

Annual Report 2020



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MISSION

To provide a forum for local governments and citizens throughout Western Maryland to identify the issues and opportunities that are facing the region.

VISION

To improve the overall quality of life in the region by efficiently utilizing public and private resources to fund projects across Western Maryland that support the implementation of our regional plan.

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INTRODUCTION

The Tri-County Council for Western Maryland (TCCWMD), operating as an Appalachian Regional Commission Local Development District (LDD) and an Economic Development Administration Economic Development District (EDD), represents a working partnership of federal, state, and local governments. Tri-County Council serves three counties and twenty-four municipalities.

The Council is a currently funded grantee of the Economic Development Administration and Appalachian Regional Commission planning assistance funds. In conformance with their program guidelines, the Tri-County Council utilizes planning assistance funds for administrative expenses which directly support the formulation and implementation of economic development programs. These economic development programs are designed to create or retain full-time permanent jobs and improve income characteristics, particularly for the unemployed and under-employed, in the most distressed areas of the region.

The work program of the organization is specifically designed to enhance the quality of economic development activities in the region, strengthen relationships among the various units of government, and enhance public awareness. This strategy is achieved by the delivery of quality economic development activities and products in a timely manner and by coordinating the goals, objectives, and programs of Tri-County Council with other agencies in Western Maryland.

New Website Launched



Newsletter / Social Media

The Council, working closely with CurlyRed, launched its new website in September 2020. The newly redesigned newsletter was first sent in October 2020. The newsletter is distributed at least twice a month depending on the information that needs to be shared. The newsletter is also shared with financial institutions with lending opportunities and client testimonials.

Council news, training opportunities, and member information is also shared via our Facebook and Twitter accounts.

In 2020, the newsletter and social media outlets proved beneficial for sharing information regarding the COVID-19 pandemic funding opportunities that became available for the region. The following graph shows the types of information that were shared on social media during the year.



Tri County Council For Western Marsland

Council Connections Bridging Allegany, Garrett and Washington Counties



Appalachian Regional Commissi palachia nonprofit Resource Center as Virtual Training Hub

Center Inviting Applications for Free Intensive Coaching on Nonprofit Operations During COVID ¢,

ms from Regional nonprofits are invited to apply for dicated technical assistance coaching focusing on g-term operational sustainability during the COVID , Topics include: short-term financial management long-term financial management; mission and sics include: short-term manual management term financial management; mission and s; and fundraising. Each module will be offlere ounds, one beginning in November 2020 and in early 2021. Course lengths will span 5-11 weeks. Slots for 120 organizat

Any registered non-profit located in the ARC region with Any registered non-point locates in the Am, report wor-the or more employees and a pre-spandenic operating budget of \$100,000 or more during 2020 is eligible to apply, Applications are due Friday. October 9, 2020 as Som ET. Applications materials and other guidance are available a <u>ApoplichiaMC art.cop</u>. For additional information, please, please email <u>nonprofitTAlitart.gov</u>.

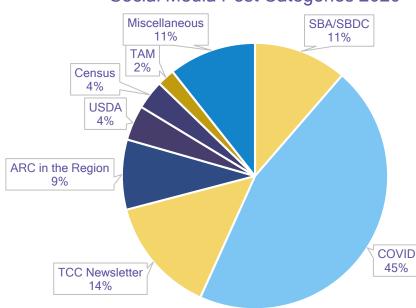


Tri County Council For Western Maryland

ouncil for Western Maryland (TCCWMD) is inesses located in Allegany, Garrett and counties low interest financing through nancing Solutions Revolving Loan Fund Program

- now through October 30, 2020 or while funds remain available!
- erest rates as low as 0% for the first 12
- Loan amounts range from \$10,000 to \$500,000 e purposes include: business acquisi ng improvements, equipment purcha sess start-up costs, and working cap Terms up to 15 years
- ts under \$25,000, quick turnaround time & flexible terms must meet the following criteria to apply:
- te business must be a business entity in good standing with the State of Maryland
- sumany with the state of maryano rincipal place of business must be in Alegany, Garrett, or Washington County Start the Conversation Today! This Funk, Business Development Loan Officer, 301-689-1300 or <u>churkittocumd.org</u>.

