



City of Bowie

Regular City Council Meeting

Monday, June 1, 2026
Council Chambers - 7 p.m.
Amended May 29, 2026 5:01 p.m.

AGENDA

- I. **CALL MEETING TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **QUORUM**
- IV. **AGENDA ADDITIONS/DELETIONS/AMENDMENTS**
- V. **CITIZEN PARTICIPATION**
- VI. **PRESENTATIONS**
 - A. Arts and Education College Scholarship Awards
 - B. 41st Annual Excellence in Education Teacher Awards
- VII. **CITY BOARDS AND COMMITTEES**
- VIII. **COUNCIL ANNOUNCEMENTS**
- IX. **CITY MANAGER'S REPORT**
- X. **CONSENT AGENDA**
 - A. Adoption of Resolution R-49-26 Accepting Bid for a Landscape Maintenance Program for the Stormwater Management Bioretention System Facility at the Kenhill Center, Located at 2614 Kenhill Drive
 - B. Adoption of Resolution R-51-26 Accepting a Bid Proposal for Street Resurfacing from Reliable Contracting Co., Inc. in the Amount of \$2,136,000
 - C. Adoption of Resolution R-52-26 Accepting a Proposal for Enterprise Telephone System Replacement from Brave Federal Technologies, LLC in the Amount of \$495,781.77
 - D. Adoption of Resolution R-53-26 Awarding a Contract to Hanada Contracting LLC for the Public Works Fence Repair in the Amount Not to Exceed \$100,000.00
 - E. Adoption of Resolution R-54-26 Awarding a Contract to Lighting Maintenance Inc for the Street Light Cable Replacement in the Amount Not to Exceed \$1,000,000.00
 - F. Adoption of Resolution R-55-26 Accepting a Bid Proposal for 5th Street Reconstruction Project from MP Services, Inc., in the Amount of \$704,000
- XI. **OLD BUSINESS**
- XII. **NEW BUSINESS**

- A. Maryland Women's Business Center Update - The Managing Director will provide an update on the MWBC Shop Local Bowie program and on other MWBC work for Bowie.
- B. Bowie Business Innovation Center (Bowie BIC) Update - The Bowie BIC Executive Director will provide Council with an update on activities over the past year.
- C. Detailed Site Plan DSP-2025-0036, Mill Branch Crossing Arby's - Green Branch, LLC. (the applicant) proposes a Detailed Site Plan for an Arby's eating and drinking establishment with a drive-through on 0.93 acres. The site address is 3480 Saint Lola Lane, Bowie, Maryland 20716, located in the north-east quadrant of the intersection of US 301 and Mill Branch Road. The property has frontage on US 301 and Saint Lola Lane. - **Public Hearing/Eligible for Action.**
- D. Adoption of Resolution R-50-26 Adopting the FY2027 Annual Action Plan and Proposed Projects for the Community Development Block Grant Program - **Public Hearing/Eligible for Action**
- E. Adoption of Resolution R-56-26 Awarding a \$150,000 Economic Development Incentive Fund Grant to Bowie Legacy Holdings, LLC and Authorizing the City Manager to Enter into a Grant Agreement with Bowie Legacy Holdings, LLC in the Amount of \$150,000 to Incentivize 'Paris Baguette' to Execute a Lease at 3931 Town Center Boulevard - **Eligible for Action**

XIII. ADJOURNMENT AND MOVE TO CLOSED SESSION

To adjourn to closed session under the statutory authority of the Md. Annotated Code, General Provisions Article §3-305(b)(7): "To consult with counsel to obtain legal advice."

Note: The Ethics Commission has advised that under certain circumstances, members of the public may qualify as lobbyists when they testify before the City Council. If so, the Bowie Ethics Ordinance requires that certain information be filed with the Ethics Commission. Please review the information about lobbying that is provided with the City Clerk. If you have any questions about lobbying, please contact the Ethics Commission or the Assistant City Manager.

This meeting will be televised live on Verizon Channel 10 and Comcast Channel 71 and 996, repeated on 6/3/2026 and 6/6/2026 at 7:00 p.m., and [web-streamed live](#).

For a closed-captioned version of the meeting video, please go to <https://www.youtube.com/user/cityofbowiemd/playlists> and select the 2026 Council Meetings list. Once the meeting video opens, be sure to click on "CC" button to turn on closed captioning.

NEXT REGULAR MEETING OF THE BOWIE CITY COUNCIL - MONDAY, JULY 6, 2026 - COUNCIL CHAMBERS - 7:00 P.M.



Memorandum

TO: City Council

FROM: Nick Spurgeon, Director of Community Services

SUBJECT: Arts and Education Committee Scholarships

DATE: 05/28/2026

The City of Bowie Arts and Education Committees have selected scholarship recipients for this year. Each student will attend an accredited post-secondary school. Art scholarship recipients must pursue a degree in an arts-related major; education scholarship recipients may pursue degrees in any field of study. The committees are requesting City Council present the honorees with a certificate of recognition at the June 1, 2026, City Council meeting.

Arts and Education Scholarship Awardees 2026

<u>Name</u>	<u>Scholarship</u>	<u>School</u>
Cameron Best	Arts - \$5,200	St. Andrew's Episcopal School
Shanya Brown	Arts - \$1,000	Bowie High School
Camila Castro	Education - \$4,500	Bowie High School
Jaylen Goode	Education - \$4,000	DeMatha Catholic High School
Madison Bridges	Education - \$4,000	Bishop McNamara High School
Damarcus Barnes	Education - \$3,000	Bowie High School
David Stanley	Education - \$3,000	Archbishop Spalding
Aubrey Epps	Education - \$3,000	Our Lady of Good Counsel
John Martin	Education - \$1,750	Mother of Divine Grace
Ava Rice	Education - \$1,750	Bowie High School

ATTACHMENTS: None



Memorandum

TO: City Council

FROM: Nick Spurgeon, Director of Community Services

SUBJECT: 41st Annual Excellence in Education Teacher Awards

DATE: 05/28/2026

The following teachers and staff were nominated by their school principal to receive the 41st Annual Excellence in Education Teacher Award. These educators will be honored with a certificate and a monetary award during the June 1, 2026, City Council meeting, in recognition of their dedication to our school and students. The committees are requesting City Council present the honorees with a certificate of recognition at the June 1, 2026, City Council meeting.

Excellence in Education Teacher Awardees 2026

Teacher	School
Andrea Carswell	Samuel Ogle Middle School
Brad Leonard	Grace Christian School
Carletta Darlene Berrio	Whitehall Elementary School
Dana Green	Samuel Ogle Middle School
Deitra Tasco	High Bridge Elementary School
Felixberto Lazaro	C. Elizabeth Rieg Regional School
Gayatri Gola	Rockledge Elementary School
Herson Cuellar	Yorktown Elementary School
Joseph Liotino	Kenilworth Elementary School
Lysandra Davis	Heather Hills Elementary School
Lesia M. Hickerson	Pointer Ridge Elementary School
Nancy Nettle	Grace Christian School

Patricia Scalise	Kenilworth Elementary School
Renee Sands	Whitehall Elementary School
Rhonda Cipolla	High Bridge Elementary School
Sandra K. Jones	Heather Hills Elementary School
Shelia Phillips	Pointer Ridge Elementary School
Vanessa Reyes	Yorktown Elementary School
Wendy Valeo	Rockledge Elementary School
Wesley Person	C. Elizabeth Rieg Regional School

ATTACHMENTS: None



Memorandum

TO: City Council

FROM: Hyung Ahn, Director of Public Works

SUBJECT: Kenhill Center Stormwater Management Bioretention System Facility Landscape Maintenance - Resolution R-49-26

DATE: 05/28/2026

A legal notice advertising an Invitation for Bids for a landscape maintenance program for the stormwater management bioretention system facility at the Kenhill Center, located at 2614 Kenhill Drive, was placed on eMaryland Marketplace Advantage and Bid Locker on April 6, 2026. At the close of bidding at 2:00 p.m., Monday, May 4, 2026, six (6) bids were received. Below is a tabulation of the bids received:

Bidder	FY27	FY28	FY29	FY30	FY31
Sunset Landscaping LLC Gambrills, Maryland	\$10,952.00	\$10,952.00	\$11,052.00	\$11,052.00	\$12,024.00
P2 Cleaning Services LLC Laurel, Maryland	\$11,578.00	\$11,578.00	\$11,940.00	\$11,940.00	\$12,340.00
EQR Gambrills, Maryland	\$12,250.00	\$12,856.00	\$13,583.00	\$14,223.00	\$15,007.00
Apex Companies, LLC Rockville, Maryland	\$30,030.00	\$31,513.00	\$33,169.00	\$34,788.00	\$36,584.00
Atmos Solutions, Inc. Washington, DC	\$36,702.82	\$37,574.95	\$38,568.81	\$39,484.96	\$40,524.12
Stormwater Maintenance LLC Sparks, Maryland	\$42,410.00	\$43,678.00	\$45,105.00	\$46,468.00	\$47,956.00

The term of the contract will be for a period of one (1) year from July 1, 2026, through June 30, 2027 (FY27). The City may, in the exercise of its sole and absolute discretion, renew the contract for four (4) additional one-year periods (FY28, FY29, FY30 and FY31).

After careful review of the bids received, it was determined that Sunset Landscaping submitted a responsible and responsive bid.

The Public Works Department recommends that the bid from Sunset Landscaping of Gambrills, Maryland, in the amount listed above, be accepted. The FY27 budget for the project is \$14,000.

ATTACHMENTS: 1. 20260601 - Resolution R-49-26

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ACCEPTING BID FOR A LANDSCAPE MAINTENANCE PROGRAM FOR THE
STORMWATER MANAGEMENT BIORETENTION SYSTEM FACILITY AT THE
KENHILL CENTER, LOCATED AT 2614 KENHILL DRIVE

WHEREAS, a legal notice advertising an Invitation for Bids for a landscape maintenance program for the stormwater management bioretention system facility at the Kenhill Center located at 2614 Kenhill Drive was placed on eMaryland Marketplace Advantage and Bid Locker on April 6, 2026; and

WHEREAS, at the close of bidding at 2:00 p.m., Monday, May 4, 2026, the City received six (6) bids; and

WHEREAS, the term of this contract is for one (1) year from July 1, 2026, through June 30, 2027 (FY27), except the City may, in the exercise of its sole and absolute discretion, renew the contract for four (4) additional one-year periods (FY28, FY29, FY30 and FY31); and

WHEREAS, after careful review of the bids submitted it was determined that Sunset Landscaping LLC of Gambrills, Maryland submitted a responsible and responsive bid in the following amounts:

FY27	FY28	FY29	FY30	FY31
\$10,952.00	\$10,952.00	\$11,052.00	\$11,052.00	\$12,024.00

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the bid of Sunset Landscaping LLC for a landscape maintenance program for the stormwater management bioretention system facility at the Kenhill Center and hereby directs the City Manager to enter into a contract with Sunset Landscaping LLC

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 1, 2026.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez, MMC
City Clerk

Michael P. Estève
Mayor



Memorandum

TO: City Council

FROM: Hyung Ahn, Director of Public Works

SUBJECT: Bid Award for Street Resurfacing - Resolution R-51-26

DATE: 05/28/2026

A legal notice was placed on eMaryland Marketplace and on Bid Locker on April 10, 2026, for the FY27 Street Resurfacing Project. Bids were opened and publicly read on Wednesday, April 29, 2026, at 11 a.m. The following is a tabulation of the bids received:

Reliable Contracting Co., Inc. Gambrills, MD	\$1,986,670.54
E&R Services, Inc. Lanham, MD	\$3,676,194.60

After careful review by the Public Works Department, it was determined that Reliable Contracting Co., Inc. was the lowest, most responsive and responsible bidder.

Based on the City's estimated resurfacing quantity requirements and the qualified low bidder unit costs, the Public Works Department recommends awarding this bid to Reliable Contracting Co., Inc. of Gambrills, MD in the amount of \$2,136,000. This is within the amount budgeted in the FY27 Streets Resurfacing Account.

Approval of Resolution R-51-26 is requested.

ATTACHMENTS: 1. 20260601 - Resolution R-51-26

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ACCEPTING A BID PROPOSAL FOR STREET RESURFACING FROM
RELIABLE CONTRACTING CO., INC. IN THE AMOUNT OF \$2,136,000

WHEREAS, a legal notice was placed on eMaryland Marketplace and on Bid Locker on April 10, 2026, for the FY27 Street Resurfacing Project; and

WHEREAS, at the Bid Opening on Wednesday, April 29, 2026, at 11 a.m., two (2) Bid Proposals had been received; and

WHEREAS, after careful review by the Public Works Department, it was determined that Reliable Contracting Co., Inc. was the lowest, most responsive and responsible bidder; and

WHEREAS, based on the City’s estimated resurfacing quantity requirements and the qualified low bidder unit costs, the Public Works Department recommends awarding this bid to Reliable Contracting Co., Inc. of Gambrills, MD in the amount of \$2,136,000. This is within the amount budgeted in the FY27 Streets Resurfacing Account.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the Bid Proposal of Reliable Contracting Co., Inc. of Gambrills, MD and authorizes the City Manager to enter a contract with Reliable Contracting Co., Inc. in the amount of \$2,136,000.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 1, 2026.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez, MMC
City Clerk

Michael P. Estève
Mayor



Memorandum

TO: City Council

FROM: Todd Peterson

SUBJECT: Information Technology - Enterprise Phone System Replacement
Resolution R-52-26

DATE: 05/28/2026

A legal notice advertising Request for Proposals for the Information Technology Enterprise Phone System Replacement was placed on eMaryland Marketplace and Bid Locker on February 23, 2026. Proposals were received from the following vendors at the date set for receipt of proposals on April 8, 2026.

	Year 1	5 Year Cost
ConvergeOne, Inc	\$304,180.87	\$545,322.31
Brave Federal Technologies, LLC	\$495,781.77	\$690,232.17

The proposals were evaluated in accordance with the City Charter and the Procurement Policy. Evaluation criteria included: technical compliance and architecture (30%), public safety and contact center capabilities (20%), implementation and migration approach (15%), vendor experience and qualifications (10%), support and maintenance model (10%) and pricing and total cost of ownership (15%). Both vendors were subsequently invited for discussions to clarify and refine their proposals.

After reviewing the Best and Final Offers, Brave Federal Technologies, LLC was determined to have submitted the most responsive and responsible proposal, with a Best and Final Offer of \$495,781.77, which is within the \$579,000 appropriated in the FY26 equipment acquisition fund.

While Brave Federal Technologies' long-term cost is higher, their proposal delivers significantly stronger value to the City. Their solution provides:

- A more resilient survivability architecture, ensuring continuity of critical communications in emergency scenarios.
- A comprehensive network readiness assessment that reduces implementation risks and protects the City's infrastructure investments.
- Enhanced operational and support capabilities, improving service reliability for both departmental users and public safety operations.

These advantages directly support the City's long-term technology strategy, reduce operational vulnerabilities, and position the City for more scalable and secure communications services in the future. The additional value delivered by Brave Federal Technologies outweighs the incremental

long-term cost and presents the strongest overall benefit to the City and its residents.

For these reasons, I concur with the recommendation to award the contract to Brave Federal Technologies, LLC, and request your approval of Resolution R-52-26.

ATTACHMENTS: 1. 20260601 - Resolution R-52-26

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ACCEPTING A PROPOSAL FOR
ENTERPRISE TELEPHONE SYSTEM REPLACEMENT FROM BRAVE FEDERAL
TECHNOLOGIES, LLC IN THE AMOUNT OF \$495,781.77

WHEREAS, pursuant to Section 61 of the City Charter, a Request for Proposals (RFP) was issued on eMaryland Marketplace and on Bid Locker for Enterprise Phone System Replacement; and

WHEREAS, on the April 8, 2026 due date, the City received two (2) proposals; and

WHEREAS, the proposals were evaluated as required by City Charter and the Procurement Policy; and

WHEREAS, after careful evaluation, review and negotiations of the proposals in the competitive range that were submitted, it was determined that Brave Federal Technologies, LLC had submitted the most responsive and responsible proposal that was in the best interest of the City.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the proposal of Brave Federal Technologies, LLC and authorizes the City Manager to enter into a contract with Brave Federal Technologies, LLC in the amount of \$495,781.77.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 1, 2026.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez, MMC
City Clerk

Michael P. Estève
Mayor



Memorandum

TO: City Council

FROM: Hyung Ahn, Director of Public Works

SUBJECT: Public Works Fence Repair - Resolution R-53-26

DATE: 05/28/2026

A legal notice advertising an Invitation for Bids for Public Works Fence Repair was placed on eMaryland Marketplace Advantage and Bid Locker. The City received unit priced bids from the following two (2) companies:

County Welding LLC Upper Marlboro, Maryland

Hanada Contracting LLC Annapolis, Maryland

After careful review of the bid submissions, the Public Works Department has determined that Hanada Contracting LLC submitted the lowest most responsive and responsible bid.

The Public Works Department recommends that the bid proposal from Hanada Contracting LLC be accepted for the Public Works Fence Repair. The FY26 budget for this work is \$100,000.00.

Approval of Resolution R-53-26 is requested.

ATTACHMENTS: 1. 20260601 - Resolution R-53-26

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AWARDING A CONTRACT TO HANADA CONTRACTING LLC FOR THE PUBLIC
WORKS FENCE REPAIR IN THE AMOUNT NOT TO EXCEED \$100,000.00

WHEREAS, a legal notice advertising an Invitation for Bids for Public Works Fence Repair was placed on eMaryland Marketplace Advantage and Bid Locker; and

WHEREAS, at the close of bidding at 11:00 a.m., Tuesday, May 5, 2026, the City received two (2) bids; and

WHEREAS, after careful review of the bids submitted, it was determined that Hanada Contracting LLC had the lowest most responsive and responsible bid.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the bid of Hanada Contracting LLC and authorizes the City Manager to enter into a contract with Hanada Contracting LLC for the Public Works Fence Repair in an amount not to exceed \$100,000.00.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 1, 2026.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez, MMC
City Clerk

Michael P. Estève
Mayor



Memorandum

TO: City Council

FROM: Hyung Ahn, Director of Public Works

SUBJECT: Street Light Cable Replacement - Resolution R-54-26

DATE: 05/28/2026

A legal notice advertising an Invitation for Bids for Street Light Cable Replacement was placed on eMaryland Marketplace Advantage and Bid Locker. At the close of bidding at 11:00 a.m., Wednesday, May 20, 2026, the City received one (1) bid. Below is a tabulation of the bids received:

Lighting Maintenance, Inc., Harmans, MD \$1,322,375.00

After careful review of the proposal submitted, it was determined that Lighting Maintenance, Inc. had submitted a responsive and responsible bid proposal. Price increases will not be considered for the first year of the contract. Requests for price adjustments after the initial term must be submitted in writing in an amount that does not exceed the annual percentage change of the Consumer Price Index (CPI) for the twelve-month period immediately prior to the date of the request.

The Public Works Department recommends that the bid proposal from Lighting Maintenance, Inc., be accepted for the Street Light Cable Replacement. The FY26 budget for this work is \$1,000,000.00.

Approval of Resolution R-54-25 is requested.

ATTACHMENTS: 1. 20260601 - Resolution R-54-26

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AWARDING A CONTRACT TO LIGHTING MAINTENANCE INC FOR THE
STREET LIGHT CABLE REPLACEMENT IN THE AMOUNT NOT TO
EXCEED \$1,000,000.00

WHEREAS, a legal notice advertising an Invitation for Bids for Street Light Cable Replacement was placed on eMaryland Marketplace Advantage and Bid Locker; and

WHEREAS, at the close of bidding at 11:00 a.m., Wednesday, May 20, 2026, the City received one (1) bid; and

WHEREAS, after careful review of the bid submitted, it was determined that Lighting Maintenance Inc., had a responsive and responsible bid.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the bid of Lighting Maintenance, Inc. and authorizes the City Manager to enter into a contract with Lighting Maintenance, Inc. for Street Light Cable Replacement in an amount not to exceed \$1,000,000.00.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 1, 2026.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez, MMC
City Clerk

Michael P. Estève
Mayor



Memorandum

TO: City Council

FROM: Hyung Ahn, Director of Public Works

SUBJECT: Bid Award for 5th Street Reconstruction Project - Resolution R-55-26

DATE: 05/28/2026

A legal notice was placed on eMaryland Marketplace and Bid Locker on May 7, 2026, for the 5th Street Reconstruction Project. Bids were opened and publicly read on Wednesday, May 20, 2026, at 11:00 a.m. The following is a tabulation of the bids received:

MP Services, Inc. Upper Marlboro, MD	\$704,000
Reliable Contracting Co., Inc. Gambrills, MD	\$722,528.08
E&R Services, Inc. Lanham, MD	\$902,957.88
PRD Churchton, LLC Washington, DC	\$8,578,460

After careful review, it was determined that MP Services, Inc. of Upper Marlboro, MD had submitted the most responsive and responsible bid in the amount of \$704,000. Public Works recommends awarding the bid in the amount of \$704,000. This is within the amount budgeted in the FY26 Streets Resurfacing Account.

Approval of Resolution R-55-26 is requested.

ATTACHMENTS: 1. 20260601 - Resolution R-55-26

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ACCEPTING A BID PROPOSAL FOR 5th STREET RECONSTRUCTION PROJECT
FROM MP SERVICES, INC., IN THE AMOUNT OF \$704,000

WHEREAS, a legal notice was placed on eMaryland Marketplace and on Bid Locker on May 7, 2026, for the 5th Street Reconstruction Project; and

WHEREAS, at the Bid Opening on Wednesday, May 20, 2026, at 11 a.m., four (4) Bid Proposals had been received; and

WHEREAS, after careful review by the Public Works Department, it was determined that MP Services, Inc. was the lowest, most responsive and responsible bidder; and

WHEREAS, Public Works recommends awarding the bid in the amount of \$704,000. This is within the amount budgeted in the FY26 Streets Resurfacing Account.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the Bid Proposal of MP Services, Inc., of Upper Marlboro, MD and authorizes the City Manager to enter a contract with MP Services, Inc. in the amount of \$704,000.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 1, 2026.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez, MMC
City Clerk

Michael P. Estève
Mayor



Memorandum

TO: City Council

FROM: John Henry King, Economic Development Director

SUBJECT: Maryland Women's Business Center Update June 2026

DATE: 05/28/2026

The Executive Director of the Maryland Women's Business Center (MWBC) will provide an update on their programs and services for Bowie businesses.

