

Maryland Affordable Housing Trust

Fiftieth (50th) Funding Round (SFY25)

Plumbing Poverty Program Guidelines



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MARYLAND AFFORDABLE HOUSING TRUST

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[Maryland Affordable Housing Trust Website](#)

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HUD Income Limits available on the [Multifamily Housing Development Document Library](#)

MAHT program and application questions should be sent to
MAHT.DHCD@maryland.gov

Introduction and Program Description

Background

The Maryland General Assembly created the Maryland Affordable Housing Trust (MAHT) in 1992. The Trust is an instrumentality of the State, governed by a Board of Trustees appointed by the Governor, and staffed by the Maryland Department of Housing and Community Development. A portion of the interest generated by title company escrow accounts funds the activities of MAHT.

The Maryland Affordable Housing Trust promotes affordable housing initiatives through grants to affordable housing agencies, entities and organizations serving households earning less than 50% of the area or statewide medium income, whichever is higher, with preference given to projects that serve households with incomes less than 30% of median.

Availability of Funds

MAHT is providing a special grant opportunity to address plumbing poverty in Maryland. The Board of Trustees has allocated \$2,500,000 for SFY 25 towards this initiative.

Households with incomplete kitchens/bathrooms, including limited and/or no access to hot and cold running water, impact the well-being of families and the overall health of a community. The American Community Survey (ACS) data from the U.S. Census Bureau reported that in Maryland approximately 7,486 of all occupied housing units have incomplete plumbing facilities, and 14,351 have incomplete kitchen facilities*.

Program Goals and Objectives

The MAHT Plumbing Poverty Program (PPP) goal is to provide funding to resolve issues related to plumbing poverty that impact the quality of life for individuals and families. This special grant program gives support to scattered-site owner-occupied housing rehabilitation plumbing activities for households with incomes of less than 50% of the greater of the statewide or area median income, adjusted for household size. Preference is given to households with incomes of less than 30% of the greater of the statewide or area median income, adjusted for household size.

The maximum grant award amount is \$300,000. The grant period is two years.

MAHT intends to select a diverse group of projects which will generate a broad geographic distribution of needed affordable housing plumbing services in urban and rural areas. MAHT Plumbing Poverty Projects are expected to be completed within two years.

The Board of Trustees encourages applicants to clearly state how they will incorporate sustainable development, energy saving and green building practices in their projects when applying for funding.

Eligibility Criteria

Eligible Applicants

- County and local governments with an established scattered-site owner-occupied housing rehabilitation program.
- Non-profit community development/affordable housing organizations with a successful history of implementing a strong scattered-site owner-occupied housing rehabilitation program and/or that have a partnership with a county/local government to implement owner-occupied housing rehabilitation programs in their service area.

Eligible Beneficiaries

Owner-occupied households with incomes of less than 50% of the greater of the statewide or area median income, adjusted for household size. Preference is given to households with incomes of less than 30% of the greater of the statewide or area median income, adjusted for household size.

Eligible Uses

Costs (i.e., construction/rehabilitation/project administration) incurred by a non-profit organization, county and/or a local jurisdiction to implement a plumbing poverty rehabilitation project for eligible owner-occupied dwellings (i.e., single family, townhomes/rowhomes, and manufactured homes).

Types of construction/rehabilitation activities would include the following:

- Renovation of incomplete bathrooms and/or kitchens that includes hot and cold running water; a bathtub or shower; a sink with a faucet; a stove or range; a refrigerator.
- Installation or replacement of wells and/or septic connections.
- Connection to public water/sewer systems.
- Activities to improve water quality (e.g., water treatment, replacement of rusty pipes, etc.)

Ineligible Uses

- Not for vacant properties, rental properties, group homes, transitional housing, and public facilities.
- Not for the purchase of grantee personal property, such as office furniture or equipment.

