

1987. In 1995, it became the Office of Policy Analysis and Commission Support and resumed its present name in 1996.

The Office of Research analyzes policy issues, develops legislative initiatives, and staffs the Maryland Housing Policy Commission. As part of the Division of Information Technology and Portfolio Management, the Office helps develop Department data bases and geographic information systems for policy reporting. The Office also prepares the Consolidated Plan (for housing and economic and community development) required by the U.S. Department of Housing and Urban Development and the Plan's annual updates, performance reports, and fair housing strategy.

DIVISION OF NEIGHBORHOOD REVITALIZATION

Ellen M. Janes, *Assistant Secretary for Neighborhood Revitalization*

100 Community Place
Crownsville, MD 21032 (410) 514-7015

The Division of Neighborhood Revitalization started as the Office of Neighborhood Revitalization in 1995 and received its present name in 1996. The Division administers the *Neighborhood Business Development Program*. Created in 1995, the Program aids designated neighborhoods to develop, redevelop, or expand small businesses. It stimulates investment by the private sector, invests in revitalizing small businesses, and helps local governments develop and expand small businesses (Code 1957, Art. 83B, secs. 2-1301 through 2-1308).

POLICY REVIEW COMMITTEE

Chair: Ellen M. Janes, Assistant Secretary for Neighborhood Revitalization

Formed in October 1995, the Policy Review Committee reviews the operation of the Neighborhood Business Development Program. The Committee also reviews the Program's underwriting guidelines and whether financial assistance has been provided in accordance with them.

The Committee has up to nine members. Four are appointed by the Governor. Five serve ex officio. The Assistant Secretary for Neighborhood Revitalization serves as chair (COMAR 05.13.01/.04).

STATE COMMISSION ON NEIGHBORHOODS

Larry Young, *Co-Chair*, 1996
Paul C. Brophy, *Co-Chair*, 1996
(410) 514-7262

In October 1993, the Governor formed the State Commission on Neighborhoods within the Department of Housing and Community Development (Executive Orders 01.01.1993.29; 01.01.1994.09). The Commission is to plan, organize, and sponsor a state-

wide conference on neighborhood revitalization. After the conference, the Commission will submit a report to the Governor.

The Commission has thirty-one members. Of these, the Governor appoints twenty-two, the Senate President selects two, the House Speaker chooses two, and five serve ex officio. The Governor names the co-chairs. Authorization for the Commission continues until December 31, 1996.

FEDERAL GRANTS MANAGEMENT

Ronald D. Waters, *Chief*
(410) 514-7224

Federal Grants Management began as Housing and Community Services Programs. As part of the Division of Community Assistance, it became Grants and Loans Management in 1994. It received its present name in 1996 when the office joined the Division of Neighborhood Revitalization.

Federal Grants Management provides technical assistance as well as grants and loans. This aid is available to local governments, small developers, and nonprofit organizations to help secure and preserve affordable housing and provide community services to Marylanders of low and moderate income. The programs are administered through two offices: Community Development, and Community Services.

OFFICE OF COMMUNITY DEVELOPMENT

Ronald D. Waters, *Manager*
(410) 514-7224

The Office of Community Development administers the federal *Small Cities Community Development Block Grant Program*. For housing rehabilitation, commercial revitalization, economic development, infrastructure improvements, and public services, the Program provides grants to rural local governments. It assists low- and moderate-income households, removes slums and blight, and promotes State and local partnerships for development and revitalization.

OFFICE OF COMMUNITY SERVICES

Charles H. Smallwood, *Manager*
(410) 514-7229

The Office of Community Services administers the federal *Community Services Block Grant Program*. Formerly in the Department of Human Resources, the Program joined the Department of Housing and Community Development in 1987. Block grants are awarded for administration and programs to local agencies that serve the poor. These funds currently are allocated to seventeen community action agencies and two limited-purpose agencies operating in the State. To alleviate hunger in Maryland, the Office also grants federal Community Food and Nutrition funds to the Maryland Food Committee.