

Subject: Support of Application of Southern Maryland Rescue Ministries to MD DHCD for Community Investment Tax Credits

RESOLUTION

FOR THE PURPOSE OF SUPPORTING THE APPLICATION OF SOUTHERN MARYLAND RESCUE MINISTRIES' PROJECT KNOWN AS "JOB AND SELF-SUFFICIENCY TRAINING PROGRAM" IN THEIR APPLICATION FOR AN ALLOCATION OF COMMUNITY INVESTMENT TAX CREDITS FOR BUSINESS ENTITIES AND INDIVIDUALS THAT CONTRIBUTE TO THE PROJECT.

WHEREAS, Southern Maryland Rescue Ministries has applied to the Maryland Department of Housing and Community Development (DHCD) for approval of the Project known as "Job and Self-Sufficiency Training Program" (hereinafter referred to as the "Project") and an allocation of tax credits for business entities and individuals that contribute to the Project, under the DHCD'S Community Investment Tax Credit Program; and

WHEREAS, the Board of County Commissioners for Calvert County, Maryland supports the Project and the grant of Tax Credits for business entities and individuals that contribute to the Project.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners for Calvert County, Maryland that the County Commissioners for Calvert County, Maryland hereby expresses approval of the Project and supports the grant of Tax Credits for business entities and individuals that contribute to the Project.

DONE this 11 day of September, 2012 by the Board of County Commissioners for Calvert County, Maryland, sitting in regular session.

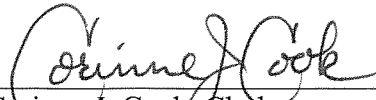
Aye:	<u>5</u>
Nay:	<u>Ø</u>
Absent/Abstain:	<u>Ø</u>

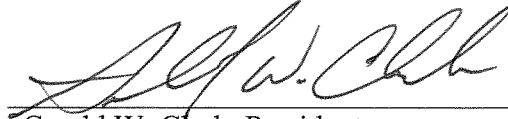
[SIGNATURES ON FOLLOWING PAGE]

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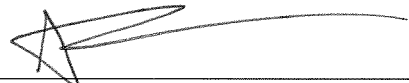
ATTEST:

BOARD OF COUNTY COMMISSIONERS OF CALVERT COUNTY, MARYLAND


Corinne J. Cook, Clerk


Gerald W. Clark, President


Approved for legal sufficiency on August 29, 2012 by:


Steven R. Weems, Vice-President


Pat Nutter

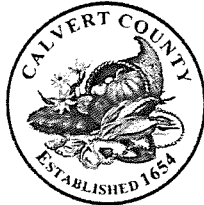

John B. Norris, III, County Attorney


Susan Shaw


Evan K. Slaughenhoupt Jr.

Received for Record September 17, 2012
at 10:50 o'clock A M. Same day
recorded in Liber KPS No. 41
File 58 COUNTY COMMISSIONERS
ORDINANCES AND RESOLUTION.





DEPARTMENT OF COMMUNITY RESOURCES
INTEROFFICE MEMORANDUM

TO: Board of County Commissioners
VIA: Terry L. Shannon, County Administrator *TL*
John B. Norris III, County Attorney's Office *(JBA)*
FROM: Maureen T. Hoffman, Director, Community Resources *MTH*
DATE: August 29, 2012
SUBJECT: Southern Maryland Rescue Ministries – Request for Resolution in Support of Application for MD DHCD Community Investment Tax Credit

Background:

Southern Maryland Rescue Ministries is a 501(c)(3) organization and is recognized as an entity "in good standing" by the Maryland State Department of Assessments and Taxation (see attached).

Discussion:

Southern Maryland Rescue Ministries has applied to the Department of Housing and Community Development (DHCD) of the State of Maryland for approval of their "Job and Self-Sufficiency Training Program" (the Project) and an allocation of tax credits for business entities that contribute to the Project under the Department's Community Investment Tax Credit Program. These tax credits will be used as an incentive for individuals and businesses throughout the state to donate money, goods, or real property to Southern Maryland Rescue Ministries, to provide staff and operational support for their "Job and Self-Sufficiency Training Program."

The Project will serve persons of limited income living in the Priority Funding Areas located in Prince Frederick and several unincorporated locations throughout Calvert County. The Project will educate, equip, and empower 120 individuals annually to find employment by providing food safety training, life skills, job readiness, and job search assistance.

As a requirement of the DHCD application process, Southern Maryland Rescue Ministries must secure resolutions from the local governments they serve to document that the jurisdiction approves their project. The County Attorney has reviewed the attached resolution and approved it for legal sufficiency.

Recommendation:

DHCD advised us that the deadline would be extended if we provided a letter (attached) stating the date of the future Board action. It is recommended that you officially confirm your approval of the "Job and Self-Sufficiency Training Program" project by executing the attached resolution. Please return the signed resolution to the Department of Community Resources for forwarding to the appropriate entity.

