Operating Assistance Grant - TAG FY2026
Maryland Department of Housing and Community Development

FAQs

General

How do I apply for the Operating Assistance Grant?
The application is available online via [DHCD's Project Portal](#). In order to access the application and apply you must be registered in the Portal system. On the DHCD's Project Portal, select "New User?" and complete the registration request form. Requests for registration may take up to 72 hours to be approved.

What is the maximum grant request amount?
The maximum grant request amount for a Technical Assistance Grant (TAG) is $50,000.

Is a match required?
No, a match is not required for any Operating Assistance Grant (OAG) request.

How long is the term of the grant award?
The OAG grant term is one year.

When does the grant term begin and end?
The term of the grant award begins when the award agreement is signed by DHCD, the term of the grant award will end one year after the date the grant agreement was signed by DHCD.

If my organization is awarded a grant, how will grant payments be made to us?
It depends how your organization is set up to receive payment from the State. You will receive your grant payments by check or ACH (direct deposit). We strongly encourage grant payments via ACH (direct deposit). To sign up for ACH with the State of Maryland, please fill out and follow the instructions on the form for submission, [here](#).

Where can I get a copy of my executed grant agreement?
The executed grant agreement can be found in the DHCD Project Portal under the Award Summary page.

Who is my Project Manager?
The Project Manager assigned to your award can be found in the DHCD Project Portal under the Award Summary page.

Requests for Payment

Can I ask for an advancement of funds?

Yes. Once your award agreement has been executed (date signed by DHCD), you can ask for 25% of your award to be advanced to you. You will be required to provide proof of how the advance funds were spent in your next request for payment.

What documents should I submit with my request for payment?

Please provide documentation for the expenses that reimbursement is being requested for in the request for payment. That may include signed contracts, invoices, canceled checks, payroll reports and/or credit card receipts or statements.

Where do I submit my request for payment?

Requests for payment are submitted in the DHCD Project Portal. Requests for Payment must be submitted along with a Progress Report.

Progress Reports

Where do I find the progress report form?

The progress report form is emailed to you by your Project Manager at the beginning of your grant term. Typically the email is titled: GRANT AGREEMENT EXECUTED. Please check your email inbox for this email w/attached form.

Where do I submit my progress report?

A progress report should be submitted in the DHCD Project Portal under the award. The progress report form will be uploaded into the progress report in the portal. Progress reports are not accepted via email.

When is a progress report due?

A progress report is due 6 months from the date of the execution of the award <u>or</u> with a request for payment.

What is the difference between a progress report and a final report?

A progress report provides DHCD details about the work that has begun or has been completed to date. A final report provides DHCD with all the work and activities completed, outputs and outcomes, and confirms if the timeline has been met. A final report would include documentation such as reports, surveys

When do I have to have my final report completed?

The final report should be completed by the expiration date or within 30 days of the expiration date of the award.

Can I ask for an extension on my award?

Extensions are granted on a case-by-case basis. Please speak with your Project Manager to discuss this option.