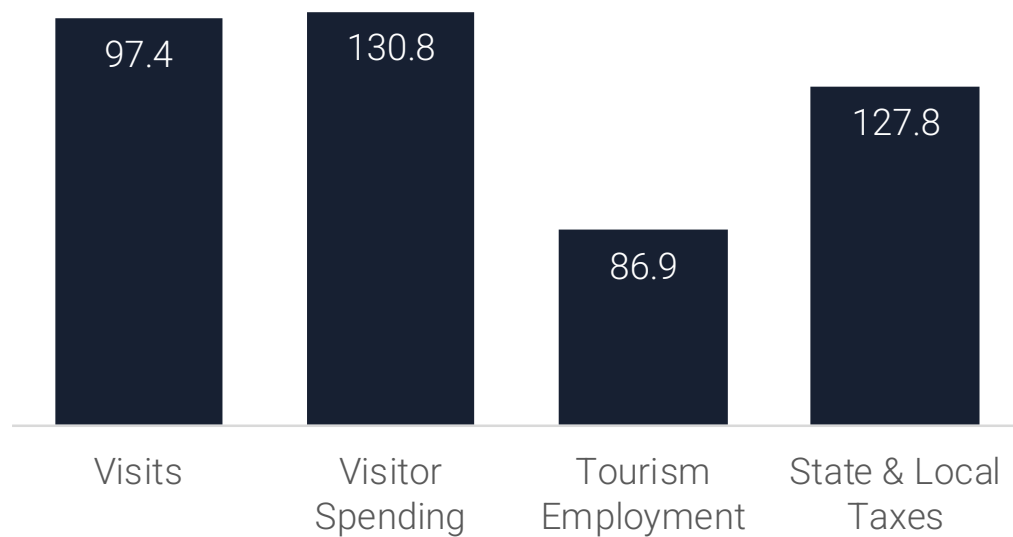


WICOMICO COUNTY HIGHLIGHTS

Due to strong growth in visitor volume and visitor spending in 2023, key indicators either grew towards 2019 levels, or surpassed pre-pandemic levels significantly.

Wicomico County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Wicomico County has recovered to 97% of 2019 levels.

Wicomico County visitor volume

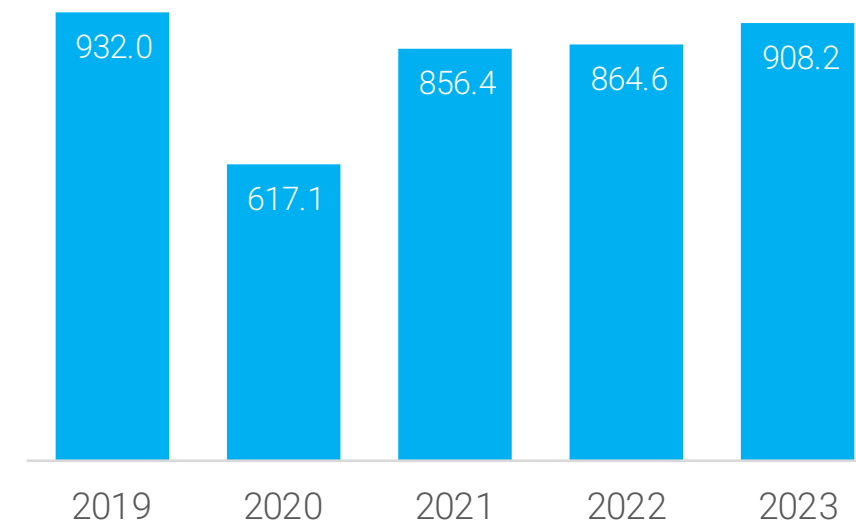
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	932.0	617.1	856.4	864.6	908.2	5.0%	97.4%
Day	482.9	340.8	501.5	511.6	537.9	5.1%	111.4%
Overnight	449.2	276.3	354.8	353.0	370.3	4.9%	82.4%

Source: D. K. Shifflet, Tourism Economics

Wicomico County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



WICOMICO COUNTY VISITOR SPENDING

Visitor spending grew 8% in Wicomico County in 2023 as all categories surged to new highs.

Wicomico County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$198.6	\$164.7	\$237.1	\$239.7	\$259.9	8.4%	130.8%
Lodging*	\$41.1	\$31.8	\$45.6	\$46.6	\$52.4	12.5%	127.3%
Food & beverage	\$59.5	\$51.5	\$68.4	\$68.9	\$74.6	8.3%	125.4%
Retail	\$35.3	\$31.8	\$40.9	\$39.0	\$41.2	5.6%	116.8%
Recreation	\$22.4	\$16.4	\$23.8	\$25.1	\$26.6	6.0%	118.9%
Transportation**	\$40.3	\$33.2	\$58.4	\$60.2	\$65.1	8.2%	161.4%

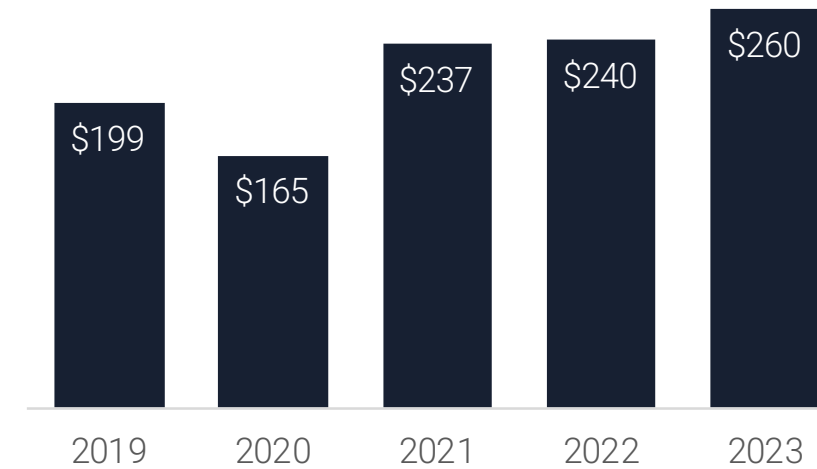
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Wicomico County visitor spending

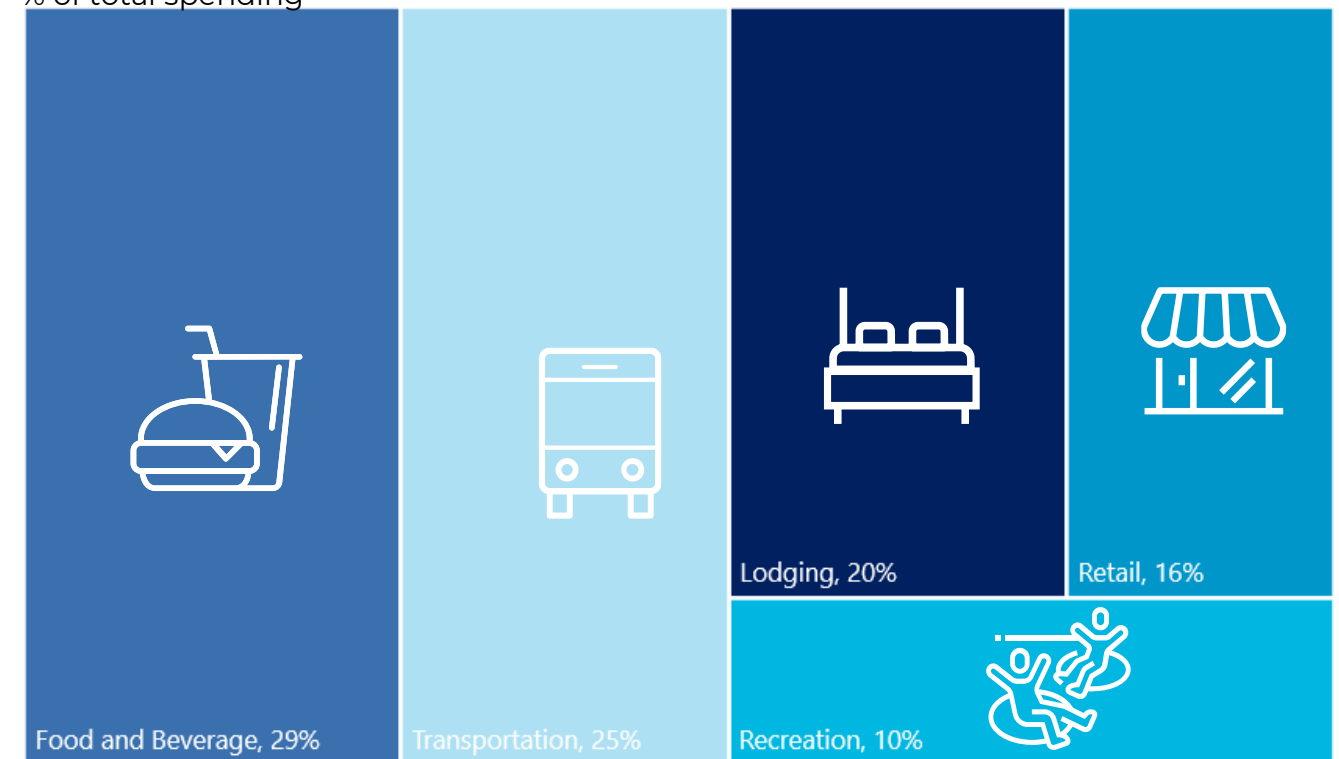
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

WICOMICO COUNTY ECONOMIC IMPACTS

More than 3,200 visitor-supported jobs represent 7.2% of all jobs in Wicomico County.

Visitor impacts in Wicomico County

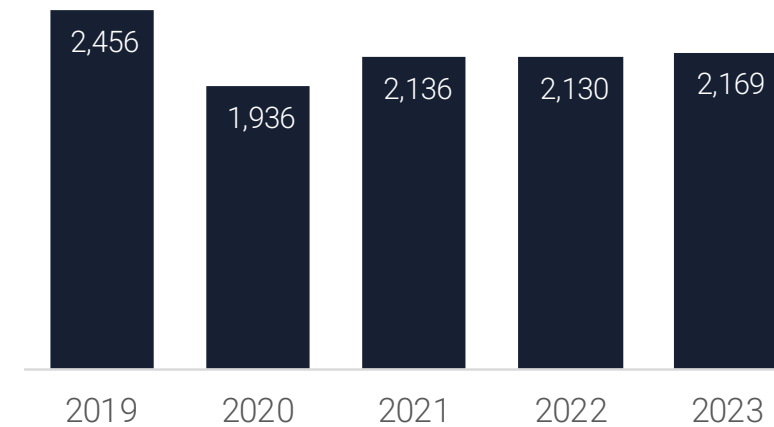
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	2,456	1,936	2,136	2,130	2,169	1.8%	88.3%
Total	3,726	3,041	3,239	3,223	3,238	0.5%	86.9%
Share of State	1.6%	1.8%	1.9%	1.7%	1.7%		
Labor Income							
Direct	\$66.5	\$55.5	\$62.6	\$65.9	\$72.8	10.4%	109.5%
Total	\$128.4	\$110.2	\$118.5	\$123.1	\$130.6	6.0%	101.7%
Share of State	1.2%	1.4%	1.4%	1.3%	1.3%		
Tax revenues							
Federal	\$26.6	\$20.7	\$23.7	\$25.0	\$26.0	4.0%	97.8%
State & Local	\$23.8	\$21.1	\$25.8	\$29.4	\$30.4	3.6%	127.8%
Hotel	\$1.0	\$0.8	\$1.4	\$1.4	\$1.6	11.4%	154.0%
Total	\$51.4	\$42.7	\$50.9	\$55.8	\$58.0	4.0%	112.8%

Source: Tourism Economics

Wicomico County direct employment timeline

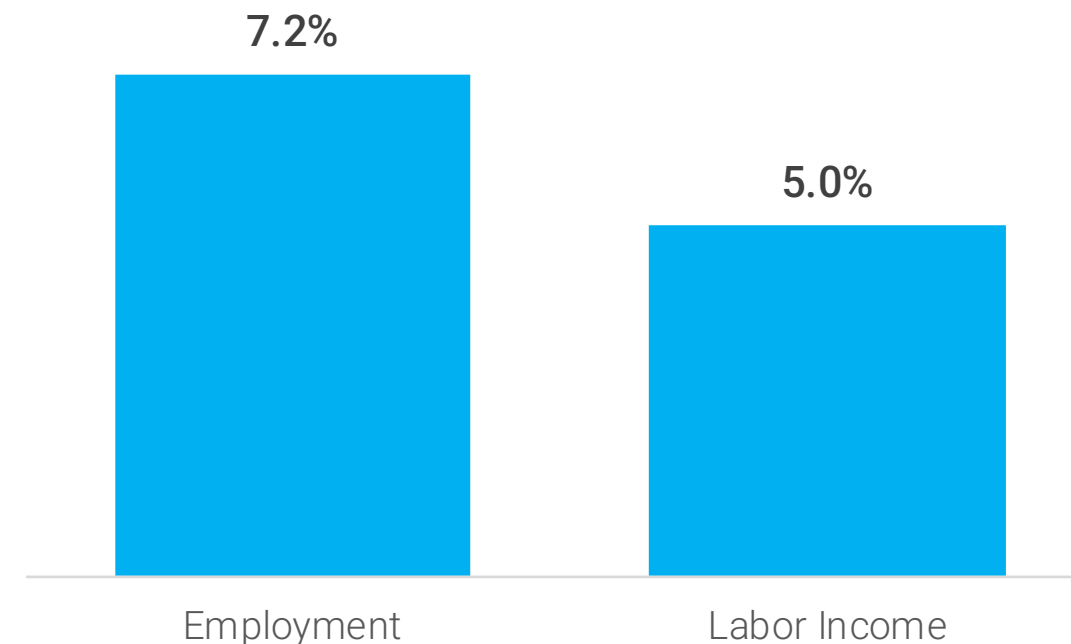
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

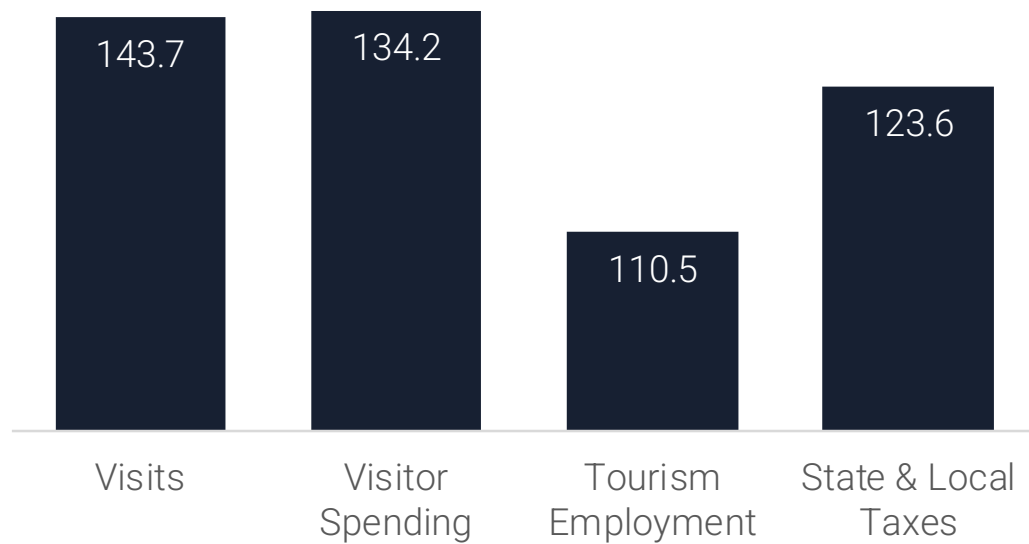


WORCESTER COUNTY HIGHLIGHTS

Highlighted by beach and outdoor attractions, Worcester County has maintained its growth.

Worcester County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Despite a 1% year-over-year decrease, visitor volumes remained 44% above 2019 levels.

Worcester County visitor volume

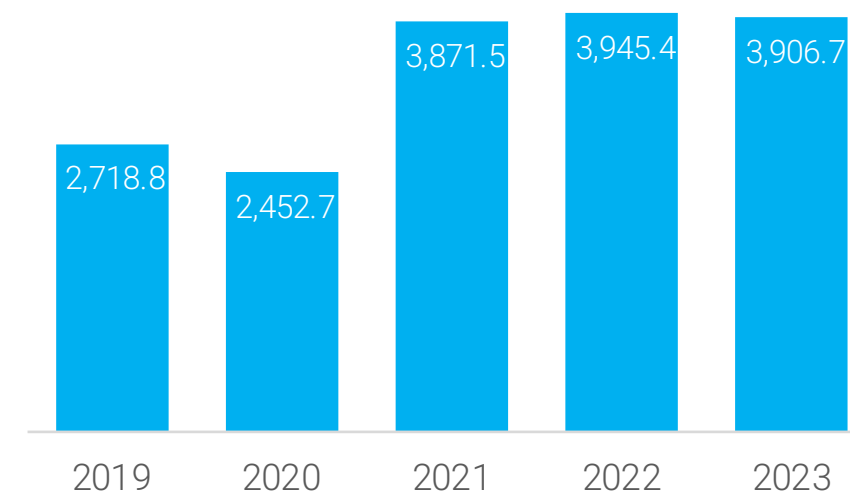
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	to 2019
Total visitors	2,718.8	2,452.7	3,871.5	3,945.4	3,906.7	-1.0%	143.7%
Day	1,432.3	1,215.9	1,866.0	1,934.1	1,959.1	1.3%	136.8%
Overnight	1,286.5	1,236.8	2,005.5	2,011.3	1,947.6	-3.2%	151.4%

Source: D. K. Shifflet, Tourism Economics

Worcester County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



WORCESTER COUNTY VISITOR SPENDING

Visitor spending grew 2% in Worcester County in 2023, surpassing \$2.6 billion.

Worcester County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$1,969.7	\$1,770.2	\$2,476.8	\$2,596.1	\$2,643.0	1.8%	134.2%
Lodging*	\$735.9	\$664.8	\$904.1	\$933.4	\$946.6	1.4%	128.6%
Food & beverage	\$425.1	\$429.0	\$592.8	\$623.5	\$633.0	1.5%	148.9%
Retail	\$238.5	\$233.5	\$305.1	\$319.9	\$324.2	1.4%	136.0%
Recreation	\$256.0	\$227.4	\$334.0	\$362.6	\$376.2	3.8%	147.0%
Transportation**	\$314.1	\$215.5	\$340.7	\$356.7	\$362.9	1.7%	115.5%

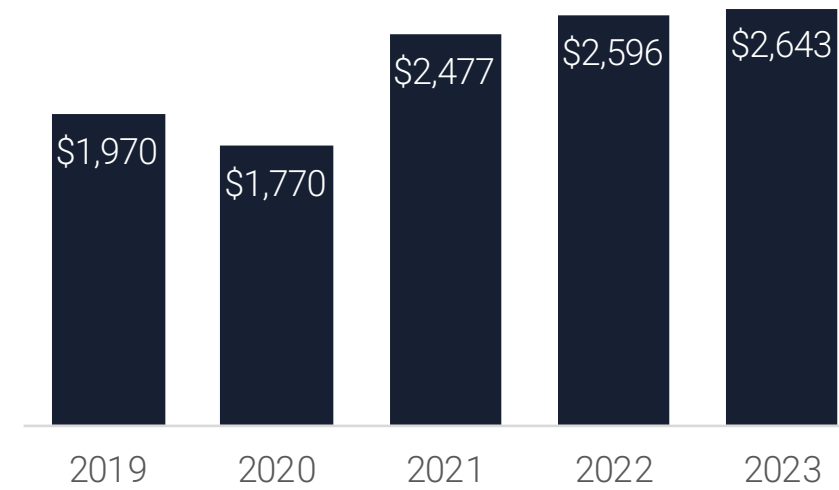
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Worcester County visitor spending

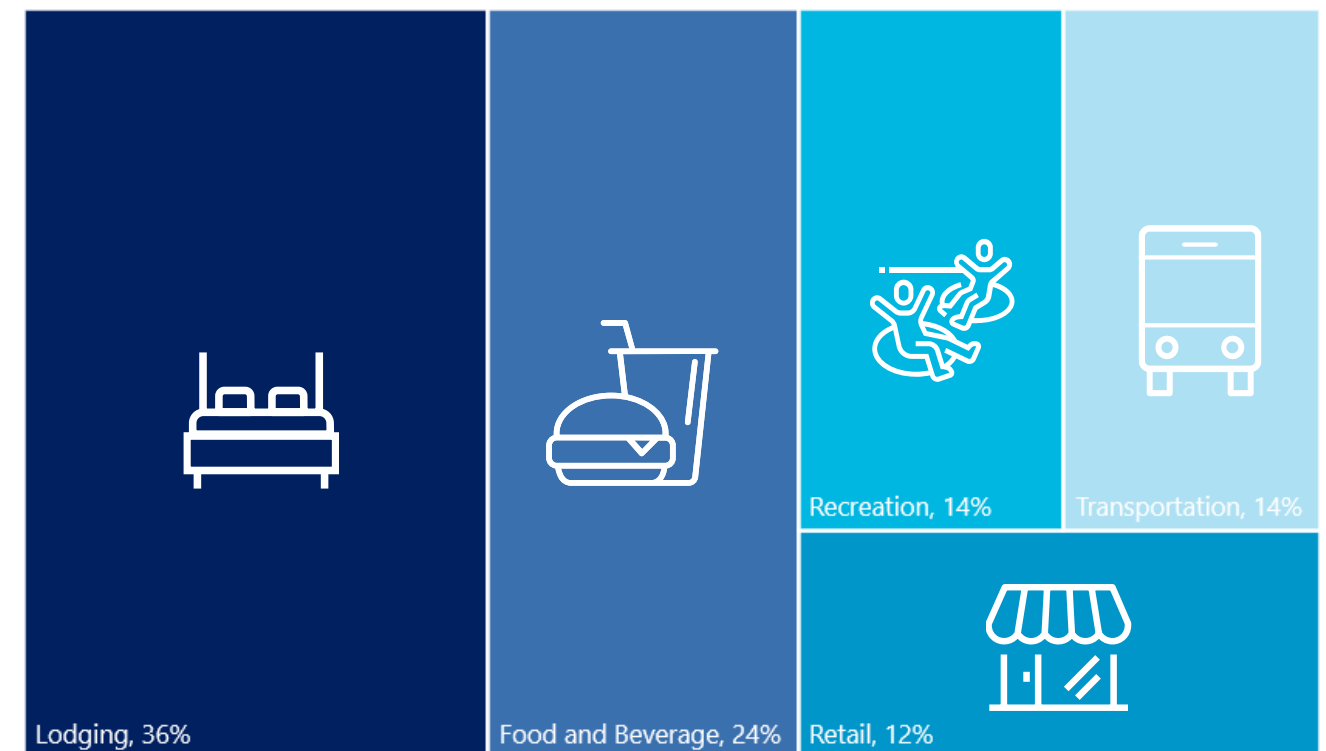
Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

WORCESTER COUNTY ECONOMIC IMPACTS

More than 15,800 visitor-supported jobs represent the majority of jobs in Worcester County.