Fiscal Impact: None

Attachments

- Extension Request Letter to DHCD
- Southern Maryland Rescue Ministries Request for Resolution
- Project Outline
- Internal Revenue Service Verification of 501(c)(3) status
- Maryland State Department of Assessments & Taxation Certificate of Status
- Resolution



**CALVERT COUNTY
BOARD OF COUNTY COMMISSIONERS**

Courthouse, 175 Main Street
Prince Frederick, Maryland 20678
410-535-1600 • 301-855-1243
www.co.cal.md.us

Board of Commissioners
Gerald W. Clark
Pat Nutter
Susan Shaw
Evan K. Slaughenboust Jr.
Steven R. Weems

*Terry L. Shannon
County Administrator*

August 30, 2012

Karen Forbes, Assistant Director
Community Access and Partnership
Department of Housing & Community Development
10 North Calvert Street, Suite 444
Baltimore, MD 21202

Dear Ms. Forbes:

This is to confirm that Southern Maryland Rescue Ministries has requested a resolution to document jurisdictional approval of their "Job and Self-Sufficiency Training Program." A copy of this request is attached.

The resolution has been drafted and is scheduled for action at the next Board of County Commissioners meeting on Tuesday, September 11, 2012.

Sincerely,

Terry L. Shannon
County Administrator

cc: Rev. Donald Melvin, Southern Maryland Rescue Ministries

Attachment

Joyner, Lorraine R.

From: Donald Melvin <dmelvin1@verizon.net>
Sent: Wednesday, August 29, 2012 11:59 AM
To: Joyner, Lorraine R.
Subject: Resolution

My letter gives the dead line as Sept 3, 2012. The date was changed to Thursday Sept 6th @ 300pm.

Thanks

Don Melvin

Joyner, Lorraine R.

From: Donald Melvin <dmelvin1@verizon.net>
Sent: Wednesday, August 29, 2012 11:13 AM
To: Joyner, Lorraine R.
Subject: Fwd: Jobs training program
Attachments: Outline of Job and Self program.doc; Sample Resolution.jpeg; Tax Exemption.jpeg; Certificate of Good Standing.jpeg.jpeg

-----Original Message-----

From: Donald Melvin
Date: Aug 14, 2012 10:06:45 AM
Subject: Jobs training program
To: hoffmamt@co.cal.md.us

Mrs. Maureen T. Hoffman
Director
Department of Community Resources
30 Duke Street
Prince Frederick, MD 20678

Dear Maureen

This letter is to share with you Southern Maryland Rescue Ministries desire to provide services to a vulnerable constituency within our community, and to request your support for the project.

Southern Maryland Rescue Ministries is preparing an application to request an allocation of fifty thousand (\$50,000) in State tax credits through the State "Community Investment Tax Credit program" to be used to provide staff and operational support for a Job and Self-Sufficiency Training Program.

The program will serve persons of limited income living in the "Priority Funding Areas" located in Prince Frederick and several unincorporated locations throughout Calvert County. The program will educate, equip, and empower one hundred and twenty (120) Individuals annually to find employment by providing Food Safety training, Life skills, Job Readiness, and Job Search assistance.

The ServSafe training is a complete solution that delivers food safety training which covers five key areas: Basic Food Safety, Personal Hygiene, Cross-contamination & Allergens, Time & Temperature, and Cleaning & Sanitation.

With the addition of the life skills, job readiness, and job search components of this program the program will improve the economic condition, health and welfare of those who participate by equipping them and increasing their ability to obtain entry level and higher level employment opportunities within the food service and hospitality industry. According to a 2011 bureau of labor statistics report the mean income for Food Service managers in Maryland is \$63,800.

Nationally, the Food service industry employs nearly 13 million people and is expected to add another 1.3 million positions by 2020 according to the National Restaurant Association.

The "ServSafe" food handlers' certificate is recognized and recommended by the National and Maryland Restaurant Associations. It provides evidence of knowledge and training covering the five areas key to food safety and serves as a foundation for further advancement in the industry.

Our application request for allocation of tax credits requires a resolution by the board of County commissioners expressing their approval of the project. I have included an outline of the components of the program, a sample of the resolution as well as pertinent information about Southern Maryland Rescue Ministries, Inc.

Our application to the State is due by 4pm September 3, 2012. I will speak with you about a meeting if needed, to answer any questions. I am hopeful that this program will get you recommendation to the Commissioners. I have included an outline of the components of the program, a sample of the resolution as well as pertinent information about Southern Maryland Rescue Ministries, Inc.

Best Regards,
Rev. Donald Melvin
President
Southern Md. Rescue Ministries

Outline of Job and Self-Sufficiency training Program

The Job and Self-Sufficiency training program will serve persons of limited income living in the “**Priority Funding Areas**” located in Prince Frederick and several unincorporated locations throughout Calvert County, Md.