Council appropriated \$140,000 in FY 2026, the fiscal year ending June 30, 2026, for support to the MWBC.

An appropriation of \$180,000 for incubator support in Fiscal Year 2027 is included in the approved FY 27 budget. Staff will work with the MWBC to identify appropriate performance milestones before the disbursement of funds.

Attached is the Consolidated BOWIE BIC Report July 2025 to June 2026.

ATTACHMENTS:

1. 20260601 - MWBC Presentation to Bowie City Council
2. 20260601 - MWBC Consolidated report for FY 2026 (July 25 thru April 26)

9 Years of Partnership



**MARYLAND WOMEN'S
BUSINESS CENTER**
Expert guidance. Real results.

Key Supporters

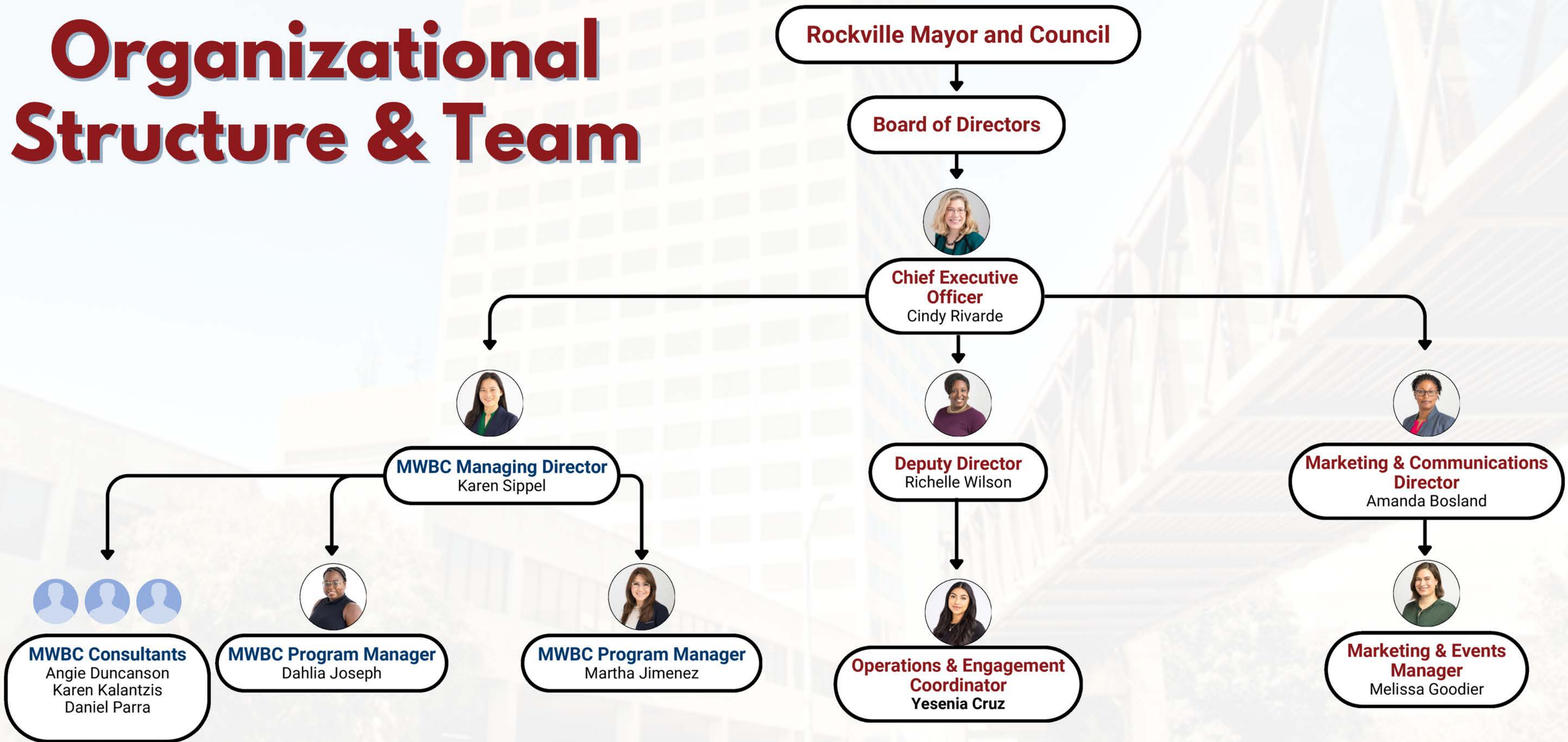


Funded in part by a Cooperative Agreement
with the U.S. Small Business Administration.



MARYLANDWBC.ORG | 301.315.8091 | INFO@MARYLANDWBC.ORG

Organizational Structure & Team



About MWBC

- Signature program of Rockville Economic Development, Inc. serving 1,500 entrepreneurs annually
- Provides resources to women and men across Maryland's Capital Region to start, sustain, and grow businesses
- Key services: training classes & workshops, 1:1 business counseling, incubators & cohorts, network of resource partners, and access to capital



Advisory Board

Nancy Regelin

Partner, Shulman Rogers and
Advisory Board Chair

Monique Ashton

City of Rockville Mayor

Shelly Bell

CEO, Black Girl Ventures

LaVonne Torrence Berner

Founder & Principal, Torrence Law
Office

Tameka Montgomery

CEO, Core Strategy Partners

Sara Herald

Director, Southern Management
Leadership Program, University of
Maryland

Beth Woodring

Director of Financial Operations,
Frederick County Division of Economic
Opportunity

Morgan Wortham

Director, Membership Support &
Community Advancement,
International Council of Shopping
Centers

Claudia Yates

Director, Southern Management
Leadership Program, University of
Maryland

Areas We Serve

Prince George's County

MWBC Shop Local
Bowie Town Center
15402B Emerald Way
Bowie, MD 20715

Montgomery County

51 Monroe Street
PE-20
Rockville, MD 20850

Frederick County

Office of Economic Development
118 North Market Street, 2nd Floor
Frederick, MD 21701

Howard County

Economic Development Authority
6751 Columbia Gateway Drive, #500
Columbia, MD 21046



BUSINESS COUNSELING

- **FREE** of charge
- Confidential 1 on 1 meetings
- GrowthWheel Certified counselors
- Available to entrepreneurs and businesses in our jurisdictions



TRAININGS & EVENTS



- Online & In-Person
- Taught by Subject Matter Experts
- Educational Business Trainings
- Signature Workshops & Programs
- Networking Opportunities



City of Bowie Metrics: FY26

Unique Clients Served: 67

- Minority-Owned Businesses: 55
- Veteran-Owned Businesses: 8

Counseling Sessions: 56

Training Classes: 65

New Business Starts: 3

Jobs Supported: 85

Capital Infusion: \$11,000

Prince George's County Metrics: FY26

Unique Clients Served: 244

- Minority-Owned Businesses: 188
- Veteran-Owned Businesses: 15

Counseling Sessions: 204

Training Classes: 65

New Business Starts: 6

Jobs Supported: 260

Capital Infusion: \$41,650

City of Bowie Metrics: FY17-FY26

Unique Clients Served: 310

- Minority-Owned Businesses: 260
- Veteran-Owned Businesses: 11

Counseling Sessions: 768

Training Classes: 317

New Business Starts: 27

Jobs Supported: 223

Capital Infusion Transactions: 33

Capital Infusion Amount: \$504,000

Prince George's County Metrics: FY17-FY26

Unique Clients Served: 1411

- Minority-Owned Businesses: 1,178
- Veteran-Owned Businesses: 48

Counseling Sessions: 3,278

Training Classes: 345

New Business Starts: 120

Jobs Supported: 883

Capital Infusion Transactions: 166

Capital Infusion Amount:
\$3,617,731

RETAIL INCUBATOR



- Rotating cohort of product-based business owners
- Cohort members receive:
 - Storefront experience
 - Mentorship & counseling
 - Business training
 - Strategy & Operations
 - Wholesale
 - E-Commerce and more

📍 Bowie, MD

📍 Rockville, MD



MWBC Shop Local: Bowie

Small Businesses: 17

Total Sales: \$127,805

Trainings and Workshops: 25

Increased Sales: 80% of participants

Hosted Events: 10



"Being part of MWBC Shop Local over the past year has been such a valuable experience for Yaa Chic. It has helped my business grow by giving me firsthand retail experience, the opportunity to test new products, and the chance to build deeper relationships with customers. Shop Local has created a supportive space where small businesses like mine can learn and grow."

– Stephanie Amponsah, Yaa Chic



FOUNDERS RISING

- 8-week capacity building business accelerator
- Learn from experts, develop a community of peers, develop a business plan with guidance from a business coach
- Empowers those in career transitions, especially displaced federal workers and contractors
- Low-cost



Assessing the Need

Reboot: Your Entrepreneurial Launchpad

July 19, 2025 | Bowie Senior Center

- Full day workshop designed to former federal workers to gain entrepreneurial confidence and build a foundation to launch a business
- 33 attendees (15 from Prince George's County; 5 from Bowie)
- Overwhelmingly positive post-workshop feedback



Founders Rising: Bowie Impact

Total Participants: 20

- Prince George's County: 5
- Bowie: 3

Tangible Business Outcomes

- 89% gained business clarity
- 74% identified their target market
- 68% completed a full business plan
- 68% built a professional peer network

Program Satisfaction

- 94% increased their entrepreneurial confidence
- 100% satisfied or very satisfied with the program
- Majority of program components rated at least 4 out of 5

Bowie Resident Testimonials

"This is a great program. I felt very supported going through it."

- Angela F.

"THANK YOU SO MUCH! Incredible program and I feel extremely blessed for this opportunity!"

- Mia B.



1-DAY CONFERENCE

- Panel discussions with business leaders
- Keynote speaker
- Exhibitor hall with over 30 business and resources
- Networking opportunities
- Charity drive



Planning for FY27

Serving more Bowie residents through:

- MWBC Shop Local
 - Refreshing the incubator businesses
 - Creating a community resource hub
- Founders Rising cohort 2
- Deepening ties with local partners





THANK YOU!

📍 MWBC Shop Local
Bowie Town Center
15402B Emerald Way
Bowie, MD 20715

☎️ (301) 315-8096

🌐 Marylandbwc.org

MWBC Consolidated report for FY 2026 [July 2025 thru April 2026]

Summary of Activities

Between July 1 and August 31, 2025, the Maryland Women's Business Center (MWBC) continued to make meaningful progress in empowering small business owners across Bowie and the broader Prince George's County region. Through targeted programming, personalized counseling, and strategic partnerships, MWBC strengthened its support network and expanded its reach within the local entrepreneurial ecosystem.

Business Counseling

- In the months of July and August, MWBC provided counseling services to 12 unique clients in Prince George's County. Of the 12 clients, 4 were from the City of Bowie. The topics of these counseling sessions range from business finances, obtaining retail space in Prince George's County, and procurement at the state and local level.

Community Engagement

- Dahlia represented MWBC at the PGEDC Professionals Federal Entrepreneurship Fair, where she connected with key partners and community organizations including SCORE, Bowie BIC, and Project Opportunity. The event generated interest from new clients and potential participants for the 2026 Shop Local cohort at Bowie Town Center.
- To enhance accessibility and better serve walk-in clients seeking counseling and MWBC resources, the Prince George's County office of MWBC relocated to the Shop Local store in Bowie Town Center and arranged to work one day per week from the Economic Development office in City Hall. This strategic move strengthens MWBC's presence in the community, supports deeper engagement with local entrepreneurs, and enables regular connection with the ED team.

Shop Local Bowie Updates

- Replaced lighting on sales floor.

- Installed shelving in the back storage area to help vendors store more of their inventory in the store.
- Added a bulletin board to share MWBC, vendor and community events.
- In the month of July, Shop Local sales totaled \$15,928.21. In the month of August sales totaled \$11,749.
- Due to increased interest from local small businesses, MWBC opened Shop Local applications on a rolling basis to accommodate demand and expand opportunities for participation.

Success Stories

- The Africa Memory Game hosted a vibrant family game night at the Shop Local store, drawing over 20 participants and fostering community engagement around cultural learning.
- Rest Design Candles exited the cohort due to scheduling conflicts with her nursing career. However, she remains actively involved in MWBC’s virtual training, continuing her entrepreneurial development.
- YAACHic received notable recognition, with her fashion pieces featured in runway shows in both New York and Canada, showcasing the talent and reach of Shop Local entrepreneurs.

Programming; Trainings and Workshops

- MWBC hosted B.A.I.L. Week (Banker, Accountant, Insurance, and Lawyer), a comprehensive series designed to equip small business owners across all jurisdictions with essential professional support. Each day featured expert speakers who emphasized the importance of building a trusted team of financial and legal advisors to sustain and grow a successful business.

Training Topic	# of Attendees	# PG Attendees	# of Bowie Attendees

Assembling Your BAIL Team, B is For Banker	37	4	2
Assembling Your BAIL Team, A is For Accountant	28	3	1
Assembling Your BAIL Team, I is For Insurance	31	2	1
Assembling Your BAIL Team, L is For Lawyer	26	2	1

- MWBC launched *Reboot: Your Entrepreneurial Launchpad* in Prince George’s County and Montgomery County, a one-day, in-person workshop focused on delivering actionable business insights, confidence-building strategies, and a strong sense of community for aspiring entrepreneurs. The workshop drew over 100 registrants and received overwhelmingly positive feedback through post-event surveys, highlighting its value and impact.
 - For Prince George’s County, 33 attendees participated in the event. 13 of the attendees were from Prince George’s County and 5 attendees were from the City of Bowie.
 - For the Montgomery County event, 55 attendees participated in the event. 5 of the attendees were from Prince George’s County and 2 were from the City of Bowie.
- MWBC also hosted the following training sessions virtually

Training Topic	# of Attendees	# PG Attendees	# of Bowie Attendees

Banking & Budgeting Basics with Truist Bank	3	1	0
Government Contracting for Beginners	30	12	3
Using AI for your business	19	0	0
How To Get a Yes to Your Business Loan Request	6	3	2

- 37 Oaks, MWBC Curriculum Partners hosted the following sessions for Shop Local Vendors
 - Intro to Marketing Strategy
 - Holiday Planning
 - Intro to E-Commerce

September Report

Submitted October 15, 2025

Submitted by Dahlia Joseph, Program Manager, MWBC

Summary of Activities

In September, MWBC had the opportunity to engage both existing partners and new clients in the City of Bowie. MWBC leadership also held a strategy session with John Henry King and Tiara Andrews to discuss priorities for FY26 and beyond. Key topics included:

- Including more small-scale manufacturers in the next cohort and exploring agricultural products (e.g. packaged jams, honey, beverages, etc.)

- The Bowie market analysis tool, Size Up, being a great resource for MWBC clients and Shop Local vendors
- Shifting from curriculum partner 37 Oaks to Santa Clara University/MOBI for the retail training portion of our programming.
- Focusing on community building activities to promote MWBC services as an extension of City services at local events and develop new relationships with key stakeholders, including City Council members, church leaders, public libraries, and high school students.
- Providing FY27 budget request by mid-November, including marketing support for Shop Local Bowie.

Business Counseling

MWBC provided counseling to 16 clients from Prince George’s County, including 5 Bowie residents. The most common topics discussed during these sessions included:

- Marketing and Sales
- Legal Issues
- Business Startup and Preplanning
- Business Operations and Management
- Business Financing

Clients seeking legal guidance were referred to reputable law firms, accountants, and financial partners such as FSC First and the Prince George’s County Federal Credit Union, among others. These referrals helped ensure that entrepreneurs received the support needed to build and sustain their businesses.

Community Engagement

Throughout September, Dahlia participated in several community-building initiatives to better support entrepreneurs in Prince George’s County and Bowie. The month began with a presentation at *Coffee and Connections*, hosted by the Greenbelt Business Alliance and Chamber, where Dahlia shared information about MWBC’s resources for small businesses.

MWBC also hosted the inaugural *Connect and Cultivate Bowie* event at Shop Local. This session focused on branding and featured Reginold King, Director of the Center for Entrepreneurship at Prince George’s Community College. Six entrepreneurs attended and received personalized feedback and support for their businesses. While the session was intimate, it was highly impactful.

Shop Local Bowie Updates

- In September, Shop Local vendors brought in **\$10,083.99** in sales during the month of September, not the previously stated amount.
- . This slight decline from August sales of \$11,749.93. It is likely due to the start of the school year and a general slowdown in consumer spending as the region adjusts to the impacts of changes to the federal workforce and contractors. We anticipate a rebound during the holiday season.
- Two new vendors—**Candles by Sherrie** and **Melico Pawtry**, a dog treat company—will join the cohort on October 18th, replacing Rest Design Candles and Shea Marne Luxury. We expect overall store sales to go down as our new vendors establish themselves in the store. It’s also noteworthy that the price points between Melico Pawtry and Shea Marne Luxury products are significant, which will likely also contribute to lower overall sales numbers.
- We have received some interest from vendors who are interested in extending their acceleration period. We have decided to keep 3 to 4 spots for vendors interested in remaining in the program.

Programming: Trainings and Workshops

- MWBC hosted the following training courses during September:

Training Topic	# of Attendees	# PG Attendees	# of Bowie Attendees
Business Finance Basics	11	1	1
Connect & Cultivate Bowie	6	3	0

Is Your Business Lender Ready	7	3	0
How to do Business with Montgomery County	28	2	0

October Bowie Report

Submitted October 17, 2025

Submitted by Dahlia Joseph, Program Manager, MWBC

Summary of Activities

The Maryland Women’s Business Center (MWBC) continues to advance its mission of empowering entrepreneurs and strengthening the local business ecosystem. This report highlights key activities, outcomes, and community impact for the month of October, including training sessions, counseling services, and collaborative initiatives that support small business growth in the City of Bowie and Prince Georges County. Our efforts remain focused on fostering economic development, promoting local entrepreneurship, and building sustainable business practices within the community.

Business Counseling

MWBC provided one-on-one counseling to 18 clients from Prince George’s County, including two Bowie residents. The most frequently discussed topics were:

- Government Contracting
- Business Operations and Management
- Business Financing and Capital Sources

Clients seeking guidance on government contracting were referred to our Federal Contracting for Beginners webinar, delivered in collaboration with True North Consulting. For those exploring financing options, we shared current grant opportunities and connected them with trusted local banking partners, including Truist, FSC First, and M&T Bank. These targeted referrals ensured that

entrepreneurs received the resources and support necessary to strengthen and sustain their businesses.

Community Engagement

Throughout September, MWBC actively participated in several community-building initiatives to strengthen support for entrepreneurs in Prince George's County and Bowie.

- **Savor Bowie Fall Festival:** MWBC purchased a table alongside Shop Local vendors, creating an opportunity to showcase our services and highlight the unique products offered by local entrepreneurs. Positioned near the Shop Local store, we were able to direct attendees to visit and shop in-store, further promoting local businesses.
- **National Coalition of Black Women Entrepreneurial Academy Kickoff:** Dahlia represented MWBC at this event, sharing resources and guidance to help participants navigate their entrepreneurial journey.
- **Hyattsville Business Roundtable:** Karen led a discussion on cost-effective marketing strategies, best practices for leveraging customer feedback, and introduced attendees to MWBC's free resources for small businesses.
- **District 6 Business Blueprint Expo:** To close out the month, Dahlia connected with small business owners and community partners, providing information on MWBC programs and services designed to support business growth.

These engagements reinforced MWBC's commitment to fostering collaboration, increasing visibility, and ensuring entrepreneurs have access to the tools and resources needed for success.

Shop Local Bowie Updates

- In October, Shop Local vendors generated **\$10,852.53 in sales**.
- **Candles by Sherrie and Melico Pawtry**, a dog treat company—joined the cohort on October 18th, replacing Rest Design Candles and Shea Marne Luxury.
- Nine vendors have expressed interest in extending their incubation period with Shop Local. At the end of November, we will share extension acceptance notifications and updated lease agreements with those continuing

in the program. Additionally, we will begin recruiting new vendors to fill the upcoming vacant spots.

Programming: Trainings and Workshops

- MWBC hosted the following training courses during October:

Training Topic	# of Attendees	# PG Attendees	# of Bowie Attendees
Quickbooks Online for Beginners	19	4	0
Separating Business and Personal Finances	8	4	1
Federal Contracting for Beginners	12	6	3
Bend Don't Break: The Balance Toolkit	4	1	0

November Bowie Report

Submitted December 16, 2025

Submitted by Dahlia Joseph, Program Manager, MWBC

Summary of Activities

The Maryland Women’s Business Center (MWBC) continues to advance its mission of empowering entrepreneurs and strengthening the local business ecosystem. This report highlights key activities, outcomes, and community impact for the month of November, including dynamic training sessions, personalized counseling services, and collaborative initiatives designed to support small business growth in the City of Bowie and Prince George’s County. Our efforts

remain focused on fostering economic development, promoting local entrepreneurship, and equipping business owners with sustainable practices that drive long-term success within the community.

Business Counseling

MWBC provided one-on-one counseling to 15 clients from Prince George's County, including one Bowie resident. The most frequently discussed topics were:

- Business Operations
- Business Start Up Pre-Planning
- Business Financing/ Capital Resources
- Marketing

Community Engagement

MWBC actively participated in and supported events that brought together entrepreneurs, partners, and residents:

- Federal Professionals Entrepreneurship Fair – Connected aspiring and established entrepreneurs with resources and networking opportunities.
- Innovate Bowie – Showcased innovation and collaboration among Bowie's business community, reinforcing MWBC's commitment to driving growth and partnerships. Four Shop Local Bowie vendors were featured on the headlining panel for this event to discuss their experience as small scale manufacturers.
- Founder's Rising — We finalized our cohort for Founder's Rising. This program is for displaced federal working looking to entrepreneurship. The goal of this program is to help them lay the foundation of their business with support from MWBC through training and technical assistance. We currently have 5 participants in this program who are from Prince George's County and of those, 3 are Bowie residents.