Visitor impacts in Worcester County

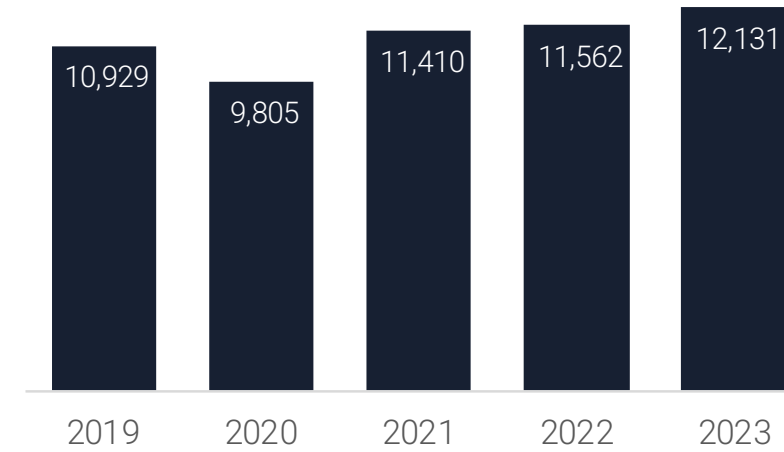
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	10,929	9,805	11,410	11,562	12,131	4.9%	111.0%
Total	14,329	13,479	15,158	15,151	15,837	4.5%	110.5%
Share of State	6.3%	8.1%	8.7%	8.1%	8.3%		
Labor Income							
Direct	\$381.1	\$374.9	\$472.9	\$489.3	\$500.4	2.3%	131.3%
Total	\$594.9	\$615.2	\$737.9	\$743.6	\$749.6	0.8%	126.0%
Share of State	5.6%	7.6%	8.5%	7.7%	7.4%		
Tax revenues							
Federal	\$143.7	\$132.7	\$164.0	\$168.8	\$171.3	1.5%	119.3%
State & Local	\$224.4	\$218.2	\$262.9	\$285.4	\$277.4	-2.8%	123.6%
Hotel	\$18.2	\$16.0	\$25.1	\$27.2	\$26.6	-2.4%	146.2%
Total	\$386.2	\$366.9	\$451.9	\$481.4	\$475.3	-1.3%	123.1%

Source: Tourism Economics

Worcester County direct employment timeline

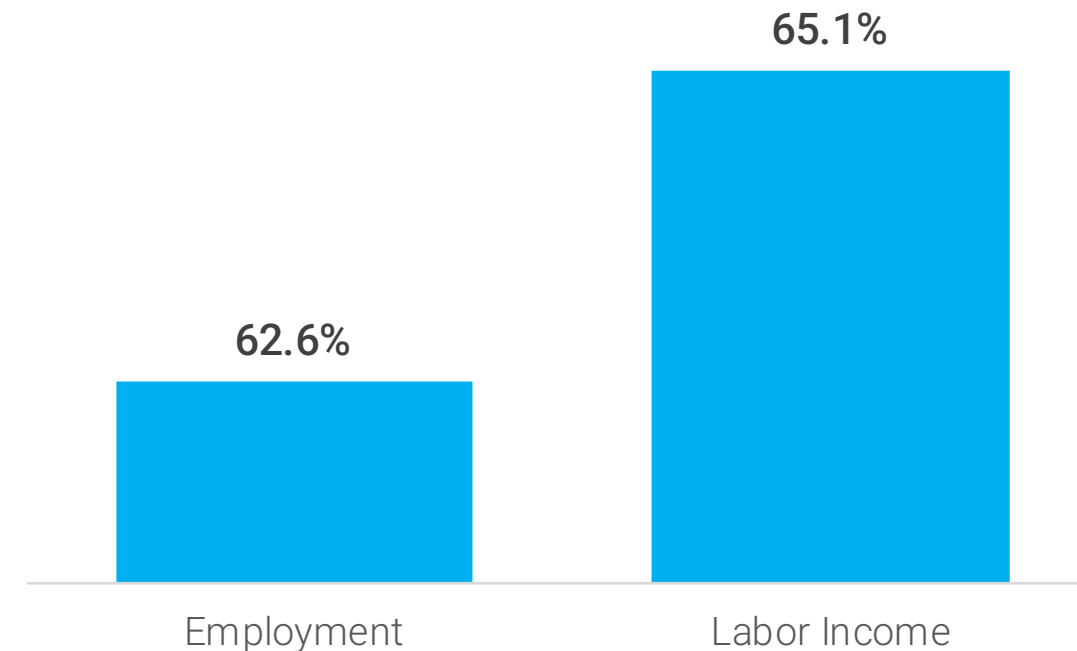
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

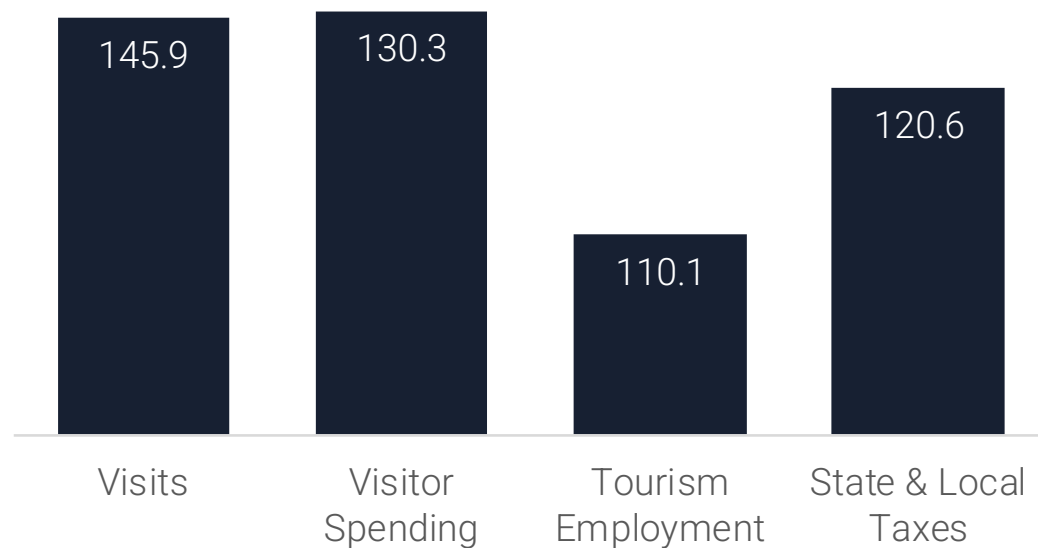


OCEAN CITY HIGHLIGHTS

All key indicators maintained above 2019 levels in Ocean City in 2023.

Ocean City key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volumes in 2023 in Ocean City decreased to 3.4 billion, equivalent to 146% of 2019 levels.

Ocean City visitor volume

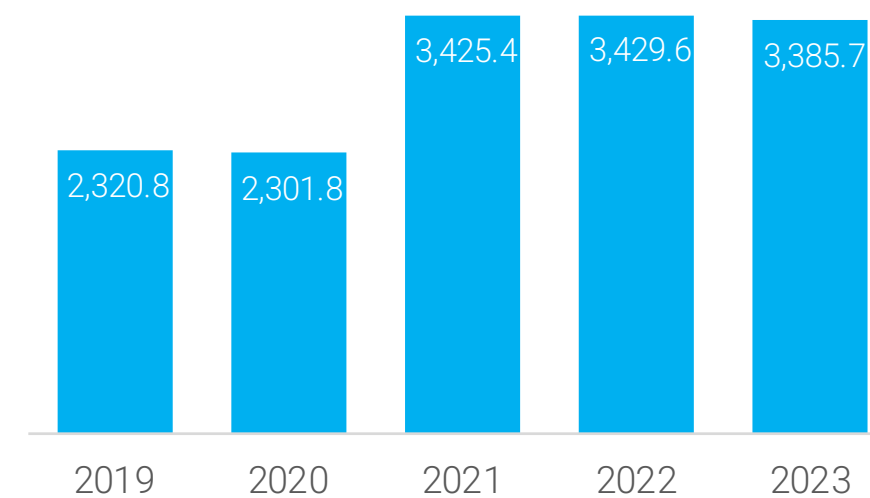
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	2023 % relative to 2019
Total visitors	2,320.8	2,301.8	3,425.4	3,429.6	3,385.7	-1.3%	145.9%
Day	1,234.0	1,183.9	1,817.5	1,869.9	1,889.8	1.1%	153.1%
Overnight	1,086.8	1,117.9	1,607.9	1,559.7	1,495.9	-4.1%	137.6%

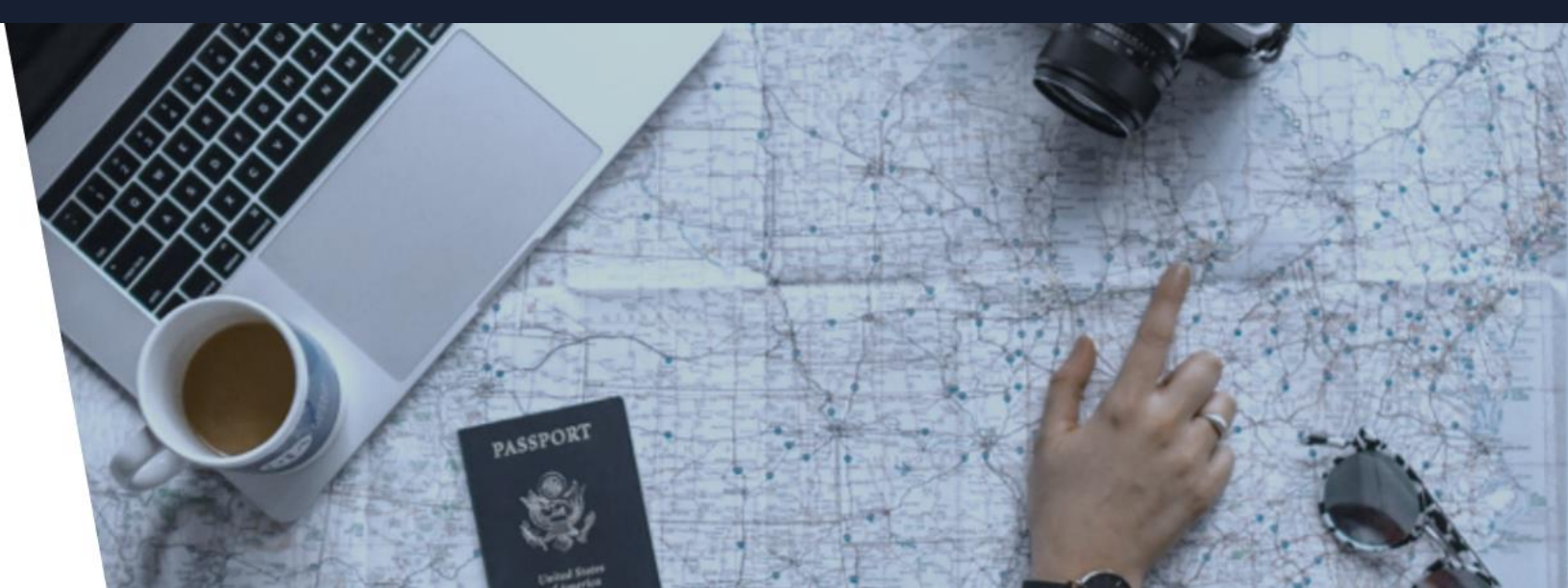
Source: D. K. Shifflet, Tourism Economics

Ocean City visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



OCEAN CITY VISITOR SPENDING

Visitor spending grew 1% in Ocean City in 2023.

Ocean City visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$1,751.9	\$1,538.5	\$2,149.3	\$2,251.8	\$2,282.5	1.4%	130.3%
Lodging*	\$692.2	\$613.6	\$833.6	\$860.7	\$872.3	1.3%	126.0%
Food & beverage	\$363.3	\$355.6	\$491.3	\$516.8	\$521.4	0.9%	143.5%
Retail	\$210.5	\$199.1	\$260.2	\$272.8	\$273.0	0.1%	129.7%
Recreation	\$223.8	\$192.1	\$282.1	\$306.2	\$316.8	3.5%	141.6%
Transportation**	\$262.2	\$178.1	\$282.0	\$295.3	\$298.9	1.2%	114.0%

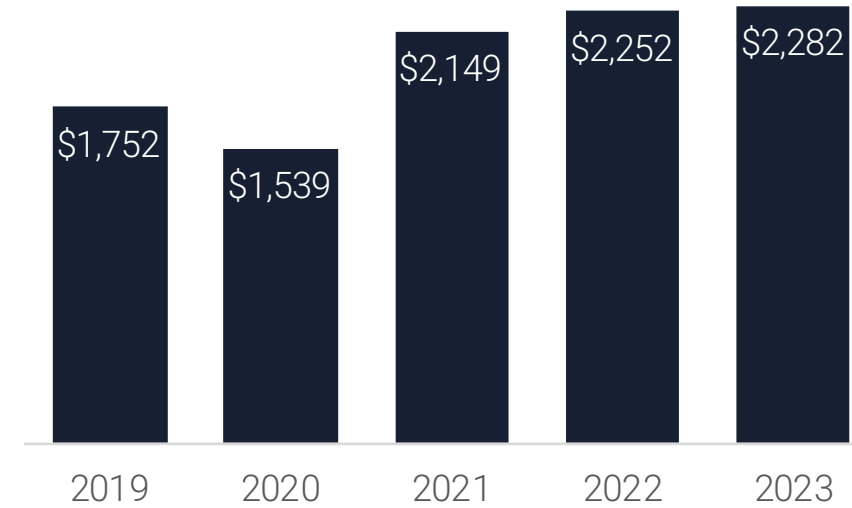
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Ocean City visitor spending

Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

OCEAN CITY ECONOMIC IMPACTS

Ocean City visitors supported more than 13,700 jobs, \$567 million in labor income, and \$239 million to state and local governments.

Visitor impacts in Ocean City

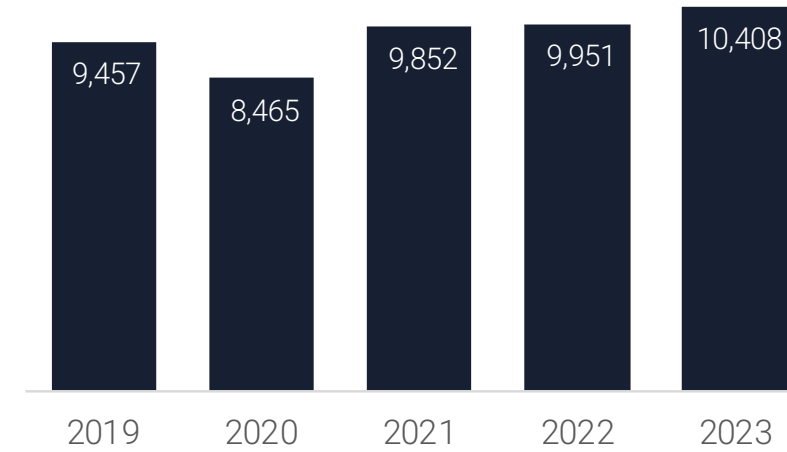
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	9,457	8,465	9,852	9,951	10,408	4.6%	110.1%
Total	12,512	11,720	13,221	13,183	13,780	4.5%	110.1%
Share of State	5.5%	7.1%	7.6%	7.0%	7.2%		
Labor Income							
Direct	\$327.4	\$320.5	\$407.6	\$421.1	\$432.8	2.8%	132.2%
Total	\$446.6	\$454.4	\$555.2	\$562.8	\$567.4	0.8%	127.1%
Share of State	4.2%	5.6%	6.4%	5.8%	5.6%		
Tax revenues							
Federal	\$113.2	\$102.6	\$128.0	\$132.2	\$134.4	1.6%	118.7%
State & Local	\$198.0	\$188.1	\$226.9	\$246.5	\$238.9	-3.1%	120.6%
Hotel	\$17.0	\$14.7	\$23.3	\$25.3	\$24.7	-2.5%	145.0%
Total	\$328.2	\$305.4	\$378.1	\$404.0	\$397.9	-1.5%	121.2%

Source: Tourism Economics

Ocean City direct employment timeline

Amounts in number of jobs



Source: Tourism Economics

APPENDIX: DEFINITIONS

Glossary – Spending Definitions

Term	Description
Lodging	Includes visitor spending in the accommodation sub-sector. This includes food and other services provided by hotels, rentals and similar establishments.
Food and beverage	Includes all visitor spending on food & beverages, including at restaurants, bars, grocery stores and other food providers.
Recreation	Includes visitor spending within the arts, entertainment and recreation sub-sector.
Shopping	Includes visitor spending in all retail sub-sectors within the local economy.
Local transport	Includes visitor spending on local transport services such as taxis, limos, trains, rental cars, buses, and the local share of air transportation spending.
Service stations	Visitor spending on gasoline.
Second homes	Where applicable, spending associated with the upkeep of seasonal second homes for recreational use as defined by the Census Bureau.

Glossary – Economic Impact Definitions

Term	Description
Direct Impact	Impacts (business sales, jobs, income, and taxes) created directly from spending by visitors to a destination within a discreet group of tourism-related sectors (e.g. recreation, transportation, lodging).
Indirect Impact	Impacts created from purchase of goods and services used as inputs (e.g. food wholesalers, utilities, business services) into production by the directly affected tourism-related sectors (i.e. economic effects stemming from business-to-business purchases in the supply chain).
Induced Impact	Impacts created from spending in the local economy by employees whose wages are generated either directly or indirectly by visitor spending.
Employment	Employment is measured by the Bureau of Economic Analysis (BEA) and Bureau of Labor Statistics (BLS) definitions, and captures full-time and part-time jobs, which includes salary and wage employees and proprietors.
Labor income	Income (wages, salaries, proprietor income and benefits) supported by visitor spending.
Value Added (GDP)	The economic enhancement a company gives its products or services before offering them to customers.
Local Taxes	City and state taxes generated by visitor spending. This includes any local sales, income, bed, usage fees, licenses and other revenues streams of local governmental authorities – from transportation to sanitation to general government.
State Taxes	State tax revenues generated by visitor spending. This will include sales, income, corporate, usage fees and other assessments of state governments.

ABOUT TOURISM ECONOMICS

Tourism Economics is an Oxford Economics company with a singular objective: combine an understanding of the travel sector with proven economic tools to answer the most important questions facing our clients. More than 500 companies, associations, and destination work with Tourism Economics every year as a research partner. We bring decades of experience to every engagement to help our clients make better marketing, investment, and policy decisions. Our team of highly-specialized economists deliver:

- Global travel data-sets with the broadest set of country, city, and state coverage available
- Travel forecasts that are directly linked to the economic and demographic outlook for origins and destinations
- Economic impact analysis that highlights the value of visitors, events, developments, and industry segments
- Policy analysis that informs critical funding, taxation, and travel facilitation decisions
- Market assessments that define market allocation and investment decisions

Tourism Economics operates out of regional headquarters in Philadelphia and Oxford, with offices in Belfast, London, Frankfurt, Ontario, and Sydney.

Oxford Economics is one of the world's foremost independent global advisory firms, providing reports, forecasts and analytical tools on 200 countries, 100 industrial sectors and over 3,000 cities. Our best-of-class global economic and industry models and analytical tools give us an unparalleled ability to forecast external market trends and assess their economic, social and business impact. Headquartered in Oxford, England, with regional centers in London, New York, and Singapore, Oxford Economics has offices across the globe in Belfast, Chicago, Dubai, Miami, Milan, Paris, Philadelphia, San Francisco, and Washington DC, we employ over 600 full-time staff, including 350 professional economists, industry experts and business editors—one of the largest teams of macroeconomists and thought leadership specialists.

For more information:

admin@tourismeconomics.com



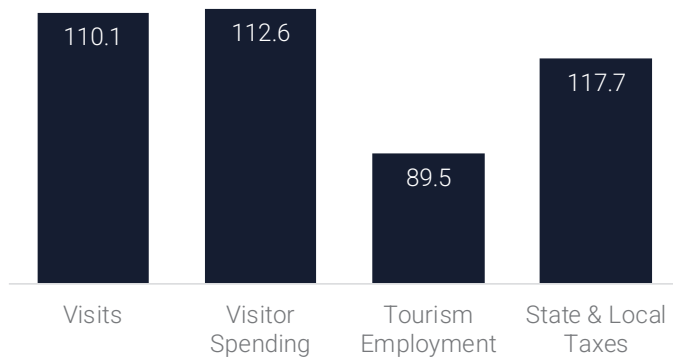


KENT COUNTY HIGHLIGHTS

Key indicators in Kent County maintained 2022 gains in 2023.

Kent County key indicators

Comparison of 2023 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

VISITOR VOLUME

Visitor volume in 2023 in Kent County rose to 110% of 2019 levels.

Kent County visitor volume

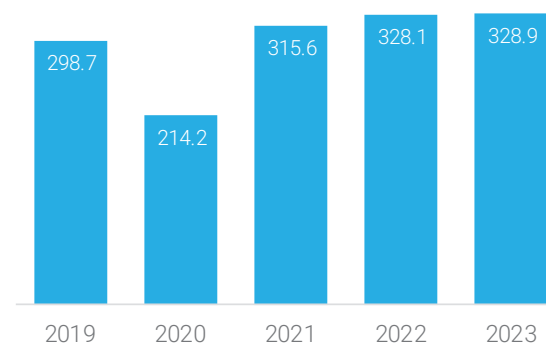
Amounts in thousands of visitors

	2019	2020	2021	2022	2023	2023 % relative Growth	to 2019
Total visitors	298.7	214.2	315.6	328.1	328.9	0.3%	110.1%
Day	201.9	136.1	206.4	225.3	229.5	1.9%	113.7%
Overnight	96.8	78.1	109.1	102.8	99.4	-3.3%	102.7%

Source: D. K. Shifflet, Tourism Economics

Kent County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics



KENT COUNTY VISITOR SPENDING

Visitor spending remained flat at \$72 million in Kent County in 2023, 113% above 2019 levels.

Kent County visitor spending and annual growth

Amounts in \$ millions, 2023 % change, and % recovered relative to 2019

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Total visitor spending	\$63.9	\$46.9	\$68.4	\$71.8	\$72.0	0.2%	112.6%
Lodging*	\$32.4	\$22.8	\$29.5	\$32.7	\$33.5	2.2%	103.2%
Food & beverage	\$10.8	\$8.4	\$13.3	\$12.9	\$12.9	-0.4%	119.2%
Retail	\$4.8	\$4.2	\$6.2	\$6.5	\$6.3	-2.8%	130.8%
Recreation	\$8.6	\$6.1	\$9.4	\$9.3	\$9.4	1.2%	109.4%
Transportation**	\$7.3	\$5.4	\$10.0	\$10.4	\$10.0	-4.2%	136.2%

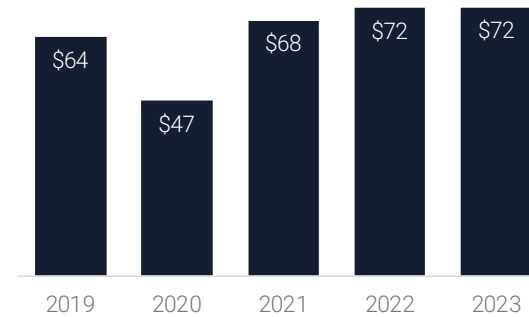
* Lodging includes 2nd home spending

** Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

Kent County visitor spending

Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

Visitor spending by category

% of total spending



Source: D. K. Shifflet, Tourism Economics

KENT COUNTY ECONOMIC IMPACTS

Nearly 640 visitor-supported jobs represent 8.4% of all jobs in Kent County.

Visitor impacts in Kent County

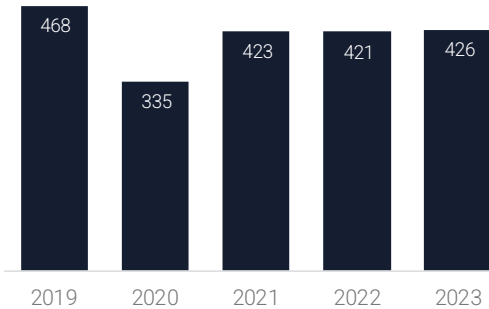
Amounts in number of jobs and \$ millions

	2019	2020	2021	2022	2023	2023 Growth	% relative to 2019
Employment							
Direct	468	335	423	421	426	1.0%	91.0%
Total	712	534	639	635	637	0.5%	89.5%
Share of State	0.3%	0.3%	0.4%	0.3%	0.3%		
Labor Income							
Direct	\$14.6	\$12.3	\$16.4	\$16.5	\$16.9	2.4%	115.6%
Total	\$27.8	\$24.1	\$29.7	\$29.6	\$30.1	1.5%	108.4%
Share of State	0.3%	0.3%	0.3%	0.3%	0.3%		
Tax revenues							
Federal	\$6.2	\$4.8	\$6.1	\$6.2	\$6.2	-0.4%	100.9%
State & Local	\$7.2	\$5.8	\$7.2	\$8.8	\$8.5	-3.3%	117.7%
Hotel	\$0.3	\$0.2	\$0.4	\$0.4	\$0.4	-2.4%	119.5%
Total	\$13.7	\$10.7	\$13.7	\$15.4	\$15.1	-2.1%	110.1%

Source: Tourism Economics

Kent County direct employment timeline

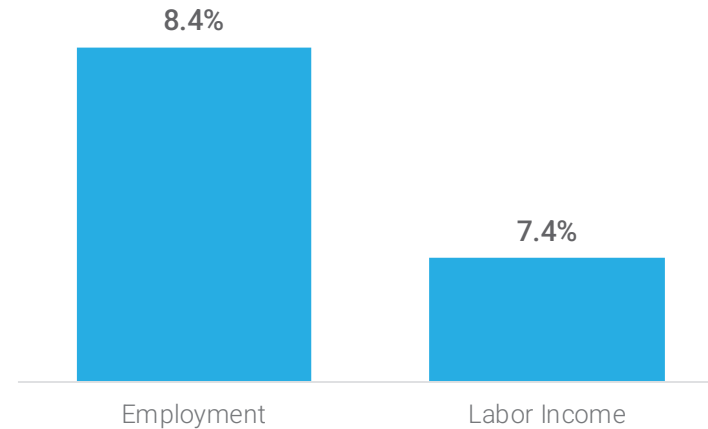
Amounts in number of jobs



Source: Tourism Economics

Tourism share of county economy

Tourism % share of county total



Source: BLS, Tourism Economics

2023

Maryland, 2023

Amounts in jobs, thousands of visitors, \$ thousands, and \$ thousands	2023 Visitor Spending	Spending Share of State	2022 Visitor Spending	Spending Share of State
State	\$20,506.8	100.0%	\$19,401.6	100.0%
County				
Allegany County	\$202.4	1.0%	\$193.4	1.0%
Garrett County	\$509.7	2.5%	\$499.6	2.6%
Washington County	\$359.3	1.8%	\$355.5	1.8%
Western Region	\$1,071.4 #	5.2%	\$1,048.5	5.4%
Frederick County	\$539.4	2.6%	\$518.4	2.7%
Montgomery County	\$1,996.0	9.7%	\$1,896.9	9.8%
Prince George's County	\$3,042.6	14.8%	\$2,745.5	14.2%
Capital Region	\$5,578.0	27.2%	\$5,160.9	26.6%
Anne Arundel County	\$4,118.6	20.1%	\$3,810.2	19.6%
Baltimore City	\$2,149.9	10.5%	\$2,062.3	10.6%
Baltimore County	\$1,554.4	7.6%	\$1,492.4	7.7%
Carroll County	\$139.8	0.7%	\$136.1	0.7%
Harford County	\$491.6	2.4%	\$479.1	2.5%
Howard County	\$790.4	3.9%	\$738.5	3.8%
Central Region	\$9,244.8	45.1%	\$8,718.6	44.9%
St. Mary's County	\$221.4	1.1%	\$204.2	1.1%
Calvert County	\$141.1	0.7%	\$147.7	0.8%
Charles County	\$240.8	1.2%	\$229.6	1.2%
Southern Region	\$603.3	2.9%	\$581.4	3.0%
Caroline County	\$18.9	0.1%	\$18.7	0.1%
Cecil County	\$291.4	1.4%	\$242.0	1.2%
Dorchester County	\$200.9	1.0%	\$201.5	1.0%
Kent County	\$72.0	0.4%	\$71.8	0.4%
Queen Anne's County	\$178.0	0.9%	\$167.5	0.9%
Somerset County	\$27.9	0.1%	\$29.9	0.2%
Talbot County	\$317.4	1.5%	\$325.0	1.7%
Wicomico County	\$259.9	1.3%	\$239.7	1.2%
Worcester County	\$2,643.0	12.9%	\$2,596.1	13.4%
Ocean City	\$2,282.5	11.1%	\$2,251.8	11.6%
Eastern Region	\$6,291.7	30.7%	\$3,892.2	20.1%