Additional Terms and Conditions

1. Grantee can utilize up to 15% of grant award for project administration expenses.
2. Grantee is required to have drawn down at least 50 percent of grant award amount by the end of the first year. At least 80 percent of grant award must be drawn down by the end of the 3rd quarter in the second year of the grant.
3. Grantee is required to submit quarterly project progress reports and a final project report at the end of the two-year period.
4. Grantee shall maintain accurate financial and management records in a form acceptable to MAHT of all transactions related to the receipt and expenditure of MAHT grant funds and administration of the Project.
5. Grantee shall make all project records, administrative offices, and personnel available to MAHT upon request.
6. Grantee shall retain records for a minimum of three years after the completion of the project.
7. If a dwelling is owned by multiple family members, family members living in the house can be qualified for assistance if all family member owners sign a cooperative agreement.
8. The dwelling must be in substandard condition and economically feasible for being brought into compliance with a County/Local jurisdiction's Livability Code.
9. The dwelling can only receive plumbing poverty assistance one time with MAHT funds. However, a waiver may be requested by the grantee for emergency assistance or on a case by case basis.
10. Owner-occupants must not own any house other than the one to be rehabilitated under the program and must not have assets which would enable the applicant to secure rehabilitation funds from other sources.
11. Owner-occupants must have insurance on the property (including flood insurance if within a flood zone) and must be current with property taxes at the time of their application for assistance.
12. Any property in forbearance with the property's mortgage company, or is subject to a reverse mortgage, is not eligible for assistance from this Program.

13. Any property that is in arrears with property taxes is not eligible for assistance from this Program.
14. Any property with outstanding judgments against it (i.e., state/federal/local tax, mechanic's lien, and/or other default judgments**) is not eligible for assistance from this Program.
15. Grantee will be required to draft and file any required liens on properties that receive MAHT funding support through this program. Grantee will be required to provide a copy of the recorded lien document to MAHT in a timely manner for its grant project files.
16. The Grantee is required to use either the following terms or their own terms, whichever are stricter:
 - a. **Tier I** – Assistance between \$1,000 and \$15,000 requires a lien placed on the property for five (5) years
 - b. **Tier II** – Assistance between \$15,001 and \$30,000 requires a lien placed on the property for ten (10) years
 - c. **Tier III** – Assistance between \$30,001 and above requires a lien placed on the property for fifteen (15) years
17. If the property is sold and/or transferred, the amount of MAHT funds invested in the property will be returned to MAHT. Repayments will be required according to the following schedule:

For Tier I - five-year liens

- | | | |
|----------------------------|------|---------------------------|
| • Sale in the first year: | 100% | MAHT investment repayment |
| • Sale in the second year: | 80% | MAHT investment repayment |
| • Sale in the third year: | 60% | MAHT investment repayment |
| • Sale in the fourth year: | 40% | MAHT investment repayment |
| • Sale in the fifth year: | 20% | MAHT investment repayment |

The lien will be released/forgiven after the fifth year and no repayment is required thereafter.

For Tier II – ten-year liens

- Sale in the first year: 100% MAHT investment repayment
- Sale in the second year: 90% MAHT investment repayment
- Sale in the third year: 80% MAHT investment repayment
- Sale in the fourth year: 70% MAHT investment repayment
- Sale in the fifth year: 60% MAHT investment repayment
- Sale in the sixth year: 50% MAHT investment repayment
- Sale in the seventh year: 40% MAHT investment repayment
- Sale in the eighth year: 30% MAHT investment repayment
- Sale in the ninth year: 20% MAHT investment repayment
- Sale in the tenth year: 10% MAHT investment repayment

The lien will be released/forgiven after the tenth year and no repayment is required thereafter.

For Tier III – fifteen-year liens

- Sale in the first year: 100% MAHT investment repayment
- Sale in the second year: 93% MAHT investment repayment
- Sale in the third year: 87% MAHT investment repayment
- Sale in the fourth year: 80% MAHT investment repayment
- Sale in the fifth year: 73% MAHT investment repayment
- Sale in the sixth year: 67% MAHT investment repayment
- Sale in the seventh year: 60% MAHT investment repayment
- Sale in the eighth year: 53% MAHT investment repayment
- Sale in the ninth year: 47% MAHT investment repayment
- Sale in the tenth year: 40% MAHT investment repayment
- Sale in the eleventh year: 33% MAHT investment repayment
- Sale in the twelfth year: 27% MAHT investment repayment

- Sale in the thirteenth year 20% MAHT investment repayment
- Sale in the fourteenth year: 13% MAHT investment repayment
- Sale in the fifteenth year: 7% MAHT investment repayment

The lien will be released/forgiven after the fifteenth year and no repayment is required thereafter.