Contact Chris Funk Today!



Social Media Post Categories 2020

LOAN FUND PROGRAMS

Western Maryland Revolving Loan Fund is a pool of funds granted by federal, state and local entities for the purpose of making loans to create and/or save jobs. The Revolving Loan Fund serves as a source of gap financing for small businesses seeking to locate or expand in Maryland's Garrett, Allegany, and Washington counties. Established in 1980, the program has facilitated the creation and expansion of businesses that have created or saved jobs in the Appalachian region of Maryland. The program operates by participating with banks and other lenders to assist in financing a business project.

The **State Lottery Terminal (SLoT) Fund** - Maryland law provides for 1.5% of the proceeds generated from video lottery terminals (slots) to be contributed to the State Lottery Terminal Account. Tri-County Council serves as a Fund Manager for the Department of Commerce to lend those funds to qualified small, minority and women-owned businesses with a focus on the Western Maryland Region. In 2020, TCCWMD was awarded an additional \$1,000,000 from the State of Maryland for the VLT Loan Program to be used for lending to small businesses.

Throughout 2020, TCCWMD staff remained in contact with all loan clients during the COVID-19 pandemic and offered payment deferrals or interest only payments, on an as needed basis.

As part of **EDA's CARES Act Recovery Assistance**, the Council was awarded a \$930,000 Revolving Loan Fund (RLF) grant to be used for lending to small businesses affected by the COVID-19 pandemic. These funds enable TCCWMD to offer low or no interest, no fee, quick turn-around loans to help businesses across the Western Maryland region recover, start up or expand.

Loan Client History RLF & SLoT



Funds Lent



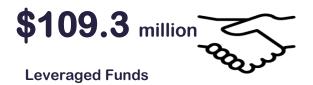
Jobs Created







Retained Jobs



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LOAN CLIENT TESTIMONIALS



HRB Ventures dba Corner Tavern & Cafe Cumberland, Maryland

Opening in March 2018, The Corner Tavern & Café, located in Cumberland, Maryland, is a small café and bar focusing on select coffee, craft beer and cocktails, as well as café style food. The company aims to provide customers with well-crafted and unique offerings while also supporting and sustaining other small businesses that contribute to the economic growth of the region. The café uses locally roasted coffee and local foods for the menu as well as sources local and regional brewers and distilleries for the tavern. "Not only did Tri County Council help secure additional funding for the project through the SLoT Program, but they also put me in contact with our local Small Business Development Center, which aided in strengthening the original business concept. Corner Tavern and Café has been well received and regarded as a success by many in the community, and could not have done so without small businesses funding through programs like SLoT, and without the help of organizations such as Tri County Council." Greg Bender, Owner

True Respite Brewing Company Derwood, Maryland



True Respite Brewing Company opened to the public operating a 3 vessel, 15-barrel brewhouse. They develop recipes, brew product, package in kegs and cans, and then sell their products in their own tap room as well as distribute off-site. "As young entrepreneurs gaining access to capital was extremely difficult. We were denied by many different conventional lenders. It was a painstaking process. We contacted Tri County Council to learn more about the SLoT program and found that they were extremely welcoming, easy to communicate with, and took the time to listen to our story. The experience was so different from our experience with conventional lenders it gave us hope." –Bailey O'Leary, Owner

CAPITAL PROJECT

The Council explored the option of buying or building space that would offer permanent housing for the offices of TCCWMD. We viewed a number of facilities as possible locations, and were ultimately able to purchase an office building at 11 S. Lee Street in Cumberland, Maryland. This facility will not only save the Council considerable operating expenses in the future, but will bring the agency back to the population center of Allegany County.



ANNUAL INVESTMENT PACKAGE

Tri-County Council seeks projects annually through its points of contact in the three Western Maryland counties of Allegany, Garrett, and Washington. The County points of contact reach out to all government agencies, non-profit organizations, municipalities, and educational institutions for possible projects for the upcoming federal fiscal year.