* Lodging spending includes 2nd home valuation

** Transport includes local and air transportation

Visitors (thousands)	Visitors Share of State	Lodging Tax (\$ thousands)	Lodging Tax Share of State	2022-2023 Spending Growth Rate	2022-2023 Visitors Growth Rate	2022-2023 Lodging Tax Growth Rate
56,809	100.0%	\$187,200	100.0%	5.7%	2.3%	5.6%
718.3	1.3%	\$1,974.3	1.1%	4.7%	3.4%	13.4%
1,419.7	2.5%	\$6,934.4	3.7%	2.0%	-3.2%	-0.7%
1,402.6	2.5%	\$1,581.8	0.8%	1.1%	-1.4%	-1.8%
3,540.6	6.2%	\$10,490.5	5.6%	2.2%	-1.2%	1.5%
1,983.9	3.5%	\$2,758.7	1.5%	4.0%	-0.1%	5.4%
8,615.0	15.2%	\$21,008.7	11.2%	5.2%	4.5%	17.3%
8,000.7	14.1%	\$34,966.1	18.7%	10.8%	5.8%	6.4%
18,599.6	32.7%	\$58,733.5	31.4%	8.1%	4.5%	10.0%
6,887.5	12.1%	\$19,192.0	10.3%	8.1%	1.0%	-2.6%
5,379.6	9.5%	\$32,366.8	17.3%	4.2%	0.6%	6.1%
6,034.9	10.6%	\$13,924.4	7.4%	4.2%	2.0%	6.4%
836.8	1.5%	\$332.0	0.2%	2.7%	1.1%	4.2%
1,942.8	3.4%	\$3,461.3	1.8%	2.6%	0.6%	0.6%
3,078.4	5.4%	\$5,587.6	3.0%	7.0%	5.9%	9.6%
24,160.1	42.5%	\$74,864.1	40.0%	6.0%	1.7%	3.7%
826.5	1.5%	\$1,231.7	0.7%	8.5%	2.6%	13.9%
551.2	1.0%	\$615.4	0.3%	-4.5%	-6.0%	-10.9%
1,061.5	1.9%	\$1,493.0	0.8%	4.9%	1.9%	5.1%
2,439.3	4.3%	\$3,340.1	1.8%	3.8%	0.2%	4.6%
127.2	0.2%	\$46.9	0.0%	1.3%	-1.0%	2.4%
1,241.6	2.2%	\$6,822.8	3.6%	20.4%	8.4%	45.3%
341.5	0.6%	\$1,406.8	0.8%	-0.3%	-1.0%	-3.2%
328.9	0.6%	\$354.1	0.2%	0.2%	0.3%	-2.4%
410.3	0.7%	\$1,015.0	0.5%	6.3%	4.7%	11.6%
138.7	0.2%	\$88.4	0.0%	-6.8%	-9.9%	-12.7%
666.4	1.2%	\$1,874.9	1.0%	-2.4%	-2.0%	-7.3%
908.2	1.6%	\$1,595.1	0.9%	8.4%	5.0%	11.4%
3,906.7	6.9%	\$26,567.7	14.2%	1.8%	-1.0%	-2.4%
3,385.7	6.0%	\$24,659.6	13.2%	1.4%	-1.3%	-2.5%
11,455.4	20.2%	\$64,431.4	34.4%	61.7%	43.5%	68.5%

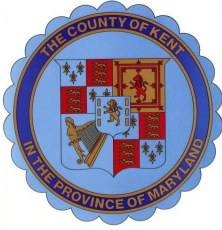
Maryland, 2022

Amounts in jobs, thousands of visitors, \$ thousands, and \$ thousands	2022 Visitor Spending	Spending Share of State	2021 Visitor Spending	Spending Share of State
State	\$19,401.6	100.0%	16,391	100.0%
County				
Allegany County	\$193.4	1.0%	\$183.2	1.1%
Garrett County	\$499.6	2.6%	\$485.5	3.0%
Washington County	\$355.5	1.8%	\$321.4	2.0%
Western Region	\$1,048.5 #	5.4%	\$990.1	6.0%
Frederick County	\$518.4	2.7%	\$461.4	2.8%
Montgomery County	\$1,896.9	9.8%	\$1,463.2	8.9%
Prince George's County	\$2,745.5	14.2%	\$2,181.7	13.3%
Capital Region	\$5,160.9	26.6%	\$4,106.3	25.1%
Anne Arundel County	\$3,810.2	19.6%	\$3,093.4	18.9%
Baltimore City	\$2,062.3	10.6%	\$1,539.3	9.4%
Baltimore County	\$1,492.4	7.7%	\$1,246.4	7.6%
Carroll County	\$136.1	0.7%	\$120.6	0.7%
Harford County	\$479.1	2.5%	\$434.2	2.6%
Howard County	\$738.5	3.8%	\$628.3	3.8%
Central Region	\$8,718.6	44.9%	\$7,062.1	43.1%
St. Mary's County	\$204.2	1.1%	\$195.0	1.2%
Calvert County	\$147.7	0.8%	\$144.7	0.9%
Charles County	\$229.6	1.2%	\$203.8	1.2%
Southern Region	\$581.4	3.0%	\$543.4	3.3%
Caroline County	\$18.7	0.1%	\$16.0	0.1%
Cecil County	\$242.0	1.2%	\$221.8	1.4%
Dorchester County	\$201.5	1.0%	\$181.3	1.1%
Kent County	\$71.8	0.4%	\$68.4	0.4%
Queen Anne's County	\$167.5	0.9%	\$156.3	1.0%
Somerset County	\$29.9	0.2%	\$28.8	0.2%
Talbot County	\$325.0	1.7%	\$302.8	1.8%
Wicomico County	\$239.7	1.2%	\$237.1	1.4%
Worcester County	\$2,596.1	13.4%	\$2,476.8	15.1%
Ocean City	\$2,251.8	11.6%	\$2,149.3	13.1%
Eastern Region	\$3,892.2	20.1%	\$3,689.5	22.5%

* Lodging spending includes 2nd home valuation

** Transport includes local and air transportation

Visitors (thousands)	Visitors Share of State	Lodging Tax (\$ thousands)	Lodging Tax Share of State	2021-2022 Spending Growth Rate	2021-2022 Visitors Growth Rate	2021-2022 Lodging Tax Growth Rate
55,542	100.0%	\$177,317	100.0%	18.4%	12.1%	37.6%
695	1.3%	\$1,741.0	1.0%	5.6%	1.2%	8.9%
1,467	2.6%	\$6,986.3	3.9%	2.9%	2.7%	-5.7%
1,422	2.6%	\$1,611.2	0.9%	10.6%	6.3%	-33.5%
3,584	6.5%	\$10,338.5	5.8%	5.9%	3.8%	-9.5%
1,986	3.6%	\$2,617.2	1.5%	12.3%	7.2%	19.1%
8,245	14.8%	\$17,906.8	10.1%	29.6%	20.3%	77.4%
7,561	13.6%	\$32,863.5	18.5%	25.8%	22.2%	76.1%
17,793	32.0%	\$53,387.5	30.1%	25.7%	19.5%	72.5%
6,819	12.3%	\$19,707.1	11.1%	23.2%	12.7%	55.2%
5,349	9.6%	\$30,508.6	17.2%	34.0%	23.8%	43.0%
5,915	10.6%	\$13,090.6	7.4%	19.7%	10.5%	24.7%
828	1.5%	\$318.5	0.2%	12.9%	5.2%	2.2%
1,932	3.5%	\$3,442.0	1.9%	10.3%	6.9%	17.4%
2,906	5.2%	\$5,097.0	2.9%	17.5%	4.7%	29.0%
23,749	42.8%	\$72,164.0	40.7%	23.5%	12.6%	39.5%
805	1.4%	\$1,081.6	0.6%	4.7%	1.6%	18.5%
587	1.1%	\$690.5	0.4%	2.1%	3.4%	10.7%
1,042	1.9%	\$1,420.7	0.8%	12.7%	9.9%	22.9%
2,434	4.4%	\$3,192.8	1.8%	7.0%	5.4%	18.6%
129	0.2%	\$45.9	0.0%	16.6%	7.1%	24.4%
1,145	2.1%	\$4,696.6	2.6%	9.1%	5.1%	364.2%
345	0.6%	\$1,452.7	0.8%	11.1%	0.9%	13.7%
328	0.6%	\$362.8	0.2%	5.0%	4.0%	-4.3%
392	0.7%	\$909.6	0.5%	7.1%	1.7%	19.0%
154	0.3%	\$101.3	0.1%	3.7%	1.1%	-0.9%
680	1.2%	\$2,022.6	1.1%	7.3%	2.8%	2.8%
865	1.6%	\$1,432.4	0.8%	1.1%	1.0%	-0.1%
3,945	7.1%	\$27,210.1	15.3%	4.8%	1.9%	8.5%
3,430	6.2%	\$25,284.4	14.3%	4.8%	0.1%	8.7%
7,983	14.4%	\$38,233.8	21.6%	5.5%	2.4%	19.3%



**Rosemary Ramsey Granillo, Director, Kent County Local Management
Board
10/29/2024
County Commissioners Meeting**

Item Summary:

Engaging Neighborhoods, Organizations, Unions, Governments, and Households Grant Proposal

ATTACHMENTS:

Description

LMB ENOUGH Cover Sheet

KENT LMB Capacity Building Budget and Narrative

ENOUGH Narrative - DRAFT

KCLMB ENOUGH Proposal Components

\$104,000

Partnership Development

- Identify & Develop Quarterback
- Formalize partnerships - (MOUs)
- Define structure
- Circuit Rider to support and coordinate Non Profit Network (\$15,000 pooled with QA & Talbot)

\$ 15,000

Uptown Innovation Coalition and Children's Agenda

- Uptown Innovation coalition and agenda building (Everyday Canvassing \$40,000)
- Community Stakeholder Engagement Class (\$8,250)
- Video format of Agenda (\$5,750)

\$ 54,000

Community Engagement: Pipeline to Coalition

- School Parent Engagement Events and Innovation Plant Events
- Artist Residency at 800 High (participatory)
- Youth Internships
- Staffing to implement above (\$35,000)

\$ 35,000

**Fiscal Year 2025 ENOUGH LMB Capacity Building Grant
Budget and Budget Narrative Instructions**

1	Use this template for the ENOUGH budget request to include LMB (Lead Applicant) budget and subcontract/sub-grant budgets for collaborative partner organizations. Do not delete, rename, reorder, or shade the tabs. Do not reformat or alter any worksheets.
2	Many of the cells in this worksheet have been locked to prevent the inadvertent deletion of formulas and formatting changes. Do not delete, reorder, rename, or shade any tabs in the workbook. If you have problems accessing or working with this template, please contact the Office for assistance at ENOUGH@maryland.gov. PLEASE USE ONLY WHOLE NUMBERS.
3	Open the " ENOUGH Cover Page Signatures " tab and enter the LMB (Lead Applicant) information in rows 6-10. Use the full, legal name of the applicant. Complete all fields.
4	The " ENOUGH Budget Total Page " tab rolls up calculations from the detailed budgets. No entries are necessary on this sheet. Make sure the total in cell R22 is the total funding request inclusive of the
5	Open tab " LMB. " The LMB (Lead Applicant) name in cell B3 will be automatically completed using the information entered on the "ENOUGH Cover Page Signatures" tab. If there is no organization name in cell B3 or a "0" for both pages, go back to the "ENOUGH Cover Page Signatures" tab and enter any missing
6	The tab "LMB" pertains ONLY to the LMB (Lead Applicant) direct expenses of the ENOUGH Grant plus indirect costs for the overall project. Enter the proposed expenses for the ENOUGH-funded budget in Column D rows 8-45, as applicable. Enter numbers ONLY in cells that are not shaded. Expenses for a category will total in the shaded cells. Refer to Appendix C of the ENOUGH LMB Capacity Building NOFA for
7	The amount budgeted for the LMB will total in cell D47.
8	Complete Column E, cells 8-45 if the LMB has cash contribution from a source other than ENOUGH and that cash contribution will be used to support the ENOUGH LMB Capacity Building Grant. Cash contribution does not include funds that are paid to another third party.
9	Complete Column F, cells 8-45 if the LMB has in-kind support from a source other than ENOUGH and that in-kind support will be used to support the ENOUGH LMB Capacity Building Grant. In-kind support does not include funds that are paid to a third party.
10	Complete Column E, cells 49-53 if the LMB has budgeted expenditures in Column E, cells 8-45. Complete these cells with the amount of cash contribution and/or in-kind support from each corresponding source, as applicable. If entering funds on lines 52 or 53, please also enter the source of funds in cell C52 or C53, as

11	For the LMB budget, the Total Direct Cost includes the LMB's direct costs and all partner budgets. Indirect costs may be requested for up to 15% of Modified Total Direct Costs. For each subcontract and sub-grant over \$50,000, modify the indirect cost base by subtracting the amount of each that exceeds \$50,000 to identify the Modified Total Direct Cost before calculating the indirect cost. See NOFA Appendix C for details.
12	Check to make sure that the totals are calculated in Column G and that totals show in cells D55, E54 and F54, as applicable. If there are no totals where funds are entered in the column above, the formula may have been deleted, numbers transposed, a whole number not used, or there is another error. Please remember to clear the content of cells in case of errors (or type over the error by entering the correct
13	Open tab " Partner Summary. " The name of the LMB should be entered automatically from the "ENOUGH Cover Page Signatures" tab. If there is no Agency name or you see a "0" in cell B3, return to the "ENOUGH Cover Page Signatures" tab and enter the name of the LMB. This page is a summary of the individual partners and their corresponding budgets that you will complete on the remaining tabs. The page is
14	Check to make sure that the totals are calculated in Column G and that totals show in cells D35, E34, and F34, as applicable. If there are no totals where funds are entered in a program/strategy budget page or there is an error message, you may have made an error. Go back to that page to review the entries. Please remember to clear the content of cells in case of errors (or type over the error by entering the correct
15	The worksheets for tabs "Partners #1 through Partners #18" are duplicates. Complete one budget sheet for each partner proposed for FY25. If the partners are unknown at this time, complete one page for each program/strategy that will be carried out by a partner organization. Unused worksheets should be left blank - do not delete any unused tabs as this may delete the formulas. Do not rename, reorder, or shade the
16	Open tab " Partner #1. " The name of the LMB should be entered automatically from the "ENOUGH Cover Page Signatures" tab. If there is no Agency name in cell B3 or you see a "0" in cell B3, return to the "ENOUGH Cover Page Signatures" tab and enter the name of the LMB (Lead Applicant).
17	In cell C7, enter the name of the proposed Partner on the highlighted line. Partners identified in the budget should also be named in the Project Narrative and other components of the application. For a Partner with more than one vendor, if the vendor is known, please note the vendor name in parenthesis after Partner name - e.g. Mentoring Program (Alpha), Mentoring Program (Beta), etc.
18	Enter the Partner budget in column D rows 8-43. Enter numbers ONLY in cells that are not shaded. Expenses in a category will total in the shaded cells. Indirect costs may be requested by partners that expect to incur expenses not allocable as direct costs. If there is no single subcontract or sub-grant over \$50,000, calculate the indirect cost by using the Total Direct Cost that is automatically calculated. For each subcontract and sub-grant over \$50,000, modify the direct cost total by subtracting the portion of each subcontract or sub-grant that exceeds \$50,000 to identify the Modified Total Direct Cost (MTDC) before

19	Complete Column E, lines 8-45 ONLY if the Partner has additional cash contributions from sources other than ENOUGH that directly supports the operation of this program/strategy. Eligible cash contribution does not include funds that are paid to a third party in support of the program/strategy.
20	Complete Column F, lines 8-45 ONLY if the Partner has in-kind support from sources other than ENOUGH that directly support the operation of this program/strategy. Eligible in-kind support does not include support that is provided to a third party in support of the program/strategy.
21	Complete Columns E and F, cells 49-53 ONLY if the Partner has budgeted expenditures in Columns E and F, cells 8-45. Complete these cells with the amount of cash contribution and/or in-kind support from each corresponding source, as applicable. If entering funds on lines 52 or 53, please also enter the source of
22	Check to make sure that the totals are calculated in Column F and that totals show in cells D55, E54 and F54, as applicable. If there are no totals where funds are entered in the column above, you may have deleted the formula or made another error. Please remember to clear the content of cells in case of errors (or type over the error by entering the correct number) - do not delete .
23	Repeat steps 15-22 above for all Partners or each program/strategy if partner is not yet determined. Complete a separate budget for each vendor, if the vendor is known.
24	For the budget pages, there is a blank space provided at the far right of each line item (column F). Use this space to provide the required budget narrative both for ENOUGH and Non-ENOUGH funds. The budget narrative is not a written explanation or justification of why (for example) food is a necessary expense for an out-of-school time program. Instead, in this space, show the calculations that support how the expense was derived. For example - if \$1,000 is requested for training, the corresponding budget narrative could be: "4 hours of Trauma Informed Care training x \$250 per hour = \$1,000." Provide this information for each proposed line item expense for each budget. A budget narrative is not necessary for the category total lines.
25	When you have completed the entries, go back to each page and enter the page numbers as applicable. You will see "Page ____ of ____" at the bottom left corner of each page. Edit this so that the pages are sequentially numbered - for example, page 1 of 12, page 2 of 12, page 3 of 12, etc. The "ENOUGH Cover Page Signatures" tab is always page 1. Do not include the "ENOUGH Budget Total Page" in the sequence.
26	If you have any questions about completing this budget worksheet, please send your question to ENOUGH@maryland.gov.

Fiscal Year 2025 - ENOUGH LMB Capacity Building Grant

A. GENERAL INFORMATION

Local Management Board: Kent County Local Management Board

Street Address: 400 High Street

City: Chestertown

Zip: 21620

Point of Contact: Rosemary Ramsey Granillo

Phone: 410-810-2673

Fax: 410-810-2674

Federal Taxpayer ID: 52-6000974

B. TYPE OF REQUEST

New

Modification

Supplemental

Reduction

C. AFFIRMATION

The Local Management Board (Lead Applicant) affirms that the information conveyed in this Budget and Narrative are true and accurate to the best of its knowledge.

[Redacted Signature Line]

Agency Authorized Official

Date

[Redacted Signature Line]

Agency Fiscal Officer

Date

State Official

Date

D. TERMS and CONDITIONS (for GOC use only)

X Attached Pages



Fiscal Year 2025 - ENOUGH LMB Capacity Building Grant

A. GENERAL INFORMATION	
Local Management Board:	Kent County Local Management Board
Street Address:	400 High Street
City:	Chestertown
State:	Maryland
Zip:	21620
Point of Contact:	Rosemary Ramsey Granillo
Phone:	410-810-2673
Fax:	410-810-2674
Federal Taxpayer ID:	52-6000974
B. TYPE OF AWARD	
New	<input checked="" type="checkbox"/>
Modification	<input type="checkbox"/>
Supplemental	<input type="checkbox"/>
Reduction	<input type="checkbox"/>
STATE FUNDS:	<u>\$104,000.00</u>
TOTAL ENOUGH GRANT PROGRAM REQUEST	\$ <u><u>104,000.00</u></u>
D. AFFIRMATION	
The Local Management (Lead Applicant) affirms that the information and estimates conveyed in this document (with the exception of the SECTION C above) are true and accurate to the best of its knowledge. The Governor's	

Office for Children affirms that the information and estimates conveyed above in SECTION C is true and accurate to the best of its knowledge.

[Redacted Signature Line]

Agency Authorized Official

Date

[Redacted Signature Line]

Agency Fiscal Officer

Date

State Official

Date

Fiscal Year 2025 - ENOUGH LMB Capacity Building Grant

Budget Summary

A. GENERAL INFORMATION

Local Management Board:	Kent County Local Management Board			
Street Address:	400 High Street			
City:	Chestertown	State: Maryland	Zip:	21620
Point of Contact:	Rosemary Ramsey Granillo	Phone:	410-810-2673	Fax: 410-810-267
Federal Taxpayer ID:	52-6000974			

B. BUDGET SUMMARY

	ENOUGH Funding	Non - ENOUGH Funding CASH CONTRIBUTION	Non - ENOUGH Funding IN KIND
Personnel	68,744.00	0.00	0.00
Operating Expenses	0.00	0.00	0.00
Travel	3,000.00	0.00	0.00
Contractual Services	20,750.00	0.00	55,000.00
Equipment	0.00	0.00	0.00
Other	6,946.00	0.00	13,200.00
Indirect Costs	4,560.00	0.00	0.00
Grand Total	104,000.00	0.00	68,200.00

LOCAL MANAGEMENT BOARD - BUDGET AND REVENUE
Fiscal Year 2025

Kent County Local Management Board

0

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed (both ENOUGH and non-ENOUGH), enter below the calculations that show how the expense was derived. Use whole numbers only and round up or down only to the next whole number. No entries are required for shaded lines.
Budget for Local Management Board (LMB)					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	5,750.00	0.00	0.00	\$5,750	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	5,750.00	0.00	0.00	\$5,750	Video Production to create 6 video shorts summarizing the priorities developed through the process
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)				\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs (LMB + Partners)	104,000.00	0.00	68,200.00	\$172,200	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget for Local Management Board	\$5,750	\$0	\$0	\$5,750	
Revenue Sources for Non-ENOUGH Funds:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service		0.00	0.00		
Other (Enter Source Here)		0.00	0.00		
Other (Enter Source Here)		0.00	0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
ENOUGH FUNDING REQUEST	\$5,750				
TOTAL Revenue-ENOUGH + Other Sources				\$5,750	

*If any single subcontract exceeds \$50,000, modify the indirect cost base by subtracting the amount of the subcontract over \$50,000. See budget instructions for details.

**ENOUGH LMB Capacity Building Grant Partner Summary
Fiscal Year 2025**

Kent County Local Management Board

PARTNER ORGANIZATION OR PROGRAM/STRATEGY	ENOUGH Grant Program			
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total
Washington College	43,250.00	0.00	28,200.00	\$71,450
Everyday Canvassing	40,000.00	0.00	0.00	\$40,000
Talbot Family Network	15,000.00	0.00	40,000.00	\$55,000
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
0	0.00	0.00	0.00	\$0
Total Partners/Programs Funding Request	\$98,250	\$0	\$68,200	\$166,450

Revenue Sources for Non-ENOUGH Funds (Partners/Programs Only):			
County/City Direct Revenue (Cash)		0.00	
County/City In-Kind			40,000.00
Fee for Service		0.00	0.00
WAC Other (Enter Source Here)		0.00	28,200.00
Other (Enter Source Here)		0.00	0.00
TOTAL Non-ENOUGH Revenue (Partners/Programs Only)		\$0	\$68,200
ENOUGH FUNDING REQUEST - (Partners/Programs Only)	\$98,250		
TOTAL Revenue from ENOUGH and Other Sources (Partners/Programs Only)			\$166,450

ENOUGH Grant Partner #1 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name: Washington College					
Personnel	41,000.00	0.00	0.00	\$41,000	
Salaries	41,000.00	0.00	0.00	\$41,000	2 faculty stipends for teaching course(Johnson and Nugent) \$3,000 each; \$35,000 for part time staff salary of Engagement Coordinator
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	15,000.00	\$15,000	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	15,000.00	\$15,000	Artist Residency
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	2,250.00	0.00	13,200.00	\$12,250	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	10,000.00	\$10,000	Neighborhood cook-outs
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (Fee to Audit Class)	2,250.00	0.00	0.00	\$2,250	\$450 audit fee * 5 community leaders participating in the Community Stakeholder Engagement course
Other (Student Internships)	0.00	0.00	3,200.00	\$3,200	5 students * 40 hours * \$16 / hr
Total Direct Costs	43,250.00	0.00	28,200.00	\$68,250	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget Washington College	\$43,250	\$0	\$28,200	\$68,250	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service		0.00	0.00		
WAC Other (Enter Source Here)		0.00	28,200.00		
Other (Enter Source Here)		0.00	0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$28,200		
GOC/ENOUGH FUNDING REQUEST	\$43,250				
TOTAL Revenue from ENOUGH and Other Sources				\$71,450	

ENOUGH Grant Partner #2 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name: Everyday Canvassing					
Personnel	27,744.00	0.00	0.00	\$27,744	
Salaries	27,744.00	0.00	0.00	\$27,744	Everyday Canvassing facilitation and supervision \$40/hr *132.5 hrs = \$5,300 Community Organizer positions \$35/hr * 607 hrs = \$21,244 Community Organizer trainees \$30/hr * 40 hrs = \$1,200
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	3,000.00	0.00	0.00	\$3,000	
Local Travel	3,000.00	0.00	0.00	\$3,000	6 overnight trips *500 = \$3,000
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	0.00	\$0	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	0.00	\$0	
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	4,696.00	0.00	0.00	\$4,696	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	3,196.00	0.00	0.00	\$3,196	\$533 per Community Conversation session for 30 people * 6 sessions = \$3,196
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (Childcare)	1,500.00	0.00	0.00	\$1,500	\$250 per Community Session * 6 = \$1,500
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	35,440.00	0.00	0.00	\$35,440	
Indirect Costs	4,560.00	0.00	0.00	\$4,560	
Up to 15% of Total Direct Costs*	4,560.00	0.00	0.00	\$4,560	10%
TOTAL Budget Everyday Canvassing	\$40,000	\$0	\$0	\$40,000	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service		0.00	0.00		
Other (Enter Source Here)		0.00	0.00		
Other (Enter Source Here)		0.00	0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
GOC/ENOUGH FUNDING REQUEST	\$40,000				
TOTAL Revenue from ENOUGH and Other Sources				\$40,000	