December Bowie Report

Submitted January 9, 2025

Submitted by Dahlia Joseph, Program Manager, MWBC

Summary of Activities

The Maryland Women's Business Center (MWBC) continues to advance its mission of empowering entrepreneurs and strengthening the local business ecosystem. This report highlights key activities, outcomes, and community impact for the month of December. While December was a quieter month due to the holiday season, MWBC maintained its commitment to supporting small businesses in the City of Bowie and Prince George's County. Our most notable achievement was securing two new vendors for the Shop Local Incubator Program, expanding opportunities for local entrepreneurs, and enhancing the retail experience. These efforts lay the groundwork for continued growth and success in the new year as we remain focused on fostering economic development, promoting local entrepreneurship, and equipping business owners with sustainable practices that drive long-term success within the community.

We expanded our on-site presence by adding an additional day each week at Bowie City Hall and appreciate the continued support in providing office space. Additionally, a marketing expert will join our team in January to enhance outreach and increase visibility for MWBC's work in the City of Bowie.

Business Counseling

MWBC provided one-on-one counseling to 10 clients from Prince George's County, including eight Bowie residents. The most frequently discussed topics were:

- Business Start Up Pre-Planning
- Business Financing/ Capital Resources
- Business Operations
- Marketing

Community Engagement

Community engagement in the month of December was slow due the recruitment and interview process for Shop Local, Founder's Rising and the holiday season.

Shop Local Bowie Updates

- In December, Shop Local vendors collectively generated \$ \$18,657.77 in revenue, marking the program’s most revenue month to date, driven by increased holiday shopping and higher foot traffic at Bowie Town Center.
- Community Events: Vendors hosted two in-store shopping events for the holidays which brought in great traffic for the store.

Programming: Training and Workshops

- We hosted our first and second sessions with the Founders Rising cohort, which includes two participating businesses from Bowie.

Programming: Training and Workshops

- MWBC hosted the following training courses during October:

Training Topic	# of Attendees	# PG Attendees	# of Bowie Attendees
Leading with Emotional Intelligence	5	0	0
Automations Do Not Equal AI	11	1	0

Submitted February 13, 2025

Submitted by Dahlia Joseph, Program Manager, MWBC

January kicked off the year with steady momentum for the Maryland Women’s Business Center (MWBC). Two new vendors officially joined the Shop Local Incubator Program, bringing fresh energy and expanding our retail offerings. Our counseling team continued meeting with small businesses across Bowie, providing hands-on support to help them start strong in the new year.

We also celebrated the upcoming graduation of the Founders Rising Program, with two Bowie-based businesses completing the cohort and preparing for their next stage of growth. Even in a quieter month, MWBC continued building connections, strengthening local entrepreneurs, and setting a strong foundation for the year ahead.

Business Counseling

MWBC provided counseling to 22 clients in Prince Georges County. 9 of those clients were from the City of Bowie. The most frequently discussed topics were:

- Business Plan Support
- Business Start Up Pre-Planning
- Business Operations

Community Engagement

In January, MWBC participated in the Women of Prince George’s County “Jumpstart Your Business” event. This premier gathering provides entrepreneurs with direct access to major government contractors and key officials from agencies such as OSDBU, SBA, the Department of the Treasury, the Army, the Navy, and WSSC. Attendees engaged in focused one-on-one sessions and strategic discussions designed to strengthen their competitiveness in securing government contracts.

MWBC also served as a mentor for the 100 Black Women Coalition Entrepreneurship Academy, offering guidance and constructive feedback on participants’ business plans and executive summaries.

Shop Local

This month, two new vendors joined the store: Arome, a skincare company, and Claudia Alvarez Jewelry. Both are wonderful additions to the Shop Local community. At the same time, four vendors—Café Medrano, Felicity T, Earth Radiance, and Melico Pawtry—completed their incubation period and departed at the beginning of the month.

Post-Incubation Support:

- Café Medrano expressed interest and was offered a spot in our Rockville store.

- Melico Pawtry made the strategic decision to focus on her product line before recommitting to full participation in the cohort. However, she remains involved in the learning and education aspects of the program and continues to serve as on-call support staff for store vendors.
- Felicity T also has an employee providing ongoing support to store vendors.
- Earth Radiance continues to receive technical assistance from MWBC.

We remain committed to supporting these entrepreneurs as they grow and pivot their businesses beyond their incubation period.

In January, the Shop Local vendors brought in \$4000. This month was lower due to the transition of vendors and adjusted hours during this transition. We also had a snowstorm where we closed for almost one week.

Programming: Training and Workshops

- MWBC hosted the following training courses during January:

Training Topic	# of Attendees	# PG Attendees	# of Bowie Attendees
Business Finance Basics	5	2	0
Scaling Your Service Based Business	15	3	0
Doing Business With GSA	7	2	0
Building Your Digital Home: Website Basics for Beginners	10	1	0

February Bowie Report

Submitted March 17, 2025

Submitted by Dahlia Joseph, Program Manager, MWBC

February brought consistent engagement and strong progress for the Maryland Women's Business Center (MWBC). Our counseling team continued meeting with small businesses throughout Bowie, offering targeted support to help them strengthen operations and stay on track in Q1.

Shop Local maintained steady activity as our new vendors settled in, contributing fresh products and continued traffic to the store. MWBC also supported the final milestones of our Founders Rising graduates, ensuring a smooth transition as they moved from cohort learning into real-world implementation.

Business Counseling

MWBC provided counseling to 9 clients in Prince George's County. 3 of those clients were from the City of Bowie. The most frequently discussed topics were:

- Business Operations
- Business Start Up Pre-Planning
- Business Financing and Capital Resources

Community Engagement

In February, MWBC hosted our first Connect and Cultivate networking event of the year at Shop Local Bowie. We had 5 business owners and resource partners in attendance. It was a great opportunity for us to connect with small business as well as new resource partners – more specifically the M-NCPPC Office of Supplier Diversity and Inclusion. They will be serving as a resource partner for our EmpowHer conference next month and potentially some additional programming in Bowie in the coming months. Our goal is to continue to grow the Connect and Cultivate events for small businesses in the Bowie area.

We also participated in the PGEDC federal procurement fair where we connected with entrepreneurs through out Prince George's County. We have also begun discussions with an arts and culture consultant around ways to activate Shop Local's workshop area by uplifting Bowie artists.

Shop Local

In the month of February, Shop Local vendors brought in \$ 7,879.80. The vendors remain active in our retail manufacturing course and live sessions, preparing for business post incubation.

Programming: Training and Workshops

- MWBC hosted the following training courses during February:

Training Topic	# of Attendees	# PG Attendees	# of Bowie Attendees
The Role of a 3-Statement Financial Model in Clear Forecasting and Growth	8	0	0
Connect & Cultivate Bowie	5	1	0
From Maker to Money-Maker: Pricing and Profit Basics for Creators	28	2	1
Rule Ready: What’s New for Small Biz in 2026	4	0	0
Separating Business and Personal Finances	19	4	1
Utilizing SBA Resources to Help Your	15	4	0

Business Succeed			
Financial Confidence for Entrepreneurs	31	2	1

March Bowie Report

Submitted April 10, 2025

Submitted by Dahlia Joseph, Program Manager, MWBC

March marked a period of renewed momentum for the Maryland Women’s Business Center (MWBC) as activity picked up across programs. Our counseling team continued working closely with small businesses in Bowie, providing ongoing guidance and support as entrepreneurs focused on growth and implementation heading into the next quarter.

Shop Local maintained steady engagement, with vendors actively operating and contributing to the local small business ecosystem. MWBC also continued laying the groundwork for upcoming spring programming, partnerships, and trainings, positioning entrepreneurs for continued progress and success.

Business Counseling

MWBC provided counseling to 21 clients in Prince George’s County, 6 of whom were from the City of Bowie. The most frequently discussed topics were:

- Business Operations
- Government Contracting
- Business Startup/Pre-planning

Community Engagement

In March, MWBC expanded its community engagement efforts while preparing for the EmpowHER Conference hosted at the Universities at Shady Grove. The conference convened 100 attendees from multiple counties, including entrepreneurs, resource partners, and community stakeholders. Participants included key partners and county resources such as FSC First and The

Maryland-National Capital Park and Planning Commission, fostering meaningful opportunities for connection and collaboration. As part of the conference, MWBC hosted a pitch competition for its Founder’s Rising program, focused on supporting displaced federal workers. One of the six finalists, Mia Bailey, was a City of Bowie resident and received a \$200 Kickstart Award.

MWBC has made multiple attempts to secure a membership with the Bowie Chamber of Commerce but has not yet been successful. We welcome any guidance or connections the City of Bowie may be able to share to help facilitate engagement with the Chamber’s leadership.

MWBC also participated in the BGE Energy Efficiency Session, highlighting energy-saving programs and small business benefits available to local entrepreneurs. Additionally, we attended the Bowie Town Center Owners Meeting, providing an opportunity to meet the new ownership team and explore potential collaboration opportunities that support small businesses and economic activity in the area. We are also in the process of securing our Administrative Use and Occupancy Permit, since Bowie Town Center has new management.

Shop Local

In the month of March, Shop Local vendors brought in \$7,289.67. They remain active in the retail manufacturing course and live sessions.

Programming: Training and Workshops

- MWBC hosted the following training courses during March:

Training Topic	# of Attendees	# Prince Georges County Attendees	# of Bowie Attendees
Automation Tools to Run Your Business Smoothly	23	8	2
It’s Sales, Not Rocket Science –	36	10	2

Simple Sales Tactics to Close More Sales			
That's Awesome! Be Yourself to Create Clients	21	4	1
Borrowing for Small Businesses	19	2	0
EmpowHER Conference	100	20	2
Government Contracting for Beginners Pt. 1	31	6	2
Government Contracting for Beginners Pt. 2	28	5	3

April Bowie Report

Submitted May 13

Submitted by Dahlia Joseph, Program Manager, MWBC

The Maryland Women's Business Center (MWBC) continued to build strong momentum in April, with increased activity across programs, partnerships, and community engagement. The team hosted seven training sessions, providing entrepreneurs with valuable tools and insights to support business growth and sustainability.

In addition to programming, MWBC remained actively engaged with community partners and events, further strengthening relationships and expanding its reach across the region. These efforts reflect MWBC's ongoing commitment to delivering impactful resources, fostering collaboration, and supporting small businesses throughout the City of Bowie and Prince George's County.

We are very grateful for the City's support of our Founders Rising program, serving laid off federal workers transitioning to entrepreneurship. The City's \$10,000 sponsorship commitment will help us to serve Bowie residents more deeply as they navigate a new economic reality.

Business Counseling

MWBC provided counseling to 25 clients in Prince George's County, 5 of whom were from the City of Bowie. The most frequently discussed topics were:

- Business Startup/Pre-planning
- Business Operations
- Customer Relations

Community Engagement

In April, MWBC continued to expand its presence through meaningful community engagement and partnerships. Dahlia Joseph served as a judge in the Bowie State University Bulldog Pitch Competition, creating an opportunity to provide strategic feedback to emerging entrepreneurial talent and explore ways to better support and connect with student entrepreneurs.

MWBC also launched its Elements of Entrepreneurship Series, a four-part training designed for first-time entrepreneurs seeking guidance on starting their businesses. This series marks an important step in building a strong foundation for new business owners and will conclude on May 14th.

Shop Local

In April, Shop Local vendors generated \$12,038.73 in sales, reflecting steady engagement within the retail space. In response to ongoing conversations with vendors and a broader assessment of current market conditions, MWBC has offered participants the opportunity to extend their incubation period through December 2026. At this writing, 7 out of 9 vendors have requested to extend and MWBC is evaluating these requests.

Through these discussions, it has become increasingly clear that many small businesses need additional time and support before transitioning into independent retail spaces. MWBC recognizes that the incubation process is not linear, and we remain committed to meeting entrepreneurs where they are by providing flexible timelines and continued guidance.

In the coming month, MWBC will convene with vendors to assess their business goals and determine whether Shop Local remains the best environment to support those objectives, while also providing guidance to those preparing to transition out of the program.

Further demonstrating our commitment to the City of Bowie and the retail incubator, MWBC is hiring a Retail Incubator Manager to provide hand-on and specialized expertise to the participants based on the Bowie and Rockville stores. To date, 15 applications have been submitted; interviews have not commenced yet.

Programming: Training and Workshops

- MWBC hosted the following training courses during April:

Training Topic	# of Attendees	# Prince Georges County Attendees	# of Bowie Attendees
How To Do Business With Montgomery County	42	7	2
Coffee & Connections Frederick County	7	0	0

Know Your SBA Access Options	21	4	2
Elements of Entrepreneurship pt. 1	9	2	0
Elements of Entrepreneurship pt.2	10	3	0
Scaling Up Your Business with Modern Business Management Tools	13	1	1
Crafting Your Customer Centric LinkedIn Profile That Attracts Your Target Audience	20	2	1



Memorandum

TO: City Council

FROM: John Henry King, Economic Development Director

SUBJECT: Bowie Business Innovation Center (Bowie BIC) Update

DATE: 05/28/2026

The Executive Director of the Bowie Business Innovation Center (Bowie BIC) will provide an update on the City's business incubator located at Bowie State University.

Council appropriated \$150,000 in FY 2026, the fiscal year ending June 30, 2026, for support to the incubator.

An appropriation of \$150,000 for incubator support in Fiscal Year 2027 is included in the approved FY 27 budget. Staff will work with the Bowie BIC to identify appropriate performance milestones before the disbursement of funds.

Attached is the Consolidated BOWIE BIC Report July 2025 to June 2026

ATTACHMENTS:

1. 20260601 - Bowie BIC Year End Presentation
2. 20260601 - Bowie BIC Consolidated FY 2026 Reports as of May 28 2026

Bowie BIC Supports Bowie's Economic Development Strategy

*Strengthening Bowie's
Small Business Community*



FY26 IMPACT REPORT



**bowie business
innovation center**

Exponential business expansion

Presented by:

June Evans, Executive Director

Bowie Business Innovation Center (Bowie BIC)

Page 64 of 227

AGENDA

- Bowie BIC Team
- Board of Directors
- Mission
- Bowie BIC's FY26 City Impact
- Center of Excellence for 8(a) Government Contracting (8(a) COE)
- FY27 Partnership Proposal
- The Partnership Model & Leverage

MEET THE TEAM



June Evans
Executive Director



Crystal Clark
Operations Director



Rhenodda Moton
8(a) COE Program Manager



Antionetta Kelley
8(a) COE Grant Manager

BOARD OF DIRECTORS



**Jesse Buggs, Chair
City of Bowie**



**Mark Lawrence, Vice Chair
Inncuvate**



**Magdalena Gebrekristos,
Secretary
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**Robert Duru, Treasurer
M&T Bank**



**Eben Smith, Member
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**Isaias "Cy" Alba IV, Member
Piliero Mazza**



OUR MISSION:
EDUCATE.
EQUIP.
ELEVATE.

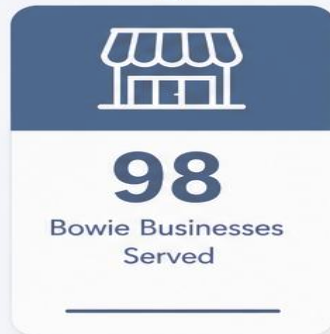
- Educate entrepreneurs on bankability and financial readiness
- Equip businesses to pursue government contracts
- Elevate business performance during growth and expansion

FY26 BOWIE BIC IMPACT SNAPSHOT

BOWIE BIC IMPACT FOR SMALL BUSINESSES IN THE CITY OF BOWIE



**bowie business
innovation center**
Exponential business expansion



BOWIE BUSINESSES. BOWIE JOBS. THE RETURN ON THE CITY'S INVESTMENT

BOWIE **FORWARD** 

FLAGSHIP PROGRAMS. REAL IMPACT.

 **InnovateBOWIE!
2025**



IMPACT IN 2025

-  **8** Bowie businesses
-  **\$2.47M** average revenue
-  **29** employees

 **Capital
Accelerator**



IMPACT IN 2025

-  **5** Bowie businesses
-  **\$5.7M** average revenue
-  **6** employees

 **8(a)
Accelerator**



IMPACT IN 2025

-  **1** Bowie business
-  **\$1M** revenue
-  **5** employees

 **Open Doors
Program**



IMPACT IN 2025

-  **8** Bowie businesses
-  **\$525K** average revenue
-  **19** employees



Center of Excellence

8(a) Government Contracting

Bowie BIC and business incentives may bring more federal contractors to Bowie.



○ HBCUs ○ 8(a) Firms ○ City of Bowie

RECOGNITION AS AN ASSET



2025 Named the **5th largest** business accelerator/incubator the state of Maryland by the **Baltimore Business Journal**.



NAMED A KEY ASSET
in the City of Bowie's
2022 Economic
Development Strategy
& Action Plan.



**ENDORSED BY
BOWIE STATE
UNIVERSITY**
as the innovation
anchor for the
Entrepreneurship
Living Learning
Community.



**THE ONLY
ACCELERATOR**
in Prince George's
County with a
dedicated
GovCon focus.



DRIVING IMPACT
Stronger partnerships.
Greater innovation.
A thriving Bowie.










BOWIE BUSINESS

STATE OF BOWIE BUSINESS

- 0.29 Jobs per resident
- 96 federal contractors vs. 3,998 county-wide
- 18% of Bowie's workforce are federal employees
- 13.1% office vacancy
- \$223M in annual retail leakage
















CHALLENGES IN BOWIE. SOLUTIONS THROUGH BOWIE BIC.

CHALLENGES	SOLUTIONS PROVIDED BY BOWIE BIC	
 <p>0.29 jobs per resident — lowest of all peer municipalities</p>	 <ul style="list-style-type: none"> • Entrepreneurship development • Small business growth • Partnering with Inncuvate to create Innovation districts such as Crafted in Bowie and BSU to launch Smart Bowie Sandbox • Partner with GBCC to support Commercial revitalization efforts and Attract employers and startups 	
 <p>96 federal contractors vs. 3,998 county-wide \$9.93B in unrealized contracting capacity</p>	 <p>Leverage federal GovCon programs and business incentives to expose scaling government contractors to Bowie</p>	
 <p>18% of Bowie's workforce are federal employees — highest of peer cities, most exposed/impacted by layoffs</p>	 <p>Expand GovCon Growth Lab to offer Fed to Founder Initiative</p>	
 <p>13.1% office vacancy — ~236K sq ft sitting empty</p>	 <ul style="list-style-type: none"> • Smart Bowie Sandbox Initiative • Innovation district concepts • CX Lab Launch • Entrepreneurial ecosystem development 	
 <p>\$223M in annual retail leakage — residents spending money outside Bowie</p>	 <p>CX Lab, Capital Accelerator, and InnovateBowie! attracts young professionals, connects businesses with local talent, and equip entrepreneurs and businesses to be investment ready.</p>	

STRATEGIC ALIGNMENT

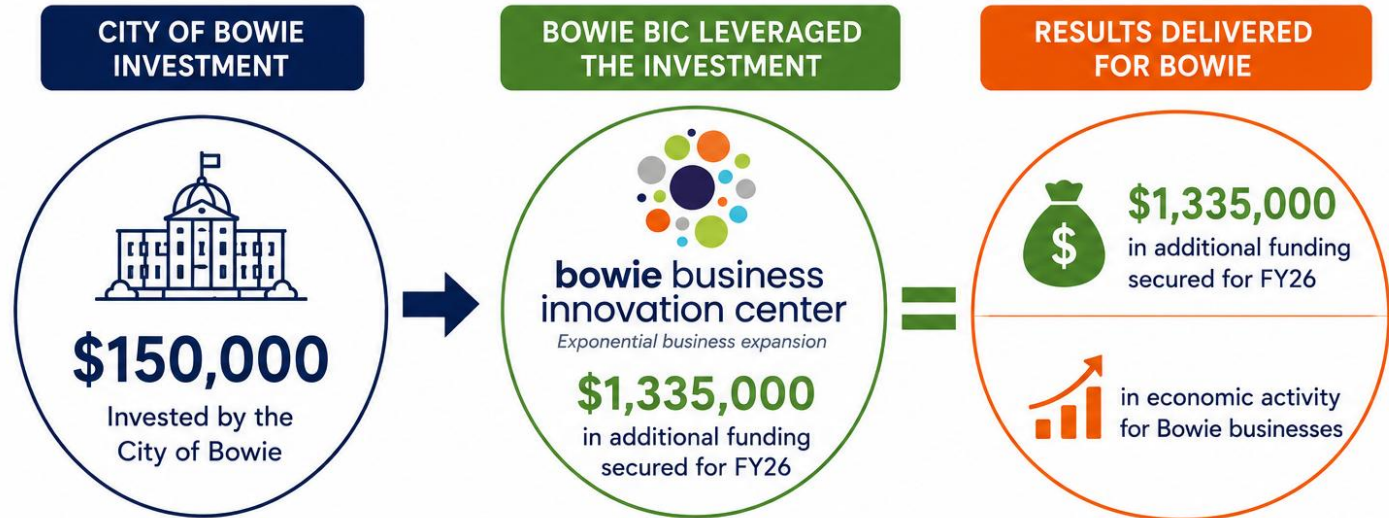
WITH

BOWIE BIC STRATEGIC PLAN AND CITY OF BOWIE 2022 ECONOMIC DEVELOPMENT PLAN

CITY OF BOWIE 2022 ECONOMIC DEVELOPMENT PLAN	BOWIE BIC 2026-2029 STRATEGIC PLAN IMPACT	EXPECTED OUTCOMES FOR BOWIE
 <p>Support Bowie BIC + Incentives for graduates</p>	 <p>Equip: 8(a) Accelerator, 8(a) COE, Commercial Lease Readiness</p>	 <p>54 companies introduced to commercial office space in Bowie</p>
 <p>Old Towne Bowie as maker/tech hub</p>	 <p>Expand: CX Lab, Smart Bowie Sandbox, Student Consulting Studio</p>	 <p>Co-brand with Bowie partners (GBCC, Incubate, and BSU)</p>
 <p>Attract IT, GovCon, Healthcare Services</p>	 <p>Equip: 8(a) Accelerator, 8(a) COE</p>	 <p>56M+ revenue generated</p>
 <p>Live Where you Work (keep talent in Bowie)</p>	 <p>Elevate: Capital Accelerator, Student Consulting Studio</p>	 <p>Tax revenue, Local jobs, Commercial activity</p>
 <p>BSU Anchor Partnership</p>	 <p>Expand: CX Lab, Smart Bowie Sandbox, Student Consulting Studio</p>	 <p>University-Industry Collaboration</p>

TURNING INVESTMENT INTO IMPACT

Bowie BIC transforms City investment into *measurable results*



- U.S. Small Business Administration
- Prince George’s County Council
- Capital One
- FSC First, Level Up Program
- TD Bank Foundation
- Capital Readiness Program
- International Monetary Fund

PARTNERSHIPS



8.9X RETURN ON INVESTMENT

For every \$1 the City of Bowie invested, Bowie BIC generated **\$8.90** in additional funding and economic activity for Bowie businesses.