The county governments evaluate, rank and submit their projects to Tri-County Council for consideration. The Council, in partnership with the ARC Program Manager, reviews the projects for consistency with the Appalachian Regional Commission (ARC) Goals and Objectives. Those projects that meet these criteria are used to form the Annual Investment Package for the region. The Package is then reviewed and approved at the June TCCWMD Membership meeting and forwarded to ARC. Priority projects are invited to make application at the beginning of the Federal Fiscal Year.

		 ARC Request	Т	otal Project
Requests Received	17	\$ 2,798,150	\$	11,776,311
Allegany County	7	\$ 1,264,000	\$	6,871,000
Garrett County	3	\$ 586,150	\$	2,669,311
Washington County	7	\$ 948,000	\$	2,236,000
Total Invited	11	\$ 1,598,150	\$	8,756,311
Local Access Road F	<u>Projects</u>			
		ARC Request		
Requests Received	7	\$ 6,110,000		
Allegany County	2	\$ 2,500,000		
Garrett County	1	\$ 1,000,000		
Washington County	4	\$ 2,610,000		
Total Invited	3	\$ 2,750,000		

Project Package FY21 Area Development Projects

The Council anticipates there will be at least 50 jobs created as a result of these investments.

In addition, there will be \$1,000,000 in private investment achieved.

FY2021 ARC PROJECTS INVITED

Garrett County

Workforce Development Program Expansion

Garrett College IT Infrastructure

Operating Room Renovation & Expansion

Southern Garrett Business & Technology Park – Resource Drive Extension

Allegany County

Decatur Street 24" Crosstown Water Main Replacement

Critical Allied Health Simulation Workforce Development Program

Robotics Kits for Elementary and Secondary

Allegany Oxford House, Residential Recovery

Cumberland Chase Access Road

Washington County

Expanding Computation Thinking

Computer Lab/Class Room/Training Room

Antietam Creek Water Trail

Sludge Dewatering Facility-Volute Press-Boonsboro, MD

Professional Court Widening: Eastern Boulevard Improvements



Subject:	Allegany College Of Maryland Allied Health Simulation Workforce Development Program MD-20180-302-21
Grantee:	Allegany College Of Maryland (AKA Allegany Community College)
	Cumberland, MD
Local Contact:	William Rocks Congressional 6 301-784=5567 District(s):
Funding:	ARC \$100,000
	Local \$100,000
	Total \$200.000

WASHINGTON, D.C.-

The Appalachian Regional Commission announced today approval of a grant in the annount of \$100,000 to the Allegany College Of Maryland for the Allegany College Of Maryland Allied Health Simulation Workforce Development Program. After the first two years of implementation, 100 tundents will obtain employment and 106 students will still be enrolled.

employment and 106 students will still be enrolled. Nurses, Respiratory Therapists, and Physical Therapy Assistants are on the front lines in the current health crisis. These project fluids, both grant and match, will be used to obtain three state-of-the-art medical simulators, including an Adult Tetherless Simulator Manneuguin, an Anoantage Virtual Disection Table, and an Advanced Multipurpose Patient Simulator and Software. The tetherless adult manneuguin simulates the transport situation of a patient from the scene of an we injury to an Emergency Room and to an Intensive Care Unit, allowing students to learn how to diagnose injuries while in transport, as well as how to treat acute and advantion situation in the set or train and matching and resuscitation simulation. The "Macmanane" Robel allows users to visualize anatomy as would be done on a an advantage clinical planning and consultion skills. The multipurpose adult 11. "Simitified" and accompanying software will enable respiratory therapy students to the set of the set of the set of the set of the state of the set of the set

ARC Project Announcement

The ARC awarded a grant in the amount of \$100,000 to the Allegany College of Maryland for the **Allegany College of Maryland Allied Health Simulation Workforce Development Program.**

Nurses, Respiratory Therapists, and Physical Therapy Assistants are on the front lines in the current health care crisis. These project funds, both grant and match, will be used to obtain three state-of-the-art medical simulators, including an Adult Tetherless Simulator Mannequin, an Anomatage Virtual Dissection Table, and an Advanced Multipurpose Patient Simulator and Software.

After the first two years of implementation, 100 students will obtain employment and 106 students will still be enrolled. The equipment obtained through this grant will enhance the practical experiences of those students.

In addition to ARC funds, local sources will provide \$100,000, bringing the total project funding to \$200,000.