ENOUGH Grant Partner #3 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name: Talbot Family Network					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	15,000.00	0.00	40,000.00	\$55,000	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	15,000.00	0.00	40,000.00	\$55,000	"Circuit Rider" expertise for Mid Shore non-profits
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	15,000.00	0.00	40,000.00	\$55,000	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget Talbot Family Network	\$15,000	\$0	\$40,000	\$55,000	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service		0.00	0.00		
Talbot Other (Enter Source Here)		0.00	20,000.00		
QA Other (Enter Source Here)		0.00	20,000.00		
TOTAL Non-ENOUGH Revenue		\$0	\$40,000		
GOC/ENOUGH FUNDING REQUEST	\$15,000				
TOTAL Revenue from ENOUGH and Other Sources				\$55,000	

ENOUGH Grant Partner #4 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name:					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	0.00	\$0	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	0.00	\$0	
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	0.00	0.00	0.00	\$0	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget	0	\$0	\$0	\$0	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service			0.00		
Other (Enter Source Here)			0.00		
Other (Enter Source Here)			0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
GOC/ENOUGH FUNDING REQUEST	\$0				
TOTAL Revenue from ENOUGH and Other Sources				\$0	

ENOUGH Grant Partner #5 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name:					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	0.00	\$0	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	0.00	\$0	
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	0.00	0.00	0.00	\$0	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget	0	\$0	\$0	\$0	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service			0.00		
Other (Enter Source Here)			0.00		
Other (Enter Source Here)			0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
GOC/ENOUGH FUNDING REQUEST	\$0				
TOTAL Revenue from ENOUGH and Other Sources				\$0	

ENOUGH Grant Partner #6 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name:					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	0.00	\$0	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	0.00	\$0	
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	0.00	0.00	0.00	\$0	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget	0	\$0	\$0	\$0	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service			0.00		
Other (Enter Source Here)			0.00		
Other (Enter Source Here)			0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
GOC/ENOUGH FUNDING REQUEST	\$0				
TOTAL Revenue from ENOUGH and Other Sources				\$0	

ENOUGH Grant Partner #7 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name:					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	0.00	\$0	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	0.00	\$0	
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	0.00	0.00	0.00	\$0	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget	0	\$0	\$0	\$0	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service			0.00		
Other (Enter Source Here)			0.00		
Other (Enter Source Here)			0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
GOC/ENOUGH FUNDING REQUEST	\$0				
TOTAL Revenue from ENOUGH and Other Sources				\$0	

ENOUGH Grant Partner #8 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name:					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	0.00	\$0	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	0.00	\$0	
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	0.00	0.00	0.00	\$0	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget	0	\$0	\$0	\$0	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service			0.00		
Other (Enter Source Here)			0.00		
Other (Enter Source Here)			0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
GOC/ENOUGH FUNDING REQUEST	\$0				
TOTAL Revenue from ENOUGH and Other Sources				\$0	

ENOUGH Grant Partner #9 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name:					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	0.00	\$0	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	0.00	\$0	
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	0.00	0.00	0.00	\$0	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget	0	\$0	\$0	\$0	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service			0.00		
Other (Enter Source Here)			0.00		
Other (Enter Source Here)			0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
GOC/ENOUGH FUNDING REQUEST	\$0				
TOTAL Revenue from ENOUGH and Other Sources				\$0	

ENOUGH Grant Partner #10 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name:					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	0.00	\$0	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	0.00	\$0	
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	0.00	0.00	0.00	\$0	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget	0	\$0	\$0	\$0	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service			0.00		
Other (Enter Source Here)			0.00		
Other (Enter Source Here)			0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
GOC/ENOUGH FUNDING REQUEST	\$0				
TOTAL Revenue from ENOUGH and Other Sources				\$0	

ENOUGH Grant Partner #11 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name:					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	0.00	\$0	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	0.00	\$0	
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	0.00	0.00	0.00	\$0	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget	0	\$0	\$0	\$0	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service			0.00		
Other (Enter Source Here)			0.00		
Other (Enter Source Here)			0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
GOC/ENOUGH FUNDING REQUEST	\$0				
TOTAL Revenue from ENOUGH and Other Sources				\$0	

ENOUGH Grant Partner #12 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name:					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	0.00	\$0	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	0.00	\$0	
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	0.00	0.00	0.00	\$0	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget	0	\$0	\$0	\$0	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service			0.00		
Other (Enter Source Here)			0.00		
Other (Enter Source Here)			0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
GOC/ENOUGH FUNDING REQUEST	\$0				
TOTAL Revenue from ENOUGH and Other Sources				\$0	

ENOUGH Grant Partner #13 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name:					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	0.00	\$0	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	0.00	\$0	
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	0.00	0.00	0.00	\$0	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget	0	\$0	\$0	\$0	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service			0.00		
Other (Enter Source Here)			0.00		
Other (Enter Source Here)			0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
GOC/ENOUGH FUNDING REQUEST	\$0				
TOTAL Revenue from ENOUGH and Other Sources				\$0	

ENOUGH Grant Partner #14 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name:					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	0.00	\$0	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	0.00	\$0	
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	0.00	0.00	0.00	\$0	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget	0	\$0	\$0	\$0	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service			0.00		
Other (Enter Source Here)			0.00		
Other (Enter Source Here)			0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
GOC/ENOUGH FUNDING REQUEST	\$0				
TOTAL Revenue from ENOUGH and Other Sources				\$0	

ENOUGH Grant Partner #15 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name:					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	0.00	\$0	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	0.00	\$0	
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	0.00	0.00	0.00	\$0	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget	0	\$0	\$0	\$0	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service			0.00		
Other (Enter Source Here)			0.00		
Other (Enter Source Here)			0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
GOC/ENOUGH FUNDING REQUEST	\$0				
TOTAL Revenue from ENOUGH and Other Sources				\$0	

ENOUGH Grant Partner #16 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name:					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	0.00	\$0	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	0.00	\$0	
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	0.00	0.00	0.00	\$0	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget	0	\$0	\$0	\$0	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service			0.00		
Other (Enter Source Here)			0.00		
Other (Enter Source Here)			0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
GOC/ENOUGH FUNDING REQUEST	\$0				
TOTAL Revenue from ENOUGH and Other Sources				\$0	

ENOUGH Grant Partner #17 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name:					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	0.00	\$0	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	0.00	\$0	
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	0.00	0.00	0.00	\$0	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget	0	\$0	\$0	\$0	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service			0.00		
Other (Enter Source Here)			0.00		
Other (Enter Source Here)			0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
GOC/ENOUGH FUNDING REQUEST	\$0				
TOTAL Revenue from ENOUGH and Other Sources				\$0	

ENOUGH Grant Partner #18 - BUDGET AND REVENUE PROJECTIONS
Fiscal Year 2025

Kent County Local Management Board

DESCRIPTION					Budget Narrative
	ENOUGH Funding	Non-ENOUGH Funding (Cash Contribution)	Non-ENOUGH Funding (In-Kind)	Total	For each Column C line item where funding is proposed, enter below the calculations that show how the expense was derived. No entries are required for shaded lines.
Partner Name:					
Personnel	0.00	0.00	0.00	\$0	
Salaries	0.00	0.00	0.00	\$0	
Fringe Benefits Costs	0.00	0.00	0.00	\$0	
Operating Expenses	0.00	0.00	0.00	\$0	
Office Supplies	0.00	0.00	0.00	\$0	
Postage/Shipping	0.00	0.00	0.00	\$0	
Advertising	0.00	0.00	0.00	\$0	
Printing/Duplication	0.00	0.00	0.00	\$0	
Software or Cloud-Based Services	0.00	0.00	0.00	\$0	
Expendable Materials	0.00	0.00	0.00	\$0	
Communications	0.00	0.00	0.00	\$0	
Information System	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Travel	0.00	0.00	0.00	\$0	
Local Travel	0.00	0.00	0.00	\$0	
Conferences/Conventions	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Contractual Services	0.00	0.00	0.00	\$0	
Training	0.00	0.00	0.00	\$0	
Consultant (other than Legal & Accounting/Auditing)	0.00	0.00	0.00	\$0	
Legal	0.00	0.00	0.00	\$0	
Accounting/Auditing	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Equipment	0.00	0.00	0.00	\$0	
Office Equipment/Furniture	0.00	0.00	0.00	\$0	
(specify)	0.00	0.00	0.00	\$0	
Other	0.00	0.00	0.00	\$0	
Facilities Rental	0.00	0.00	0.00	\$0	
Food	0.00	0.00	0.00	\$0	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	\$0	
Equipment Under \$5K	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Other (specify)	0.00	0.00	0.00	\$0	
Total Direct Costs	0.00	0.00	0.00	\$0	
Indirect Costs	0.00	0.00	0.00	\$0	
Up to 15% of Total Direct Costs*	0.00	0.00	0.00	\$0	
TOTAL Budget	0	\$0	\$0	\$0	
Revenue Sources for Non-ENOUGH Funding:					
County/City Direct Revenue (Cash)		0.00			
County/City In-Kind			0.00		
Fee for Service			0.00		
Other (Enter Source Here)			0.00		
Other (Enter Source Here)			0.00		
TOTAL Non-ENOUGH Revenue		\$0	\$0		
GOC/ENOUGH FUNDING REQUEST	\$0				
TOTAL Revenue from ENOUGH and Other Sources				\$0	

KENT COUNTY LMB Capacity Building Grant

PART 1 | Community and Community Quarterback

1-A. Community Geography and Profile

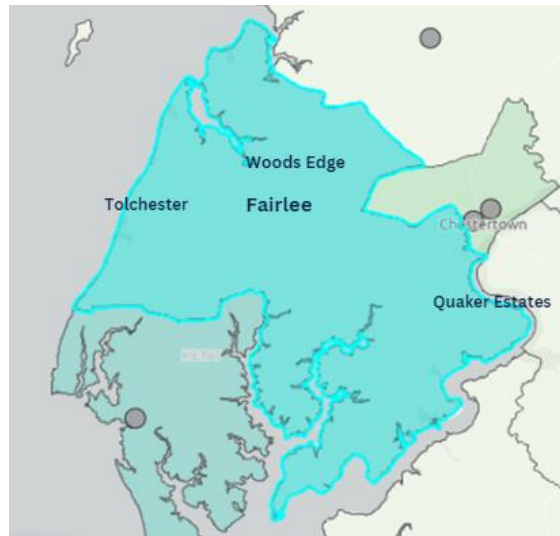
1. THE PLACE: Uptown Chestertown

The Uptown Chestertown area encompasses neighborhoods in the Chestertown and the Fairlee census tract areas. It corresponds to a smaller area of the Henry Highland Garnet Elementary School's catchment area (a Community School) and a slightly larger area of Chestertown's Ward 3 district.



Uptown Priority Community Boundaries

The tract with the highest child poverty in Kent is the Fairlee tract, with 27%, or 80 children in poverty out of 299 total children. The neighborhoods in this tract where the most families with children live are Quaker Estates and Fairlee, including the Baywood subsidized apartments on Fish Hatchery Road. There are no incorporated towns in the Fairlee census tract, nor public schools. The tract is large, spanning from the Chester River to the South and up to the Sassafras River to the North, mostly consisting of agriculture and forest land use. For this reason we did not select the Fairlee census tract alone as the boundaries for the ENOUGH priority community.



Fairlee Census Tract

The Chestertown census tract is geographically smaller and more densely populated. It has a child poverty rate of 16%, or 130 children in poverty out of 836 children. There are two community schools within Chestertown. Henry Highland Garnet Elementary School serves Pre-K - 5th grade and has a student poverty rate of 67% (230/345 students). HHGES is one of three elementary schools in the County and the catchment area includes the Quaker Estates neighborhood and other cross road villages that sit within the Fairlee census tract. Kent County Middle School is the second community school within Chestertown and has a student poverty rate of 63% (251/400 students). As the only middle school, it serves all 6th through 8th grade public school students in Kent County. KCLMB identified the Uptown Chestertown area as the priority community due to the higher quantifiable number of children in poverty and their proximity to concentrated pockets of child poverty in the Fairlee tract, as well as the home of two Community Schools.

Uptown Chestertown's historic center is Calvert Street, which runs from Spring Street (that opens into Downtown) and ends with Elmer T Hawkin's Drive. Calvert Street is home to the First United Methodist Church (home to a major food pantry), the County Government Center, the Kent County Public Library's flagship building, Henry Highland Garnet Elementary (Community) School, Sacred Heart Catholic Church, Faith Life Church, the 400 Block low-income townhouses, and the Calvert Heights subsidized apartment complex. Calvert Heights is bordered by the Rails to Trails bike path that connects Calvert to neighboring Uptown neighborhoods like Washington Park, Edge of Town Trailer Park, Kent Crossing Apartments, and Brook Meadow subsidized apartments. The Washington College campus runs along the northeastern border of these neighborhoods and Radcliffe Creek borders the southwestern side.

2. UPTOWN HISTORY

Provide specific background information on the identified high-poverty communities, including but not limited to historic root causes of child poverty and barriers to economic mobility.

Uptown Chestertown is a vibrant and diverse neighborhood with significant African American history. The area is a mix of commercial and residential and much more industrial than downtown Chestertown.

Uptown is a historically segregated area of Chestertown. African American residents have had limited access to high wage positions or economic opportunities within Chestertown or Kent County and the region has [economic mobility patterns](#) more aligned with the Deep South than the rest of Maryland - for low income households, median income has decreased generation over generation. The racial disparity has narrowed (by 2%) for individual income, while still declining overall (by \$5,000 between 1978-1992, adjusted for inflation).

Kent County has historically resisted systemic change to address racial disparities and implement strategies that would reduce child poverty. For example, the Board of Education actively fought racial integration between 1954 and 1967. They only adopted a formal plan of integration after a Federal ultimatum in 1966, and it wasn't until 1971 that all students attended a new fully integrated High School in Worton.

The history toward racial integration in the Kent County school system highlights the power and resilience of the Black community and then the contemporary struggle to thrive in a predominantly white school system. Much of the story is tied to the Garnet School, Kent's main African American school (primary and high school) funded and built by local Black families in 1916. Prior to this point Black families only had access to [one room school](#) houses teaching grades 1-6. In 1950 the Board of Education built the building we use today, which served grades 1-12. The African American schools were led by revered educators like [Emma Miller](#) and [Elmer T. Hawkins](#). Despite operating under overt racism, the Garnet School produced many notable outcomes and accomplished alumni, who are still celebrated today.

Today the Henry Highland Garnet Elementary School serves PreK-5 students from Chestertown, Worton Point, Butlertown, and Quaker Neck and is a designated Community School. Its namesake, Henry Highland Garnet, was born in 1815, ten miles northeast of Chestertown. He [escaped slavery](#) on the Darby Plantation with his parents and 10 siblings when they had gotten permission to attend a funeral in Wilmington DE and then connected with the Underground Railroad to get to New York. Garnet, a contemporary of Frederick Douglas, became a prominent abolitionist who famously called for armed rebellion.

The major challenge of Kent County Public Schools today is declining enrollment. While this is a multifactor issue, it is exacerbated by the disproportionate number of private K-8

schools within Kent County (3), two of which were established soon after racial integration as a means for white families to 'opt out'.

The immediate vicinity of HHGES was also the site of important African American small businesses and spaces throughout the 19th and 20th century, often called the Black Wall Street of Chestertown. Black owned businesses in Chestertown included oyster houses and ice cream parlors, many dating back to the early 1800's and which were owned by freed Black families. Later on, Charlie Graves and Hilda Lively ran the Uptown Club through the 1940's to the 1960's, a venue that is now listed in the [Historical Marker Database](#) for attracting performers including James Brown, Otis Redding, Ray Charles, and Smokey Robinson. The marker describes how in "this neighborhood, called "Santiago" the Uptown Club was a community hub for union meetings, voters headed to the polls, and it supplied jobs. Graves, admired for his daily wear of a suit and wide brim hat, earned respect for his community advocacy and business acumen. In 1988, after 42 years of service, Charlie collaborated with the Town of Chestertown to raze the Uptown Club to make room for affordable housing."

Through the 20th century Chestertown saw the growth of industrial/agricultural sites such as Vita Foods processing plant, Campbell's Soup, and then manufacturing sites like Dixon Valve. Food processing plants provided formal employment opportunities to thousands of African American working families over their lifespan, and especially to women who had been historically relegated to informal domestic labor. The shared culture and economic anchoring of these sites is an important reference point for many residents when discussing community values and aspirations.

In the 1970's and 1980's Chestertown developed publicly subsidized low income rental properties including Calvert Heights and Baywood Village in Fairlee; and two single family home development projects that aimed to build economic mobility among Black working class families. Many African American families moved from rather degraded apartments in Downtown Chestertown, some of which still had latrines, to newer options in Uptown or on the edge of town. Philanthropists such as Luisa Carpenter, a Du Pont heiress, donated the land and arranged funding for Black first-time homebuyers in the neighborhoods of Washington Park and Quaker Estates.

But the area has held fewer employment and business opportunities for many residents, especially those who found stability and mobility from processing plants and manufacturing jobs. Smaller businesses, like social clubs, restaurants, a bowling alley, and boarding houses that served Black residents during segregation slowly dwindled away after racial integration, unable to compete with modern health and environmental codes or larger racially integrated competitors. Major employers in Chestertown today are in health and social services, hospitality, and education. Wages are depressed compared to surrounding areas, and historic tendencies to seek better employment opportunities "up the line" (to the North) persist. Today the historic downtown district of Chestertown has benefitted from retirees, tourism, a vibrant Arts scene, and major capital investments in historic properties. Unfortunately, the Uptown region has not seen

many changes or benefits and families struggle to find quality employment, childcare, healthcare, and other services.

3. *Describe current LMB efforts in the identified high-poverty communities, aligned with the [4 ENOUGH Result Areas](#) (Cradle to Career Education, Healthy Families, Economically Secure Families, Safe and Thriving Communities).*

KCLMB is a small office that operates as a County Department. Staff include the Director, the Local Care Team Coordinator and an Administrative Specialist. The office coordinates with County departments for HR, IT, and fiscal support.

KCLMB benefits from a small community with relatively strong civic infrastructure where support and programming is more easily adapted and customized to the context of families seeking support. Communication between agencies and programs can flow easily and quickly when needed. This has allowed KCLMB's work to occasionally pivot to take advantage of new opportunities and to engage in new approaches, such as the feeding programs organized as mutual aid efforts during COVID 19 and the laptop distribution program completed this year.

The three programs currently funded by KCLMB do not specifically target Uptown Chestertown, but rather any eligible Kent County resident. The programs are:

1. Healthy Families Home Visiting - run out of Kent County Health Department which is located in Uptown Chestertown.
2. Minary's Dream Academy - at Kent County Middle School, within Uptown Chestertown. The program operates out of the only youth centered and Black owned non-profit in Kent County, Minary's Dream Alliance.
3. Beyond Your Mental Peer Mentoring Program - run out of Kent County High School and in coordination with Kent County Middle School. This program was designed by and is led by Kent County students to facilitate a healthier transition between Middle school to High school.

KCLMB also serves as a strong convening force. The office has coordinated years of racial equity efforts that led to community led coalitions like Social Action for Racial Justice and transformational educational experiences like the [Hip Hop Time Capsule](#) (2021-2023) and the [Get on the Bus Tour](#) (2023). We have convened groups to address urgent issues like the closure of a childcare center, COVID needs, Non-profit needs, and grant proposals. The ENOUGH theory of change overlays well with the trajectory of KCLMB's work over that past 5 to 10 years.

1-B. Community Quarterback Qualifications and Leadership Role

2. *Describe how the LMB will help high-poverty communities within their jurisdiction without an identified Community Quarterback organization to identify one with the above qualities and competencies.*

Kent County does not have any eligible tracts for competitive ENOUGH funding, therefore there are no Community Quarterback organizations yet identified. For the LMB Capacity Building Grant KCLMB is the lead applicant and thereby the default

Quarterback for this work but will work with the Uptown Innovation Partners and Community Council (s) to identify a Quarterback as the collaboration moves forward.

PART 2 | Capacity for Collaborative Action

2-A. Partner Engagement and Community Co-Creation

1. *Describe existing local partnerships in the jurisdiction, how the LMB has been involved in the work of those partnerships, and how these partnerships can be leveraged to support the high-poverty communities within their jurisdiction.*

PARTNERSHIPS FOR UPTOWN

Washington College

KCLMB is aligning the ENOUGH approach with a recent endeavor to develop property at the center of the Uptown community. In 2020 Dixon Valve and Coupling Company, a global leader in hose fitting production, donated an 11-acre, industrial zoned property at 800 High Street to Washington College, a four year liberal arts college with roughly 1,000 students; the campus borders the property and much of the Uptown area.

KCLMB has long partnered with Washington College and collaboration around the Uptown Community has grown organically since 2018 when staff from the College joined the LMB's community planning process. For example, one of the strategies identified during that process was to ensure that there were more paid internship opportunities for high school students who are normally expected to earn money at summer jobs rather than participate in educational internships and camps. Washington College's Starr Center took this finding and built paid internships into the [Hip Hop Time Capsule program](#); part of their three year Chesapeake Heartland project, funded by the Mellon Foundation and in partnership with the National Museum of African American History and Culture. Then, in the Fall of 2022 KCLMB Director Rosemary Ramsey Granillo co-taught a course with Patrick Nugent, the Thomas V. Mike Miller Jr. Director of Civic Engagement. The course, 'The Meanings of Civic Engagement', gathered community leaders to inform student research on the issues and questions most relevant to civic engagement in Chestertown and Kent County.

The collaboration continued in 2023, where the College, supported by a TEDCO grant, designed a mixed-methods needs assessment process where students and community members conducted a feasibility study for the Innovation Plant within a course called "Community Stakeholder Engagement". The process gathered input on the proposed Innovation Plan from a wide and representative sample of campus and community constituents to envision the revitalization of the 16,000 sq. foot Quonset Hut as a "community-facing space drawing inspiration from makerspaces, entrepreneurship centers, and social innovation hubs" Ramsey Granillo participated in the course as one of the community member students.

The 11-acre site included a 260,000 square foot manufacturing plant (now demolished), a 16,000 square foot “Quonset Hut” warehouse, and an athletic center. Dixon relocated their manufacturing and distribution operations, to a newly developed site on the northeastern end of town, and the athletic center to a recently completed Kent Family YMCA. The 11-acre property at 800 High St., directly between the Rails to Trail path, Calvert Heights, Washington College’s historic campus, and the Chestertown Cemetery is an ideal site to anchor a collaborative Uptown community revitalization initiative, and the ENOUGH community-led approach will provide the counter-balance to the College’s long term investment in the area, ensuring a collaborative and inclusive process between Campus and Community.

Community Schools

Henry Highland Garnet Elementary School and Kent County Middle School are the two Community Schools in Chestertown’s Uptown area. KCLMB staff sit on the steering committee for each Community School and meet with the Community School Coordinators to discuss community investments, priorities, data sharing, and other collaborations. Each Community School is ready to collaborate on ENOUGH related efforts. KCLMB also participates in HHGES’s Judy Center convenings focused on early childhood development. The Community Schools will be vital partners to collaborate on community engagement events, data evaluation, and service coordination.

Chesapeake College

Chesapeake College is the Mid Shore’s Community College. KCLMB has coordinated with the College to ensure reach into Kent County for programs like Upward Bound and English as a Second Language (ESL) and Adult Basic Education (ABE) offerings. They are also home to the Workforce Investment Board and KCLMB participates in the American Job Center stakeholder workgroup. Chesapeake College is interested in building their presence and connection with Kent County students. They are also committed to partnering on the development of curriculum and collaborations at Washington College’s Innovation Plan and Mobile Innovation Lab.

Clifton Foundation

The Clifton Foundation is Dixon Valve’s philanthropic foundation. Clifton is best known for supporting the Character Counts program within all Kent County schools, but has also supported community efforts related to homelessness and financial literacy. KCLMB has been in discussion with Clifton about Uptown Innovation partnership and capacity building among our local Non-profit community. They are eager to support the Circuit Rider initiative (see 2.A.2 and 4.A.1.) with funding to support the concept.

United Way of Kent County

The United Way of Kent County is our partner for coordinating with local non-profits, especially non-profits whose work extends beyond the scope of children, youth and

families. Our local United Way has focused on supporting non-profits focused on financial stability, health, and education, so our priorities overlap in many ways.

Youth Serving Non-Profits

KCLMB is a natural convener (and oftentimes funder) for Kent's local child and youth serving non-profit organizations. This includes organizations like Minary's Dream Alliance, Boys and Girls Club, Parks and Recreation, Kent Family YMCA, and Horizon's of Kent & Queen Anne's. KCLMB has organized several gatherings to share information, discuss local demographics and data, collect feedback, and help make connections among organizations.

2. *Describe how the LMB will expand and/or build partnerships in high-poverty communities within their jurisdiction that can achieve impact through collaborative action aligned with the ENOUGH Result Areas.*

KCLMB is partnering with Talbot Family Network and Queen Anne's Community Partnerships for Children and Families to build partnerships and capacity among a cohort of youth serving organizations and agencies. We will seek a consultant to serve as a "Circuit Rider" to 1. Convene and align the work of selected providers and 2. Individually coach them on best-practices aligned with the four ENOUGH Result Areas.

Kent, QA & Talbot share many nonprofit and agency partners who provide invaluable services and supports to children and families. Providing capacity building services at the regional level will strengthen the depth of support for a cohort of child serving providers. The Circuit Rider will be able to customize support to specific organizations and also bring organizations together to align efforts and foster collaboration.

2-B. Governance Structure

1. *Describe how the LMB will help high-poverty communities within their jurisdiction to establish an effective governance structure aligned with the requirements outlined in the [ENOUGH Grant Program NOFO](#) (e.g., systems of accountability, roles for people with lived experience, organizational charts, data sharing agreements, signed partnering agreements, etc.)*

KCLMB and Washington College have agreed to build out an **Uptown Innovation Coalition** of residents to guide community revitalization efforts and program design. We are also convening a group of **Uptown Innovation Partners** or Leadership Team that will coordinate investments and strategies around the Community's 'Uptown Innovation Agenda'. The Partners include Washington College, KCLMB, Kent County Public Schools (and Community Schools in Chestertown), Chesapeake College, Clifton Foundation, and United Way.