FY26 Data: City of Bowie investment of \$150,000 leveraged to \$1,335,000 in additional funds.

HOW WE CAN *Work Together*

STRONGER PARTNERSHIPS. GREATER IMPACT. A THRIVING BOWIE.



**OLD TOWN BOWIE
MAKER DISTRICT**
Supporting commercial revitalization while promoting and celebrating Bowie businesses and the city's entrepreneurial spirit.



**BOWIE
MARYLAND**
City of Bowie
Creating a vibrant, innovative, and business-friendly community.



**bowie business
innovation center**
Exponential business expansion
Driving entrepreneurship, innovation, and economic growth.



**GREATER
Bowie**
CHAMBER of COMMERCE
Connecting businesses, advocating, and strengthening our business community.



MULTI-YEAR PROGRAM SUPPORT

Sustained investment and commitment for long-term impact and measurable results.



JOINT BUSINESS ATTRACTION INITIATIVES

Collaborate to attract and retain high-potential businesses that strengthen our local economy.



CO-BRANDED OUTREACH

Amplify our message and expand reach through coordinated marketing and communications.



SUPPORT FOR INNOVATION DISTRICT DEVELOPMENT

Work together to advance Bowie's innovation ecosystem and create a hub for opportunity and growth.

ONE CITY. ONE MISSION. MANY PARTNERS.
A STRONGER BOWIE.



STRONGER BUSINESSES



VIBRANT COMMUNITY



SUSTAINABLE GROWTH



SHARED SUCCESS

THANK YOU

Bowie Business Innovation Center
Entrepreneurship Living Learning
Community-Suite A131

Bowie State University

14000 Jericho Park Road

Bowie, MD 20715

Tel: 301-383-1550 /Fax: 301-383-1569

www.bowiebic.com |

june.evans@bowiebic.com



**bowie business
innovation center**

Exponential business expansion

City of Bowie FY26 Mid-Year Report

- 1. Continue to operate the Bowie Business Innovation Center in a manner that attracts, supports, and grows entrepreneurial growth-oriented businesses that ultimately locate within the City of Bowie.**

Bowie BIC’s purpose is to work with growth-oriented businesses. To help our clients stay focused on growth and possible location to the City of Bowie we have implemented a Growth Lab that combines intense interactive training with individual coaching sessions to help small businesses implement what they have learned. Our goal with the Growth Lab is to assist businesses with developing a growth strategy that allows them to scale and expand in the City of Bowie.

- 2. Continue to develop and implement plans to locate BIC clients/graduates within the City of Bowie. Provide a separate mid-year update report to the city by December 1, 2025.**

In FY26 the Bowie BIC updated its intake form to identify businesses actively seeking or are interested in the future of locating their business to the City of Bowie. When businesses express interest, the Bowie BIC will share this information with the City of Bowie Economic Development Office for further assistance or referrals. I recommend that we discuss a process for referring and working with businesses interested in commercial lease space.

Mid-Year Summary Table

Services	# of Participants	# of Sessions	# of Bowie Based Businesses	# of participants looking for office space
Open Doors	45	15	6	0
8(a) Accelerator Briefing	65	1	2	0
8(a) Accelerator Meet & Greet	32	2	1	0
8(a) Accelerator cohort 13	13	7	2	0
GovCon Growth Lab	17	5	1	9
Business Blueprint Expo w/ District 6	314	1	18	N/A
InnovateBOWIE! 2025	45	1	8	1

List of Bowie BIC participants that are interested and/or actively looking for commercial lease space.

City of Bowie FY26 Mid-Year Report

Tarita Lewis – CEO, Government Contract Support – tlewis@govconsupport.com – 202-486-8629

Rosario Gonzalez – CEO & Founder, American & Co LLC dba 1790 Coffee – sales@1790coffee.com – 202-631-1521

Pathik Jayani – CEO, Blue Whale Apps LLC – pathik@bluewhaleapps.com – 561-753-0776

Madhu Joshi – President & CEO, RestonLogic LLC – madhu.joshi@restonlogic.com – 703-402-6105

Kiecemon Walker – Owner, Welding Repair LLC – hotsteel@mail.com – 443-630-7285

Karena Smith – CEO, Red Jewels Properties LLC – ksmith@redjewelsproperties.com – 240-531-1930

Demetrius Richardson – CEO/Owner, H4Y Technology Solutions LLC – demetriusrichardson@h4ytechsolutions.com – 443-572-1437

Christen DeMederios – Founder, Workplace Renaissance – christen@wellwpr.com – 240-421-0563

Deneen Williams – Priwils – Deneen.williams@priwils.com – 202-941-5070

3. Continue to build visibility, further expand its corporate sponsorship support, and leverage new program and counseling resources.

Due to budget constraints, the Bowie BIC was unable to continue to retain public relations and branding support with VSJ & Co and grant writing support for FY26. To assist the organization with visibility and outreach, the BIC attends monthly ecosystem building meetings with Prince George’s County Economic Development Corporation and the Maryland Business Incubator Association.

Bowie BIC has not retained any additional corporate sponsorship since FY26 began; however, we are still leveraging our partnership with the Capital Region Minority Supplier Development Council and FSC First to promote our Growth Labs and Capital Accelerator.

The Bowie BIC has partnered with FSC First and TD Charity Foundation to include additional business counseling services for participants in the Capital Accelerator.

4. Report the client count and include a count of how many owners have addresses in the City of Bowie and how many of the clients have business addresses in the City.

# of Participants	# of Bowie Based Businesses	# of Bowie Residents	# of participants looking for office space
531	38	7	10

City of Bowie FY26 Mid-Year Report

5. Record and report the number of clients referred to the Bowie BIC by other business assistance programs operating in Bowie to include the SBDC, MWBC, and APEX.

Bowie BIC received the following referrals from resource partners:

FSC First – 7

Capital Region Minority Supplier Development Council (CRMSDC) – 34

List of Contractors/Vendors for FY26

Independent Consultants

Raymond Green

LeKisha Devine

Contractors

Asana, Inc

Dixon Turnbull

Gatewood Marketing

GrowthWheel International

MTBW Services

Nolan Mackenzie

Raven Run Consulting

CMT Services

Brace Management Group

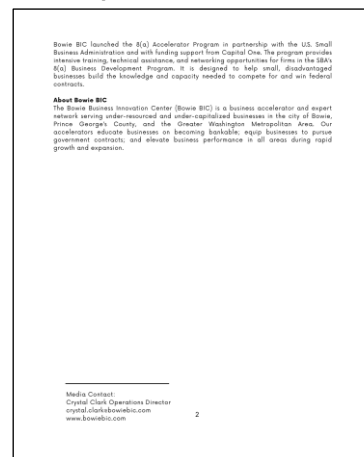
Bowie BIC's Operations Report: July 1 – December 31, 2025

- 1. Continue to operate the Bowie Business Innovation Center in a manner that attracts, supports, and grows entrepreneurial growth-oriented businesses that ultimately locate within the City of Bowie.** The BIC's mission is to work with growth-oriented businesses. To help our clients stay focused on growth and possible location to the City of Bowie we have launched the Growth Lab that includes both training and technical assistance that help businesses scale. All training sessions include information about leasing commercial office space. The Bowie BIC collects information from participants that are interested in opening an office or relocating their office.
- 2. To develop and implement plans to locate BIC clients/graduates within the City of Bowie.** The Bowie BIC Open Door Series, Bowie BIC on the Move workshops, Capital Accelerator, and Growth Lab attract growth-oriented businesses and include information and guidance to businesses interested in locating within the City of Bowie. Bowie BIC collects these businesses' contact information and shares this information with the Economic Development Director. We included this information in our mid-year report and will forward this information on a monthly basis if needed. Please see below the current list of businesses interested in opening an office space as of December 15, 2025.

Lychel Carmichael
Goddess Lux Cosmetics
MrsIbaker2@gmail.com
202.666-9363

- 3. Continue to build visibility, further expand its corporate sponsorship support, and leverage new program and counseling resources.** The

Bowie BIC's theme for FY26 is "Creating Impact". To demonstrate and communicate the impact we are making the BIC has made a concerted effort to collect impact stories and testimonials. Our impact stories and testimonials are shared with the community via social media, email, and our website. Our theme "Creating Impact" is designed to build visibility, expand our corporate sponsorship support, and leverage new resources for our clients and participants. Please see below an impact story and testimonial collected and shared during this fiscal year.



4. **Report the client count and include a count of how many owners have addresses in the City of Bowie and how many of the clients have business addresses in the city.** During this reporting period Bowie BIC has 56 businesses located in the City of Bowie and 7 owners addresses located in the City of Bowie.

5. Record and report the number of clients referred to the Bowie BIC by other business assistance programs operating in Bowie to include the SBDC, MWBC, and APEX.

SBDC	MWBC	APEX	OTHER (FSC First & CRMSDC)
392	0	0	48

6. Detailed list of any consultants or contractors used by BBIC to deliver services under this agreement

Independent Consultants

Raymond Green
LaKisha Devine
Lewis Powell
Jerome

Contractors

Asana, Inc
Dixon Turnbull
EZ GovOpps Market Intelligence
Fed Consult
Gatewood Marketing
GrowthWheel International
MTBW Services
Nolan Mackenzie
Raven Run Consulting
JA Accounting & Tax Services

Volunteers

Donna Bryant, QuickBooks
Annette Johnson, Pricing
Malcolm Tyson, Product Development & Innovation
Thomas Ellis, Sales and Networking
Marvin Harris, Artificial Intelligence
Tianya Edgerton, Business Insurance
Andre Rogers, Contract Finance Options
Pamela J. Green, Human Resources
Anthony Williams, Capital

INCUBATOR UPDATE

July 2025

As of June 30, 2025, there are 6 Bowie BIC client companies in our core business accelerator program—2 Resident companies and 3 Affiliate/Non-Resident/Graduate companies.

August 2025

No board meeting in August 2025

September 2025

As of August 31, 2025, there are 6 Bowie BIC client companies in our core business accelerator program—2 Resident companies and 3 Affiliate/Non-Resident/Graduate companies.

October 2025

As of September 30, 2025, there are 6 Bowie BIC client companies in our core business accelerator program—2 Resident companies and 4 Affiliate/Non-Resident/Graduate companies.

November 2025

As of October 31, 2025, there are 6 Bowie BIC client companies in our core business accelerator program—2 Resident companies and 4 Affiliate/Non-Resident/Graduate companies.

December 2025

As of November 30, 2025, there are 6 Bowie BIC client companies in our core business accelerator program—2 Resident companies and 4 Affiliate/Non-Resident/Graduate companies.

January 2025

As of December 31, 2025, there are 7 Bowie BIC client companies in our core business accelerator program—3 Resident companies and 4 Affiliate/Non-Resident/Graduate companies.

PROGRAM HIGHLIGHTS & COUNSELING & TRAINING

July 2025

PROGRAM HIGHLIGHTS for FY25

Program (as of June 30,2025)	Participation
8(a) Accelerator	64
Capital Accelerator	44
Federal Collaborative Contracting Accelerator	28 (12 HBCUs / 16 8a)
Networking Events	337
Open Doors	265
Information Sessions	392
8(a) COE Workshops	246
TOTAL	1,376

Dates	Training/Counseling/Events	Instructor/Program	Attendees
June 4, 2025	QuickBooks Open Door	Donna Bryant, D Bryant Consulting	5
June 10, 2025	Business Planning Open Door	Mark Wells, SBDC	0
June 11, 2025	Effortless LinkedIn Growth Workshop	Thomas Ellis, EWC Consulting	29

June 17, 2025	TEDCO Open Door	Malcom Tyson, TEDCO	6
June 17,2025	Access to Capital Open Door	Anthony Williams, MMG	6
June 27, 2025	Franchising 101 Open Door	Haillie Williams, Right Next Door	5
	MWBC Counseling	Karen Sippel, MWBC	N/A
	PTAC Counseling	PTAC	N/A
	SBDC Counseling	Mark Wells/SBDC	85
	Total		136

August 2025

No board meeting in August 2025

September 2025

PROGRAM HIGHLIGHTS

Program (as of August 31,2025)	Participation/Updates
8(a) Accelerator	Cohort 13 scheduled to begin October 10th
Capital Accelerator	Cohort 7 start date TBD
Federal Collaborative Contracting Accelerator	Cohort 3 (final cohort) scheduled to begin February 2026. Year 3 annual report due 9/30/25.
Networking Events	SBA Business Development Workshop Series scheduled to begin November 2025
Open Doors	No Open-Door sessions during the month of August
Information Sessions	No information sessions

	scheduled during the month of August.
8(a) COE Workshops	SBA Business Development Workshop Series scheduled to begin November 2025. Mentor Protégé workshops are postponed until a new PM is hired.

August 2025 Training/Counseling/Events	Instructor/Program	Attendees
MWBC Counseling	MWBC	N/A
APEX Counseling	APEX	N/A
SBDC Counseling	Mark Wells, SBDC	59
Total		59

October 2025

Program Highlights

Program (as of September 30 ,2025)	Participation
8(a) Accelerator	0
Capital Accelerator	0
Networking Events	0
Open Doors	12

Information Sessions	82
8(a) COE Workshops	0
Capital Readiness: Growth Lab	0
TOTAL	94

COUNSELING AND TRAINING

Dates	September 2025 Training/Counseling/Events	Instructor/Program	Attendees
Sept 2, 2025	Gov/Con Insight Open Door	Andre Rogers, e3insight LLC	6
Sept 9, 2025	QuickBooks Open Door	Donna Bryant, D Bryant Consulting	0
Sept 10, 2025	Sales Strategies Open Door	Thomas Ellis, EWC Consulting	3
Sept 17, 2025	Tech Innovation & AI Open Door	Marvin Harris, Compound Leverage	3
Sept 19, 2025	8(a) Accelerator Program Briefing	Bowie BIC & QC Jones, Nolan & Mackenzie	65
Sept 24, 2025	Bowie BIC 8(a) Accelerator Meet & Greet	Bowie BIC & QC Jones, Nolan & Mackenzie	17
	MWBC Counseling		N/A
	PTAC Counseling	PTAC	N/A
	SBDC Counseling	Mark Wells, SBDC	67
	Total		161

November 2025

Program Highlights

Program (as of October 31, 2025)	Participation
8(a) Accelerator	13
Capital Accelerator	0
Networking Events	314

Open Doors	15
Information Sessions	97
8(a) COE Workshops	0
Capital Readiness: GovCon Growth Lab	16
TOTAL	455

COUNSELING AND TRAINING

Dates	Training/Counseling/Events	Instructor/Program	Attendees
Oct 1, 2025	QuickBooks Open Door	Donna Bryant, D Bryant Consulting	1
Oct 3, 2025	Bowie BIC 8(a) Accelerator Meet & Greet	Bowie BIC & QC Jones, Nolan &Mackenzie	15
Oct 9, 2025	Gov/Con Pricing Open Door	Annette Johnson, CMT Servi ces	3
Oct 10, 2025	8(a) Accelerator Program	Bowie BIC & QC Jones, Nolan &Mackenzie	13
Oct 11, 2025	Capital Readiness Program: Gov/Con Growth Lab	Raymond Green	13
Oct 15, 2025	TEDCO Open Door	Malcom Tyson, TEDCO	3
Oct 21, 2025	District 6 Business Expo	Council Member Wala Blegay & Bowie BIC	314
Oct 24, 2025	Franchising 101 Open Door	Haillie Williams, Right Next Door	1
	MWBC Counseling		N/A
	PTAC Counseling	PTAC	N/A
	SBDC Counseling	Mark Wells, SBDC	86
	Total		449

December 2025

Program Highlights

Program (as of November 30, 2025)	Participation
8(a) Accelerator	13
Capital Accelerator	0
Networking Events	356
Open Doors	24
Information Sessions	97
8(a) COE Workshops	0
Capital Readiness: Growth Lab	16
TOTAL	506

COUNSELING AND TRAINING

Dates	Training/Counseling/Events	Instructor/Program	Attendees
Nov 4, 2025	Gov/Con Insight Open Door	Andre Rogers, e3insight LLC	3
Nov 5, 2025	QuickBooks Open Door	Donna Bryant, D Bryant Consulting	0
Nov 12, 2025	Sales Strategies Open Door	Thomas Ellis, EWC Consulting	1
Nov 20, 2025	InnovateBowie! 2025	Bowie BIC	42
Nov 21, 2025	Franchising 101 Open Door	Haillie Williams, Right Next Door	13
	MWBC Counseling		N/A
	PTAC Counseling	PTAC	N/A
	SBDC Counseling	Mark Wells, SBDC	47
	Total		106

January 2026

Program Highlights

Program (as of December 31, 2025)	Participation
8(a) Accelerator	13
Capital Accelerator	0
Networking Events	409
Open Doors	48
Information Sessions	97
8(a) COE Workshops	31
Capital Readiness: GovCon Growth Lab	16
TOTAL	614

COUNSELING AND TRAINING

Dates	Training/Counseling/Events	Instructor/Program	Attendees
Dec 2, 2025	LinkedIn Business Card	Thomas Ellis	19
Dec 3, 2025	QuickBooks Open Door	Donna Bryant, D Bryant Consulting	5
Dec 3, 2025	Sales Strategies Open Door	Thomas Ellis, EWC Consulting	0
Dec 4, 2025	COE Empowering Partnerships	Bowie BIC	31
Dec 11, 2025	8(a) Holiday Connections	Bowie BIC	53
	MWBC Counseling		N/A
	PTAC Counseling	PTAC	N/A
	SBDC Counseling	Mark Wells, SBDC	48
	Total		156

City of Bowie Businesses

Months	Businesses	Residential
June	11	1
July	0	0
August	0	0
September	5	0
October	18	5
November	8	0
December	14	1
Total	56	7

BOWIE BIC OPERATIONS UPDATE

July 2025

Accounting & Financial Management:

- FY26 budget approved.
- The Bowie BIC is working with the BSU program team to submit monthly program reports and T&E logs and the grants accountant team to provide Bowie BIC with an updated program expense report.
- The Operations Director is working with the accountant to ensure that all 8(a) COE expenses are classified in the correct budget item going back to FY22. This reconciliation must take place before Bowie BIC can prepare the FY26 organizational budget and engage FS Taylor to conduct our FY23 financial review. The Operations Director is responsible for managing this process.

HR Management:

- The 8(a) COE Program Manager position will be posted by July 21, 2025.

Legal:

- The Bowie BIC will engage in another retainer contract with Dixon Turnbull to continue supporting the 8(a) COE and Bowie BIC.
- Working with Dixon Turnbull to draft an amendment to BSU's Subcontract Agreement.
- The Bowie BIC has engaged Dixon Turnbull on legal services regarding compliance with budget modifications for the grant.

Marketing:

Attended two outreach events to promote all Bowie BIC programs.

No new marketing efforts to date. The draft FY 26 budget includes updating Bowie BIC and 8(a) COE marketing materials and purchasing new pop-up banners and promotional materials.

August 2025

No board meeting in August 2025

September 2025**Accounting & Financial Management:**

- The Bowie BIC is working with the BSU program team to submit monthly program reports and T&E logs and the grants accountant team to provide Bowie BIC with an updated program expense report.
- The Bowie BIC has entered into a contract with FS Taylor to begin the financial review for 2023. Crystal is working with the accountant to manage the review process.

HR Management:

- Updates on the 8(a) COE Program Manager position
 - 117 resumes received and sourced.
 - Top 11 resumes forwarded to the Executive Director for review.
 - 7 candidates were interviewed for the position
 - Top three candidates do not meet all the minimum requirements for the position.
 - Executive Director's recommendation is to update the job description and repost.

Legal:

- No legal issues during the month of August.

Marketing:

The Operations Director and Administrative Assistant are working with Gatewood Marketing to update our website and fix constant errors with our site and applications.

October 2025

Accounting & Financial Management:

- The Bowie BIC is working with the BSU program team to submit monthly program reports and T&E logs and the grants accountant team to provide Bowie BIC with an updated program expense report.
- The Bowie BIC has entered into a contract with FS Taylor to begin the financial review for 2023. Crystal is working with the accountant to manage the review process.
- FS Taylor will begin Bowie BIC FY24 taxes in November 2025.

HR Management:

- Conducted second round of interviews with the Chair and Vice Chair.
- The Bowie BIC selected Rhenodda Moton as the new Program Manager for the 8(a) COE.
- Bowie BIC hired BSU intern to assist with data collection and analysis and marketing.

Legal:

- No legal issues during the month of August.

Marketing:

The Operations Director and Administrative Assistant are working with Gatewood Marketing to update our website and fix constant errors with our site and applications.

November 2025**Accounting & Financial Management:**

- The Bowie BIC is working with the BSU program team to submit monthly program reports and T&E logs and the grants accountant team to provide Bowie BIC with an updated program expense report.
- The Bowie BIC has entered into a contract with FS Taylor to begin the financial review for 2023. Crystal is working with the accountant to manage the review process.
- FS Taylor will begin Bowie BIC FY24 taxes in November 2025.