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY

The Tri-County Council for Western Maryland is designated by the US Department of Commerce Economic Development Administration (EDA) as the Economic Development District (EDD) and regional planning organization. As an EDD, the Council is required to prepare a Comprehensive Economic Development Strategy (CEDS) every five years. Annual updates to the document are required for EDA funding of economic development projects.

The CEDS is a strategy-driven plan for regional economic development. These economic development programs create or retain full-time permanent jobs and improve income characteristics, particularly for the unemployed and under-employed citizens of the region. Established by local representatives from public, private and non-profit sectors of the three Western Maryland counties, the document follows the CEDS Content Guidelines released by the Economic Development Administration.

The Tri-County Council for Western Maryland Work Program supports the following Maryland ARC Goals:

1. Economic Opportunities

Invest in entrepreneurial and business development strategies that strengthen Appalachia's economy.

- Ready Workforce Increase the education, knowledge, skills, and health of residents to work and succeed in Appalachia.
- 3. Critical Infrastructure Invest in critical infrastructure - especially broadband; transportation, including the Appalachian Development Highway System; and water/wastewater systems.
- Natural and Cultural Assets Strengthen Appalachia's community and economic development potential by leveraging the Region's natural and cultural heritage assets.
- Leadership and Community Capacity Build the capacity and skills of current and next-generation leaders and organizations to innovate, collaborate and advance community and economic development.

Tri-County Council for Western Maryland Strategic Goals and Objectives for 2018-2022:

- Strategic Initiative 1: Broadband and High-Speed Infrastructure and Access
- Strategic Initiative 2: Leverage Assets to Increase Competitiveness
- Strategic Initiative 3: Coordination Between High Schools, Colleges, and Employers for Workforce Training, Agriculture, and Economic Development
- Strategic Initiative 4: Infrastructure Improvements
- Strategic Initiative 5: Entrepreneurship and Small Business

2020 SWOT Analysis

Strengths A region's relative competitive advantage		Weaknesses A region's relative competitive disadvantages			
Abundant Electricity Healthcare History Interstate People/Community Tourism	Arts & Entertainment Higher Education Incentive Programs Manufacturing Quality of Life	Access to Industrial Sites Broadband Access Distance to Metro Areas Public Transportation Regulations	Air Travel Cultural Diversity Geography/Topography Ready Workforce Water Infrastructure (water/waste water)		
Opportunities		Threats			
A region's opportunities for improvement or progress		A region's negative impacts or regional decline			
0 11 3	mprovement or progress	A region's negative impacts of	or regional decline		

Project Development Assistance

Tri-County Council for Western Maryland staff assists applicants, when appropriate, in planning and developing projects culminating in the Investment Package or other federal applications outside the ARC-EDA investment process. The LDD staff continues to update and refine their project submittal guidelines on an ongoing basis, and plans for increased technical assistance to be delivered at project point-of-contact levels. The Council works with many applicants to ensure that competitive proposals are submitted that will have the greatest chance of success in bringing both economic impact and grant funds into the region.



ARC funding was awarded to Brooke's House, LLC for the Brooke's House Chocolate project. It is expected that 85% of women served will either obtain gainful employment or be enrolled full-time in higher education and the chocolate making social enterprise will be more self-sufficient.



With funding from the ARC, Western Maryland Works Maker Space will prepare workers/trainees for careers in metal fabrication and manufacturing. In concert with Allegany College of Maryland, the course offerings will ensure students and dislocated workers will be able to earn certifications.



Using funding from the ARC, Garrett College, was able to address campus-wide comprehensive technology infrastructure needs by purchasing essential IT equipment and systems. The IT infrastructure components directly impact student access to technology which is critical to student success.

MARYLAND TRANSIT ADMINISTRATION

Tri-County Council for Western Maryland serves as a Regional Coordinating Body for the Maryland Transit Administration (MTA). The Council represents Western Maryland and includes Garrett, Allegany, and Washington Counties, as well as rural parts of Frederick County and has the responsibility under the provisions of The Fixing America's Surface Transportation (<u>FAST</u>) Act for developing and carrying out a continuing, cooperative, and comprehensive transportation process for the region. With funding from the Federal Transit Administration, the MTA will disburse these funds to successful applicants who qualify for the 5310 Program. In addition, grant funding is also available through the State's Job Access Reverse Commute (JARC) Program and Senior Rides Program.