KCLMB is leveraging Community Partnership Agreement funds and ENOUGH LMB Capacity Building funds to bridge efforts between residents and the stakeholders invested in Uptown's children and families. KCLMB staff and leadership from

Washington College will convene the stakeholder partners to discuss and refine a governance structure that will be guided by the Uptown Innovation Agenda. Everyday Canvassing will convene and train community residents to organize the Agenda and communicate out their priorities. (See 3-A Community Assessment and Capacity Building)

PART 3 | Needs Analysis and Proposed Plan

3-A. Plans for Community Assessment and Capacity Building

1. *Describe how the LMB will support high-poverty communities in their jurisdiction to identify the needs of the community and to engage in a community-driven planning process aligned with one or more ENOUGH Result Areas.*

KNOCK! Kids and Neighbors Organizing for Change in Kent

In anticipation of ENOUGH, KCLMB began a process to engage with Uptown residents called Kids and Neighbors Organizing for Change in Kent. KNOCK! was a community-wide door-knocking campaign designed to engage and listen to residents of Uptown Chestertown. Facilitated by the Montgomery County based non-profit Everyday Canvassing and six residents (5 from Uptown Chestertown and 1 from Rock Hall), they gathered valuable insights from households about their experiences, concerns, interests, and priorities. The canvassing conversations also aimed to build relationships between residents and foster a greater sense of community ownership. The information collected included long form interview notes, demographic information based on race/ethnicity, age, household size, and contact information. KNOCK! Canvassers followed up by phone to further build relationships and offer additional resources based on the needs expressed, and KCLMB staff called households as needed to support service coordination.

This outreach was conducted between August and October of 2024. Everyday Canvassing initially calculated a 10% engagement rate, but Uptown residents were ready to talk – we surpassed a 30% engagement rate! These conversations and connections will form the basis of the community-led planning process within this proposal.

Co-Creating an Uptown Innovation Agenda

The next step after canvassing and interviewing is analyzing the input and building consensus around strategies and priorities. Like the “Community Stakeholder Engagement” course that Washington College designed to deeply engage around the Innovation Plant’s future, the college will hold the course again in the Spring semester of 2025 to analyze the canvassing data and draft an Uptown Innovation Agenda. Both Washington College students and community members tied to the Uptown Innovation work are invited to participate in the course. The course is being taught by Dr. Michelle

Johnson from the Education Department (who also sits on the Queen Anne’s County Local Management Board), Dr. Patrick Nugent (Director of Civic Engagement) and KCLMB’s Director Rosemary Ramsey Granillo.

Building Consensus, Leadership, and a Uptown Innovation Agenda

In tandem with the “Community Stakeholder Engagement Course” Everyday Canvassing will follow up with Uptown Residents to gather more detailed information and invite them to participate in the Uptown Innovation process. A series of Community Conversations (at least 6) will review the findings of the data presented by the Community Stakeholder Engagement students, build consensus, and shape the final recommendations of the Uptown Innovation Agenda. They will also accompany residents to present the final agenda to key partners, local government, and agencies. Everyday Canvassing will simultaneously provide opportunities to residents to learn more about government systems and effective coalition building strategies.

PART 4 | Leverages Resources and Civic Infrastructure

4-A. Leveraged Assets and Funding

- 1. Describe how the LMB will support the identification of community assets and other resources and supports (including programs funded by Federal, State, and local sources) within or accessible to the community. How will the capacity building funded through ENOUGH complement and build on the assets within the LMB and/or community?*

The Role of the Governance Structure and Assessment Process

Our Uptown Innovation Partners or Leadership Team will coordinate investments and strategies around the Community Coalitions plans. The Partners include Washington College, KCLMB, Kent County Public Schools (and Community Schools in Chestertown), Chesapeake College, the Clifton Foundation, and United Way.

The Community Stakeholder Engagement Course will overlay canvassing data with existing resources, funding streams, and potential leverage points to help build consensus around a final Uptown Innovation Agenda.

Leveraging 800 High St.

The partnership with Washington College’s Innovation Plan allows unique opportunities and resources to leverage toward broader community buy-in and participation. In August, the College [received](#) a \$1,846,000 grant from the Philip E. & Carole R. Ratcliffe Foundation. As the proposal states,

“The Innovation Plant will offer a variety of resources, including a mobile innovation lab, community engagement opportunities, and paid internships for students. The Ratcliffe grant will fund the first phase of building renovations,

continued gathering of community input, the mobile lab, and an investment in creating high school and college curriculums that help students make full use of the new resources.”

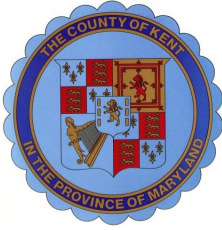
KCLMB sees the development of this space as a foundational piece of Uptown Innovation, and the partnership as a key strategy to sustain an inclusive and community-led decision-making process for the investments in the Uptown area. To ensure that the engagement effectively bridges campus and community, KCLMB is supporting the implementation of Ratcliffe grant activities and ensuring that residents are consulted on decision making processes to determine investments and programming. The grant includes funds to ensure community input on,

“design decisions, equipment purchases, fellowship selection, and public history/art projects related to the diverse history of the 800 High St. site. Having hosted Vita Foods, a former seafood and pickle processing plant employing thousands of African Americans across three decades, the history of this location is one of its greatest assets for outreach and programming, and we will seek to hire a coordinator who will engage our community in the celebration and commemoration of this history.”

The coordinator will serve as staff to the Uptown Innovation Coalition to better facilitate active engagement, and in turn will help the initiative engage an ever-broader base of support and participation.

Circuit Rider Capacity Building Support

The Circuit Rider concept is another key element for leveraging resources and ensuring aligned and data informed decision making. Partnering to fund the concept across three counties enables a robust offering. KCLMB envisions the model as being attractive to philanthropic and public funders alike. The Clifton Foundation has already expressed interest in this work and could potentially leverage their resources to sustain the effort.



**Rosemary Ramsey Granillo, Director, Kent County Local Management
Board
10/29/2024
County Commissioners Meeting**

Item Summary:

Everyday Canvassing Contract for KNOCK! Kids and Neighbors Organizing for Change in Kent community engagement.

ATTACHMENTS:

Description

LMB NA Cover

EC Contract with Exhibits



Local Management Board



BE A KNOCK! VOLUNTEER
HEAR COMMUNITY · HELP COMMUNITY · BUILD COMMUNITY

Join your fellow neighbors to knock on doors in Chestertown and learn about the needs of our community!

Canvassing will take place:
August-October 2024



CONTRACT

THIS CONTRACT made this ____ day of _____ 2024, by and between the County Commissioners of Kent County, a body corporate and politic of the State of Maryland, hereinafter referred to as the COUNTY, and Everyday Canvassing, hereinafter referred to as the CONTRACTOR.

WITNESSETH, That for and in consideration of the mutual covenants and promises between the parties hereto, it is fully agreed that:

1. The CONTRACTOR will furnish all labor, materials, equipment, and transportation necessary for the KNOCK! (Kids and Neighbors Organizing for Change in Kent), in accordance with the specifications in ATTACHMENT A.
2. ATTACHMENTS are:
 - a. Attachment A: Scope of Work
 - b. Attachment B: General Terms and Conditions
3. LIABILITY INSURANCE. CONTRACTOR shall furnish to the COUNTY, before beginning any work hereunder, a Certificate of Insurance certifying that the Contractor carries comprehensive, general liability insurance coverage through a policy which protects the County, and names the County as an Additional Insured in aggregate liability coverage of not less than Two Million (\$2,000,000.00) Dollars.
4. WORKER’S COMPENSATION INSURANCE. CONTRACTOR shall furnish to the County Commissioners, before beginning work, a Certificate of Workmen’s Compensation Insurance covering all employees of said Contract in amounts statutorily required.
5. COMPLETION OF WORK. The CONTRACTOR shall commence the work covered by this Contract by May 17, 2024, and shall complete the same by June 30, 2025, unless the period for completion is extended as provided for in the general conditions.
6. CONTRACT SUM. The COUNTY shall pay the CONTRACTOR for the performance of said work, subject to additions or deletions provided herein a total maximum fee, not to exceed Twentyseven Thousand Six Hundred Four dollars \$27,604 in conformity with the bid schedule.
7. COMPENSATION. The COUNTY agrees to pay the CONTRACTOR \$1,929 for FY24 and \$25,675 for FY25 upon receipt of invoices, not to exceed \$27,604.

The amount due for services will be rendered as stipulated under this MOU within (30) days of submission of an approved invoice.

Compensation will be at the full amount as indicated above: unless the COUNTY makes any increases or reductions (i.e. changes) to the overall program budget; and/or the

COUNTY discovers that all or a portion of the payment otherwise due is subject to withholding.

8. CONFIDENTIALITY. In the case where data is collected from programs or agencies, the information and records related to the services performed under this CONTRACT shall be confidential and shall not be disclosed by the CONTRACTOR without the express consent of the program participants or, if a minor, the minor's parents or guardian, except where the information and records are being examined in conjunction with the administration of the program and/or services provided for under this CONTRACT; or as may be required under State or federal law.

9. DURATION of OBLIGATION. This Contract extends for one year and two months, from May 17, 2024, through June 30, 2025.

10. NON-ASSIGNMENT. Neither this Contract nor any of the rights, interests or obligations under the Contract shall be assigned, in whole or in part, by operation of law or otherwise by either party without the prior written consent of the other party.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Contract in duplicate, on the date first above written.

WITNESS/ATTEST

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND

By: _____
Ronald H. Fithian, President
Kent County Commissioners

Everyday Canvassing

 _____

By: Mady Nadjé
Mady Nadjé, Executive Director
84-2287734
Employer Identification Number

ATTACHMENT A

Summary:

The Kent County Local Management Board (KCLMB) has selected Everyday Canvassing to prepare the KCLMB for our FY 2026-FY 2029 Community Planning process via Neighborhood Canvassing.

Everyday Canvassing is a 501(c)3 Non-Profit based in Montgomery County that uses door-to-door flyering and canvassing to inform and collect data from households.

All Canvassers will be trained with the necessary skills for effective community engagement and data management. Canvassers will be trained in Community Based Participatory Action Research (CBPAR) Methodology, Technical Skills Training, Follow Up Techniques, Organizational Advocacy, and Volunteer Engagement.

Objectives

1. Engage the Community in Decision-Making: Facilitate meaningful representation and dialogue between local residents, community organizations, and decision-makers to ensure that the voices of historically underrepresented groups are included in the FY 2026-FY 2029 Community Planning process.
2. Conduct Comprehensive Data Collection: Utilize door-to-door canvassing, surveys, and follow-up methods to gather qualitative and quantitative data from approximately 2,000 households in Chestertown, focusing on the needs and priorities of children, families, and other residents.
3. Train Local Canvassers in Community-Based Participatory Action Research (CBPAR): Equip canvassers with the necessary skills in CBPAR methodology, technical data collection, follow-up techniques, and community advocacy to ensure the effective engagement and mobilization of the community.
4. Build Capacity for Ongoing Community Engagement: Develop a network of trained local canvassers and volunteers who can continue to engage with the community beyond the scope of this project, ensuring sustainable involvement in local decision-making processes.
5. Synthesize and Report Data for Actionable Insights: Analyze the collected data to identify key trends and needs within the community, and produce actionable insights that will inform the creation of the Children's Action Plan and other community-driven initiatives.

Roles, Responsibilities & Deliverables.

To further the relationship between the Parties, in order to achieve Parties' mutual desire to achieve a canvassing program, each party agrees to the following roles and responsibilities, and provides the following resources.

More specifically, KCLMB will:

- Provide Everyday Canvassing technical assistance as necessary to finalize deliverables.
- Formally execute and issue a grant award of \$27,604 dollars for the activities covered within Everyday Canvassing's proposal.
- Facilitate introductions and coordination with local residents and partners (Washington College, local agencies and non-profits).

Everyday Canvassing will:

- Facilitate the described activities and approaches as described in their proposal –
 - Community Engagement Strategy:
 - Develop and implement a detailed community engagement strategy focusing on door-to-door canvassing and relationship-building with residents, ensuring deep and meaningful interactions across Chestertown.
 - Canvasser Training Program:
 - Create and deliver a comprehensive training program for local canvassers, including modules on Community-Based Participatory Action Research (CBPAR), data collection techniques, follow-up engagement, and community advocacy. Training materials will be shared with the Kent County Local Management Board and other stakeholders.
 - Canvassing and Data Collection:
 - Execute door-to-door canvassing, engaging with approximately 2,000 households in Chestertown. Collect both qualitative and quantitative data on community needs, priorities, and experiences through surveys and direct conversations.
 - Data Compilation and Management:
 - Compile the collected data into a comprehensive "Data Book," which will serve as a central repository of all gathered information. The Data Book will be organized and formatted to facilitate further analysis and planning by the Kent County Local Management Board and other stakeholders.
 - Follow-Up Engagement:
 - Implement follow-up activities with residents who were engaged during the canvassing process, including calls, texts, and additional surveys to gather more detailed insights and maintain ongoing relationships.
 - Training Materials and Resources:
 - Develop and distribute training materials and resources to support ongoing community engagement and capacity building, including guides on canvassing, data collection, and community organizing techniques.
 - Community Building and Relationship Management:
 - Foster warm and ongoing relationships with residents, ensuring that community members feel heard, valued, and connected to the broader planning process. This includes identifying and nurturing local leaders who can continue to engage the community beyond the scope of this project.

- Final Deliverables Submission:
 - Submit all final deliverables, including the Data Book, training materials, documentation of community engagement activities, and any other resources created during the project, to the Kent County Local Management Board.

Parties agree to uphold their roles and responsibilities in a committed, good-faith manner; and agree to provide the resources above at a minimum. The Parties may agree to additional resources as set forth in future amendments.

Budget and Payment

Everyday Canvassing will provide consulting services for provision of Community Engagement and Outreach Services in accordance with the KCLMB RFP and submitted Technical Proposal. The estimated cost associated with the completion of this project is a sum not to exceed \$27,604 dollars. \$1,929 in FY2024 and \$25,604 in FY2025.

Payment Schedule

Upon execution of the contract, KCLMB will pay invoices for reimbursement of costs as they are submitted and will reserve 10% for payment upon submission of final deliverables.

Budget

Project and Personnel	Est. # of Hours	Hourly Rate	Total
Canvassing Costs Facilitation: 4-6 Community Lead Researchers	83 hours/ person	\$30.00/hour	\$14,486.88
Administration Costs			\$2,208.32
Project Materials and Supplies		Computation	
Management Costs			\$4,762.80
Online Survey Incentives		5 incentives/ \$100 each	\$500
Follow Up		Synthesis of door-to-door data Co-creation of follow up of phone script Training and Coaching Advising for follow up community event organizing	\$2208.32
Travel			
Miscellaneous Supplies and Expenses		Lodging for three weeks in September Lodging for 3-4 days in June	\$3,000
TOTAL			\$27,604.00



GENERAL TERMS & CONDITIONS OF CONTRACT BETWEEN COUNTY & CONTRACTOR

1. ACCOUNTING SYSTEM AND AUDIT, ACCURATE INFORMATION

The Contractor certifies that all information the Contractor has provided or will provide to the County is true and correct and can be relied upon by the County in awarding, modifying, making payments, or taking any other action with respect to this contract including resolving claims and disputes. False or misleading information constitutes grounds for the County to terminate this contract for cause and to pursue any other appropriate remedy. The Contractor certifies that the Contractor's accounting system conforms to generally accepted accounting principles, is sufficient to comply with the contract's budgetary and financial obligations, and is sufficiently able to produce reliable financial information.

The County may examine the Contractor's and any first-tier subcontractor's records to determine and verify compliance with the contract and to resolve or decide any claim or dispute arisen under this contract. The Contractor and any first-tier subcontractor must grant the County access to these records at all reasonable times during the contract term and for three (3) years after final payment (or for such longer period as may be required pursuant to any federal, state, or other loan or grant condition). If the contract is supported to any extent with federal or state funds, the appropriate federal or state authorities may also examine these records. The Contractor must include the preceding language of this paragraph in all first-tier subcontracts.

2. AMERICANS WITH DISABILITIES ACT

The Contractor agrees to comply with the nondiscrimination requirements of Titles II and III, and other provisions, of the Americans with Disabilities Act of 1990, Pub. Law 101-336, as amended, currently found at 42 U.S.C., § 12101, et seq.

3. APPLICABLE LAWS

This contract must be construed in accordance with the applicable laws, rules, and regulations of the State of Maryland (without regard to its conflicts of laws principles) and of Kent County. All Kent County laws, rules, and regulations are incorporated by reference into, and made a part of, this contract. In the case of any inconsistency between this contract and such laws, rules, and regulations, the laws, rules, and regulations shall govern. The Contractor must, without additional cost to the County, pay any necessary fees and charges, obtain any necessary licenses and permits, and comply with applicable federal, state and local laws, codes and regulations. For purposes of litigation involving this contract, except for Contract Disputes discussed in paragraph 8 below, exclusive venue and jurisdiction must be in the Maryland State courts located in Kent County, Maryland.

4. ASSIGNMENTS AND SUBCONTRACTS

The Contractor may not assign or transfer this contract, any interest herein or any claim hereunder, except as expressly authorized in writing by County's County Administrator, or as otherwise specifically provided for in the contract. Unless performance is separately and expressly waived in writing by the County Administrator, an assignment does not release the Contractor from responsibility for performance of this contract. Unless otherwise provided in the contract, the Contractor may not contract with any other party for

furnishing any of the materials or services herein contracted for without the written approval of the County Administrator.

5. CHANGES

The County Administrator may unilaterally change the work, materials and services to be performed, in accordance with County law, rule, or regulation. The change must be in writing and within the general scope of the contract. The contract will be modified to reflect any time or money adjustment the Contractor is entitled to receive. Any claim concerning an adjustment in time or money due to a change must be given in writing to the County Administrator, or the designated Contract Administrator, within thirty (30) days from the date that the change was ordered, or the claim will be waived. Any failure to agree upon a time or money adjustment must be resolved under the "Disputes" clause (Section 8) of this contract. The Contractor must proceed with the prosecution of the work as changed, even if there is an unresolved claim. No charge for any extra work, time or material will be allowed, except as provided in this section.

6. CONTRACT ADMINISTRATION

A. The Contract Administrator, subject to paragraph B below, is the Department Representative designated by the County Administrator. The Contract Administrator is authorized to:

- 1) Serve as liaison between the County and Contractor;
- 2) Give direction to the Contractor to ensure satisfactory and complete performance;
- 3) Monitor and inspect the Contractor's performance to ensure acceptable timeliness and quality of service;
- 4) Serve as records custodian for this contract;
- 5) Accept or reject the Contractor's performance or service;
- 6) Furnish timely written notice of the Contractor's performance failures, if applicable, to the County Administrator;
- 7) Prepare required documents and reports;
- 8) Approve or reject invoices for payment;
- 9) Recommend contract modifications or terminations to the County Administrator; and
- 10) Issue Notice to Proceed.

B. The Contract Administrator is NOT authorized to make determinations (as opposed to recommendations) that alter, modify, terminate, or cancel the contract, effect a procurement, interpret ambiguities in contract language, or waive the County's contractual rights.

7. COST & PRICING DATA

The Contractor guarantees that any cost and/or pricing data provided to the County will be accurate and complete. The Contractor grants the County access to all books, records, documents, and other supporting data in order to permit adequate evaluation of the Contractor's proposed price(s). The Contractor also agrees that the price to the County, including profit or fee, may, at the option of the County, be reduced to the extent that the price was based on inaccurate, incomplete, or non-current data supplied by the Contractor.

8. DISPUTES DURING CONTRACT PERFORMANCE

Any dispute by Contractor arising during the performance of the contract, which dispute is not disposed of by mutual agreement, must be decided as provided hereunder. Pending final resolution of a dispute, the Contractor must proceed diligently with contract performance. Subject to the discretion of the County Administrator, the head of the County department, office, or agency ("Department Head") of the Contract Administrator is the designee of the County Administrator, for the purpose of dispute resolution. If the Contract Administrator is the Department Head, then the dispute shall be managed by the County Administrator. The Department Head may, with the Contractor's consent, delegate this responsibility to another person (other than the Contract Administrator). The Contractor waives any dispute or claim not made in writing and received by the Department Head within thirty (30) days of the occurrence giving rise to the dispute or claim. A dispute must be in writing, for specific relief, and any requested relief must be fully supported by affidavit and all relevant calculations, including cost and pricing information, records, and other information. The Contractor may, at the County's option, be made a party to any related dispute involving another Contractor.

9. DOCUMENTS, MATERIALS AND DATA

All documents, materials or data developed as a result of this contract are the County's property, unless specifically provided for in the contract. The County has the right to use and reproduce any documents, materials, and data, including confidential information, used in the performance of, or developed as a result of, this contract. The County may use this information for its own purposes, including reporting to state and federal agencies. The Contractor warrants that it has title to or right of use of all documents, materials or data used or developed in connection with this contract. The Contractor must keep confidential all documents, materials, and data prepared or developed by the Contractor or supplied by the County.

10. DURATION OF OBLIGATION

The Contractor agrees that all of the Contractor's obligations and warranties which, directly or indirectly, are intended by their nature or by implication to survive performance of the contract shall so survive the completion of performance, termination for cause, or the termination for convenience of the contract.

11. ENTIRE AGREEMENT

There are no promises, terms, conditions, or obligations other than those contained within the contract, including any terms, conditions, documents or exhibits thereto, and in these General Terms and Conditions. This contract supersedes all communications, representations, or agreements, either verbal or written, between the parties hereto, with the exception of express warranties given to induce the County to enter into the contract.

12. ETHICS REQUIREMENTS/ POLITICAL CONTRIBUTIONS

The Contractor must comply with the ethics provisions contained in Chapter 29 – Ethics of the Code of Public Local Laws of Kent County.

13. GUARANTEE

- A. Contractor guarantees for one (1) year from acceptance, or for such other period of time as may have been expressly stated in the contract or the County's written solicitation, all goods, services, and construction offered, including those used in the course of providing the goods, services, and/or construction. This includes a guarantee that all products offered (or used in the installation of those products) carry a guarantee against any and all defects for such period. The Contractor must correct any and all defects in material and/or workmanship which may appear during the guarantee period, or any defects that occur within one (1) year of acceptance even if discovered more than one (1) year after acceptance, by repairing (or replacing with new items or new materials, if necessary) any such defect at no cost to the County and to the County's satisfaction;

- B. Should a manufacturer's or service provider's warranty or guarantee exceed the requirements stated above, that guarantee, or warranty will be the primary one used in the case of defect. Copies of manufacturer's or service provider's warranties must be provided upon request;
- C. All warranties and guarantees must be in effect from the date of acceptance by the County of the goods or services;
- D. The Contractor guarantees that all work shall be accomplished in a workmanlike manner, and the Contractor must observe and comply with all federal, state, County and local laws, ordinances, and regulations in providing the goods and performing the services listed;
- E. Goods and materials provided under this contract must be of first quality, latest model, and of current manufacture, and must not be of such age or so deteriorated as to impair their usefulness or safety. Items that are used, rebuilt, or demonstrator models are unacceptable, unless specifically requested by the County in the contract documents; and
- F. All goods shall be merchantable and fit for the particular purpose, ordered or purchased, and as the Contractor so represents and warrants.

14. HAZARDOUS AND TOXIC SUBSTANCES

Manufacturers and distributors are required by federal "Hazard Communication" provisions of 29 CFR 1910.1200, and the Maryland "Access to Information About Hazardous and Toxic Substances" Law, to label each hazardous material or chemical container, and to provide Material Safety Data Sheets to the purchaser. The Contractor must comply with these laws and must provide the County with copies of all relevant documents, including Material Safety Data Sheets, prior to performance of services or contemporaneous with delivery of goods.

15. IMMIGRATION REFORM AND CONTROL ACT

The Contractor warrants that both the Contractor and any subcontractor do not and shall not hire, recruit, or refer for a fee, for employment under this contract or any subcontract, an alien while knowing the alien is an unauthorized alien, or any individual without complying with the requirements of the federal Immigration and Nationality laws, including but not limited to any verification and record keeping requirements. The Contractor further assures the County that, in accordance with those laws, it does not and will not discriminate against an individual with respect to hiring, or recruitment or referral for a fee, of the individual for employment or the discharging of the individual from employment because of such individual's national origin or, in the case of a citizen or intending citizen, because of such individual's citizenship status.

16. PROVISIONS

Notwithstanding any provisions to the contrary within any contract terms or conditions supplied by the Contractor, the County's General Terms and Conditions supersede the Contractor's terms and conditions in the event of any inconsistency, unless specifically waived or amended by the County.

In the case of any conflicts or ambiguities determined among the contract documents, such matters shall be resolved in favor of the following priorities:

- A. Any term or condition specifically provided for within a signed agreement or exhibit to a contract, other than terms and conditions provided by the Contractor;

- B. Terms and Conditions specified by the County in any Request For Proposal, Request For Qualifications, Invitation For Bid, or any other solicitation document, specifying with particularity the County's General Terms and Conditions; and
- C. These General Terms and Conditions.

The lack of a specific provision in any of the documents referred to in items 16.A. and 16.B. above shall not operate to create an ambiguity with these General Terms and Conditions.

17. INDEMNIFICATION

The Contractor is responsible for any loss, personal injury, death and any other damage (including incidental and consequential) that may be done or suffered by reason of the Contractor's negligence or failure to perform any contractual obligations. The Contractor must indemnify and save the County harmless from any loss, cost, damage, and other expenses, including attorney's fees and litigation expenses, suffered or incurred due to the Contractor's negligence or failure to perform any of its contractual obligations. If requested by the County, the Contractor must defend the County in any action or suit brought against the County arising out of the Contractor's negligence, errors, acts or omissions under this contract. The negligence of any agent, subcontractor or employee of the Contractor is deemed to be the negligence of the Contractor. For the purposes of this paragraph, County includes its elected officials, employees, agents, boards, and agencies. Any incidental and consequential damages shall be limited to the amount of insurance required by the contractor hereunder.