18. Grantee will be responsible for notifying the MAHT program when/if a property sale/transfer takes place and returning funds to the MAHT program. MAHT will provide instructions to the Grantee on how to return/send payment to the MAHT program in their grant agreement.

19. Applicants (i.e., county/local jurisdictions/non-profits) to the MAHT Plumbing Poverty Program will be required to:

- include a complete analysis of plumbing poverty issues in their county and/or service area;
- include a list of potential properties for which they want to provide rehabilitation services. The list must include for each property, a cost benefit determination with cost estimates for the proposed construction/rehabilitation work and current value of the property from the MD SDAT. (i.e., MD Real Property Data Search website);
- include a copy of their current county/local jurisdiction/nonprofit housing rehabilitation underwriting policies/procedures and application process; and
- include at least a 10% contribution/match. This match can include leverage from other sources.

*Source: [US Census Bureau: Why We Ask Questions About Plumbing Facilities](#)

**This does not include properties that are behind in public utility (i.e., water) payments.

Application Development and Submission Procedures

Applicants must answer all questions and to fully complete each form according to instructions. Application must be signed. Applications sent without signature will not be accepted. If additional space is required to any section, attach additional pages, clearly marking the section to which they relate.

Attachments should be secured to the application in order and clearly labeled with the letter of the attachment as instructed in the application. Please do not intersperse attachments throughout the application. Applicants are required to complete one application with budget and electronically submit the completed documents along with the supporting items found on the application checklist. To obtain the application and program guidelines, please send a request to MAHT.DHCD@maryland.gov.

Legal documents and certifications required for submission are found on the MAHT website in a separate file named "Round Legal Documents and Instructions" and should be included with the application.

In assembling the application package, please be sure that the application package is arranged in the following order:

1. MAHT Application (Word format)
2. MAHT Budget (Excel format)
3. MAHT Supplemental information and attachments

Attachments should be clearly labeled. Applications not submitted in the manner above will not be considered for funding.

Schedule

- Guidelines and application available April 17, 2025
- Applications due May 23, 2025
- Announcement of awards June 30, 2025

Applications must be received no later than 5:00 p.m. (EST) on Friday, May 23, 2025.

No application fee is required. **Completed applications should be emailed to: MAHT.DHCD@maryland.gov.**

Threshold Requirements

Proposals for housing plumbing rehabilitation project must include the following information:

- Description of the project, including:
 - number and types of units;
 - map with site location(s);
 - anticipated completion schedule, construction start and substantial completion; and
 - scope of work.
- statement of total project/undertaking costs and verification of all committed and anticipated funding for the project/undertaking, including approval letters, letters of intent, feasibility letters, etc., where appropriate;
- description of the need for plumbing project in the proposed geographic area;
- description of applicant's expertise in housing rehabilitation;
- statement of whether any temporary or permanent displacement will result from the proposed project and, if so, a proposed plan for relocation;
- applicant's financial statements for current year and last year;
- audited or non-audited financial statements for the prior year of project operations for existing and occupied projects, if owned by the applicant;
- organizational documents, such as partnership agreement or articles of incorporation and bylaws; and
- resolution from the organization's board of directors authorizing the application.

Selection Criteria

Projects deemed to be ready and feasible will be evaluated using the following criteria:

1. **Project Overview, Need, and Timeline:** the project is well thought out, the need is clearly justified, and the schedule makes sense and is reasonable.
2. **Organizational Capacity:** the organization has demonstrated a successful history of implementing housing rehabilitation Program services in the community and is experienced in grants management.
3. **Low-income Occupancy:** the project will serve the lowest-income families or individuals.
4. **Long-term Affordability:** the project will keep units affordable to low and very low-income households for the longest period of time.

5. **Leveraging:** the project will leverage other resources, including federal, local and private sector funds and the applicant's own funds. It is preferred that MAHT funds are needed only to fill a final gap in funding to complete the project.
6. **Need for Geographic Considerations:** the project fills the greatest need/demand for the type of housing in the geographic area and helps achieve an equitable geographic distribution of MAHT funds.
7. **Applicant contribution:** In order to be considered for MAHT funding, an Applicant must provide from its own funds at least 10% of the total requested amount. The 10% can be a combination of cash and/or verifiable contributions to the project.