Funding for the 5310 grant program is on a two-year cycle. FY22-FY23 applications that were endorsed by the Western Maryland Scoring Committee were forwarded to MTA in December 2020. MTA will rank and forward all statewide applications to MTA Capital Programming in March 2021. Awards will be announced in June 2021. For this round of funding, 9 of 10 Western Maryland human service providers applications were endorsed totaling \$2,338,295 in 5310 funds matched with \$1,192,259 in local funds for a total of \$3,530,554. Assistance included new vehicles and operations, preventative maintenance, and mobility management.

Senior Rides applications are due to MTA in April 2021. MTA will notify TCC on announcements for (JARC) applications and TCC staff will continue to provide technical assistance to applicants applying for transportation related grants. TCCWMD is a member of the Transportation Association of Maryland (TAM) and also participates in the Allegany County Transportation Task Force, Washington County Transit Advisory Committee, and the Frederick County Transit Advisory Committee.



Friends Aware - Allegany County



Hopewell Express Transit Service - Washington County



EDA Coronavirus Aid, Relief, and Economic Security (CARES) ACT SUPPLEMENTAL GRANT

Tri Council County for Western Maryland received an invitation on May 8, 2020 from the U.S. Department of Commerce Economic Development Administration (EDA) to apply for an additional \$400,000 in supplemental funding under the CARES Act for planning, preparing, preventing, and responding to COVID-19. On June 4, 2020 TCCWMD applied to EDA and was approved on June 11, 2020. TCCWMD accepted the award and executed the grant agreement on July 22, 2020.

On August 17, 2020, TCCWMD submitted to EDA a Grant Administration Plan outlining how the Authorized Scope of Work will be implemented. Staff has been working with EDA on revising the scope of work along with a corresponding grant administration plan. Approval is expected in early 2021 and work will begin quickly to implement the plan.

TCCWMD will work with each of the three individual county economic development agencies to interview existing businesses, large and small, to determine the impact of the coronavirus pandemic, lessons learned, best practices, contingency plans for safety and re-tooling to serve additional public needs.

At the end of the year, the Council was working to draft Sub Grant Agreements, get price quotes for the equipment needed for the agency and forming the required Committees to carry out the work of the grant.









FINANCIAL SUMMARY



Tri County Council For Western Maryland Tri-County Council for Western Maryland Revenue and Expenditures