HR Management:

- Conducted second round of interviews with the Chair and Vice Chair.
- The Bowie BIC selected Rhenodda Moton as the new Program Manager for the 8(a) COE.
- Bowie BIC hired BSU intern to assist with data collection and analysis and marketing.

Legal:

- No legal issues during the month of August.

Marketing:

The Operations Director and Administrative Assistant are working with Gatewood Marketing to update our website and fix constant errors with our site and applications.

December 2025

Accounting & Financial Management:

- The Bowie BIC is working with the BSU program team to submit monthly program reports and T&E logs and the grants accountant team to provide Bowie BIC with an updated program expense report.
- 8(a) COE budget is in process.
- FY23 and FY24 IRS form 990s are completed.
- Bowie BIC FY24 taxes are completed
- MD Secretary of State Charity Registration Renewal Form submitted

HR Management:

- Preparing to conduct staff 6-month performance review in January 2026.
- Crystal Clark, operations director 3% increase was approved.

Legal:

- No legal issues during the month of October or November 2025.

Marketing:

The Operations Director and Administrative Assistant are working with Gatewood Marketing to update our website and fix constant errors with our site and applications.

January 2026

Accounting & Financial Management:

- The Bowie BIC is working with the BSU program team to submit monthly program reports and T&E logs and the grants accountant team to provide Bowie BIC with an updated program expense report.
- 8(a) COE budget is in process.
- FY23 and FY24 IRS form 990s are completed.
- FY24 Financial Review completed.

- Bowie BIC FY24 taxes are completed
- MD Secretary of State Charity Registration Renewal Form submitted

HR Management:

- Preparing to conduct staff 6-month performance review in January 2026.
- Jordan Young, Administrative Assistant was laid off as of December 31, 2025.

Legal:

- No legal issues during the month of December 2025.

Marketing:

- The Operations Director and Administrative Assistant are working with Gatewood Marketing to update our website and fix constant errors with our site and applications.
- I received feedback from Mark Lawrence on updated strategic plan. Waiting for additional feedback before moving forward.

BUSINESS DEVELOPMENT (FY26: July 1, 2025 – December 31, 2025)

Funding Budgeted	Amount Requested	Amount Awarded	Status
City of Bowie	\$175,000.00	\$150,000.00	Approved
Capital One	\$175,000.00	\$175,000.00	Approved
FSC First	\$25,000.00	\$18,000.00	Approved
TD Foundation (Discovery Form)	\$100,000.00	\$75,000.00	Approved
8(a) COE	\$1,000,000.00	\$650,000.00	Approved
Capital Readiness Program	\$27,500.00	\$16,500.00	Approved
County Council	\$100,000.00	\$42,500.00	Approved
County Council District IV	\$10,000.00	\$0.00	Application available 10/25
County Council District VI	\$10,000.00	\$0.00	Application available 10/25

County Council District IX	\$10,000.00	\$0.00	Application available 10/25
Bank of America Small Business Resiliency funding	\$50,000.00	\$0.00	Not Awarded
Nasdaq Foundation	\$60,000.00	\$0.00	Not Awarded
TOTAL	\$1,742,500.00	1,065,000.00	

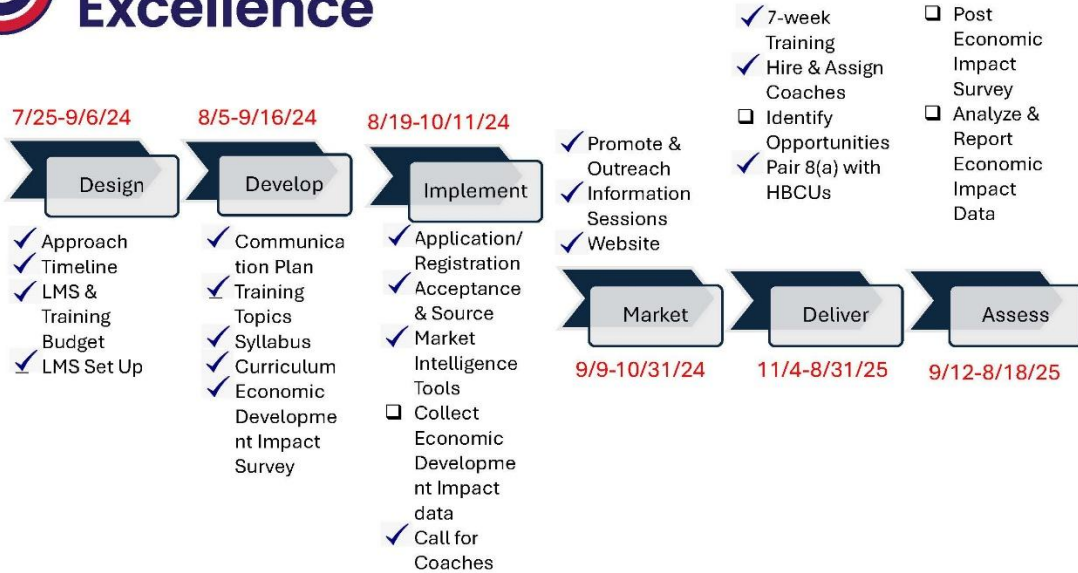
FY27 Grant Pipeline

Funding Budgeted	Amount Requested	Amount Awarded	Status
City of Bowie	\$175,000.00		Meeting with City Manager scheduled for 12.18.25
Capital One Grant	\$175,000.00		
FSC First	\$18,000.00		
TD Charitable Foundation	\$75,000.00		
Wells Fargo Foundation	\$25,000.00		
Prince George's County Community Block Grant	\$80,000.00		Submitted
Prince George's County Community Partnership Grant	\$75,000.00		Submitted
Bank of America Small Business Resiliency Fund	\$50,000.00		
Nasdaq Foundation	\$60,000.00		
BGE	\$10,000.00		
TOTAL			

PROGRAM UPDATES

July 2025

8(a) Government Contracting Center of Excellence



BUDGET

What is the updated budget and spend plan given the no cost extension?

Category	Program Budget	BOWIE BIC Budget	BSU Budget
Personnel	\$1,041,674.00	\$637,107.00	\$404,567.00
Fringe Benefits	\$96,720.00	\$40,710.00	\$56,010.00
Travel	\$112,500.00	\$45,000.00	\$67,500.00
Equipment	\$154,900.00	\$4,900.00	*\$150,000.00
Supplies	\$21,451.00	\$21,451.00	\$0.00
Contractual	\$1,161,663.00	*\$1,051,663.00	*\$110,000.00
Other	\$59,221.00	\$59,221.00	\$0.00
Total Direct	\$2,647,629.00	\$1,860,052.00	\$788,077.00
Indirect Costs	\$351,871.00	\$93,948.00	\$257,923.00
Total Budget	\$3,000,000.00	*\$1,954,000.00	*\$1,046,000.00

**On 11-9-24 BSU provided a proposed budget to support curriculum design*

and development for Phase I (training). The budget is for a total of \$200,000.00 (requested \$150,000 for equipment to cover licensing and technical support for Blackboard and \$50,000.00 to cover 2 additional Instructional Designers). Although BSU’s proposed budget is pending, this budget update reflects these changes. Therefore, funds are transferred from BOWIE BIC Contractual Services budget into BSU’s budget. The proposed budget will be sent to the Board for review and approval. Once the updated changes are approved by the Board, we will submit another budget modification to SBA due to \$200,000 additional funding exceeding 10%.

Bowie BIC Proposed Spend Plan

Bowie BIC Proposed Spend Plan								
Category	BOWIE BIC	FY23	FY24	FY25	FY26	FY27	Subtotal	Balance
Personnel	\$637,107.00	\$48,252.68	\$192,174.51	\$237,628.05	\$237,628.05	\$237,628.05	\$953,311.34	-\$316,204.34
Fringe Benefits		\$2,902.21	\$1,982.59	\$5,325.19	\$5,325.19	\$5,325.19	\$17,958.16	\$22,751.84
Travel	\$40,710.00	\$0.00	\$9,943.53	\$1,500.00	\$1,500.00	\$1,500.00	\$14,443.53	\$30,556.47
Equipment	\$45,000.00	\$3,529.69	\$2,414.40	\$0.00	\$0.00	\$0.00	\$5,944.09	-\$1,044.09
Supplies	\$4,900.00	\$658.09	\$519.19	\$1,500.00	\$1,500.00	\$1,500.00	\$5,677.28	\$15,773.72
Contractual	\$1,251,663.00	\$18,163.50	\$45,114.06	\$145,000.00	\$145,000.00	\$145,000.00	\$498,277.56	\$753,385.44
Other	\$59,221.00	\$0.00	\$16,613.91	\$17,112.3273	\$17,625.6968	\$18,154.4677	\$69,506.4018	-\$10,285.4018
Total Direct	\$2,060,052.00							
Indirect Costs		\$0.00	\$32,756.50	\$18,897.16	\$18,897.16	\$18,897.16	\$94,447.98	-\$499.98
Total	\$2,154,000.00	\$73,506.17	\$301,518.69	\$426,962.727	\$427,476.097	\$428,004.868	\$1,659,566.34	\$494,433.66

SBA Site Visit

The Bowie BIC has yet to receive feedback from the SBA Grants Office regarding the site visit conducted in February 2025.

August 2025

No Board Meeting in August 2025

September 2025

8(a) Government Contracting Center of Excellence



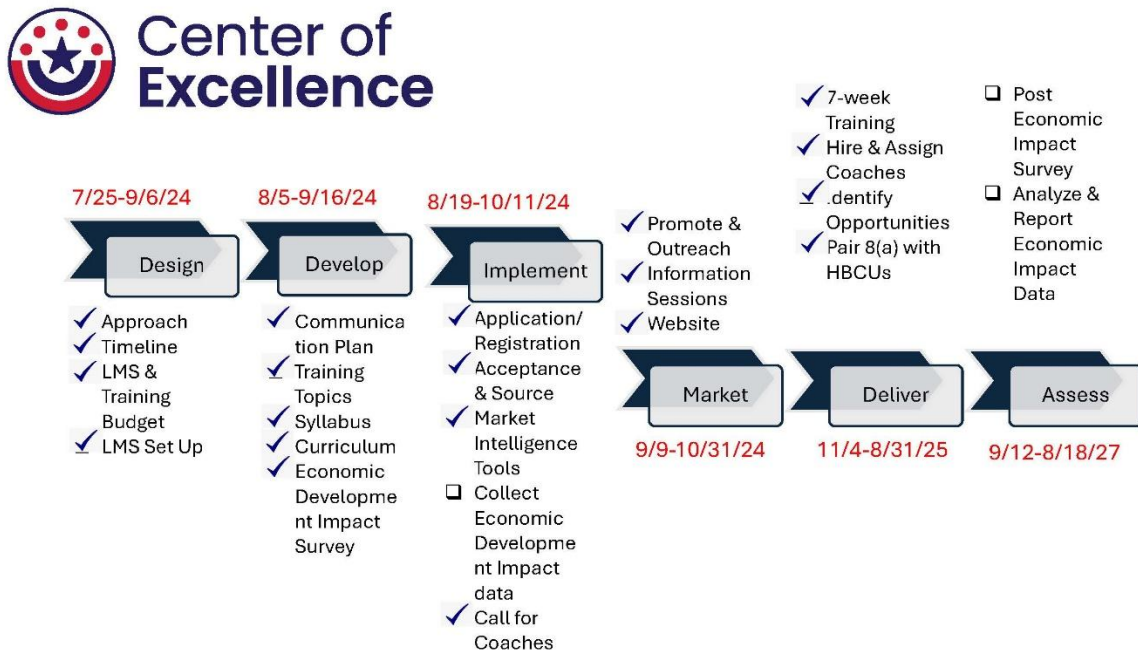
- Year 3 SBA Annual Report due 9/30/25. The Executive Director plans to have a draft ready for review and feedback by 9/19/25.
- Cohort 1 training complete (3 HBCUs and 11 8(a) firms)
- Cohort 1 coaching program is in progress. Coaches are assigned to assist HBCU partners in cohort 1 with the following task:
 - Assessing their accounting systems
 - Assessing their capacity and capabilities
 - Creating capability statements
 - Identifying federal procurement opportunities
 - Working with pairing participants that have opportunities currently in the pipeline
- Cohort 2 training complete (9 HBCUs and 5 8(a) firms)
- Waiting for new Program Manager to begin coaching program.
- Still waiting for feedback from BSU regarding the updated subcontract

agreement

- Cohort 3 will launch after we have signed an updated subcontract agreement.
- BSU and Bowie BIC will compile lessons learned from cohort 2
- BSU and Bowie BIC are putting together a proposed timeline for cohort 3 to launch in February 2026.
- Bowie BIC is looking for additional ways to engage the 8(a)-community at large and to support the 8(a) Accelerator Alum as part of the 8(a) COE.

October 2025

8(a) Government Contracting Center of Excellence



Year 3 Activities

- Amended Subcontract Agreement ready for signature
- Proposed program rollout schedule begins January 23, 2026.
- Recruiting for cohort 3 begins November 2025.

- Three HBCUS are working with coaches to build capacity and infrastructure for government contracting.
- Two HBCUs are working with America’s Workforce to pursue a workforce development grant.
- Preparing to host a workshop on “How to navigate a Federal Government Shutdown” on October 24th.
- FCCA Pipeline project for 8(a) Accelerator Alum launches in November 2025

November 2025

8(a) Government Contracting Center of Excellence



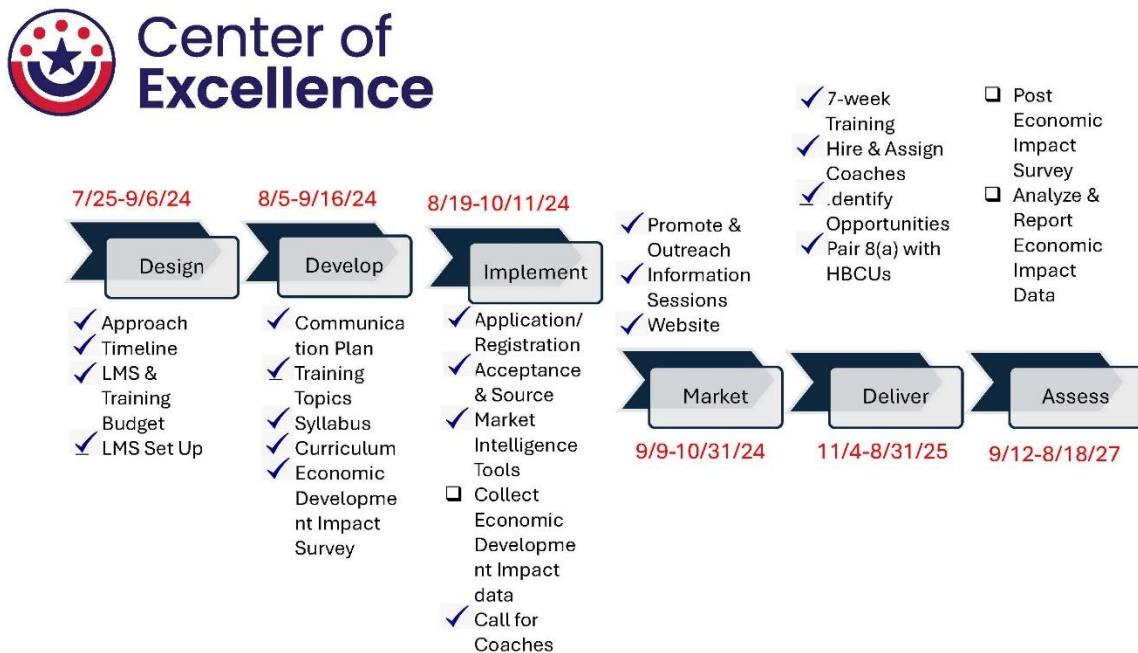
Year 3 Activities

- Amended Subcontract Agreement ready for signature
- Proposed program rollout schedule begins January 23, 2026.
- Recruiting for cohort 3 begins November 2025.

- Three HBCUS are working with coaches to build capacity and infrastructure for government contracting.
- Two HBCUs are working with America’s Workforce to pursue a workforce development grant.
- Preparing to host a workshop on “How to navigate a Federal Government Shutdown” on October 24th.
- FCCA Pipeline project for 8(a) Accelerator Alum launches in November 2025

December 2025

8(a) Government Contracting Center of Excellence



Year 3 Activities

- Amended Subcontract Agreement signed.

- Proposed program rollout schedule awaiting confirmation.
- 6 HBCUS are working with coaches to build capacity and infrastructure for government contracting.
- Two HBCUs are working with America’s Workforce to pursue a workforce development grant.
- 12 HBCUs are currently active in the program
- 14 8(a) firms are currently active in the program.

8(a) Accelerator

- Bowie BIC received twenty-two (22) applications from companies interested in Bowie BIC 8(a) Accelerator Program. All 22 applicants were invited to be interviewed for Cohort 13. Of the 22 applicants who expressed interest, fourteen (14) scheduled interviews and thirteen (13) were subsequently accepted into the 8(a) Accelerator Program. The complete list of accepted applicants is attached to this document.
- The following includes the profile of the participating companies in Cohort 13: Profile of Companies in Cohort 13

Industry Specialties	7 Information Technology, 4 Professional Services, and 2 Construction
Combined Total Revenues	\$44,222,591
Average Annual Revenues	\$3,401,737.77
Largest Company	HEP Construction- \$23,000,000 Navancio - \$10,000,000
Smallest Company	Risk Pro Solutions, LLC - \$181,000

InnovateBowie! 2025

- InnovateBowie! was created by the Bowie Business Innovation Center (Bowie BIC) to celebrate the City of Bowie’s vibrant and evolving entrepreneurial ecosystem. Each year, the event brings together local, state, and national partners to showcase Bowie’s business success stories,

highlight emerging technologies, and strengthen the network of entrepreneurs driving regional growth. The program reflects Bowie BIC's mission to connect innovation, education, and entrepreneurship—fostering partnerships among businesses, academic institutions, and public sector leaders that fuel Bowie's economic future.

- Forty-three (43) people attended the event

2025 Focus: Advanced Manufacturing

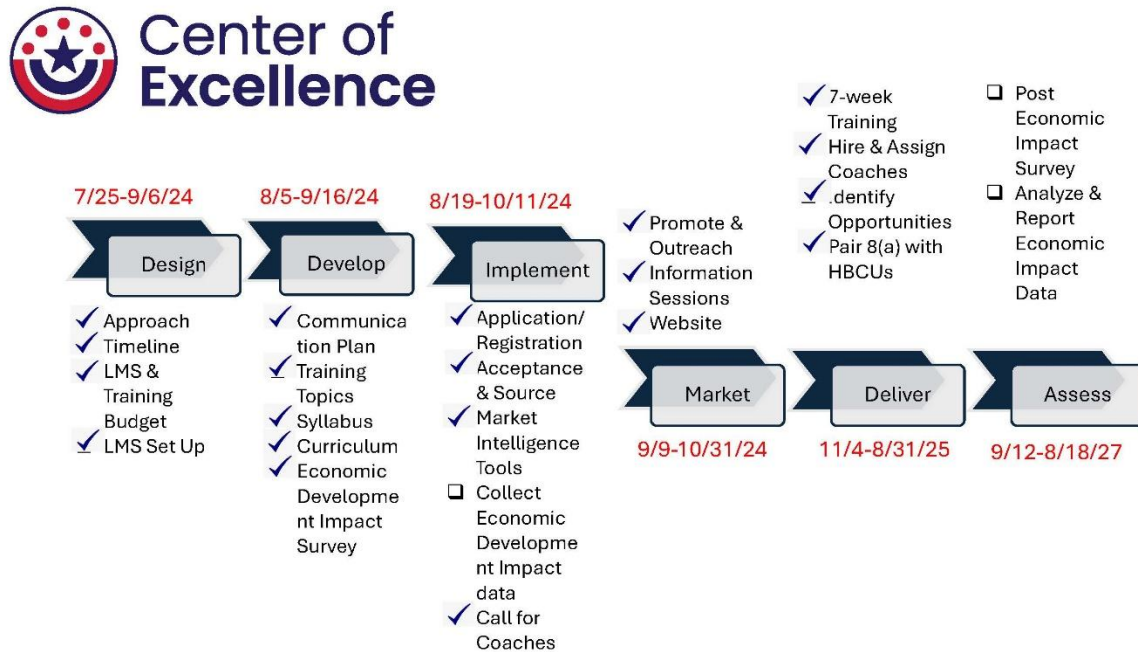
- This year's theme, *"Where Innovation, Education, and Entrepreneurship Meet,"* will spotlight advanced manufacturing as a driver of innovation, sustainability, and workforce opportunity.
- The event will explore how Bowie-based manufacturers, Bowie State University, and the City of Bowie are collaborating to strengthen local industry through technology, research, and strategic development.
- Attendees will hear from industry leaders, educators, and policymakers about how advanced manufacturing is transforming production, supply chains, and small business growth across Maryland.

GovCon Growth Lab

- Sixteen small business owners participated in the program.
- The 2025 Gov/Con Growth Lab delivered measurable impact across multiple small businesses seeking to grow in the government contracting and AI-readiness arena. Participants reported increased confidence, deeper understanding of FAR regulations, stronger capture management strategies, and immediate operational improvements powered by AI-driven workflows. Several businesses implemented new proposal strategies, targeted agency lists, digital employees, pricing tools, and compliance systems as a direct result of the program. The instructional partnership between Lewis Powell and Marvin Harris provided tactical, actionable intelligence that accelerated each participant's readiness to compete and scale.

January 2026

8(a) Government Contracting Center of Excellence



Year 3 Activities

- Amended Subcontract Agreement signed.
- Proposed program rollout schedule postponed.
- Recruiting for cohort 3 consist of hosting two workshops – Empowering Partnerships for 8(a) firms’ workshop and Introducing the SPEED contract vehicle workshop.
- 6 HBCUS are working with coaches to build capacity and infrastructure for government contracting.
- Two HBCUs are working with America’s Workforce to pursue a workforce development grant.
- 12 HBCUs are currently active in the program
- 14 8(a) firms are currently active in the program.