18. INDEPENDENT CONTRACTOR

If the Contractor is an independent contractor, the Contractor and the Contractor's employees or agents are not agents or employees of the County. Neither these General Terms and Conditions nor the contract are intended to create any partnership, joint venture, agency or other relationship between the County and the Contractor.

19. INFRINGEMENT

The Contractor represents and warrants that there is no copyright or patent infringement with respect to any goods or materials furnished pursuant to the contract. The Contractor shall indemnify and hold harmless the County with respect to cost, expense, damages, and liability arising from or on account of any claim for infringement.

20. INSPECTIONS

The County has the right to monitor, inspect and evaluate or test all supplies, goods, or services called for by the contract at all reasonable places (including the Contractor's place of business) and times (including the period of preparation or manufacture).

21. INSURANCE

Prior to execution of the contract, the Contractor must obtain, at its own cost and expense, and must keep in force and effect during the term of this contract (including all extensions) the insurance specified in the contract. This must include any applicable table or attachment with an insurance company licensed or qualified to do business in the State of Maryland and with an A. M. Best rating of not less than A-. The Contractor must submit a certificate of insurance prior to award of this contract and prior to any contract modification extending the term of the contract, as evidence of compliance with this provision. The County must be named as an additional insured on all liability policies. Forty-five (45) days written notice to the County of cancellation or material change in any of the policies is required. In no event may the insurance coverage be less than that

shown on the applicable table, attachment, or contract provision for required insurance. Subject to applicable law, the County Administrator may waive or modify the requirements of this section 21 in whole or in part.

22. NON-CONVICTION OF BRIBERY

The Contractor hereby declares and affirms that, to its best knowledge, none of its officers, directors, members, partners, or employees directly involved in obtaining contracts has been convicted of bribery, attempted bribery, or conspiracy to bribe under the laws of any state or the federal government.

23. NONDISCRIMINATION IN EMPLOYMENT

The Contractor shall not discriminate in employment, or in the treatment of employees, or discriminate in any manner on the basis of race, color, gender, age, religion, creed, national origin, ancestry, marital status, disability, political affiliation, or lawful sexual orientation and shall follow and obey all applicable State, Federal, and County laws and regulations regarding employment discrimination. The Contractor must bind its subcontractors to the provisions of this section.

24. PAYMENTS

This contract is subject to a non-appropriations clause as provided herein. No payment may be made or is due under this contract unless funds for the payment have been appropriated and encumbered by the County. Under no circumstances will the County pay the Contractor for legal fees. The Contractor must not proceed to perform any work or provide goods, services, or construction prior to receiving written confirmation that the County has appropriated and encumbered funds for the work. If the Contractor fails to obtain this verification from the County prior to performing work, the County has no obligation to pay the Contractor for the work.

If this contract provides for an additional contract term, or for work in any period beyond the end of the County's fiscal year in which the contract is executed, continuation of this contract beyond the end of that fiscal year is contingent upon the subsequent appropriation of funds and encumbrance of those appropriated funds for payments under this contract. If funds are not appropriated and encumbered to support continued performance in a subsequent fiscal period, this contract terminates without further notice from, or cost to, the County. The Contractor acknowledges that the County Commissioners have no obligation to appropriate funds for this contract in subsequent fiscal years. Furthermore, the County has no obligation to encumber funds to this contract in subsequent fiscal years. Accordingly, for each subsequent contract term, the Contractor must take appropriate action to verify that such funds have been appropriated and encumbered. See Local Government Article §1-403.

25. PERSONAL PROPERTY

All furniture, office equipment, operator equipment, vehicles and other similar types of personal property specified in the contract and purchased with funds provided under the contract become the property of the County upon the termination or expiration of this contract, unless expressly stated otherwise.

26. TERMINATION FOR CAUSE

The County may terminate the contract in whole or in part, and from time to time, whenever the County determines that the Contractor is:

- A. Defaulting in performance or is not complying with any provision of this contract;
- B. Failing to make satisfactory progress in the prosecution of the contract; or

C. Endangering the performance of this contract.

Prior to a termination for cause, the County will send the Contractor written notice specifying the cause. The notice will give the Contractor ten (10) days from the date the notice is issued to cure the default or make progress satisfactory to the County in curing the default, unless a different time is given in the notice. If the County determines that default contributes to the curtailment of an essential service or poses an immediate threat to life, health, or property, the County may terminate the contract immediately upon issuing oral or written notice to the Contractor without any prior notice or opportunity to cure. In addition to any other remedies provided by law or the contract, the Contractor must compensate the County for additional costs incurred by the County to obtain substitute performance. A termination for cause shall be considered a termination for convenience as of the date the Contractor was advised of the termination for cause, if there was, in fact, no cause.

27. TERMINATION FOR CONVENIENCE

This contract may be terminated by the County, in whole or in part, upon written notice to the Contractor, when the County determines termination to be in the County's best interest. The termination is effective ten (10) days after the notice is issued, unless a different time is given in the notice. The County is liable only for payment for acceptable performance prior to the effective date of the termination, and for costs reasonably incurred as of the date of termination, including costs or items acquired by such costs that cannot be economically retained by the Contractor for other or future use of the Contractor.

28. TIME

Time is of the essence in the performance by Contractor of the contract and of all ancillary matters arising therefrom.

29. TITLE

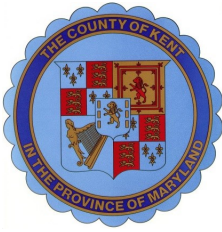
All goods delivered or provided to the County or otherwise pursuant to the contract, and the title thereto, shall be free of any security interest, lien, contract restriction, or other form of encumbrance. Title shall pass to the County at the place of delivery to the County, subject to the County's right to inspect and accept or reject the goods.

30. WORK UNDER THE CONTRACT

Work may not commence under this contract until all conditions for commencement are met, including execution of the contract by both parties, compliance with insurance requirements, and issuance of any required Notice to Proceed.

31. FORCE MAJEUR

Neither party shall be deemed in default of this Agreement or any Order to the extent that any delay or failure in the performance of its obligations (other than the payment of monies) results, without its fault or negligence, from any cause beyond its reasonable control. These causes include acts of God (such as fires, explosions, earthquakes, floods, adverse weather conditions, etc.), acts of civil and/or military authority, government actions in response to societal impacts such as embargoes, insurrections, war, riots, changes in laws, statutes, regulations, or ordinances, and epidemic, pandemic, infectious disease outbreak (e.g. COVID-19) and/or quarantine guidelines.



**Rosemary Ramsey Granillo, Director, Kent County Local Management
Board
10/29/2024
County Commissioners Meeting**

Item Summary:

Minary's Dream Academy Afterschool Program Contract

ATTACHMENTS:

Description

MDA Cover

MDA Contract & Exhibits

Minary's Dream Academy

at Kent County Middle School



**MEMORANDUM OF AGREEMENT
by and between
KENT COUNTY LOCAL MANAGEMENT BOARD
and
MINARY’S DREAM ALLIANCE**

THIS MEMORANDUM OF AGREEMENT (MOA) dated the ___ day of _____, 2024 is between Kent County Local Management Board, hereafter referred to as “KCLMB”, located at 400 High Street, Chestertown, Maryland 21620, and the organization known as Minary’s Dream Alliance, hereafter referred to as “Vendor”, located at 9155 American Legion Road, Chestertown MD 21620.

WHEREAS, the parties desire to work together to operate and implement the Minary’s Dream Academy After School Program and to evaluate the outcomes funded and administered by KCLMB;

WHEREAS, KCLMB received funding to be utilized towards this program from the Children’s Cabinet Interagency Fund.

WHEREAS, the program is to be funded in whole or in part by KCLMB under this MOA, the details of which are more fully described in Exhibit A, which is attached hereto and incorporated herein; and

WHEREAS, the Contract Documents are to include multiple attachments, herein referred to as “Exhibits”, and shall include:

- Exhibit A – Program Summary
- Exhibit B – Expenditure Report
- Exhibit C –
 - 1) Narrative Report
 - 2) Data Report
- Exhibit D – Vendor Contact Information
- Exhibit E – Background Check Requirements
- Exhibit F – Background Certification
- Exhibit G – Budget Modification Form
- Exhibit H – Fixed Asset/Purchase Request Form
- Exhibit I – General Terms and Conditions

NOW THEREFORE, the parties hereto agree as follows:

SECTION I. SCOPE OF RELATIONSHIP

A. The Partnership. This MOA has been formed as a collaborative partnership in which KCLMB has invited the Vendor to implement Minary’s Dream Academy After School Program, as further described in Exhibit A. This program will meet the State of Maryland’s specifications in service, administration, and reporting, as set forth in the separate funding agreements between Kent County and the State of Maryland (the “State”). The amount of funding to the Vendor under this MOA shall be renegotiated in the event that funding to KCLMB from the

State is decreased for this program during the term of this MOA.

- B. Vendor Covenants. In addition to providing the program, project, and/or services described in Exhibit A, the Vendor agrees to:
- (1) Track and report financial records and program information, including outcomes that are, in a manner, consistent with State and local KCLMB reporting requirements as stipulated in Exhibit A.
 - (2) Provide KCLMB and select State agencies full access to all records and information related to services provided under this MOA, including client records.
 - (3) Report financial and program information, including outcomes (Ex. C-1 & Ex. C-2), at the end of the MOA period to KCLMB in a form acceptable to the KCLMB.
 - (4) Note the support of KCLMB in any press releases, promotional materials, or publicly accessible reports regarding the project, program and/or services provided for under this MOA. Promotional materials include advertisements, brochures, annual reports, etc.
- C. Independent Status. The Vendor shall always be considered an independent contractor. The Vendor is not an employee of KCLMB and shall not be entitled to any benefits as an employee. The Vendor is responsible for all income-related taxes.

SECTION II. FUNDING AMOUNT, TERM AND CONDITIONS

- A. Funding Amount. Vendor shall provide services over the course of the MOA term. The maximum amount of funding available to provide services under the MOA is **one hundred and eight-teen thousand dollars (\$118,000)**.

Unless otherwise provided herein, this is a cost-reimbursement agreement under which allowable and reasonable costs incurred by the Vendor in the fulfillment of this MOA are reimbursed in accordance with the terms and conditions of this MOA.

- B. Term. This MOA extends for 12 months, from July 1, 2024 through June 30, 2025. One or both parties may terminate this MOA with at least thirty (30) days written notice. Termination may be without cause. If the MOA is terminated before the end of the term as provided herein, an accounting of the current and year-to-date expenses shall be made within a time frame established by the KCLMB.
- C. Renewal. At the sole discretion of the KCLMB, this MOA may be renewed in one (1) year increments. The terms and conditions of any renewal are subject to community needs, funding availability, Vendor performance, and any negotiations between the parties. KCLMB reserves the right to solicit alternative vendors prior to any renewal. **This is the second renewal.**

- D. KCLMB Manual. Funding under this MOA is conditional upon compliance with the Local Management Board Policies and Procedures Manual, issued January 1st, 2021 by the Governor's Office for Children (the "LMB Manual"), and incorporated herein by reference. A copy of the KCLMB Manual is available for review in hardcopy by request.
- E. Background Checks. Consistent with Section II, Subsection 50.B. (page 19) of KCLMB Manual, all of the Vendor's employees and volunteers who work directly with children shall be covered by the provisions of §5-561 of the Family Law Article of the Annotated Code of Maryland, as amended, requiring criminal background checks.
- F. Budget Modifications. Any material modification to the Vendor's budget and/or program(s) funded under this MOA must be requested in writing (Exhibit G) and approved by KCLMB. All modifications should be submitted as soon as possible, not necessarily with quarterly reports. If the program budget expects to be underspent, KCLMB must be notified of an approximate amount and receive a budget modification by the third quarter reporting deadline (April 14th). KCLMB reserves the right to deny funding or reimbursement for Vendor modifications that are inconsistent with this provision.
- G. Property, Records and Data. Any reports, data, studies, property, equipment, or other materials generated, purchased, or arising from the use of funds under this MOA are the property of KCLMB and the State, and shall be accessible to and reviewable by both KCLMB and the State. Financial records shall be maintained by the Vendor for at least five (5) years after reconciliation by a certified public accountant or until an audit/monitoring is completed by KCLMB and/or the State, whichever is later. All fixed assets that are purchased (such as computers, furniture, or other equipment with a useful life beyond the period of the contract) are considered property of the State and are therefore inventoried by KCLMB. The Vendor must submit Exhibit H-Fixed Assets with information that includes the serial number, make and model, and a label for the item that reads, "property of State of Maryland".
- H. Service Records.
- (1) Upon completion of services, service records will either be retained by the KCLMB or returned to and retained by the lead agency that referred the child to the program or the Board, as applicable.
 - (2) Service records will be retained for at least five years (5).
 - (3) Service records in any form, generated or created from the use of State funds provided under this contract, are the sole and exclusive property of the State.
- I. Limitations – Sectarian Activities. Funding provided under this MOA is conditional upon the Vendor's agreement that all eligible activities, services, or programs will be provided in a

manner that is free from religious influences and in accordance with the following principles:

- (1) Vendor will not discriminate against any employee and/or any person applying for participation in any eligible activity or program funded under this MOA on the basis of religion, and will not limit such activities or programs or give preference to persons (participants) on the basis of religion; and
 - (2) Vendor will **NOT** provide religious instruction or counseling; conduct religious services or worship (not including voluntary nondenominational prayer before meetings or other events); engage in religious proselytizing; and exert any other religious influence in the provision of eligible activities or programs under this MOA.
- J. Lobbying Activities. The costs of influencing and lobbying activities associated with obtaining grants, contracts, cooperative agreements, or loans are unallowable expenses under this MOA.

SECTION III. DISTRIBUTION AND REPORTING REQUIREMENTS

- A. Frequency. Unless otherwise agreed to by the KCLMB, funds shall be distributed to the Vendor on a monthly basis following submission to KCLMB of an invoice(s) for services, as provided. The Vendor shall request funding distributions in writing, accompanied by quarterly reports (as detailed in Exhibit A) which details all services and outcomes related to the MOA that are eligible for funding or reimbursement. The Vendor may request an advance of funding provided under this MOA at the time the MOA is executed. Such funding advance must be requested in writing and is subject to all reporting requirements under this MOA.
- B. Changes in Vendor Personnel. Vendor shall notify KCLMB in writing within fourteen (14) days of a vacancy or new hire in any employment position funded in whole or in part by this MOA.
- C. Final Report. At the end of the term of this MOA, the Vendor may be requested by KCLMB to submit a report detailing the services performed, outcomes identified, and recommended actions, if any. In the case of closing a Vendor account, a final report shall be submitted by the Vendor within thirty (30) days from conclusion of the MOA. Vendor's failure to timely file a report(s) required by KCLMB may result in the withholding of funding and/or reimbursement.

SECTION IV. CONFIDENTIALITY

The information and records related to the services performed under this MOA shall be confidential and shall not be disclosed by the Vendor without the express written consent of the program participants or, if a minor, the minor's parents or guardian, except where the information and records are being examined in conjunction with the administration of the program and/or services provided for under this MOA; or as may be required under State or federal law.

SECTION V. MISCELLANEOUS

- A. Governing Law. This MOA shall be governed, construed, and interpreted by, through, and under the Laws of the State of Maryland.
- A. Non-Waiver. No indulgence, waiver, election, or non-election by KCLMB under this MOA shall affect the Vendor's duties and responsibilities hereunder.

[SIGNATURES ON NEXT PAGE]

IN WITNESS THEREOF, the above parties affix hereto their signatures on the day and year first above written. Signing this MOA indicates that each person has read the above terms and agrees to adhere to these terms. Any amendment made to this MOA requires the authorized signatures of both KCLMB and Vendor representatives.

Witness our hand and seals:

KENT COUNTY COMMISSIONERS

Name: Ronald H. Fithian
Title: President, Kent County Commissioners

Date

MINARY'S DREAM ALLIANCE

Doncella Wilson
Name: Doncella Wilson
Title: Director

10/04/2024
Date

85-0988396
FEIN/Employer ID

EXHIBIT A: Program Summary

The vendor, Minary's Dream Alliance is contracted by Kent County Local Management Board (KCLMB) to implement, operate, and gather evaluation data on the Minary's Dream Academy After School Program.

Specific goals for the FY25 program year include reducing chronic absenteeism in Kent County Middle School and improving student success.

Minary's Dream Academy After School program will be held at the Kent County Middle School, with satellite locations at Minary's Dream Alliance, and other sites as appropriate. The program days will be Tuesday, Wednesday, and Thursday from 3:00 pm-5:00 pm. for sixth, seventh, and eighth grade students. Minary's will provide transportation for students who are not able to have a parent pick them up from the program on days when after school transportation isn't available. The Sultana Education Foundation will assist with transportation in between locations and activities when needed.

The program will utilize the funds awarded under this contract as specified in the budget attached hereto as Exhibit B.

The program will collect evaluation data through evaluation tools developed in cooperation with the KCLMB and report on a quarterly basis as specified in Exhibit C.

Duration of Program Services

The services described will be carried out during the period July 1, 2024, to June 30, 2025. Vendor will notify the KCLMB if services are not active for 14 business days or more during this period.

Contact Information

When the present MOA is signed by the vendor and returned to KCLMB, the vendor will ensure that Exhibit D is up to date, which specifies vendor contact information for questions pertaining to this agreement. The vendor will inform KCLMB within 14 business days if the vendor contact or other information provided in Exhibit D changes.

Reporting Requirements:

All narrative and data reports are due quarterly unless otherwise indicated. The quarterly reporting periods are: July 1-September 30; October 1-December 31; January 1- March 31; April 1- June 30. **All narrative and data reports are due the 10th business day of the month following the end of the quarter (October 15th, January 21st, April 14th, and July 15, 2024).** Reports may be submitted prior to these dates. Reimbursements will be processed once all of the reporting elements for that quarter have been received, unless otherwise indicated. Please send electronic copies of the reports, signed to nwilson@kentgov.org.

Exhibit B – Expenditure Report

- i. Summary of Monthly Expenditures (Exhibit B) signed, accompanied by a detailed general ledger report, electronic copies only (due monthly to KCLMB).

- ii. A copy of receipts charged to this agreement or a detailed report on each line item must be kept as backup to support the Exhibit B summary expenditure report. Receipts must be organized by budget line item, and must tie to the Exhibit B budget line item totals. KCLMB will review these files including supporting documentation during site visits.
 - iii. A copy of signed time sheets or time management software charged to this agreement must be kept as backup to support the Exhibit B summary expenditure report. KCLMB will review these files including supporting documentation during site visits. A statement of employee hourly rate rates and the benefits rate will be verified as a separate document.
 - iv. Back up documentation will be submitted as requested by KCLMB and will otherwise be kept on site by the Vendor.
1. Exhibit C-1, Narrative Report. Please complete Exhibit C-1 each quarter.
 2. Exhibit C-2, Data. Also, due quarterly. Please see attached spreadsheet and directions detailing the information to be reported for C-1 and C-2 in the excel worksheet provided.

Additional Contract Requirements:

1. Vendors must operate this program within a culturally competent environment. Broadly speaking, cultural competence is an environment in which participants feel welcomed and respected, in which they feel their ideas are welcomed and they can be successful regardless of their race, gender, age, socio-economic and education levels, or location of their home. Further training and engagement with racial equity and racial justice models is highly encouraged.
2. KCLMB reserves the right to modify reporting requirements, pending the terms of the final donor agreement.
3. **Compliance with reporting requirements. KCLMB reserves the right to withhold reimbursement from the contract payment if reports are not received on a timely basis, or if performance measure data is incomplete.**

Other Documentation:

- Complete Exhibit E (acknowledgement of Background Check Requirement) and return with the signed MOA.
- Complete and return Background Certification (Exhibit F) within 90 days of signing this MOA.
- Budget Modification Request Form (Exhibit G).

- Exhibit H must be submitted if equipment is purchased for the program. All fixed assets are property of the State of Maryland and must be inventoried and labeled as such.

Monitoring Schedule:

KCLMB will monitor programmatic contract compliance during the fiscal year. Programmatic monitoring may encompass file reviews and/or on-site reviews. A copy of the monitoring tool used by the KCLMB will be provided to the vendor prior to the visit of the Program Monitor. In addition, the KCLMB Fiscal Agent may conduct a fiscal review of documents and/or invoices that support the reimbursement requests for one or more quarters during the funding cycle.

Vendor's Acknowledgement:

Doncella Wilson

Name:

Title:

10/08/24

Date

Budget: Community Partnership Agreement

Kent County Local Management Board - Exhibit B

Vendor: Minary's Dream Alliance (Minary's Dream Academy After School Program)

Vendor #: 11684

		Initial	Actual Expenses												TOTAL	
		Budget	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Year to Date	Balance
Expense																
Personnel:	Salary Expenses	68,005.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68,005.00
	Fringe	13,601.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,601.00
Operating	Communications	1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00
Expenses:	Postage	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Utilities	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Advertising	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Office Supplies	520.85	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$520.85
	Insurance	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Rent/Mortgage	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Printing/Duplication	250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
	Information System Repair/Maintenan	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Vehicle Operating (other than insuranc	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel	Business Travel	\$10,653.15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,653.15
	Conferences/Conventions	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Contractual	Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Services:	Consultant (other than Legal & Accoun	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
	Legal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Accounting/Auditing	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00
Equipment:	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other:	Vehicle purchase and lease	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Program supplies	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00
	Professional Dues/Publications/Subscri	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Food	\$13,770.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,770.00
	Other (specify)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Other (specify)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Expense		<u>\$118,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$118,000.00</u>

Balance of Grant

Fiscal Agent Signature: _____ Date: _____ Month: _____

An original signature must accompany all requests for funds.

* Please note that financial disbursements will not be processed without the narrative, data reports or other required information found on the Exhibit A or included in the CPA. *

If you expect line items to be over or underspent, please submit a budget modification as soon as possible.

Kent County Local Management Board Ex. C Data and Narrative Report
 Program: Minary's Dream Academy

Performance Measure*	For Percentages, provide the Numerator and Denominator (NUM/DEN) to be used	Q1	Q2 or HY1	Q3	Q4 or HFY 2	Data Discussion: Definitions, Notes about how Data is collected	Story Behind: Explain trends in data, why are numbers going up or down?	Narrative Field: Other notes or questions about a measure. Include detail like names and dates of trainings, or challenges facing program
		Due Oct. 16	Due Jan 15 Total Unduplicated Count	Due April 12	Due July 15 Total Unduplicated Count for the Year			
What/How Much We Do:								
# of students enrolled						Signed up and attending at least 30% of programming during the reporting period	Half Year 1: Half Year 2:	
# of wellness checks (# of messages, calls, or visits completed by MDA staff to support student engagement)							Half Year 1: Half Year 2:	
How Well We Do It:								
#/% of associated staff trained in trauma informed approaches	NUM: # of associated staff trained in trauma informed approaches DEN: # of associated staff (Staff paid by KCLMB working on Academy)						Half Year 1: Half Year 2:	Who are the associated staff, their roles, and what trainings have they done, and when. Who else of MDA staff and WAC interns were trained, even if not direct staff? Which trainings?
#/% of youth successfully completing the program	NUM: # of students successfully completing the program DEN: # of students enrolled					Successful completion consists of a minimum of 75% attendance	Half Year 1: Half Year 2:	
Is Anyone Better Off?								
#/% of participants reporting increased knowledge or skill development as a result of the program	NUM: # of students scoring above 84 on the CYRM DEN: # of students evaluated with the Child & Youth Resilience Measure)						Half Year 1: Half Year 2:	
% of program students chronically absent during reporting period	NUM: # of students chronically absent (absent 10% of time) during the reporting period DEN: Number of students enrolled					Use KCPS Powerschool Report In the narrative field compare the students from the program's figure to that of the overall student body - as reported by KCPS	Half Year 1: Half Year 2:	

Partnerships: Describe partnerships that support program. Describe WAC interns (how many, roles, value added):

Enrichment: List dates and highlights of enrichment trips or presentations, include student feedback :

Services: How many students have been referred to and have enrolled in outside services like counseling?

Case Vignette: Highlight a success story about an individual student or dynamics among several students

EXHIBIT D

CONTACT INFORMATION SHEET

Please list the name of the individual who will be the **Program Director** for this grant. This should be the person who is responsible for the overall management, implementation, reporting and designated liaison with the Kent County Local Management Board.

Name	Jasmine Robinson
Position	Program Director
Phone	410-463-4249
Email	Jasmine.robinson@minarysdreamalliance.org

Please list the name of the individual who will be the **Program Coordinator**. This should be the front line staff who is implementing the program, assuring that the deliverables within the contract are being met and reporting requirements are captured.

Name	Keya Johnson
Position	Program Coordinator
Phone	410-330-3328
Email	Keya.johnson@minarysdreamalliance.org

Please list the name of the individual who will be the **Fiscal Agent** for the grant. This person will prepare and track the budget, monitor how funds are spent down, produce budget modifications when necessary and provide back-up documentation for expenditures related to the grant.

Name	Kim Righi
Position	Fiscal Agent
Phone	443-553-4179
Email	Kim,righi@minarysdreamalliance.org

EXHIBIT E

I, Doncella Wilson, understand that criminal background checks are required of any and all staff/volunteers who work directly with children and/or youth *. Compliance with this regulation is mandatory for any program receiving funds from the Kent County Local Management Board.

Compliance means that

- All staff/volunteers have been fingerprinted or a criminal background check has been completed
- A copy of their record is in the possession of their employer, and
- The employer has submitted *the Criminal Background Check Certification Affidavit* (Exhibit F) to the KCLMB certifying that the record(s) has been received and that there are no violations that would suggest any risk to children.

We recognize that documentation of the results of criminal background checks takes time. Therefore, in compliance with procedures developed by the Department of Human Resources, KCLMB is willing to allow a 90-day grace period from the date an employee is hired OR the date that the Memorandum of Agreement (MOA) becomes effective (whichever occurs later) prior to requiring certification. HOWEVER, NO PERSON WHO DOES NOT HAVE A COMPLETED BACKGROUND CHECK ON FILE MAY BE ALONE WITH ANY CHILD, YOUTH, OR GROUP OF CHILDREN OR YOUTH.