Applicant contributions exceeding 10% of the total requested amount will be viewed favorably during the evaluation process. Applicants are required to show their 10% contribution clearly on the budget pages of the application. Applications will not be approved if the requested amount equals the total project costs.

All applications that meet the threshold criteria will be rated and ranked competitively by a review committee composed of Maryland DHCD staff and the MAHT Evaluation Committee.

Rating is based on a 170-point scale. Point ranges have been established for each criterion to gauge the extent to which the applicant meets the criterion. The following factors will be considered in determining the points assigned:

Evaluation Areas	Maximum Points
Plumbing Poverty Program Project Description	30
Plumbing Poverty Program Project Need Demonstration and Justifications	30
Plumbing Poverty Program Project Readiness, Organizational Capacity and Experience	50
Plumbing Poverty Program Project Implementation Timeline, Outcomes and Sustainability Plan	20
Plumbing Poverty Program Budget and Budget Narrative	20
Organizational Program and Grant Administration Experience	15
Applicant Submission of Required Legal Documents and Attachments	5

Award Announcement

The final award selection will be made by the Board of Trustees and will not be subject to challenge or contest by the applicant. The Maryland Affordable Housing Trust will notify each awardee via a letter which will include the following:

- amount of the grant;
- date that funds are expected to be available; and
- procedure by which the grant agreement will be prepared.

Rejection letters will be sent to applicants whose requests for MAHT funding are declined.

The Maryland Affordable Housing Trust will not cover or reimburse any costs incurred before the Board of Trustees approves an award of funds. The agreement will specify how the funds will be disbursed and conditions that must be met.

Compliance and Monitoring

The Maryland Affordable Housing Trust may, at any time, inspect and monitor the records and work of the proposed project as to performance and compliance with program rules and requirements.

MAHT reserves the right to terminate the agreement in the event that an awardee: 1) loses its ability to proceed with the project; 2) makes material alterations; or 3) fails to comply with the project schedule.

Definitions

- **Low-income households:** Households with incomes of less than 50% of Statewide or area median, whichever is higher.
- **Minor children:** Children under 18 years of age.
- **Non-profit organization:** A corporation or foundation, no part of the net earnings of which operates or are distributed to the benefit of any private shareholder or individual holding an interest in that entity.
- **Project:** Rehabilitation of owner-occupied housing entirely by households with incomes of less than 50% of Statewide or area median, whichever is higher.
- **Plumbing Poverty:** Households with incomplete kitchens/bathrooms, including limited and/or no access to hot and cold running water.
- **Very low-income households:** Households with incomes of less than 30% of Statewide or area median, whichever is higher.

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Appendix

2023 American Community Survey (U.S. Census Bureau) 5-Year Estimates Data Profiles: Maryland Plumbing Poverty Issues by County

Source: [US Census Bureau: Why We Ask Questions About Plumbing Facilities](#)

Geographic Area Name	Housing units with incomplete plumbing facilities	Housing units with incomplete kitchen facilities
Allegany County, Maryland	76	199
Anne Arundel County, Maryland	547	1,409
Baltimore County, Maryland	935	2,326
Calvert County, Maryland	188	228
Caroline County, Maryland	80	92
Carroll County, Maryland	184	476
Cecil County, Maryland	65	157
Charles County, Maryland	341	304
Dorchester County, Maryland	41	149
Frederick County, Maryland	209	575
Garrett County, Maryland	43	141
Harford County, Maryland	413	780
Howard County, Maryland	235	745
Kent County, Maryland	26	20
Montgomery County, Maryland	1,431	2,448
Prince George's County, Maryland	1,132	1,529
Queen Anne's County, Maryland	62	60
St. Mary's County, Maryland	214	187
Somerset County, Maryland	38	90

Geographic Area Name	Housing units with incomplete plumbing facilities	Housing units with incomplete kitchen facilities
Talbot County, Maryland	121	124
Washington County, Maryland	109	519
Wicomico County, Maryland	62	224
Worcester County, Maryland	30	88
Baltimore City, Maryland	904	1,481
	7,486	14,351

Additional Plumbing Poverty Issue Resources:

[USA Facts: More than half a million US households live with plumbing poverty](#)