The goal of this program is to help people to begin and succeed in careers that lead to success and satisfaction, with a special focus on helping people with barriers to sustain positive life change, maintain economic self-sufficiency, and become career resilient.

The program will educate, equip, and empower one hundred and twenty (120) Individuals annually to find employment by providing essential skills in Food Safety training, Life skills, Job Readiness, and Job Search assistance.

Classes will be held Monday through Friday from 8:30am to 12:30pm. Class size will be limited to fifteen (15) persons. Classes will be at Greater Mount Zion Church 3170 German Chapel Road, Prince Frederick, Md.

The four phases of this program will be completed and restart approximately every forty-five (45) days allowing the program to provide eight classes (8) serving one hundred and twenty (120) persons over a twelve (12) month period. There is no cost to the student for this program.

To help raise the level of professionalism, and prepare them for the workforce, students are required to dress in business casual attire for the duration of the class and whenever visiting the Center for additional services. Men are required to wear dress pants and a collared shirt and women must wear dress pants or skirts, and a blouse.

Eligibility Criteria:

- * Consumer must be at least 18 years of age
- * Consumer must be a resident of a “**Priority Funding Area**” in Calvert County, Md.
- * Consumer must meet the state limited test
- ** Consumer must be drug free at time of interview and stay drug free during training
- * Consumers must be willing to be screened for mental health and substance abuse issues

Phase 1: *Food Handler training and Life skills: 5 Days*

Food safety is a primary concern of restaurants and a primary consideration for the clientele. After all, food-borne illnesses—whether caused by chemical, physical, or biological contamination—are not just inconveniences but clear and present dangers to health and life. The addition of the life skills curriculum is to building relational skills for work and life and encourages individualized critical to thinking within the framework of family, work, and community. Participants will come to understand that actions taken in one area of life affects all other areas as well. Helps students develop emotional intelligence.

- *Pre Test*
- *Basic Food Safety*
- *Attitude*
- *Personal Hygiene*
- *Responsibility*
- *Cross-contamination & Allergens*
- *Communication*
- *Time & Temperature*
- *Problem solving / conflict resolution*
- *Cleaning & Sanitation*
- *Post Test*

**Food Handlers examination taken on following Monday*

Phase 2: *Career development: 5 Days*

- *Not another Job but a Career*
- *Getting from where I am to my career path*
- *Don't get screened out*
- *Business acculturation*

Phase3: *Job Search Prep: 5 Days*

The workshop is designed to help clients develop and cultivate practical skills necessary to pursue stable employment. Topics from resume writing and professional communication, to interviewing skills are covered.

- Resume writing
- Uniquely you (proving you have what it takes)
- Mock interviews

Phase 4 *Job Search assistance: 30 Days*

Upon completion of the Job prep phase participants begin working with a dedicated placement associates who assist them with finding and obtaining employment. Our placement associates will work with employers in Tri County area to locate job opportunities.

- Best way to market yourself
- The hidden market
- Internet

We are projecting that this program will start in late February or early March of 2013.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: APR 04 2011

SOUTHERN MARYLAND RESCUE MINISTRIES
INCORPORATED
8850 FALLING LEAF DR
OWNINGS, MD 20736

Employer Identification Number:
27-3191510
DLN:
17053363341010
Contact Person: PETER A ORLETT ID# 31436
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
August 5, 2010
Contribution Deductibility:
Yes
Addendum Applies:
No

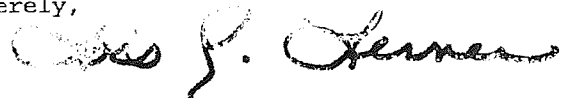
Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)



Maryland State Department of Assessments and Taxation
Certificate of Status System

Certificate Type

(2007 vw6.3)

Entity Name: SOUTHERN MARYLAND RESCUE MINISTRIES, INCORPORATED
Department ID: D13705629
State of Incorporation: MD
Status: This entity is in **Good Standing** .

Your Progress:

- Department ID
- ▶ Certificate Type
- Items Ordered
- Ordering Information
- Payment
- Order Confirmation

Links:

- Help
- Acrobat Reader Test
- Verify Certificate
- Find a Department ID #
- SDATHome

Internet Certificate

A certificate of status will be shown on your screen. You can then print this certificate on your printer or save it to a disk. You will need to have the Adobe Acrobat Reader installed on your computer to view or print the certificate. Some elements of the certificate are in blue, so a color printer set to high resolution will produce the best results. The cost is \$40.00, and you can print as many copies as you want at no additional cost.

Internet Certificate

Mailed Certificate

A certificate of status printed by the Department will be mailed to an address that you provide. The certificate will be mailed from Baltimore, Maryland, on the first business day after you order the certificate. The cost of the first copy is \$40.00 , and the cost for each additional copy we mail to you is \$1.00.

Mailed Certificate