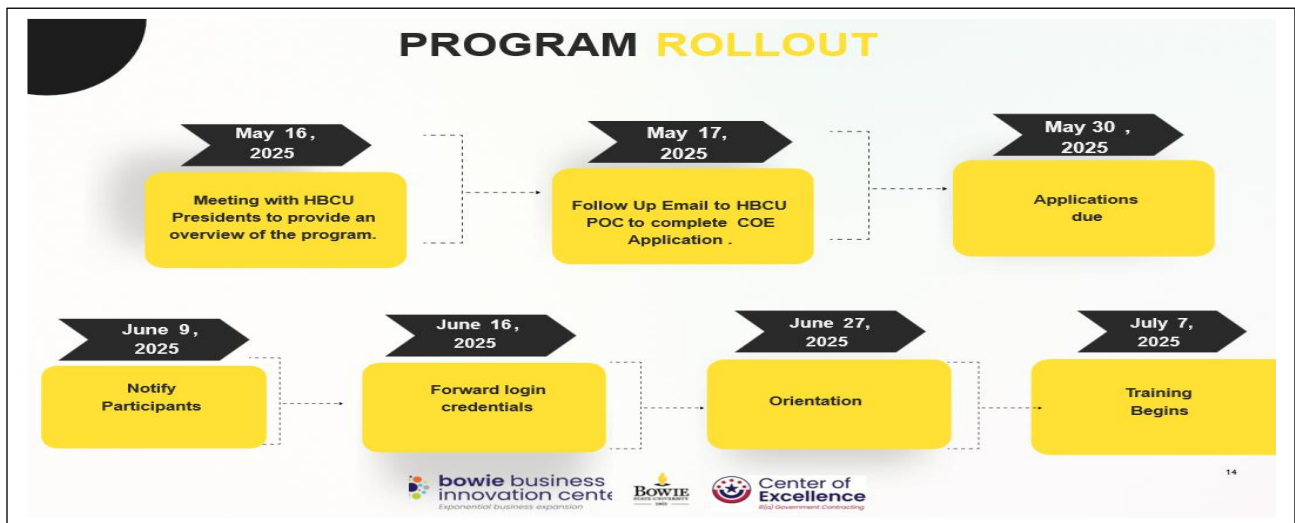
8(a) Accelerator

- Coordinated weekly planning sessions for cohort 14.
- Marketing flyer created and disseminated.
- Cohort 14 is scheduled to begin in February 2026.

BSU PARTNERSHIP

July 2025

The curriculum and LMS development are complete. The Federal Contracting Collaborative completed phase I training in March 2025. Cohort 2 is scheduled to begin July 7, 2025. The 8(a) COE team is actively recruiting for cohort II and Bowie BIC is engaged with cohort I to identify federal procurement opportunities with Tommy Benz, Market Intelligence Coach. Please see below the proposed timeline for cohort II.



The Bowie BIC is working with a new team member to launch the 8(a) COE. The 8(a) COE team meets weekly to monitor the project plan. BSU is working with instructional designers to build out a new innovative curriculum targeting both HBCUs and 8(a) firms interested in collaborating to pursue federal contracting opportunities in the areas of research and development, innovation and entrepreneurship, and workforce development.

August 2025

No Board meeting scheduled for August 2025

September 2025

- The executive director worked with BSU Provost to update the subcontract agreement with task and deliverables relevant to the current program.
- The Bowie BIC attorney used this information to create an updated agreement.
- Forwarded the updated agreement to the provost for review and feedback so I can send it over to the Board for review and feedback. See below dates for the emails:
 - 7/18/25
 - 8/4/25
 - 8/15/25
- BSU's general counsel is reviewing the first draft.

October 2025

- Bowie BIC attended Building Businesses BSU Recognition Reception.
- Invited the BSU's VP of Research & Innovation to participate in InnovateBowie! 2025.
- Hired BSU Student Intern.

November 2025

- Bowie BIC agreed to partner with BSU on a state-wide Cyber/AI Clinic grant.
- BSU's VP of Research & Innovation to participated in InnovateBowie! 2025.

December 2025

Standing meeting with BSU to launch 8(a) COE cohort 3.

Bowie Business Innovation Center (Bowie BIC)
Statement of Financial Position
As of December 31, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
10000 WesBanco MM 3426	35,001.65
10001 WesBanco Checking 3323	64,324.08
10060 Capital One 2352	1,177.24
10070 Capital One 7373	1,806,206.49
10080 Capital One 7376	1,463.50
Total Bank Accounts	\$ 1,908,172.96
Total Current Assets	\$ 1,908,172.96
Fixed Assets	
15000 Furniture and Equipment	15,128.14
15010 Accum Depreciation - Furn & Fix	(15,128.14)
Total Fixed Assets	\$ -
Other Assets	
18700 Security Deposits Asset	1,325.00
Total Other Assets	\$ 1,325.00
TOTAL ASSETS	\$ 1,909,497.96
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
22000 WesBanco Credit Card 9119	152.79
22100 Commerce 8713 / 9631	0.00
22105 Commerce Crystal C 5203	8,238.17
Total 22100 Commerce 8713 / 9631	\$ 8,238.17
Total Credit Cards	\$ 8,390.96
Other Current Liabilities	
21000 BSU Accrued Rent Payable	1.58
26500 Tenant Security Deposit	6,095.00
Total Other Current Liabilities	\$ 6,096.58
Total Current Liabilities	\$ 14,487.54
Long-Term Liabilities	
26600 Advance Affiliate Fee	1,785.00
27000 Refundable Advance - 8(a)COE	1,567,103.64
Total Long-Term Liabilities	\$ 1,568,888.64
Total Liabilities	\$ 1,583,376.18
Equity	
32000 Unrestricted Net Assets	259,071.22

Net Revenue		67,050.56
Total Equity	\$	326,121.78
TOTAL LIABILITIES AND EQUITY	\$	1,909,497.96

Bowie BIC's Operations Report: April 15, 2026

- 1. Continue to operate the Bowie Business Innovation Center in a manner that attracts, supports, and grows entrepreneurial growth-oriented businesses that ultimately locate within the City of Bowie.** The Bowie Business Innovation Center (Bowie BIC) remains committed to its core mission of attracting, supporting, and growing growth-oriented businesses, with a strategic focus on encouraging those businesses to establish a physical presence within the City of Bowie.

In FY26, Bowie BIC enhanced its data-driven approach by aligning its client intake and pre-survey process to assess each participant's interest in securing commercial lease space. This data is systematically collected and shared with the City of Bowie Economic Development Office through quarterly reporting, ensuring alignment with the City's broader economic development goals.

Our findings indicate that approximately 15% of participating businesses are either interested in or actively pursuing commercial space. In response to both this demand and the ongoing turnover of small businesses within the City, Bowie BIC strengthened its ecosystem partnerships by collaborating with the Greater Bowie Chamber of Commerce.

Together, we launched the Commercial Lease Readiness Series in March 2026. This targeted initiative is designed to better prepare small businesses to make informed decisions about leasing or acquiring commercial space. The series provides education on key considerations in the leasing process, highlights economic development opportunities within the City of Bowie, and connects entrepreneurs to critical financial and technical resources that support successful occupancy and long-term sustainability.

Through these efforts, Bowie BIC is not only supporting business growth but also intentionally contributing to the City’s goal of strengthening its commercial base and fostering a more resilient local economy.

- To develop and implement plans to locate BIC clients/graduates within the City of Bowie.** As part of Bowie BIC’s ongoing efforts to support business retention and attraction within the City of Bowie, we actively track client interest in securing commercial space as a key indicator of readiness for local expansion.

During the third quarter, 43 businesses that participated in Bowie BIC programming expressed interest in obtaining commercial lease space. This data reflects a strong pipeline of growth-oriented businesses that could potentially establish a physical presence within the City.

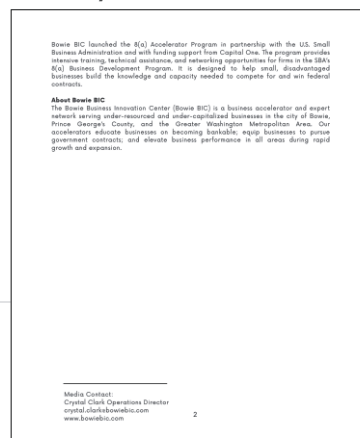
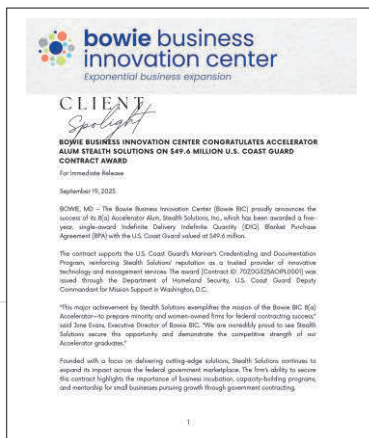
A current list of these businesses, as of January 15, 2026, is provided below. This information is used to inform targeted outreach, resource alignment, and collaboration with the City of Bowie Economic Development Office to support successful business location and long-term sustainability within the local economy.

Inomal Healthcare Concepts Audrey Chambers-Robinson Audrey.chambers- robinson@inomalhealthcare.com	Tonya Haskins, LLC Tonya Haskins Tonya285@icloud.com	Cyber Village Networks, Inc. Connie Mazar connie@cybernetworkers.com
Nehemiah Management Carlton Wilkins Nehemiahmgmt1@gmail.com	Gbelley Taylor, LLC Gbelley Taylor info@gbelleytaylor.com	EAMC Fay Peterson Fpeterson36@gmail.com
MD Medicine & Pediatrics Mollie Davis marylandmedpeds@gmail.com	4S Lock and Safety Tiffani St. Cloud tstcloud@gmail.com	ASHA – IT Solutions, Inc. Bhargav Challa Vchalla5umd.edu
G Squared Dynamics, LLC Roy Gardiner info@g2dynamics.com	Jane 365 Tanecia Britt TaneciaBritt@gmail.com	PSCI-LIA Dr. Jennifer Rios Jennrios2015@gmail.com
MindsparQ, LLC Crystal Richards Crystal@themindsparq.com	Majesty Enterprise Nicole Franklin Nicolev2069@gmail.com	WIB Strategic Solutions Aurelia Gardner agardner@wibstrategicsolutions.com
Long Legacy Collective, LLC Ciara Long	Humble Servant Catering, LLC Sharon Gaaney	Precision Wellness Shenita Ann Grymes

Ciara@longlegacycollective.com	humbleservantcatering@gmail.com	admin@precisionwellbeing.net
D&T Event Center Shatara Babbs dnteventcenter@gmail.com	Danquash Haven LLC Darlene Danquash darlene@danquashhaven.com	Welding Repair Kiecemon Walker hotsteeling@gmail.com
Major Moves Property Solutions Nillion Lambert Lambert4269@hotmail.com	SG & Associates LLC Stephanie Gross sgross@sgandassociatesllc.com	Unicom Construction & Engineering Consultants Felix Sappor sapporf@ucecllc.com
OCA Trucking and Transport Laura Thomas pgcrotarypres@gmail.com	Priwils, Inc. Deneen Williams Deneen.Williams@priwils.com	The Dames Group, LLC Shaneiree Dames TheDamesgroup@gmail.com
The Bowie Sun, LLC Catherine Hollingsworth info@bowiesun.com	Abundans Information Technology, LLC Oraios Ward orward@abundansit.com	The Jade Walk Teri Arbouet misty@thejadewalk.com
Listing Central LLC Nicole Nixon Nicole.nixon@listingcentralllc.com	Explicit Tech Meshack Ndiritu meshackkinyuan@gmail.com	Web and Mobile Solutions Quentin Adams qladams@gmail.com
360 Enterprises Inc. Henry Searcy hsearcy@360cdcinc.org	Business Prep Monique Muro monique@businessprep.com	Bank of Nutrition Harriott Meyers Harriott.meyers@nutritionbank.org
Veteran Corporation Ashok Kumar Ashok@veterancorp.com	Aksum, Inc. Eric Charles Eric.charles@aksumconsulting.com	

3. Continue to build visibility, further expand its corporate sponsorship support, and leverage new program and counseling resources.

The Bowie BIC's theme for FY26 is "Creating Impact". To demonstrate and communicate the impact we are making the BIC has made a concerted effort to collect impact stories and testimonials. Our impact stories and testimonials are shared with the community via social media, email, and our website. Our theme "Creating Impact" is designed to build visibility, expand our corporate sponsorship support, and leverage new resources for our clients and participants. Please see below an impact story and testimonial collected and shared during this fiscal year.





4. **Report the client count and include a count of how many owners have addresses in the City of Bowie and how many of the clients have business addresses in the city.** During this reporting period Bowie BIC supported 37 businesses located in the City of Bowie. None of the business owners listed their home address.

5. **Record and report the number of clients referred to the Bowie BIC by other business assistance programs operating in Bowie to include the SBDC, MWBC, and APEX.**

SBDC	MWBC	APEX	OTHER (FSC First & CRMSDC)
191	0	0	SBA (81) FSC First (37) TEDCO (1) MEIA (1) Bowie State (1)

6. **Detailed list of any consultants or contractors used by BBIC to deliver services under this agreement**

Independent Consultants

Raymond Green

LaKisha Devine

Lewis Powell

Marvin Harris

Contractors

Dixon Turnbull

EZ GovOpps Market Intelligence

Gatewood Marketing

GrowthWheel International

MTBW Services

Nolan Mackenzie

Raven Run Consulting

JA Accounting & Tax Services

Volunteers

Donna Bryant, QuickBooks

Annette Johnson, Pricing

Malcolm Tyson, Product Development & Innovation

Thomas Ellis, Sales and Networking

Marvin Harris, Artificial Intelligence

Tianya Edgerton, Business Insurance

Andre Rogers, Contract Finance Options

Pamela J. Green, Human Resources

Anthony Williams, Capital

INCUBATOR UPDATE

As of March 31, 2026, there are 7 Bowie BIC client companies in our core business accelerator program—3 Resident companies and 4 Affiliate/Non-Resident/Graduate companies.

PROGRAM HIGHLIGHTS & COUNSELING & TRAINING

PROGRAM HIGHLIGHTS for FY26

Program (as of March 31, 2026)	Participation
8(a) Accelerator	22
Capital Accelerator	24
Networking Events	95
Open Doors	58
Information Sessions	156
Bowie BIC Workshops	173
8(a) COE Workshops	232
Capital Readiness: GovCon Growth Lab	15
TOTAL	775

Dates	Training/Counseling/Events	Instructor/Program	Attendees
Jan. 6, 2026	GovCon Insights Open Door	Andre Rogers, e3insight LLC	6
Jan. 7, 2026	QuickBooks Open Door	Donna Bryant, D Bryant Consulting	4
Jan. 8, 2026	8(a) COE SPEED CSO Training	Tommy Benz, 8(a) Strategies	67
Jan. 9, 2026	8(a) Data Call Workshop	Kevin Duncan	62
Jan. 13, 2026	LinkedIn Business Card	Thomas Ellis, EWC Consulting	40
Jan. 30, 2026	8(a) Accelerator Briefing	QC Jones	50
	MWBC Counseling		N/A
	PTAC Counseling	PTAC	N/A
	SBDC Counseling	Mark Wells, SBDC	63
	Total		292

Dates	Training/Counseling/Events	Instructor/Program	Attendees
Feb. 3, 2026	Your LinkedIn Business Card	Thomas Ellis	43
Feb. 12, 2026	Capital Accelerator, Cohort 8	Raymond Green	24
Feb. 13, 2026	8(a) Accelerator Meet & Greet	QC Jones	9
Feb. 20, 2026	8(a) Accelerator Cohort 14	QC Jones	9
Feb. 26, 2026	SBA 8(a) BD Workshop	SBA	72
	MWBC Counseling		N/A
	PTAC Counseling	PTAC	N/A
	SBDC Counseling	Mark Wells, SBDC	57
	Total		214

Dates	Training/Counseling/Events	Instructor/Program	Attendees
Mar. 3, 2026	LinkedIn: In Just 30 minutes a Day	Thomas Ellis	47
Mar. 24 & 31, 2026	Commercial Lease Readiness Series	Tisa Clark, Terry Rogers, & Steward Smith	43
	MWBC Counseling		N/A
	PTAC Counseling	PTAC	N/A
	SBDC Counseling	Mark Wells, SBDC	71
	Total		161

BOWIE BIC OPERATIONS UPDATE

January 2026

Accounting & Financial Management:

- The Bowie BIC is working with the BSU program team to submit monthly program reports and T&E logs and the grants accountant team to provide Bowie BIC with an updated program expense report.
- 8(a) COE budget is in process.
- FY25 Financials in process
- Met with FS Taylor to conduct a 6-month Form 990 due June 30, 2026. This will allow the Bowie BIC to move to a fiscal year tax cycle.

HR Management:

- Conducting staff 6-month performance review in January 2026.

Legal:

- No legal issues during the month of January 2026.

Marketing:

- The Operations Director and Administrative Assistant are working with Gatewood Marketing to update our website and fix constant errors with our site and applications.
- I received feedback from Mark Lawrence on updated strategic plan. Waiting for additional feedback before moving forward.

February 2026

Accounting & Financial Management:

- The Bowie BIC is working with the BSU program team to submit monthly program reports and T&E logs and the grants accountant team to provide Bowie BIC with an updated program expense report.

- 8(a) COE budget is in process.
- FY25 Financials in process

HR Management:

- 6-month performance reviews are complete.

Legal:

- No legal issues during the month of February 2026.

Marketing:

- The Operations Director and Administrative Assistant are working with Gatewood Marketing to update our website and fix constant errors with our site and applications.
- I received feedback from Mark Lawrence on updated strategic plan. Waiting for additional feedback before moving forward.
- Met with City Councilmembers Rogers and Ndebumadu to discuss City of Bowie's economic development priorities and the role Bowie BIC can play in achieving them. This information will be integrated into the strategic plan during a strategic planning session.

Mach 2026

Accounting & Financial Management:

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- FY25 Financials in process

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- The Operations Director and Administrative Assistant are working with Gatewood Marketing to update our website and fix constant errors with our site and applications.
- I received feedback from Mark Lawrence on updated strategic plan. Waiting for additional feedback before moving forward.
- Met with City Councilmembers Rogers and Ndebumadu to discuss City of Bowie’s economic development priorities and the role Bowie BIC can play in achieving them. This information will be integrated into the strategic plan during a strategic planning session.

**BUSINESS DEVELOPMENT
FY26**

Funding Budgeted	Amount Requested	Amount Awarded	Status
City of Bowie	\$175,000.00	\$150,000.00	Approved
Capital One	\$175,000.00	\$175,000.00	Approved
FSC First	\$25,000.00	\$18,000.00	Approved
TD Foundation (Discovery Form)	\$100,000.00	\$75,000.00	Approved
8(a) COE	\$1,000,000.00	\$650,000.00	Approved
Capital Readiness Program	\$27,500.00	\$16,500.00	Approved
County Council	\$100,000.00	\$42,500.00	Approved
County Council District IV	\$10,000.00	\$0.00	Application available 10/25
County Council District At Large (North)	\$10,000.00	\$0.00	Application available 10/25
County Council District At Large (South)	\$10,000.00	\$0.00	Application available 10/25
Bank of America Small Business Resiliency funding	\$50,000.00	\$0.00	Not Awarded
Nasdaq Foundation	\$60,000.00	\$0.00	Not Awarded

TOTAL	\$1,742,500.00	1,065,000.00	

Grant Pipeline for FY27

Funding Budgeted	Amount Requested	Amount Awarded	Status
City of Bowie	\$175,000.00		Meeting with City Manager scheduled for 12.18.25
Capital One Grant	\$175,000.00		
FSC First	\$18,000.00		
TD Charitable Foundation	\$75,000.00		
Wells Fargo Foundation	\$25,000.00		
Prince George’s County Community Block Grant	\$80,000.00		Submitted
Prince George’s County Community Partnership Grant	\$75,000.00		Submitted
Bank of America Small Business Resiliency Fund	\$50,000.00		
Nasdaq Foundation	\$60,000.00		Not awarded
BGE	\$10,000.00		
MD DHCH Technical Assistance Grant	\$50,000.00		Submitted
State Farm Foundation LOI	\$25,000.00		LOI Submitted
TOTAL			

PROGRAM UPDATES

January – March 2026

8(a) Government Contracting Center of Excellence



BUDGET

What is the updated budget and spend plan given the no cost extension?

Category	Program Budget	BOWIE BIC Budget	BSU Budget
Personnel	\$1,041,674.00	\$637,107.00	\$404,567.00
Fringe Benefits	\$96,720.00	\$40,710.00	\$56,010.00
Travel	\$112,500.00	\$45,000.00	\$67,500.00
Equipment	\$154,900.00	\$4,900.00	*\$150,000.00
Supplies	\$21,451.00	\$21,451.00	\$0.00
Contractual	\$1,161,663.00	*\$1,051,663.00	*\$110,000.00
Other	\$59,221.00	\$59,221.00	\$0.00
Total Direct	\$2,647,629.00	\$1,860,052.00	\$788,077.00
Indirect Costs	\$351,871.00	\$93,948.00	\$257,923.00
Total Budget	\$3,000,000.00	*\$1,954,000.00	*\$1,046,000.00

Year 3 Activities

- Amended Subcontract Agreement signed.
- Proposed program rollout schedule postponed.
- Recruiting for cohort 3 consist of hosting two workshops – Empowering Partnerships for 8(a) firms’ workshop and Introducing the SPEED contract vehicle workshop.
- 6 HBCUs are working with coaches to build capacity and infrastructure for government contracting.
- Two HBCUs are working with America’s Workforce to pursue a workforce development grant.
- 19 HBCUs are currently active in the program
- 38 8(a) firms are currently active in the program.
- HBCUs receiving coaching: 8
- 8(a) firms receiving coaching: 12
- Continued expansion of engagement with HBCUs through coaching sessions and partnership alignment efforts
- Strong participation from 8(a) firms in advisory support and matchmaking activities
- Ongoing facilitation of HBCU and 8(a) firm connections to strengthen long-term collaboration opportunities
- Continued progress on task agreements supporting program growth and alignment objectives
- Active coordination with coaches to ensure all engagement data is fully captured and validated for reporting

8(a) Accelerator

Bowie BIC received twenty-seven (27) applications from companies interested in Bowie BIC 8(a) Accelerator Program. The Program Manager invited all applicants for interviews. Of the twenty-seven applicants who expressed interest, fourteen (14) scheduled interviews and nine (9) were subsequently accepted into the 8(a) Accelerator Program. Attached is a list of program participants in Cohort 14.