I, Doncella, understand that NO PERSON WHO DOES NOT HAVE A COMPLETED BACKGROUND CHECK ON FILE MAY BE ALONE WITH ANY CHILD, YOUTH OR GROUP OF CHILDREN OR YOUTH.

I, Doncella, will submit a *Criminal Background Check Certification Affidavit* for the current staff and each time a new volunteer/employee is added to the program.

Doncella Wilson Executive Director
Signature/Title

Doncella Wilson 7/22/2024
Print Name **Date**

*A copy of the COMAR regulations (Family Law 5-561) that pertains to this requirement is kept on file at the LMB.

EXHIBIT F

Criminal Background Check Certification Affidavit

Consistent with Section II-D of the signed Memorandum of Agreement (MOA) between **Minary's Dream Alliance, Inc.** and Kent County Local Management Board; as well as Section II, Subsection 30.3.I. of the LMB Manual as adopted by Kent County, all of Contractor's employees and volunteers who work directly with children shall be covered by the provisions of §5-561 of the Family Law Article of the Annotated Code of Maryland requiring criminal background checks. Please sign and verify the following:

1. I am over eighteen (18) years of age and competent to testify in a Court of law.
2. I verify that the following employees and volunteers of this organization who have direct contact with children have a completed criminal background check on file.

Employee/volunteer Name	Date of Application for Background Check	Date Completed Background Check Report Received
Jasmine Robinson (employee)	3-16-23	3-16-23
Chelsea Seals (employee)	9-29-23	10-2-23
Jakia Robinson (employee)	4-12-24	4-12-24



7/17/2024

Signature

Date

Kim Righi

Finance Director

Print Name

Title

Exhibit G Modification # _____

LMB: Kent County Local Management Board

Program:	Children's Cabinet/KCLMB Funds			Non-Children's Cabinet Funds that Directly Support Program				Budget Narrative
	Approved Budget	Change + or -	New Children's Cabinet Total	Approved Budget	Change + or -	New Non-Children's Cabinet Total	New Total (Children's Cabinet + Non-Children's Cabinet)	For each line item where a change is proposed, enter below a description of the expense and the calculations that show how the expense was derived. No entries are required for shaded lines.
Minary's Dream Academy								
Personnel	81,606.00	0.00	81,606.00	0.00	0.00	0.00	81,606.00	
Salaries	68,005.00	0.00	68,005.00	0.00	0.00	0.00	68,005.00	
Fringe Costs	13,601.00	0.00	13,601.00	0.00	0.00	0.00	13,601.00	
Operating Expense	1,971.00	0.00	1,971.00	0.00	0.00	0.00	1,971.00	
Communications	1,200.00	0.00	1,200.00	0.00	0.00	0.00	1,200.00	
Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Utilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Advertising	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Office Supplies	521.00	0.00	521.00	0.00	0.00	0.00	521.00	
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Rent/Mortgage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Printing/Duplication	250.00	0.00	250.00	0.00	0.00	0.00	250.00	
Information System Repair/Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Vehicle Operating (other than Insurance)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Travel	11,653.15	0.00	11,653.15	0.00	0.00	0.00	11,653.15	
Business Travel	10,653.15	0.00	10,653.15	0.00	0.00	0.00	10,653.15	
Conferences/Conventions	1,000.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	
Contractual Services	4,000.00	0.00	4,000.00	0.00	0.00	0.00	4,000.00	
Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Consultant (other than Legal & Accounting/Auditing)	1,000.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	
Legal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Accounting/Auditing	3,000.00	0.00	3,000.00	0.00	0.00	0.00	3,000.00	
Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Other	18,770.00	0.00	18,770.00	0.00	0.00	0.00	18,770.00	
Vehicle purchase and lease	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Program Supplies	5,000.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	
Professional Dues/Publications/Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Food	13,770.00	0.00	13,770.00	0.00	0.00	0.00	13,770.00	
Other (specify)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Other (specify)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL Budget	\$118,000	\$0.00	\$118,000.15	\$0	\$0.00	\$0.00	\$118,000.15	

Kent County Local Management Board Exhibit H

Fixed Assets Inventory			
Item	Purchase Date	Serial Number	Make and Model

All fixed assets that are purchased (such as computers, furniture, or other equipment with a useful life beyond the period of the contract) are property of the State and are inventoried by KCLMB. The Vendor must submit Exhibit H with the serial number, make and model, and label the item, "property of State of Maryland".



GENERAL TERMS & CONDITIONS OF CONTRACT BETWEEN COUNTY & CONTRACTOR

1. ACCOUNTING SYSTEM AND AUDIT, ACCURATE INFORMATION

The Contractor certifies that all information the Contractor has provided or will provide to the County is true and correct and can be relied upon by the County in awarding, modifying, making payments, or taking any other action with respect to this contract including resolving claims and disputes. False or misleading information constitutes grounds for the County to terminate this contract for cause and to pursue any other appropriate remedy. The Contractor certifies that the Contractor's accounting system conforms to generally accepted accounting principles, is sufficient to comply with the contract's budgetary and financial obligations, and is sufficiently able to produce reliable financial information.

The County may examine the Contractor's and any first-tier subcontractor's records to determine and verify compliance with the contract and to resolve or decide any claim or dispute arisen under this contract. The Contractor and any first-tier subcontractor must grant the County access to these records at all reasonable times during the contract term and for three (3) years after final payment (or for such longer period as may be required pursuant to any federal, state, or other loan or grant condition). If the contract is supported to any extent with federal or state funds, the appropriate federal or state authorities may also examine these records. The Contractor must include the preceding language of this paragraph in all first-tier subcontracts.

2. AMERICANS WITH DISABILITIES ACT

The Contractor agrees to comply with the nondiscrimination requirements of Titles II and III, and other provisions, of the Americans with Disabilities Act of 1990, Pub. Law 101-336, as amended, currently found at 42 U.S.C., § 12101, et seq.

3. APPLICABLE LAWS

This contract must be construed in accordance with the applicable laws, rules, and regulations of the State of Maryland (without regard to its conflicts of laws principles) and of Kent County. All Kent County laws, rules, and regulations are incorporated by reference into, and made a part of, this contract. In the case of any inconsistency between this contract and such laws, rules, and regulations, the laws, rules, and regulations shall govern. The Contractor must, without additional cost to the County, pay any necessary fees and charges, obtain any necessary licenses and permits, and comply with applicable federal, state and local laws, codes and regulations. For purposes of litigation involving this contract, except for Contract Disputes discussed in paragraph 8 below, exclusive venue and jurisdiction must be in the Maryland State courts located in Kent County, Maryland.

4. ASSIGNMENTS AND SUBCONTRACTS

The Contractor may not assign or transfer this contract, any interest herein or any claim hereunder, except as expressly authorized in writing by County's County Administrator, or as otherwise specifically provided for in the contract. Unless performance is separately and expressly waived in writing by the County Administrator, an assignment does not release the Contractor from responsibility for performance of this contract. Unless otherwise provided in the contract, the Contractor may not contract with any other party for

furnishing any of the materials or services herein contracted for without the written approval of the County Administrator.

5. CHANGES

The County Administrator may unilaterally change the work, materials and services to be performed, in accordance with County law, rule, or regulation. The change must be in writing and within the general scope of the contract. The contract will be modified to reflect any time or money adjustment the Contractor is entitled to receive. Any claim concerning an adjustment in time or money due to a change must be given in writing to the County Administrator, or the designated Contract Administrator, within thirty (30) days from the date that the change was ordered, or the claim will be waived. Any failure to agree upon a time or money adjustment must be resolved under the "Disputes" clause (Section 8) of this contract. The Contractor must proceed with the prosecution of the work as changed, even if there is an unresolved claim. No charge for any extra work, time or material will be allowed, except as provided in this section.

6. CONTRACT ADMINISTRATION

A. The Contract Administrator, subject to paragraph B below, is the Department Representative designated by the County Administrator. The Contract Administrator is authorized to:

- 1) Serve as liaison between the County and Contractor;
- 2) Give direction to the Contractor to ensure satisfactory and complete performance;
- 3) Monitor and inspect the Contractor's performance to ensure acceptable timeliness and quality of service;
- 4) Serve as records custodian for this contract;
- 5) Accept or reject the Contractor's performance or service;
- 6) Furnish timely written notice of the Contractor's performance failures, if applicable, to the County Administrator;
- 7) Prepare required documents and reports;
- 8) Approve or reject invoices for payment;
- 9) Recommend contract modifications or terminations to the County Administrator; and
- 10) Issue Notice to Proceed.

B. The Contract Administrator is NOT authorized to make determinations (as opposed to recommendations) that alter, modify, terminate, or cancel the contract, effect a procurement, interpret ambiguities in contract language, or waive the County's contractual rights.

7. COST & PRICING DATA

The Contractor guarantees that any cost and/or pricing data provided to the County will be accurate and complete. The Contractor grants the County access to all books, records, documents, and other supporting data in order to permit adequate evaluation of the Contractor's proposed price(s). The Contractor also agrees that the price to the County, including profit or fee, may, at the option of the County, be reduced to the extent that the price was based on inaccurate, incomplete, or non-current data supplied by the Contractor.

8. DISPUTES DURING CONTRACT PERFORMANCE

Any dispute by Contractor arising during the performance of the contract, which dispute is not disposed of by mutual agreement, must be decided as provided hereunder. Pending final resolution of a dispute, the Contractor must proceed diligently with contract performance. Subject to the discretion of the County Administrator, the head of the County department, office, or agency ("Department Head") of the Contract Administrator is the designee of the County Administrator, for the purpose of dispute resolution. If the Contract Administrator is the Department Head, then the dispute shall be managed by the County Administrator. The Department Head may, with the Contractor's consent, delegate this responsibility to another person (other than the Contract Administrator). The Contractor waives any dispute or claim not made in writing and received by the Department Head within thirty (30) days of the occurrence giving rise to the dispute or claim. A dispute must be in writing, for specific relief, and any requested relief must be fully supported by affidavit and all relevant calculations, including cost and pricing information, records, and other information. The Contractor may, at the County's option, be made a party to any related dispute involving another Contractor.

9. DOCUMENTS, MATERIALS AND DATA

All documents, materials or data developed as a result of this contract are the County's property, unless specifically provided for in the contract. The County has the right to use and reproduce any documents, materials, and data, including confidential information, used in the performance of, or developed as a result of, this contract. The County may use this information for its own purposes, including reporting to state and federal agencies. The Contractor warrants that it has title to or right of use of all documents, materials or data used or developed in connection with this contract. The Contractor must keep confidential all documents, materials, and data prepared or developed by the Contractor or supplied by the County.

10. DURATION OF OBLIGATION

The Contractor agrees that all of the Contractor's obligations and warranties which, directly or indirectly, are intended by their nature or by implication to survive performance of the contract shall so survive the completion of performance, termination for cause, or the termination for convenience of the contract.

11. ENTIRE AGREEMENT

There are no promises, terms, conditions, or obligations other than those contained within the contract, including any terms, conditions, documents or exhibits thereto, and in these General Terms and Conditions. This contract supersedes all communications, representations, or agreements, either verbal or written, between the parties hereto, with the exception of express warranties given to induce the County to enter into the contract.

12. ETHICS REQUIREMENTS/ POLITICAL CONTRIBUTIONS

The Contractor must comply with the ethics provisions contained in Chapter 29 – Ethics of the Code of Public Local Laws of Kent County.

13. GUARANTEE

- A. Contractor guarantees for one (1) year from acceptance, or for such other period of time as may have been expressly stated in the contract or the County's written solicitation, all goods, services, and construction offered, including those used in the course of providing the goods, services, and/or construction. This includes a guarantee that all products offered (or used in the installation of those products) carry a guarantee against any and all defects for such period. The Contractor must correct any and all defects in material and/or workmanship which may appear during the guarantee period, or any defects that occur within one (1) year of acceptance even if discovered more than one (1) year after acceptance, by repairing (or replacing with new items or new materials, if necessary) any such defect at no cost to the County and to the County's satisfaction;

- B. Should a manufacturer's or service provider's warranty or guarantee exceed the requirements stated above, that guarantee, or warranty will be the primary one used in the case of defect. Copies of manufacturer's or service provider's warranties must be provided upon request;
- C. All warranties and guarantees must be in effect from the date of acceptance by the County of the goods or services;
- D. The Contractor guarantees that all work shall be accomplished in a workmanlike manner, and the Contractor must observe and comply with all federal, state, County and local laws, ordinances, and regulations in providing the goods and performing the services listed;
- E. Goods and materials provided under this contract must be of first quality, latest model, and of current manufacture, and must not be of such age or so deteriorated as to impair their usefulness or safety. Items that are used, rebuilt, or demonstrator models are unacceptable, unless specifically requested by the County in the contract documents; and
- F. All goods shall be merchantable and fit for the particular purpose, ordered or purchased, and as the Contractor so represents and warrants.

14. HAZARDOUS AND TOXIC SUBSTANCES

Manufacturers and distributors are required by federal "Hazard Communication" provisions of 29 CFR 1910.1200, and the Maryland "Access to Information About Hazardous and Toxic Substances" Law, to label each hazardous material or chemical container, and to provide Material Safety Data Sheets to the purchaser. The Contractor must comply with these laws and must provide the County with copies of all relevant documents, including Material Safety Data Sheets, prior to performance of services or contemporaneous with delivery of goods.

15. IMMIGRATION REFORM AND CONTROL ACT

The Contractor warrants that both the Contractor and any subcontractor do not and shall not hire, recruit, or refer for a fee, for employment under this contract or any subcontract, an alien while knowing the alien is an unauthorized alien, or any individual without complying with the requirements of the federal Immigration and Nationality laws, including but not limited to any verification and record keeping requirements. The Contractor further assures the County that, in accordance with those laws, it does not and will not discriminate against an individual with respect to hiring, or recruitment or referral for a fee, of the individual for employment or the discharging of the individual from employment because of such individual's national origin or, in the case of a citizen or intending citizen, because of such individual's citizenship status.

16. PROVISIONS

Notwithstanding any provisions to the contrary within any contract terms or conditions supplied by the Contractor, the County's General Terms and Conditions supersede the Contractor's terms and conditions in the event of any inconsistency, unless specifically waived or amended by the County.

In the case of any conflicts or ambiguities determined among the contract documents, such matters shall be resolved in favor of the following priorities:

- A. Any term or condition specifically provided for within a signed agreement or exhibit to a contract, other than terms and conditions provided by the Contractor;

- B. Terms and Conditions specified by the County in any Request For Proposal, Request For Qualifications, Invitation For Bid, or any other solicitation document, specifying with particularity the County's General Terms and Conditions; and
- C. These General Terms and Conditions.

The lack of a specific provision in any of the documents referred to in items 16.A. and 16.B. above shall not operate to create an ambiguity with these General Terms and Conditions.

17. INDEMNIFICATION

The Contractor is responsible for any loss, personal injury, death and any other damage (including incidental and consequential) that may be done or suffered by reason of the Contractor's negligence or failure to perform any contractual obligations. The Contractor must indemnify and save the County harmless from any loss, cost, damage, and other expenses, including attorney's fees and litigation expenses, suffered or incurred due to the Contractor's negligence or failure to perform any of its contractual obligations. If requested by the County, the Contractor must defend the County in any action or suit brought against the County arising out of the Contractor's negligence, errors, acts or omissions under this contract. The negligence of any agent, subcontractor or employee of the Contractor is deemed to be the negligence of the Contractor. For the purposes of this paragraph, County includes its elected officials, employees, agents, boards, and agencies. Any incidental and consequential damages shall be limited to the amount of insurance required by the contractor hereunder.

18. INDEPENDENT CONTRACTOR

If the Contractor is an independent contractor, the Contractor and the Contractor's employees or agents are not agents or employees of the County. Neither these General Terms and Conditions nor the contract are intended to create any partnership, joint venture, agency or other relationship between the County and the Contractor.

19. INFRINGEMENT

The Contractor represents and warrants that there is no copyright or patent infringement with respect to any goods or materials furnished pursuant to the contract. The Contractor shall indemnify and hold harmless the County with respect to cost, expense, damages, and liability arising from or on account of any claim for infringement.

20. INSPECTIONS

The County has the right to monitor, inspect and evaluate or test all supplies, goods, or services called for by the contract at all reasonable places (including the Contractor's place of business) and times (including the period of preparation or manufacture).

21. INSURANCE

Prior to execution of the contract, the Contractor must obtain, at its own cost and expense, and must keep in force and effect during the term of this contract (including all extensions) the insurance specified in the contract. This must include any applicable table or attachment with an insurance company licensed or qualified to do business in the State of Maryland and with an A. M. Best rating of not less than A-. The Contractor must submit a certificate of insurance prior to award of this contract and prior to any contract modification extending the term of the contract, as evidence of compliance with this provision. The County must be named as an additional insured on all liability policies. Forty-five (45) days written notice to the County of cancellation or material change in any of the policies is required. In no event may the insurance coverage be less than that

shown on the applicable table, attachment, or contract provision for required insurance. Subject to applicable law, the County Administrator may waive or modify the requirements of this section 21 in whole or in part.

22. NON-CONVICTION OF BRIBERY

The Contractor hereby declares and affirms that, to its best knowledge, none of its officers, directors, members, partners, or employees directly involved in obtaining contracts has been convicted of bribery, attempted bribery, or conspiracy to bribe under the laws of any state or the federal government.

23. NONDISCRIMINATION IN EMPLOYMENT

The Contractor shall not discriminate in employment, or in the treatment of employees, or discriminate in any manner on the basis of race, color, gender, age, religion, creed, national origin, ancestry, marital status, disability, political affiliation, or lawful sexual orientation and shall follow and obey all applicable State, Federal, and County laws and regulations regarding employment discrimination. The Contractor must bind its subcontractors to the provisions of this section.

24. PAYMENTS

This contract is subject to a non-appropriations clause as provided herein. No payment may be made or is due under this contract unless funds for the payment have been appropriated and encumbered by the County. Under no circumstances will the County pay the Contractor for legal fees. The Contractor must not proceed to perform any work or provide goods, services, or construction prior to receiving written confirmation that the County has appropriated and encumbered funds for the work. If the Contractor fails to obtain this verification from the County prior to performing work, the County has no obligation to pay the Contractor for the work.

If this contract provides for an additional contract term, or for work in any period beyond the end of the County's fiscal year in which the contract is executed, continuation of this contract beyond the end of that fiscal year is contingent upon the subsequent appropriation of funds and encumbrance of those appropriated funds for payments under this contract. If funds are not appropriated and encumbered to support continued performance in a subsequent fiscal period, this contract terminates without further notice from, or cost to, the County. The Contractor acknowledges that the County Commissioners have no obligation to appropriate funds for this contract in subsequent fiscal years. Furthermore, the County has no obligation to encumber funds to this contract in subsequent fiscal years. Accordingly, for each subsequent contract term, the Contractor must take appropriate action to verify that such funds have been appropriated and encumbered. See Local Government Article §1-403.

25. PERSONAL PROPERTY

All furniture, office equipment, operator equipment, vehicles and other similar types of personal property specified in the contract and purchased with funds provided under the contract become the property of the County upon the termination or expiration of this contract, unless expressly stated otherwise.

26. TERMINATION FOR CAUSE

The County may terminate the contract in whole or in part, and from time to time, whenever the County determines that the Contractor is:

- A. Defaulting in performance or is not complying with any provision of this contract;
- B. Failing to make satisfactory progress in the prosecution of the contract; or

C. Endangering the performance of this contract.

Prior to a termination for cause, the County will send the Contractor written notice specifying the cause. The notice will give the Contractor ten (10) days from the date the notice is issued to cure the default or make progress satisfactory to the County in curing the default, unless a different time is given in the notice. If the County determines that default contributes to the curtailment of an essential service or poses an immediate threat to life, health, or property, the County may terminate the contract immediately upon issuing oral or written notice to the Contractor without any prior notice or opportunity to cure. In addition to any other remedies provided by law or the contract, the Contractor must compensate the County for additional costs incurred by the County to obtain substitute performance. A termination for cause shall be considered a termination for convenience as of the date the Contractor was advised of the termination for cause, if there was, in fact, no cause.

27. TERMINATION FOR CONVENIENCE

This contract may be terminated by the County, in whole or in part, upon written notice to the Contractor, when the County determines termination to be in the County's best interest. The termination is effective ten (10) days after the notice is issued, unless a different time is given in the notice. The County is liable only for payment for acceptable performance prior to the effective date of the termination, and for costs reasonably incurred as of the date of termination, including costs or items acquired by such costs that cannot be economically retained by the Contractor for other or future use of the Contractor.

28. TIME

Time is of the essence in the performance by Contractor of the contract and of all ancillary matters arising therefrom.

29. TITLE

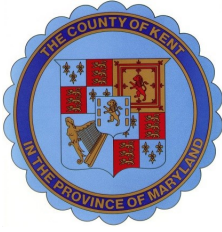
All goods delivered or provided to the County or otherwise pursuant to the contract, and the title thereto, shall be free of any security interest, lien, contract restriction, or other form of encumbrance. Title shall pass to the County at the place of delivery to the County, subject to the County's right to inspect and accept or reject the goods.

30. WORK UNDER THE CONTRACT

Work may not commence under this contract until all conditions for commencement are met, including execution of the contract by both parties, compliance with insurance requirements, and issuance of any required Notice to Proceed.

31. FORCE MAJEUR

Neither party shall be deemed in default of this Agreement or any Order to the extent that any delay or failure in the performance of its obligations (other than the payment of monies) results, without its fault or negligence, from any cause beyond its reasonable control. These causes include acts of God (such as fires, explosions, earthquakes, floods, adverse weather conditions, etc.), acts of civil and/or military authority, government actions in response to societal impacts such as embargoes, insurrections, war, riots, changes in laws, statutes, regulations, or ordinances, and epidemic, pandemic, infectious disease outbreak (e.g. COVID-19) and/or quarantine guidelines.



Marva Kumpf, Deputy Director, Parks and Recreation
10/29/2024
County Commissioners Meeting

Item Summary:

Environmental Education Funding Opportunity for Summer Camp Participants

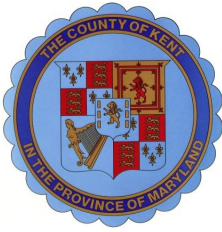
ATTACHMENTS:

Description

Cover Page

Environmental Education Funding Opportunity





Rob Tracey, Associate Planner, Planning, Housing, and Zoning
10/29/2024
County Commissioners Meeting

Item Summary:

Kent County Agricultural Preservation District

ATTACHMENTS:

Description

Planning Commission Recommendation Letter

Aerial Map



Planning Commission
Department of Planning, Housing, and Zoning

September 6, 2024

The Honorable Ronald H. Fithian, President
County Commissioners of Kent County
400 High Street
Chestertown, MD 21620

RE: Agricultural Land Preservation Districts

Dear Mr. Fithian,

The Kent County Planning Commission has recently reviewed an application from Claude and Stephan Westcott, who wish to create an Agricultural Preservation District on their 124-acre farm located at 12982 Augustine Herman Highway, Kennedyville, in the second-election district. The farm consists of 37 acres of cropland, 30 acres of pasture, and 57 acres of woodlands. Approximately 87% of the soils are considered Class II or III. There is one dwelling on the property, and the farm is zoned as an Agricultural Zoning District (AZD). The property is located within the Priority Preservation Area and is adjacent to over 1,000 acres of preservation districts and easements. The farm is situated outside of the 10-year water and sewer plan service areas.

The Agricultural Preservation Advisory Board has reviewed these applications and unanimously voted to forward favorable recommendations. The Planning Commission found that these applications are consistent with the Comprehensive Plan and meet the criteria for the creation of an agricultural land preservation district.

Therefore, we forward our favorable recommendation for the approval of the Agricultural Preservation District.

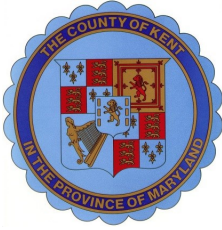
If you have any questions, please do not hesitate to contact Rob Tracey, AICP, Associate Planner.