YTD %

From 1/1/2020 Through 12/31/2020

100.00%

2020	Administrative Funds	Original Budget approved 12/11/2019	Modification approved 12/16/2020	Modified Budget	YTD Administrative Funds	Variance Over / Under	Percent YTD
Revenue							
40100	Grant Revenue [EDA, MD DoC, RMPIF]	681,133.00	122,748.00	803,881.00	722,808.36	(81,072.64)	89.91%
40200	ARC Revenue	155,500.00	255	155,500.00	149,759.45	(5,740.55)	96.31%
40500	RLF Revenue [RLF, VLT]	170,000.00		170,000.00	239,441.96	69,441.96	140.85%
40700	MTA Revenue	26,000.00		26,000.00	25,339.65	(660.35)	97.46%
41700	County Revenue	120,000.00		120,000.00	120,000.00	-	100.00%
	Total Revenue	1,152,633.00	122,748.00	1,275,381.00	1,257,349.42	(18,031.58)	98.59%
Expenditures							
50000	Salaries	472,851.00		472,851.00	461,220.88	11,630.12	97.54%
50500	Fringe Benefits	294,698.00		294,698.00	263,146.72	31,551.28	89.29%
52010	Contractual	15,350.00	(14,000.00)	1,350.00	475.00	875.00	35.19%
53000	Travel	38,352.00	(24,694.00)	13,658.00	3,572.00	10,086.00	26.15%
53100	Vehicle Operating Costs	790.00	1,050.00	1,840.00	1,828.09	11.91	99.35%
53200	Conference Fees	3,181.00		3,181.00	395.00	2,786.00	12.42%
53300	Training	8,300.00	(2,100.00)	6,200.00	1,858.00	4,342.00	29.97%
53500	Supplies	8,533.00	2,100.00	10,633.00	2,894.27	7,738.73	27.22%
53700	Postage	943.00	400.00	1,343.00	372.21	970.79	27.71%
54500	Membership	4,250.00		4,250.00	4,235.67	14.33	99.66%
54800	Fees	1,550.00	(250.00)	1,300.00	696.19	603.81	53.55%
55000	Equipment / Software	14,850.00	(5,730.00)	9,120.00	4,300.00	4,820.00	47.15%
55500	Publications & Subscriptions	1,450.00		1,450.00	918.39	531.61	63.34%
56000	Audit	2,454.00		2,454.00	0.00	2,454.00	0.00%
56500	Accounting	1,875.00	11,000.00	12,875.00	12,056.49	818.51	93.64%
56800	Technical Assistance	50,000.00	(45,000.00)	5,000.00	4,000.00	1,000.00	80.00%
57000	Sponsored Events	500.00		500.00	500.00	-	100.00%
57100	Meeting Expenses	8,650.00	(1,150.00)	7,500.00	385.41	7,114.59	5.14%
57200	Marketing	3,350.00		3,350.00	1,033.56	2,316.44	30.85%
58500	Legal	14,000.00	(3,000.00)	11,000.00	6,200.00	4,800.00	56.36%
59000	Insurance	5,684.00		5,684.00	2,309.16	3,374.84	40.63%
99900	Indirect Costs	123,925.00	(8,000.00)	115,925.00	108,813.75	7,111.25	93.87%
14200	Capital		193,072.00	193,072.00	193,072.18	(0.18)	100.00%
	Total Expenditures	1,075,536.00	103,698.00	1,179,234.00	1,074,282.97	104,951.03	91.10%
Net Revenue ove	er Expenditures	77,097.00	19,050.00	96,147.00	183,066.45	86,919.45	

FEDERAL AND STATE AGENCY RELATIONSHIPS, AFFILIATIONS, PARTNERS

Administration & Planning Funding

Appalachian Regional Commission (ARC) U S Department of Commerce Economic Development Administration (EDA) Maryland Department of Commerce (MDDOC) Maryland Transit Administration (MTA) Rural Maryland Council - Rural Maryland Prosperity Investment Fund (RMPIF)

Program Affiliation and Program Funding Agencies

Revolving Loan Fund	Appalachian Regional Commission, US Department of Commerce Economic Development Administration, USDA Rural Development, US Department of Housing and Urban Development, Maryland Department of Commerce, the Maryland Video Lottery Terminal Small, Minority and Woman-Owned Business Account, and the Rural Maryland Council - Rural Maryland Prosperity Investment Fund
Business Assistance	US Department of Housing and Urban Development - Maryland Department of Housing and Community Development, Small Business Development Center
Grants	Appalachian Regional Commission, US Department of Commerce Economic Development Administration, Maryland Department of Commerce, Maryland Department of Housing and Community Development, Maryland Transit Administration, and Rural Maryland Council
Data Center	Maryland Department of Planning, US Bureau of Census
Partners	Development District Association of Appalachia (DDAA), Maryland Agricultural & Resource-Based Industry Development Corporation (MARBIDCO), Maryland Association of Counties, Maryland Department of Planning, Maryland Municipal League, Maryland Technology Development Corporation (TEDCO), National Association of Development Organizations (NADO), National Association of Development Companies (NADCO), SouthEast Regional Directors Institute (SERDI), Small Business Development Center (SBDC), Summit Financing Solutions, Transportation Association of Maryland (TAM), U.S. Department of Agriculture (USDA), U.S. Small Business Administration (SBA)



Tri County Council for Western Maryland, Inc. (TCCWMD) is a local Development District serving a three-county region in Appalachian Maryland.

TCCWMD is owned by its member governments of Allegany, Garrett and Washington Counties and has provided economic and community development assistance to its partners since its inception in 1971.

TCCWMD encourages and facilitates government cooperation by addressing issues of greater than local significance on a regional basis.



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