Sincerely,

Kent County Planning Commission

F. Joseph Hickman
Chair





Patricia Merritt, Chief Finance Officer, Office of Finance
10/29/2024
County Commissioners Meeting

Item Summary:

FY2024 Amended Budget

ATTACHMENTS:

Description

FY24 Budget Amendment

FY24 Budget Document

cover page

10.29.24 Resolution 2024-13 County Commissioners of Kent County, Maryland Adoption of FY2024 Amended Budget

**KENT COUNTY, MARYLAND
FISCAL YEAR 2024 AMENDED BUDGET
GENERAL FUND**

	<u>Adopted</u>	<u>Fund Balance</u>	<u>Additional Revenue</u>	<u>Contingency</u>	<u>Reclass</u>	<u>Amended</u>	<u>Inc / (Decr)</u>
<u>REVENUES</u>							
Real and Personal Property Taxes	34,046,285	-	-	-	-	34,046,285	-
Income Taxes	17,260,000	-	-	-	-	17,260,000	-
Other Local Taxes	2,548,000	555,000	555,000	-	-	3,658,000	1,110,000
Licenses and Permits	343,228	-	-	-	-	343,228	-
Intergovernmental Local Revenue	1,840,151	-	6,000	-	-	1,846,151	6,000
Service Charges	630,263	-	10,350	-	-	640,613	10,350
Fines and Forfeitures	7,000	-	-	-	-	7,000	-
Lease Proceeds	289,153	-	472,550	-	-	761,703	472,550
Loan Proceeds	-	-	-	-	-	-	-
Miscellaneous	654,629	-	213,641	-	-	868,270	213,641
Transfers From Other Funds	-	-	-	-	-	-	-
Transfers From Fund Balance	2,719,998	(1,779,607)	(555,000)	-	-	385,391	(2,334,607)
Total	60,338,707	(1,224,607)	702,541	-	-	59,816,641	(522,066)
<u>EXPENDITURES</u>							
General Government	8,109,276	10,000	46,796	180,703	(46,004)	8,300,771	191,495
Public Safety	14,053,773	140,654	642,550	11,800	(523)	14,848,254	794,481
Public Works	5,970,722	(180,000)	4,225	-	(36,791)	5,758,156	(212,566)
Conservation of Health	1,392,738	(60,000)	-	-	-	1,332,738	(60,000)
Social Services	619,124	-	6,000	-	-	625,124	6,000
Education	20,400,470	-	-	-	-	20,400,470	-
Parks, Recreation and Culture	2,155,831	-	2,970	5,078	(120,183)	2,043,696	(112,135)
Library	756,152	-	-	-	-	756,152	-
Conservation of Natural Resources	376,382	-	-	-	-	376,382	-
Economic Development	615,057	23,848	-	-	(18,348)	620,557	5,500
Tourism	-	-	-	-	-	-	-
Debt Service	1,213,636	-	-	-	208,444	1,422,080	208,444
Intergovernmental	135,576	-	-	-	-	135,576	-
Miscellaneous	1,362,484	-	-	(242,028)	-	1,120,456	(242,028)
Transfers to Other Funds	3,177,486	(1,159,109)	-	44,447	13,405	2,076,229	(1,101,257)
Total	60,338,707	(1,224,607)	702,541	-	-	59,816,641	(522,066)

Kent County Maryland
Fiscal Year 2024 Amended Budget
Explanation by Category - Fund Balance

Reason for Adjustment	Category	Item	Amount
FY24 Projects Moved to FY25	Capital	Dump Truck	(180,000)
	Transfers-Other Funds	WWS Projects- Replace Filter Media	(60,000)
		WWS Projects- ARPA Projects	(405,700)
		Capital Projects - Business Park Entrance (FY27)	(450,000)
		Capital Projects - Bridge Repairs	(235,028)
		Program Open Space - ballfield enhancements	(42,088)
			<u>(1,372,816)</u>
Less Funding Needed	Health Department	Environmental Specialists	(60,000)
	Transfers-Other Funds	Capital Projects - Orem Field Lighting	(19,121)
			<u>(79,121)</u>
Additional Funding Needed	Commissioners Office	Greenwill Consulting	10,000
	Economic Development	Short Term Rental Software	23,848
	State's Attorney's Office	Recidivism Grant Benefits	11,500
	Detention Center	Correctional Officer Position	94,377
			<u>139,725</u>
FY23 Projects Moved to FY24	Transfers-Other Funds	Bridge Design	30,668
	Capital	Leases	46,277
			<u>76,945</u>
Projects Not Financed	Transfers-Other Funds	High School Roof	10,660
			<u>10,660</u>
	Total		<u><u>(1,224,607)</u></u>

Kent County Maryland
Fiscal Year 2024 Amended Budget
Explanation by Category - Recognize Additional Revenue

Revenue Category	Item	Amount
Other Local Taxes	Recordation & Property Transfer Taxes	555,000
Lease Proceeds	Vehicles	472,550
Miscellaneous	Interest Income, Insurance Proceeds	213,641
Service Charges	Planning, Parks & Recreation	10,350
Intergovernmental	Social Services Legal	6,000
		<hr/>
Total		<u><u>1,257,541</u></u>

Kent County Maryland
Fiscal Year 2024 Amended Budget
Explanation by Category - Contingency

Category	Item	Amount
General Government	Building Maintenance - Gov Center Exterior Repairs	53,522
	Building Maintenance - Courthouse HVAC	23,949
	Building Maintenance - Lynch Building Repairs	10,400
	Building Maintenance - Window Repairs	10,000
	Building Maintenance - Structural Evaluation	1,800
	Circuit Court - Court Smart Software	34,097
	Greater Rock Hall Transportation	20,000
	General Services - Lease Query Software	10,320
	Information Technology - Upgrade Panic Buttons	5,303
	Information Technology - Fairground Fiber	3,747
	Information Technology - Courthouse Security Camera	2,365
	State's Attorney - Recidivism Grant	6,000
	Commissioners Office - Vietnam Veterans Day	1,000
	182,503	
Public Safety	PPE Equipment	10,000
	10,000	
Parks & Recreation	Turners Creek	5,078
	5,078	
Transfer to Other Funds	Capital Projects - Regional Detention Center Study	32,967
	WWS - Lovers Lane Sewer	10,200
	Capital Projects - Turners Creek Signage	1,280
	44,447	
Total		242,028

**Kent County Maryland
Fiscal Year 2024 Amended Budget
Explanation by Category - Reclass**

<u>Reclass Out</u>	<u>Reclass In</u>	<u>Item</u>	<u>Amount</u>
Revenues			
Other Local Taxes	Intergovernmental	Highway Users Revenue	
Transfer from Other Funds	Fund Balance Resources	Surveillance Cameras - POS match	
Expenditures			
<u>General Government</u>			
Circuit Court	Building Maintenance	Lobby Design	61,237
General Services	Debt Service	SBITAS & Leases	208,444
Commissioners Office	Economic & Tourism Development	Maco Conference Booth	5,500
Legal	Commissioners Office	Lexis Nexis	130
Planning & Zoning	Transfer Out - Grants	Community Development Block Grant	3,390
Planning & Zoning	Information Technology	Badge Access System	4,000
Planning & Zoning	Board of License Commissioners	Postage, Office Supplies, Reference Material	1,277
Planning & Zoning	Transfer to Afforestation	Rigby Slope	
Planning & Zoning	Code Enforcement		
			283,978
<u>Public Safety</u>			
Code Enforcement	Planning & Zoning		
Communications	Emergency Management		
Communications	EMS	Paramedic Supplies	2,540
Emergency Management	Communications	Radion Maintenance	
EMS	Communications		
			2,540
<u>Public Works</u>			
Environmental Operations	Building Maintenance	Elevator, Fuel Oil, Supplies	28,146
Roads	Building Maintenance	Supplies	500
Roads	Environmental Operations	Equipment Repairs	9,000
Environmental Operations	Transfers Out - WWS	Nicholson Project	7,848
Public Works	Debt Service	Vehicle Lease Payments	
Admin	Building Maintenance	Administrative Expenses	
			45,494
<u>Park, Recreation & Culture</u>			
Grounds Maintenance	Building Maintenance	Salary & Benefits	98,570
Grounds Maintenance	Transfer to Project Open Space	Lighting Retrofit	748
Grounds Maintenance	Building Maintenance	Various Projects	14,645
Grounds Maintenance	Building Maintenance		
			113,963
<u>Economic & Tourism Development</u>			
Economic & Tourism Development	General Services	Short Term Rental Software	23,848
			23,848
<u>Debt Service</u>			
Debt Service	General Government	Copier Leases	53,493
Debt Service	General Government	SBITAS	15,015
Debt Service	General Government	Open Gov	135,204
Debt Service	Parks & Recreation	Vehicle Lease Payments	
			203,712
<u>Transfer to Other Funds</u>			
Transfer to WWS	Building Maintenance	Pole Buildings	
Transfer to Capital Projects	Transfer to WWS	Pole Buildings	
Transfer to WWS	Transfer to Capital Projects	Pole Buildings	
Transfer to Afforestation	Planning & Zoning	Rigby Slope	
			-
			673,535

**KENT COUNTY, MARYLAND
FISCAL YEAR 2024 AMENDED BUDGET
GENERAL FUND**

REVENUES

Real and Personal Property Taxes	34,046,285
Income Taxes	17,260,000
Other Local Taxes	3,103,000
Licenses and Permits	343,228
Intergovernmental Local Revenue	1,846,151
Service Charges	640,613
Fines and Forfeitures	7,000
Miscellaneous	868,270
Lease & Subscription Proceeds	761,703
Subtotal	<u>58,876,250</u>
Transfers From Other Funds	-
Transfers From Fund Balance	940,391
Subtotal	<u>940,391</u>
Total General Fund Revenues	<u>59,816,641</u>

EXPENDITURES

General Government	
Legislative	686,476
Circuit Court	397,540
Orphans' Court	64,156
State's Attorney's Office	957,789
Election Office	724,150
Independent Accounting and Auditing	35,500
Finance Office	937,910
Legal	72,200
Personnel	528,642
Planning and Zoning	1,021,928
Information Systems	1,298,780
General Services	74,046
Building Maintenance	1,501,484
Total General Government	<u>8,300,771</u>
Public Safety	
Law Enforcement	4,823,295
Fire Departments	1,208,196
Corrections	4,036,696
Building Code Inspection	38,487
Board of License Commissioners	61,544
Emergency Management	261,290
Communications Division	1,410,937
Emergency Medical Services	2,694,669
Animal Control/Humane Society	313,140
Total Public Safety	<u>14,848,254</u>
Public Works	
Public Works Administration	596,415
Recycling / Waste Management	1,129,510
Highways	4,032,231
Total Public Works	<u>5,758,156</u>
Conservation of Health	
Health Department	1,292,438
Mosquito Control	40,300
Total Conservation of Health	<u>1,332,738</u>

EXPENDITURES (Cont)

Social Services	
Upper Shore Aging	354,082
Delmarva Community Services	87,351
Department of Social Services	72,036
Kent Center	42,193
Department of Health & Mental Hygiene	20,132
Saint Martins Ministries	10,700
Court Appointed Special Advocates	14,980
Community Mediation Upper Shore	10,000
Commission on Aging	3,550
Human Relations Commission	100
Imagination Library	5,000
Mid-Shore Regional Council	5,000
Total Social Services	<u>625,124</u>
Education	
Board of Education-Operating	19,654,557
Board of Education-Debt Service	205,581
Learning Center	2,500
Community College	537,832
Total Education	<u>20,400,470</u>
Parks, Recreation and Culture	
Parks and Recreation	2,023,801
Museums of Kent County	13,375
Arts Council	6,520
Total Parks, Recreation and Culture	<u>2,043,696</u>
Library	
	756,152
Conservation of Natural Resources	
Agriculture Extension Service	153,155
Soil Conservation Service	213,534
Waterman's Association	8,000
Forestry Board	1,693
Total Conservation of Natural Resources	<u>376,382</u>
Economic Development	
	620,557
Debt Service	
	1,422,080
Intergovernmental	
	135,576
Miscellaneous	
Insurance	299,459
Miscellaneous Benefits/Benefit Refunds	663,025
Contingency	157,972
Total Miscellaneous	<u>1,120,456</u>
Transfers to Other Funds	
Agriculture Preservation	1,689
Law Library	13,000
Family & Community Partnerships	59,281
Kent Family Center	126,147
Grants	312,309
HotDesks	6,175
Program Open Space/Afforestation	9,127
Capital Projects	90,547
Water and Wastewater Enterprise Fund	1,457,954
Total Transfers to Other Funds	<u>2,076,229</u>
Total Expenditures	<u>59,816,641</u>



RESOLUTION 2024-13
COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND
FISCAL YEAR 2024 AMENDED BUDGET
GENERAL FUND

The County Commissioners of Kent County, Maryland, do hereby adopt the attached Fiscal Year 2024 Amended Budget General Fund on this 29th day of October 2024.

ATTEST:

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND

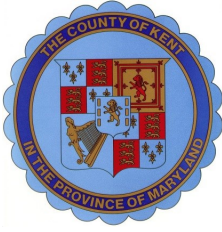
Tonya L. Thomas, Deputy Clerk II

Ronald H. Fithian, President

Albert H. Nickerson, Member

John F. Price, Member

ADOPTED: October 29, 2024



Dan Mattson, Director, Public Works
10/29/2024
County Commissioners Meeting

Item Summary:

Proposed Speed Limit Changes - Lovers Lane (Rock Hall), Rosedale Cannery, Turners Point Road

ATTACHMENTS:

Description

Cover

Exhibits for Public & display on screen



Kent County

MARYLAND

Public Works



Untitled Map

Write a description for your map.

LOVERS LANE (ROCK HALL)

Legend

- Feature 1
- Lovers Ln
- Selkie Books of Rock Hall
- suggested
- Wesley Chapel Church

Proposed
40 mph

Proposed
25 mph

suggested 40 mph

suggested 25 mph (eastbound)

suggested 40 mph (westbound)

suggested 25 mph

MetroCounter Location

Selkie Books of Rock Hall

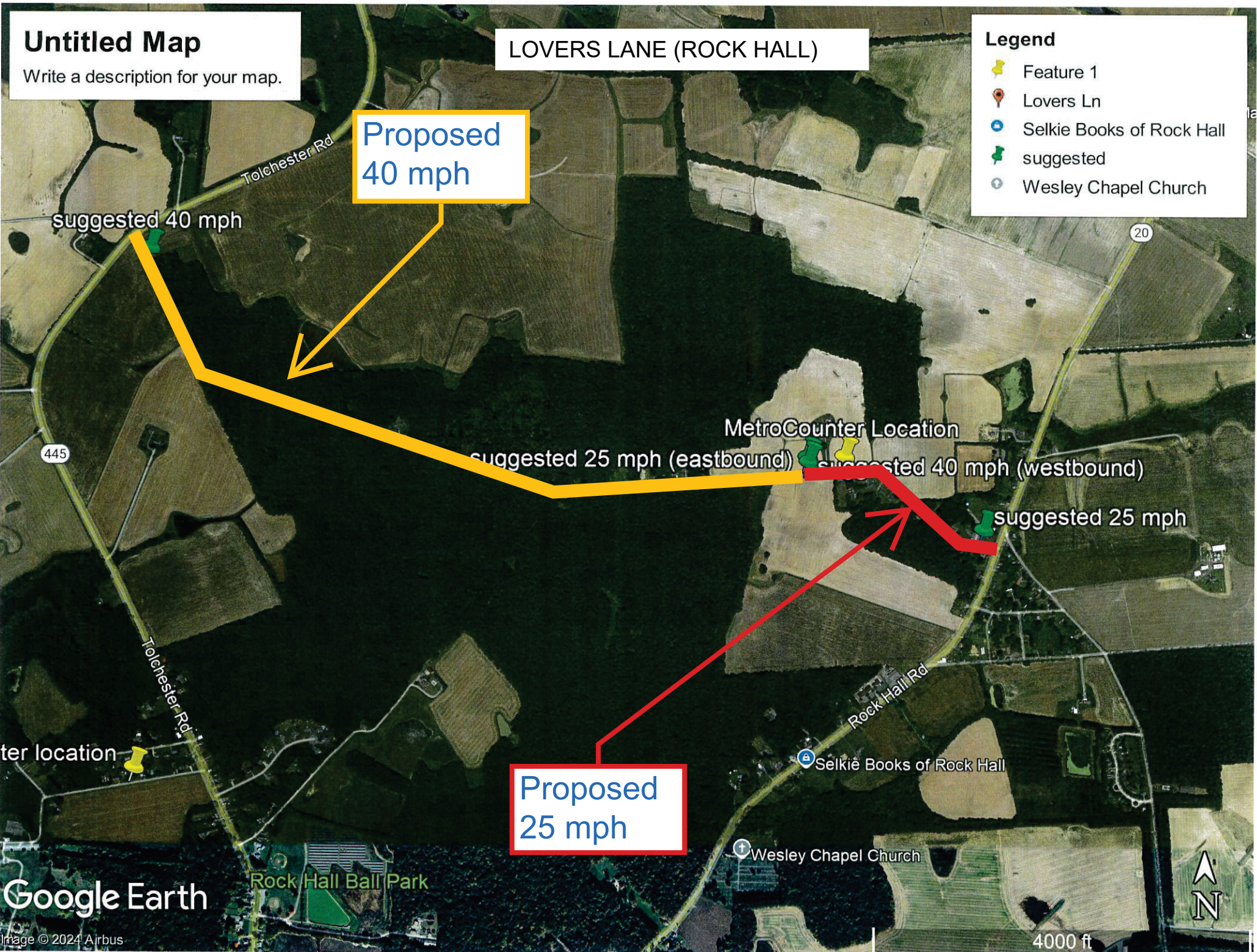
Wesley Chapel Church

Rock Hall Ball Park

Google Earth

Image © 2024 Airbus

4000 ft



Untitled Map

Write a description for your map.

ROSEDALE CANNERY RD

suggested change from 50 to 40 mph

Proposed
40 mph

Royal Swan Rd

MetroCounter Location

Rosedale Cannery Rd

Clark Rd Closed Ahead

292

Trustee St.

suggested change from 50 to 40 mph

Legend

- Feature 1
- Location
- Selkie Books of Rock Hall
- suggested
- Wesley Chapel Church

Google Earth

Image © 2024 Airbus

3000 ft



Untitled Map

Write a description for your map.

TURNERS POINT RD.

Legend

- Feature 1
- [REDACTED]
- Selkie Books of Rock Hall
- suggested
- Wesley Chapel Church

suggested change from 30 to 25 mph

suggested change from 30 to 25 mph

Metrocounter Location

Proposed
25 mph

MetroCounter Location



Untitled Map

Write a description for your map.

REESES CORNER RD.

Legend

- Feature 1
- Lovers Ln
- Selkie Books of Rock Hall
- suggested
- Wesley Chapel Church

suggested 50 mph

suggested 50 mph

Reeses Corner Rd

Meeting Counter Location

Post 50mph signage
(currently unposted)

Tolchester Rd

40 mph

Rock Hall Rd

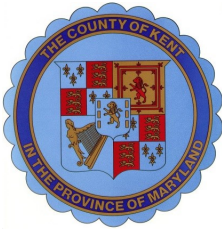
Bennington Manor F

20

Google Earth

4000 ft





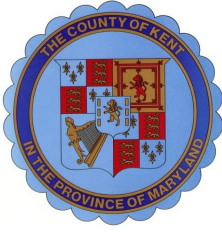
**Water & Wastewater - Sewer Allocation Request
10/29/2024
County Commissioners Meeting**

Item Summary:

Sewer Allocation Request in Tolchester Service Area

ATTACHMENTS:

Description

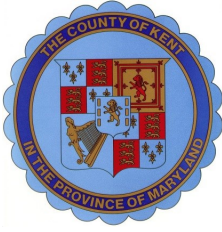


**Sewer Rate & Allocation Study Update
10/29/2024
County Commissioners Meeting**

Item Summary:

ATTACHMENTS:

Description



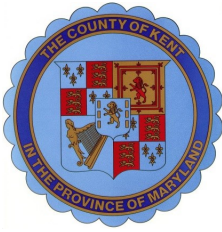
**New EMS Station - Potential Change Order
10/29/2024
County Commissioners Meeting**

Item Summary:

Potential Change Order to include Portico Entrance at New EMS Facility

ATTACHMENTS:

Description



Procedures For Public Comment 10/29/2024 County Commissioners Meeting

ATTACHMENTS:

Description

Procedures for Public Comment

10.29.24 Public Comments Sign In Sheet



Office of The County Commissioners

Press and Public Comments

Time is allotted at the end of each meeting for the Commissioners to receive comments from the public. Anyone interested in speaking must sign up on the provided Public Comment sign-up sheet located on the table inside the meeting room.

The President of the Board will call the names of the listed individuals when it is time to speak. When making comments, individuals are asked to speak slowly, clearly, and concisely. Precede all comments with your name and address and speak only on the subject under discussion.

Comments in writing are welcomed and should be given to the staff after your presentation. Any person making personal, impertinent, or slanderous remarks, or whose speech or actions become disruptive, will be asked to leave the meeting.

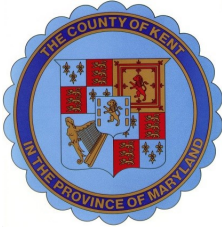
Interested parties may address the Commissioners in writing at any time about any matter of County business. Written statements can be hand-delivered or mailed to:

The County Commissioners of Kent County, Maryland
400 High Street
Chestertown, MD 21620
kentcounty@kentgov.org

**PUBLIC COMMENTS
SIGN IN SHEET
October 29, 2024**

NAME (please print)	ADDRESS	TOPIC
<i>Mike Wood</i>	<i>Chestertown</i>	<i>Speed limit</i>

ADDITIONAL SPACES ARE PROVIDED ON THE BACK SIDE; PLEASE FLIP OVER.



**American Rescue Plan Act (ARPA) Funds Spend Plan
10/29/2024
County Commissioners Meeting**

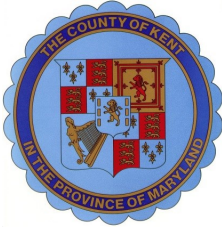
ATTACHMENTS:

Description

10-22-2024 ARPA Fund Commissioner Report

**AMERICAN RESCUE PLAN ACT FUND
AS OF COMMISSIONER MEETING MINUTES DATED
10/22/2024**

Project	Department	Project Estimate	Date Approved	Amount Approved	Date Completed
Feed the Elderly Year 1	Local Management Board	112,800	08/31/21	112,800	9/30/2022
Feed the Elderly Year 2 and 3	Local Management Board	204,115	03/08/22	204,115	
Clariflocculator Replacement Project	Water & Wastewater Fund	275,000	08/31/21	275,000	6/28/2022
Clariflocculator Replacement Project Change Order #1		2,817	01/11/22	2,817	6/28/2022
Clariflocculator Replacement Project Change Order #2		90,642	01/11/22	90,642	11/23/2022
AV System	Information Technology	71,254	10/26/21	71,254	5/17/2023
IT Software	Information Technology	27,095	10/26/21	27,095	8/10/2022
Neighborhood & Infrastructure Grants	Information Technology	258,402	12/14/21	258,402	12/30/2023
A/V Equipment in EOC	Emergency Operation Center	14,087	02/01/22	14,087	7/26/2023
SCADA Pump Station Monitoring	Water & Wastewater Fund	110,065	02/08/22	110,065	8/2/2023
Millington/RT301 Wastewater Treatment Feasibility Study	Water & Wastewater Fund	57,500	02/08/22	57,500	9/20/2023
Millington/RT301 Wastewater Conveyance System Capacity Study		9,500	09/27/22	9,500	
Tolchester Wastewater-Design Services Influent Screen	Water & Wastewater Fund	52,910	02/08/22	52,910	
Tolchester Wastewater - Bid Services and Const. Management		35,735	09/27/22	35,735	
Tolchester Wastewater Influent Screen Construction		600,914	04/25/23	600,914	
Worton WWTP Influent Lagoon Engineer Design & Bid Services	Water & Wastewater Fund	33,076	03/22/22	33,076	8/10/2023
Worton WWTP Influent Lagoon Engineer Const. Management		43,736	03/08/23	43,736	
Worton WWTP Lagoon Sludge Removal Contract		1,400,725	12/13/22	1,400,725	
Worton WWTP Lagoon Sludge Removal Contract Change Order #1		30,000	06/13/23	30,000	
Worton WWTP Lagoon Sludge Removal Contract Change Order #2		(486,784)	08/08/23	(486,784)	
Kennedyville Pump Station #2 Relocation Design	Water & Wastewater Fund	52,338	09/27/22	52,338	
Kennedyville Pump Station #2 Relocation Const. Management		<i>Deferred</i>			
Kennedyville Pump Station #2 Construction		<i>Deferred</i>			
Worton/Kennedyville GIS Water and Sewer Facilities Mapping	Water & Wastewater Fund	75,770	09/27/22	75,770	9/20/2023
Worton Vehicle Storage Building & site prep/lighting/heat	Water & Wastewater Fund	40,000	10/25/22	40,000	
Worton WWTP Solids Press Replacement Design	Water & Wastewater Fund	64,940	11/28/23	64,940	
Worton WWTP Solids Press Replacement Construction Management		20,000			
Worton WWTP Solids Press Replacement		250,000			
Sewer Jetter Camera Nozzle	Water & Wastewater Fund	14,065	04/02/24	14,065	
Major Repairs and Expenses	Water & Wastewater Fund				
Well redevelopment program		40,000	04/02/24	40,000	
Pump Stations - pump replacement program		28,000	04/02/24	28,000	
Worton Wastewater Treatment Plant - replace electrical wiring		50,000	04/02/24	50,000	
Fairlee Water Treatment Plant - design/replace actuator valve & repair piping		15,000	04/02/24	15,000	
Tolchester Wastewater Treatment Plant - replace control valves		19,000	04/02/24	19,000	
Pump Station SCADA Upgrades - convert remainder of locations		36,675	04/02/24	36,675	
Wesley Chapel Pump Station Wet Well	Water & Wastewater Fund	36,700	06/25/24	36,700	
Courthouse Lobby Alteration project	Buildings & Grounds -Circuit Co	13,971	09/24/24	13,971	
Total Amount of Funds Committed		<u>\$ 3,700,048</u>		<u>\$ 3,430,048</u>	
Amount of ARPA Funds		3,766,777		3,766,777	
Balance of ARPA Funds Remaining		<u>\$ 66,729</u>		<u>\$ 336,729</u>	

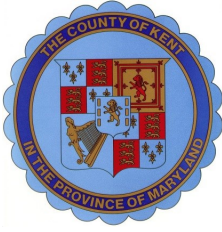


Contingency and Use of Fund Balance Report 10/29/2024 County Commissioners Meeting

ATTACHMENTS:

Description

10-22-2024 Commissioner Report Contingency



PILOT Request
10/29/2024
County Commissioners Meeting

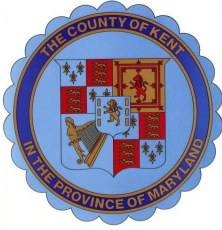
Item Summary:

Legal Advice

This meeting will be closed under the Annotated Code of Maryland General Provisions Article § 3-305 (b)(7)
To consult with counsel to obtain legal advice.

ATTACHMENTS:

Description



Jennifer White, HR Business Partner, Human Resources
10/29/2024
County Commissioners Meeting

Item Summary:

Personnel

The meeting was closed under the Annotated Code of Maryland, General Provisions Article § 3-305(b) (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals.

ATTACHMENTS:

Description

Cover Page

We take care of employees from “Hire to Retire – and Beyond.”- Kent County Human Resources