The following includes the profile of the participating companies in Cohort 14:

Profile of Companies in Cohort 14

Industry Specialties	6 Information Technology, 1 Professional Services, and 2 Construction
-----------------------------	--

Combined Revenues	Total	\$12,050,000.00
Average Revenues	Annual	\$1,338,888,89
Largest Company		Metal Men LLC - \$2,000,000 AptNexus, LLC - \$2,000,000
Smallest Company		RushIT, LLC - \$450,000

This cohort, we experienced the lowest participation rate among SBA-certified 8(a) businesses. On December 5, 2025, the SBA ordered all 4300+ 8(a) participants to submit extensive three-year financial records, including tax returns and bank statements, by early 2026. Following the audit, in January 2026, the SBA suspended over 1,000 firms for failing to comply with document requests. In addition, the Department of Homeland Security (DHS) shutdown began on February 14, 2026. In March 2026, the SBA moved to terminate over 620 additional firms. It is believed that participant interest in the program significantly diminished due to data calls, SBA terminations, and the DHS shutdown.

The Bowie BIC 8(a) Accelerator Program is a collaboration with the Washington Metropolitan Area District Office (WMADO) of the U.S. Small Business Administration (SBA), with active participation from key SBA stakeholders. This collaboration is beneficial to the program's overall success.

InnovateBowie! 2026

Discussions with City Council to align InnovateBowie! 2026 with positioning Bowie as an Innovation Led district. One key opportunity is to expand the City's signature InnovateBowie! event into a year-round innovation platform.

Rather than functioning solely as an annual convening, InnovateBowie! could serve as a continuous innovation sandbox that enables:

- Collaboration between city leadership and entrepreneurs
- Testing and piloting of new technologies
- Public-sector innovation initiatives

- Entrepreneur-led solutions to community challenges

This model would position Bowie as a living laboratory for innovation and entrepreneurship.

GovCon Growth Lab 2026

- Exploring incorporating this accelerator into the 8(a) COE focusing on accounting, finance, and 8(a) compliance.

Capital Accelerator

- Cohort 8 completed on February 12, 2026. Twenty-four (24) businesses participated.
- Cohort 9 scheduled for May 7 – 28, 2026

Upcoming Workshops

- Open Door Day – April 22, 2026
- 8(a) Business Development Program Series: Level Up Your Business – April 30, 2026

BSU PARTNERSHIP

- Participated in the PGCEDC and BSU Federal Professionals Entrepreneurship Fair.
- Hired BSU Student Intern for the spring semester.
- Partnering with EIC to launch a Student Consultation Studio focusing on customer discovery and marketing.
- Co-facilitating Federal Contracting Collaborative Accelerator (FCCA) Cohort 3

2024 Exempt Organization Business Tax Return
prepared for:

BOWIE BUSINESS INNOVATION CENTER INC.
14000 JERICO PARK RD
BOWIE, MD 20715

F S TAYLOR & ASSOCIATES P C
1420 N STREET NW SUITE 100
WASHINGTON, DC 20005

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

2024

Department of the Treasury Internal Revenue Service

Do not enter social security numbers on this form as it may be made public.

Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

Form header section A-M containing organization details like name (BOWIE BUSINESS INNOVATION CENTER INC.), EIN (27-1352516), and principal officer (JUNE EVANS).

Part I Summary

Table with 3 columns: Description, Prior Year, Current Year. Rows include mission statement, revenue (Total: 1,167,075), expenses (Total: 1,221,359), and net assets (Total: 2,539,729).

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete.

Signature block for officer June Evans, Executive Director, dated 11/13/2025.

Paid Preparer section for Terry W. Tyler, Preparer's name, signature, date (11/14/2025), and firm information (F S TAYLOR & ASSOCIATES P C).

May the IRS discuss this return with the preparer shown above? See instructions. [X] Yes [] No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III

1 Briefly describe the organization's mission:

ACCELERATE COMPANY GROWTH, INNOVATION AND JOB GENERATION IN THE CITY OF BOWIE AND PRINCE GEORGE'S COUNTY THROUGH A COORDINATED PROGRAM OF BUSINESS COUNSELING, MENTORING AND NETWORKING TO DRIVE BUSINESS SCALE-UP, ALONG WITH ACCESS TO FACILITIES AND MEETING SPACE.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? Yes No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? Yes No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ 1,157,403. including grants of \$ 0.) (Revenue \$ 1,065,000.)

THE BOWIE BUSINESS INNOVATION CENTER (BOWIE BIC) IS A BUSINESS ACCELERATOR PROGRAM WHERE TECHNOLOGY COMPANIES AND GOVERNMENT CONTRACTORS IN THE CITY OF BOWIE AND PRINCE GEORGE'S COUNTY ACCESS MENTORING, TECHNICAL ASSISTANCE, COUNSELING AND CONNECTIONS TO PARTNERSS AND CAPITAL TO ACCELERATE THEIR BUSINESS GROWTH. HEADQUARTERED AT THE CENTER FOR BUSINESS AT BOWIE STATE UNIVERSITY, BOWIE BIC IS THE ONLY BUSINESS ACCELERATOR IN MARYLAND LOCATED AT A HISTORICALLY BLACK COLLEGE (HBCU) IN 2023, BOWIE BIC'S 107 ACCELERATOR PROGRAM CLIENTS AND GRADUATES REPORT GENERATING JOBS, XXXXX MILLION IN REVENUES, AND SUPPORTING XXX INTERNSHIPS FOR BOWIE STATE UNIVERSITY STUDENTS. WE ALSO ASSISTED COUNTY ENTREPRENEURS, WHO PARTICIPATED IN ON-SITE TRAINING AND COUNSELING PROGRAMS, IN 2021, CENTER OF EXCELLENCE FOR
See Part III, Ln 4a statement

4b (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4c (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4d Other program services (Describe on Schedule O.)
(Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses 1,157,403.

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2 Is the organization required to complete Schedule B, Schedule of Contributors? See instructions	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Rev. Proc. 98-19? If "Yes," complete Schedule C, Part III	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi-endowments? If "Yes," complete Schedule D, Part V	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b Did the organization report an amount for investments—other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c Did the organization report an amount for investments—program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12a Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional	<input type="checkbox"/>	<input checked="" type="checkbox"/>
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14a Did the organization maintain an office, employees, or agents outside of the United States?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If "Yes," complete Schedule F, Parts II and IV	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I. See instructions	<input type="checkbox"/>	<input checked="" type="checkbox"/>
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II	<input type="checkbox"/>	<input checked="" type="checkbox"/>
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III	<input type="checkbox"/>	<input checked="" type="checkbox"/>
20a Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	<input type="checkbox"/>	<input type="checkbox"/>
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Part IV Checklist of Required Schedules (continued)

	Yes	No
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i>		X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5, about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i>		X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a</i>		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i>		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i>		X
26 Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part II</i>		X
27 Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i>		X
28 Was the organization a party to a business transaction with one of the following parties? (See the Schedule L, Part IV, instructions for applicable filing thresholds, conditions, and exceptions).		
a A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? <i>If "Yes," complete Schedule L, Part IV</i>		X
b A family member of any individual described in line 28a? <i>If "Yes," complete Schedule L, Part IV</i>		X
c A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? <i>If "Yes," complete Schedule L, Part IV</i>		X
29 Did the organization receive more than \$25,000 in noncash contributions? <i>If "Yes," complete Schedule M</i>		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i>		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i>		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i>		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i>		X
34 Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1</i>		X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i>		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i>		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i>		X
38 Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19? Note: All Form 990 filers are required to complete Schedule O	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V

	Yes	No
1a Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable		
b Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?		

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

Yes No

Table with 5 main columns: Question ID, Question Text, Sub-Question ID, Yes, No. Rows include questions 2a through 17 regarding employee reporting, tax shelter transactions, foreign accounts, and various IRS filing requirements.

Part VI Governance, Management, and Disclosure. For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions. Check if Schedule O contains a response or note to any line in this Part VI [X]

Section A. Governing Body and Management

Table with 3 columns: Question, Yes, No. Rows include: 1a Enter the number of voting members of the governing body at the end of the tax year. 1b Enter the number of voting members included on line 1a, above, who are independent. 2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee? 3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person? 4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed? 5 Did the organization become aware during the year of a significant diversion of the organization's assets? 6 Did the organization have members or stockholders? 7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body? 7b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body? 8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following: 8a The governing body? 8b Each committee with authority to act on behalf of the governing body? 9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses on Schedule O.

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

Table with 3 columns: Question, Yes, No. Rows include: 10a Did the organization have local chapters, branches, or affiliates? 10b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes? 11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form? 11b Describe on Schedule O the process, if any, used by the organization to review this Form 990. 12a Did the organization have a written conflict of interest policy? If "No," go to line 13 12b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts? 12c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe on Schedule O how this was done. 13 Did the organization have a written whistleblower policy? 14 Did the organization have a written document retention and destruction policy? 15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision? 15a The organization's CEO, Executive Director, or top management official 15b Other officers or key employees of the organization. If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions. 16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year? 16b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed
18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply. [] Own website [] Another's website [X] Upon request [] Other (explain on Schedule O)
19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
20 State the name, address, and telephone number of the person who possesses the organization's books and records. CRYSTAL CLARK, 14000 JERICHO PARK RD, BOWIE, MD 20715 (301)383-1550

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See the instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, box 6 of Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

See the instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) JUNE EVANS EXECUTIVE DIRECTOR	40.00			X			0.	0.	0.	
(2) JESSE BUGGS CHAIR	1.00	X		X			0.	0.	0.	
(3) WENDY L. JENKINS VICE CHAIR	1.00	X		X			0.	0.	0.	
(4) INDIA BASCOMBE TREASURER	1.00	X		X			0.	0.	0.	
(5) CHARLENE T. WADE SECRETARY	1.00	X		X			0.	0.	0.	
(6) ISAIAS ALBA BOARD MEMBER	1.00	X					0.	0.	0.	
(7) MAGDALENA GEBREKRIST BOARD MEMBER	1.00	X					0.	0.	0.	
(8) ROBERT DURU BOARD MEMBER	1.00	X					0.	0.	0.	
(9) MARK A. LAWRENCE BOARD MEMBER	1.00	X					0.	0.	0.	
(10) EBEN G. SMITH BOARD MEMBER	1.00	X					0.	0.	0.	
(11)										
(12)										
(13)										
(14)										

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees *(continued)*

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(15)										
(16)										
(17)										
(18)										
(19)										
(20)										
(21)										
(22)										
(23)										
(24)										
(25)										
1b Subtotal							0.	0.	0.	
c Total from continuation sheets to Part VII, Section A										
d Total (add lines 1b and 1c)							0.	0.	0.	

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization

	Yes	No
3 Did the organization list any former officer, director, trustee, key employee, or highest compensated employee on line 1a? <i>If "Yes," complete Schedule J for such individual</i>		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If "Yes," complete Schedule J for such individual</i>		X
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If "Yes," complete Schedule J for such person</i>		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514	
Contributions, Gifts, Grants, and Other Similar Amounts	1a	Federated campaigns	1a				
	b	Membership dues	1b				
	c	Fundraising events	1c				
	d	Related organizations	1d				
	e	Government grants (contributions)	1e	17,500.			
	f	All other contributions, gifts, grants, and similar amounts not included above	1f	1,084,980.			
	g	Noncash contributions included in lines 1a-1f	1g	\$			
	h	Total. Add lines 1a-1f		1,102,480.			
	Program Service Revenue	2a	AFFILIATE CLENT FEES	Business Code 900099	21,580.	21,580.	0.
b		OTHER PROGRAM FEES	900099	14,750.	14,750.	0.	
c							
d							
e							
f		All other program service revenue . .					
g		Total. Add lines 2a-2f		36,330.			
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts)		1,965.	1,965.	0.	
	4	Income from investment of tax-exempt bond proceeds					
	5	Royalties					
	6a	Gross rents	(i) Real	26,300.			
			(ii) Personal				
			6a	26,300.			
	b	Less: rental expenses	6b				
	c	Rental income or (loss)	6c	26,300.			
	d	Net rental income or (loss)		26,300.	26,300.	0.	
	7a	Gross amount from sales of assets other than inventory	(i) Securities				
			(ii) Other				
			7a				
	b	Less: cost or other basis and sales expenses	7b				
	c	Gain or (loss)	7c				
	d	Net gain or (loss)					
8a	Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18						
		8a					
		b	Less: direct expenses	8b			
c	Net income or (loss) from fundraising events						
9a	Gross income from gaming activities. See Part IV, line 19						
		9a					
		b	Less: direct expenses	9b			
c	Net income or (loss) from gaming activities						
10a	Gross sales of inventory, less returns and allowances						
		10a					
		b	Less: cost of goods sold	10b			
c	Net income or (loss) from sales of inventory						
Miscellaneous Revenue	11a		Business Code				
	b						
	c						
	d	All other revenue					
	e	Total. Add lines 11a-11d					
12	Total revenue. See instructions		1,167,075.	64,595.	0.	0.	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.		(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1	Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2	Grants and other assistance to domestic individuals. See Part IV, line 22				
3	Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4	Benefits paid to or for members				
5	Compensation of current officers, directors, trustees, and key employees				
6	Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7	Other salaries and wages	430,166.	387,150.	43,016.	0.
8	Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9	Other employee benefits	16,007.	15,001.	1,006.	0.
10	Payroll taxes	53,138.	48,356.	4,782.	0.
11	Fees for services (nonemployees):				
a	Management				
b	Legal	32,824.	32,824.	0.	0.
c	Accounting	3,380.	3,380.	0.	0.
d	Lobbying				
e	Professional fundraising services. See Part IV, line 17				
f	Investment management fees				
g	Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Schedule O.)				
12	Advertising and promotion				
13	Office expenses	16,108.	14,108.	2,000.	0.
14	Information technology	36,103.	33,053.	3,050.	0.
15	Royalties				
16	Occupancy	46,025.	43,005.	3,020.	0.
17	Travel	14,950.	14,950.	0.	0.
18	Payments of travel or entertainment expenses for any federal, state, or local public officials				
19	Conferences, conventions, and meetings				
20	Interest				
21	Payments to affiliates				
22	Depreciation, depletion, and amortization	1,070.	970.	100.	0.
23	Insurance	4,948.	0.	4,948.	0.
24	Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a	CONTRACT SERVICES	498,567.	498,567.	0.	0.
b	BOOKS AND SUBSCRIPTIONS	50.	0.	50.	0.
c	COMPUTER/RENTAL	14,775.	14,775.	0.	0.
d	MEMBERSHIP EXPENSES	2,001.	2,001.	0.	0.
e	All other expenses	51,247.	49,263.	1,984.	0.
25	Total functional expenses. Add lines 1 through 24e	1,221,359.	1,157,403.	63,956.	0.
26	Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year
Assets	1 Cash—non-interest-bearing	3,011,954.	1	2,548,556.
	2 Savings and temporary cash investments	268,184.	2	
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net	-4,000.	4	8,715.
	5 Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges		9	
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 15,218.		
	b Less: accumulated depreciation	10b 15,218.	1,070.	10c 0.
	11 Investments—publicly traded securities		11	
	12 Investments—other securities. See Part IV, line 11		12	
	13 Investments—program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11	1,325.	15	1,325.
16 Total assets. Add lines 1 through 15 (must equal line 33)	3,278,533.	16	2,558,596.	
Liabilities	17 Accounts payable and accrued expenses	15,480.	17	18,867.
	18 Grants payable		18	
	19 Deferred revenue		19	
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17–24). Complete Part X of Schedule D		25	
	26 Total liabilities. Add lines 17 through 25	15,480.	26	18,867.
Net Assets or Fund Balances	Organizations that follow FASB ASC 958, check here <input checked="" type="checkbox"/> and complete lines 27, 28, 32, and 33.			
	27 Net assets without donor restrictions	349,759.	27	302,549.
	28 Net assets with donor restrictions	2,913,294.	28	2,237,180.
	Organizations that do not follow FASB ASC 958, check here <input type="checkbox"/> and complete lines 29 through 33.			
	29 Capital stock or trust principal, or current funds		29	
	30 Paid-in or capital surplus, or land, building, or equipment fund		30	
	31 Retained earnings, endowment, accumulated income, or other funds		31	
	32 Total net assets or fund balances	3,263,053.	32	2,539,729.
33 Total liabilities and net assets/fund balances	3,278,533.	33	2,558,596.	

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	1,167,075.
2	Total expenses (must equal Part IX, column (A), line 25)	2	1,221,359.
3	Revenue less expenses. Subtract line 2 from line 1	3	-54,284.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	3,263,053.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	-669,040.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	2,539,729.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII

		Yes	No
1	Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.		
2a	Were the organization's financial statements compiled or reviewed by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both. <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
b	Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both. <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.	X	
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R. Part 200, Subpart F?		X
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits.		

Additional Information From Form 990: Return of Organization Exempt from Income Tax**Form 990: Return of Organization Exempt from Income Tax****Form 990, Page 2, Part III, Line 4a (continued)****Continuation Statement**

Description
<p>8 (A) WAS ESTABLISHED THROUGH A PARTNERSHIP BETWEEN BSU AND BOWIE BIC. THE CENTER WILL EXPAND THE BOWIE BIC 8 (A) ACCELERATOR PROGRAM MODEL THROUGH AMERICA'S HBCU NETWORK. THE CENTER WILL PROVIDE PROCUREMENT CAPTURE STRATEGY TRAINING, 8 (A) MENTORSHIP PROGRAMS, ACCESS TO LEGAL EXPERTISE IN GOVERNMENT CONTRACTING, AND NEW OPPORTUNITIES FOR STUDENT INTERNSHIPS AND FACULTY RESEARCHERS. THE CENTER WILL BE A RESOURCE AND CLEARINGHOUSE FOR BEST PRACTICES IN 8 (A) GOVERNMENT CONTRACTING AND UTILIZE THE DATA ANALYTICS CAPABILITIES AT BSU. IT WILL BUILD CAPACITY AT HBCU'S BY CREATING A NEW, INNOVATIVE INFRASTRUCTURE OF SUCCESFUL, DIVERSE, AND INCLUSIVE GOVERNMENT CONTRACTING ACTIVITY THAT WILL ATTRACT PRIVATE SECTOR CAPITAL TO THE HBCUS.</p>

**SCHEDULE A
(Form 990)**

Public Charity Status and Public Support

OMB No. 1545-0047

2024

**Open to Public
Inspection**

Department of the Treasury
Internal Revenue Service

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

Attach to Form 990 or Form 990-EZ.

Go to www.irs.gov/Form990 for instructions and the latest information.

Name of the organization BOWIE BUSINESS INNOVATION CENTER INC.	Employer identification number 27-1352516
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Part I Reason for Public Charity Status. (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
- 2 A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990).)
- 3 A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4 A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: _____
- 5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
- 6 A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7 An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 8 A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 9 An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____
- 10 An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
- 11 An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
- 12 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2).** See **section 509(a)(3).** Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
 - a **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
 - b **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
 - c **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
 - d **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
 - e Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
- f Enter the number of supported organizations
- g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A)						
(B)						
(C)						
(D)						
(E)						
Total						

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	346,000.	441,121.	3,253,000.	473,013.	1,165,110.	5,678,244.
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3	346,000.	441,121.	3,253,000.	473,013.	1,165,110.	5,678,244.
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4						5,678,244.

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
7 Amounts from line 4	346,000.	441,121.	3,253,000.	473,013.	1,165,110.	5,678,244.
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources	118.	153.	81.		1,965.	2,317.
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10						5,680,561.
12 Gross receipts from related activities, etc. (see instructions)					12	
13 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

14 Public support percentage for 2024 (line 6, column (f), divided by line 11, column (f))	14	99.96%
15 Public support percentage from 2023 Schedule A, Part II, line 14	15	99.99%
16a 33 1/3% support test—2024. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here . The organization qualifies as a publicly supported organization <input checked="" type="checkbox"/>		
b 33 1/3% support test—2023. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here . The organization qualifies as a publicly supported organization <input type="checkbox"/>		
17a 10%-facts-and-circumstances test—2024. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here . Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
b 10%-facts-and-circumstances test—2023. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here . Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions <input type="checkbox"/>		

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)						

14 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here**

Section C. Computation of Public Support Percentage

15 Public support percentage for 2024 (line 8, column (f), divided by line 13, column (f))	15	%
16 Public support percentage from 2023 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2024 (line 10c, column (f), divided by line 13, column (f))	17	%
18 Investment income percentage from 2023 Schedule A, Part III, line 17	18	%

19a 33 1/3% support tests—2024. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization . . .

b 33 1/3% support tests—2023. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization . . .

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions . . .

Part IV Supporting Organizations

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? If "Yes," answer lines 3b and 3c below.		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? If "Yes," describe in Part VI when and how the organization made the determination.		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? If "Yes," explain in Part VI what controls the organization put in place to ensure such use.		
4a Was any supported organization not organized in the United States ("foreign supported organization")? If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI , including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? If "Yes," provide detail in Part VI .		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? If "Yes," complete Part I of Schedule L (Form 990).		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? If "Yes," complete Part I of Schedule L (Form 990).		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? If "Yes," provide detail in Part VI .		
b Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? If "Yes," provide detail in Part VI .		
c Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? If "Yes," provide detail in Part VI .		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? If "Yes," answer line 10b below.		
b Did the organization have any excess business holdings in the tax year? (Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)		

Part IV Supporting Organizations (continued)

	Yes	No
11 Has the organization accepted a gift or contribution from any of the following persons?		
a A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?	11a	
b A family member of a person described on line 11a above?	11b	
c A 35% controlled entity of a person described on line 11a or 11b above? If "Yes" to line 11a, 11b, or 11c, provide detail in Part VI .	11c	

Section B. Type I Supporting Organizations

	Yes	No
1 Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.	1	
2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.	2	

Section C. Type II Supporting Organizations

	Yes	No
1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).	1	

Section D. All Type III Supporting Organizations

	Yes	No
1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?	1	
2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s), or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).	2	
3 By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.	3	

Section E. Type III Functionally Integrated Supporting Organizations

1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).			
a <input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.			
b <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.			
c <input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a governmental entity (see instructions).			
2 Activities Test. Answer lines 2a and 2b below.		Yes	No
a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.	2a		
b Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.	2b		
3 Parent of Supported Organizations. Answer lines 3a and 3b below.			
a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? If "Yes" or "No," provide details in Part VI .	3a		
b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard.	3b		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in **Part VI**). See instructions. All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A—Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	

Section B—Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by 0.035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C—Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)	1	
2	Enter 0.85 of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D—Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	1
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3
4	Amounts paid to acquire exempt-use assets	4
5	Qualified set-aside amounts (prior IRS approval required—provide details in Part VI)	5
6	Other distributions (describe in Part VI). See instructions.	6
7	Total annual distributions. Add lines 1 through 6.	7
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	8
9	Distributable amount for 2024 from Section C, line 6	9
10	Line 8 amount divided by line 9 amount	10

Section E—Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2024	(iii) Distributable Amount for 2024
1	Distributable amount for 2024 from Section C, line 6		
2	Underdistributions, if any, for years prior to 2024 (reasonable cause required—explain in Part VI). See instructions.		
3	Excess distributions carryover, if any, to 2024		
a	From 2019		
b	From 2020		
c	From 2021		
d	From 2022		
e	From 2023		
f	Total of lines 3a through 3e		
g	Applied to underdistributions of prior years		
h	Applied to 2024 distributable amount		
i	Carryover from 2019 not applied (see instructions)		
j	Remainder. Subtract lines 3g, 3h, and 3i from line 3f.		
4	Distributions for 2024 from Section D, line 7: \$		
a	Applied to underdistributions of prior years		
b	Applied to 2024 distributable amount		
c	Remainder. Subtract lines 4a and 4b from line 4.		
5	Remaining underdistributions for years prior to 2024, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.		
6	Remaining underdistributions for 2024. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.		
7	Excess distributions carryover to 2025. Add lines 3j and 4c.		
8	Breakdown of line 7:		
a	Excess from 2020		
b	Excess from 2021		
c	Excess from 2022		
d	Excess from 2023		
e	Excess from 2024		

SCHEDULE D (Form 990)

(Rev. December 2024)

Department of the Treasury Internal Revenue Service

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b. Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public Inspection

Name of the organization: BOWIE BUSINESS INNOVATION CENTER INC. Employer identification number: 27-1352516

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts

Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

Table with 2 columns: (a) Donor advised funds, (b) Funds and other accounts. Rows include total number at end of year, aggregate value of contributions, grants, and end of year, and two questions about donor advisement.

Part II Conservation Easements

Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

Form with multiple questions (1-9) regarding conservation easements, including purpose, monitoring, and reporting requirements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

Form with questions (1a, 1b, 2) regarding reporting requirements for art and historical treasures.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets *(continued)*

- 3** Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply).
- a** Public exhibition
 - b** Scholarly research
 - c** Preservation for future generations
 - d** Loan or exchange program
 - e** Other
- 4** Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5** During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? **Yes** **No**

Part IV Escrow and Custodial Arrangements

Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a** Is the organization an agent, trustee, custodian, or other intermediary for contributions or other assets not included on Form 990, Part X? **Yes** **No**

b If "Yes," explain the arrangement in Part XIII and complete the following table.

	Amount
1c Beginning balance	
1d Additions during the year	
1e Distributions during the year	
1f Ending balance	

- 2a** Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? **Yes** **No**
- b** If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided in Part XIII

Part V Endowment Funds

Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a** Board designated or quasi-endowment %
- b** Permanent endowment %
- c** Term endowment %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

- (i)** Unrelated organizations?
- (ii)** Related organizations?

	Yes	No
3a(i)		
3a(ii)		
3b		

b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R?

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land	0.			0.
b Buildings				
c Leasehold improvements				
d Equipment		15,218.	15,218.	0.
e Other				
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, line 10c, column (B))				0.

Part VII Investments—Other Securities

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. (Column (b) must equal Form 990, Part X, line 12, col. (B))		

Part VIII Investments—Program Related

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Column (b) must equal Form 990, Part X, line 13, col. (B))		

Part IX Other Assets

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1) OTHER	1,325.
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, line 15, col. (B))	1,325.

Part X Other Liabilities

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, line 25, col. (B))	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII .

**SCHEDULE O
(Form 990)**

(Rev. December 2024)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

Attach to Form 990 or Form 990-EZ.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

**Open to Public
Inspection**

Name of the organization

BOWIE BUSINESS INNOVATION CENTER INC.

Employer identification number

27-1352516

Pt VI, Line 11b: THE ENTIRE BOARD WILL RECEIVE A COPY OF THE 990 BEFORE IT IS
FILED FOR REVIEW.

Pt VI, Line 12c: SIGNIFICANT TRANSACTIONS WITH VENDORS AND NEW VENDORS ARE
DISCUSSED WITH THE BOARD BY THE EXECUTIVE DIRECTOR AND APPROVED. THIS POLICY
APPLIES TO THE EXECUTIVE DIRECTOR, EMPLOYEES AND BOARD MEMBERS, AS APPLICABLE.
ANY PERSON WITH A CONFLICT WOULD BE RECUSED FROM DECISION MAKING RELATED TO
THE TRANSACTION. ANY POTENTIAL CONFLICTS ARE DOCUMENTED IN THE BOARD MINUTES.

Pt VI, Line 15a: THE EXECUTIVE DIRECTOR IS AN EMPLOYEE. THE BOARD REVIEWS AND
APPROVES THE INCREASE EACH YEAR FOR THIS POSITION.

IRS E-file Signature Authorization for a Tax Exempt Entity

For calendar year 2024, or fiscal year beginning _____, 2024, and ending _____, 20_____

2024

Department of the Treasury
Internal Revenue Service

Do not send to the IRS. Keep for your records.
Go to www.irs.gov/Form8879TE for the latest information.

Name of filer BOWIE BUSINESS INNOVATION CENTER INC.	EIN or SSN 27-1352516
Name and title of officer or person subject to tax JUNE EVANS, EXECUTIVE DIRECTOR	

Part I Type of Return and Return Information

Check the box for the return for which you are using this Form 8879-TE and enter the applicable amount, if any, from the return. Form 8038-CP and Form 5330 filers may enter dollars and cents. For all other forms, enter whole dollars only. If you check the box on line 1a, 2a, 3a, 4a, 5a, 6a, 7a, 8a, 9a, or 10a below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, 5b, 6b, 7b, 8b, 9b, or 10b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. **Do not** complete more than one line in Part I.

1a	Form 990 check here <input checked="" type="checkbox"/>	b	Total revenue, if any (Form 990, Part VIII, column (A), line 12)	1b	1,167,075.
2a	Form 990-EZ check here <input type="checkbox"/>	b	Total revenue, if any (Form 990-EZ, line 9)	2b	
3a	Form 1120-POL check here <input type="checkbox"/>	b	Total tax (Form 1120-POL, line 22)	3b	
4a	Form 990-PF check here <input type="checkbox"/>	b	Tax based on investment income (Form 990-PF, Part V, line 5)	4b	
5a	Form 8868 check here <input type="checkbox"/>	b	Balance due (Form 8868, line 3c)	5b	
6a	Form 990-T check here <input type="checkbox"/>	b	Total tax (Form 990-T, Part III, line 4)	6b	
7a	Form 4720 check here <input type="checkbox"/>	b	Total tax (Form 4720, Part III, line 1)	7b	
8a	Form 5227 check here <input type="checkbox"/>	b	FMV of assets at end of tax year (Form 5227, Item D)	8b	
9a	Form 5330 check here <input type="checkbox"/>	b	Tax due (Form 5330, Part II, line 19)	9b	
10a	Form 8038-CP check here <input type="checkbox"/>	b	Amount of credit payment requested (Form 8038-CP, Part III, line 22)	10b	

Part II Declaration and Signature Authorization of Officer or Person Subject to Tax

Under penalties of perjury, I declare that I am an officer of the above entity or I am a person subject to tax with respect to (name of entity) _____, (EIN) _____ and that I have examined a copy of the 2024 electronic return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the electronic return and, if applicable, the consent to electronic funds withdrawal.

PIN: check one box only

I authorize _____ to enter my PIN as my signature
ERO firm name Enter five numbers, but do not enter all zeros

on the tax year 2024 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

As an officer or person subject to tax with respect to the entity, I will enter my PIN as my signature on the tax year 2024 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Signature of officer or person subject to tax _____ Date 11/13/2025

Part III Certification and Authentication

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

7	8	1	0	0	8	5	5	8	6	6
---	---	---	---	---	---	---	---	---	---	---

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2024 electronically filed return indicated above. I confirm that I am submitting this return in accordance with the requirements of **Pub. 4163**, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature _____ Date 11/14/2025

ERO Must Retain This Form – See Instructions
Do Not Submit This Form to the IRS Unless Requested To Do So



Memorandum

TO: City Council

FROM: Richard Hall, Director of Planning and Sustainability

SUBJECT: Detailed Site Plan DSP-2025-0036, Mill Branch Crossing - Arby's

DATE: 05/28/2026

I. Background and Proposal

Green Branch, LLC (the Applicant) proposes a Detailed Site Plan (DSP) for an Arby's eating and drinking establishment with a drive-through on 0.93 acres. The site address is 3480 Saint Lola Lane, Bowie, Maryland 20716, located in the northeast quadrant of the intersection of US 301 and Mill Branch Road. The property has frontage on US 301 and Saint Lola Lane. It is also described as part of Outlot 6A as shown on a Final Plat of Subdivision entitled "Plat Thirteen, Outlot 6A Parcels 7,8,9 and 10" and recorded among the Land Records of Prince George's County in Plat Book ME 270, Plat No. 9 (see Attachment #1).

The property is part of a larger development known as Mill Branch Crossing which is currently zoned CGO (Commercial, General Office). However, this case, spanning 1,190-square-feet, will be reviewed under the prior Zoning Ordinance, and its prior zoning is Commercial-Shopping-Center (C-S-C) Zone.

II. Analysis of Detailed Site Plan DET-2025-0036

Section 27-3605(e) of the County Zoning Ordinance requires that the following findings be made for a Detailed Site Plan to be approved by the County Planning Board:

The Planning Board may approve a Detailed Site Plan if it finds that the Plan represents a most reasonable alternative for satisfying the site design guidelines without requiring unreasonable costs and without detracting substantially from the utility of the proposed development for its intended use. If it cannot make this finding, the Planning Board may disapprove the Plan.

Site design guidelines are set forth in Section 27 of the Zoning Ordinance and include parking, loading and circulation; lighting; grading; service areas; and architecture. The DSP may be approved since it represents a reasonable alternative without requiring unreasonable costs and without detracting substantially from the utility of the proposed development for its intended use. Additionally, the use is permitted by right.

The Prince George's County Planning Department's Subdivision and Development Review Committee raised several comments with which City staff agree. The Transportation Section of The

Maryland-National Capital Park and Planning Commission (M-NCPPC) requests the applicant provide circulation plans for pedestrians/bicycle movements through the site and add a crosswalk from the northeastern sidewalk connection to the dumpster or intended pedestrian destination. Also, provide a trip generation matrix on the plan sheets (cover sheet) identifying all proposed and approved uses and their associated trips and consider adding an internal vehicular and pedestrian connection between the eastern boundary of the site and the abutting commercial use. Staff recommends the following conditions for DSP-2025-0036 in correspondence with M-NCPPC staff:

1. Staff recommend providing a pedestrian connection between abutting retail to the east.
2. Staff recommend that outdoor seating be incorporated into the site design.

III. Outstanding Issues

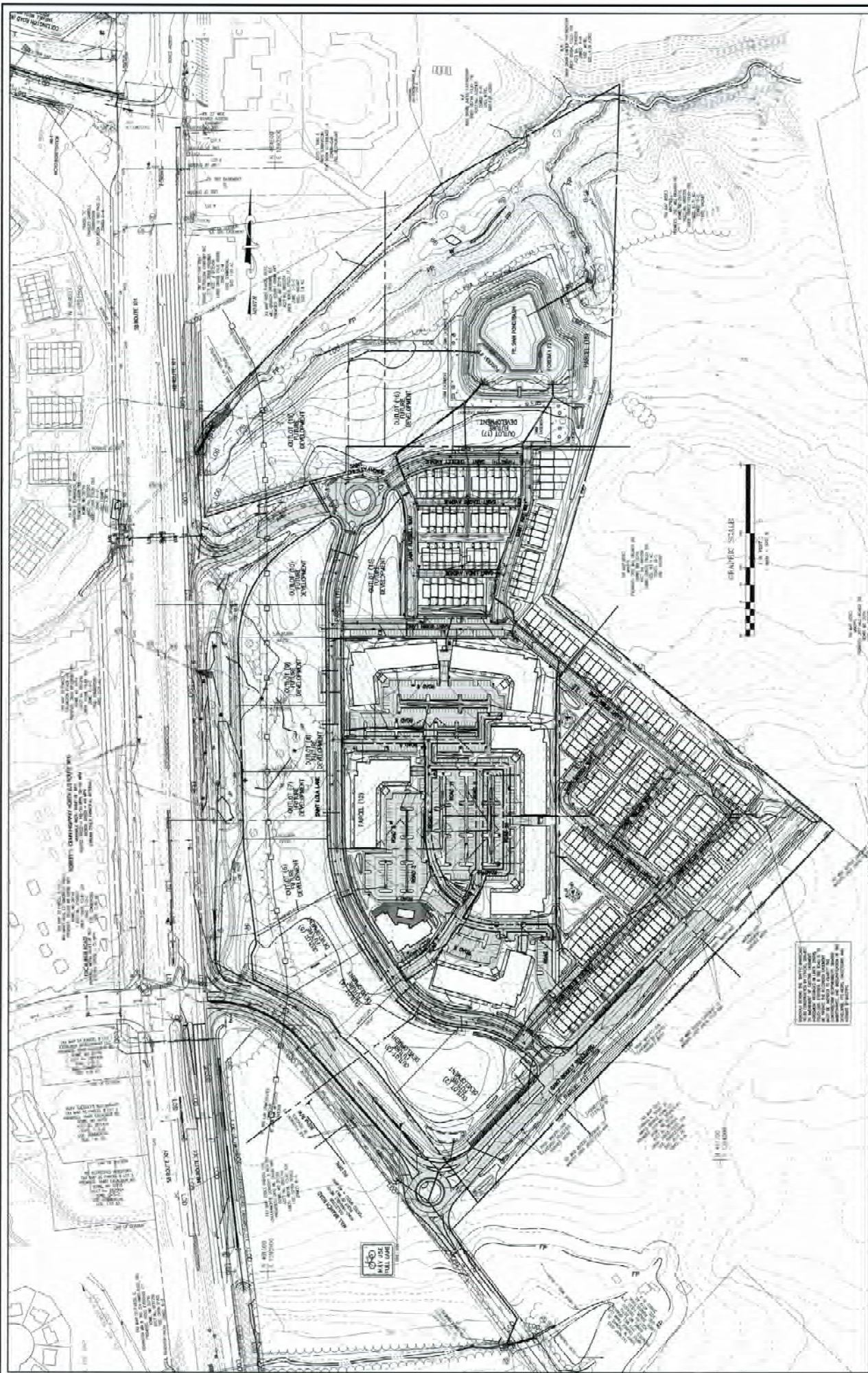
- N/A

IV. Recommendation

With the conditions set forth below, staff finds the Detailed Site Plan proposed for the Arby's at Mill Branch Crossing will meet the findings for approval set forth in Section 27-3605(e). Specifically, the proposed Detailed Site Plan represents a reasonable alternative for satisfying the site design guidelines, without requiring unreasonable costs and without detracting substantially from the utility of the proposed development for its intended use. Therefore, staff recommends APPROVAL of Detailed Site Plan DSP-2025-0036, with the following conditions, which are intended to improve the site design and address conformance with the County Zoning Ordinance and City Development Review Guidelines:

1. Staff recommend providing a pedestrian connection between abutting retail to the east.
2. Staff recommend that outdoor seating be incorporated into the site design

- ATTACHMENTS:**
1. 20260601 - COB City Council Arby's DSP-2025-0036 Presentation
 2. 20260601 - Staff Report City Council Arby's



CALL "MISS UTILITY"
BEFORE ANY ELECTRICAL WORK IS DONE TO
LOCATE AND MARK ALL UTILITIES TO AVOID
DAMAGE TO EXISTING UTILITIES.

REVISIONS

NO.	DATE	BY	DESCRIPTION
1	07/20/05
2	07/20/05
3	07/20/05
4	07/20/05
5	07/20/05
6	07/20/05
7	07/20/05
8	07/20/05
9	07/20/05
10	07/20/05

LANDTECH
CORPORATION
10000 W. 100th Street, Suite 100
Overland Park, MO 66212
Tel: 913.241.1100

DWNER/DEVELOPER
MILL BRANCH CROSSING
10000 W. 100th Street, Suite 100
Overland Park, MO 66212
Tel: 913.241.1100

DETAILED SITE PLAN - DSR 20003
COMPOSITE SHEET
MILL BRANCH CROSSING
SHEET NO. 10 OF 12 SHEETS

PROJECT
MILL BRANCH CROSSING
10000 W. 100th Street, Suite 100
Overland Park, MO 66212
Tel: 913.241.1100

LAND USE PETITION IN THE BOWIE PLANNING AREA

Maryland - National Capital Park and Planning Commission ID: DSP-2025-0036
Mill Branch Crossing – Arby’s
 Bowie Advisory Planning Board #26-02 Date: May 19, 2026

INTRODUCTORY NOTE: The proposed application is a request for approval:

- (a) of a zoning type case involving the specific use of land;
- (b) of a conceptual site plan;
- (c) to subdivide property into building lots and obtain adequate public facilities approval;
- (d) of a site plan for building and parking design, landscaping, architecture, etc. under the development regulations of Prince George’s County. The application has been referred to the City for our review and recommendation. The position of the Bowie Advisory Planning Board in this matter is advisory to the City Council. The City Council will also conduct a public hearing on this application, and their vote will become the final City recommendation. Persons wishing to participate in these hearings must submit written testimony or sign up to speak at each public hearing. Each person wishing to speak at the City’s hearings will be given up to five minutes. To participate in the County’s hearings, you must make a separate, written request to become a person of record.

GENERAL DATA:

1. **Nature of Petition:** Detailed Site Plan
2. **Petitioner:** Green Branch. LLC.
3. **Represented by:** Mr. Edward Gibbs, Gibbs and Haller, MD
4. **Location of Petitioned Property:** East side of US Route 301, north of Mill Branch Road
5. **Proposed Use of Petitioned Property:** Development of a 1,910-square-foot eating and drinking establishment with drive-through service. (this case will be reviewed under the prior Zoning Ordinance, and its prior zoning is Commercial-Shopping-Center (C-S-C Zone.)
6. **Size/Zone of Petitioned Property:** 0.93 acres/Zoned: CGO (Commercial General Office)
7. **Date of Hearing before BAPB:** Tuesday, May 26, 2026, at 7:00 P.M.
8. **Date of Hearing before City Council:** Monday, June 1, 2026, at 7:00 P.M.
9. **Date of Hearing before M-NCPPC:** Thursday, June 25, 2026, at 10:00 A.M.
10. **Date of Hearing before Hearing Examiner:** N/A
11. **Date of Hearing before District Council:** N/A

NOTICES/LEGALS	Date	Number of Mailing/Signs
Notice sent to Adj. Properties:	05/11/26	150
Notice sent to Parties of Record:	N/A	
Date Signs Posted:	05/11/26	2
Date Legal Sent:	N/A	
Date Legal Appeared:	N/A	

RECOMMENDATIONS:

12. **Department of Planning and Sustainability Recommendation:**
The Department of Planning and Sustainability staff recommends **APPROVAL** with conditions.
13. **Bowie Advisory Planning Board Recommendation:**
The Bowie Advisory Planning Board (BAPB) recommends **APPROVAL** with conditions.



City of Bowie

15901 Fred Robinson Way
Bowie, Maryland 20716

MEMORANDUM

TO: City Council

FROM: Bowie Advisory Planning Board

SUBJECT: Mill Branch Crossing – Arby’s
Detailed Site Plan DSP-2025-0036

DATE: May 27, 2026

The Bowie Advisory Planning Board (BAPB) met on Tuesday, May 26th, 2026, to review the Detailed Site Plan DSP-2025-0036 for an Arby’s eating and drinking establishment with a drive-through on 0.93 acres. The site address is 3480 Saint Lola Lane, Bowie, Maryland 20716, located in the northeast quadrant of the intersection of US 301 and Mill Branch Road. The property has frontage on US 301 and Saint Lola Lane. It is also described as part of Outlot 6A as shown on a Final Plat of Subdivision entitled “Plat Thirteen, Outlot 6A Parcels 7,8,9 and 10” and recorded among the Land Records of Prince George’s County in Plat Book ME 270, Plat No. 9.

The property is part of a larger development known as Mill Branch Crossing which is currently zoned CGO (Commercial, General Office). However, this case spanning 1,190-square-feet, will be reviewed under the prior Zoning Ordinance, and its prior zoning is Commercial-Shopping-Center (C-S-C) Zone.

Presentations

Mr. Edward Gibbs, the attorney representing Green Branch LLC., presented the Detailed Site Plan. The project is for an Arby’s eating and drinking establishment with a drive-through on 0.93 acres. A Preliminary Plan of Subdivision for the Mill Branch Crossing project was approved, and it comprised 480 multifamily units, 190 residential townhouse units, around 80,000 square feet of commercial retail space, and hotel space. Additionally, Mr. Gibbs mentioned that the Preliminary Plan of Subdivision has authorized their Adequacy of Transportation Facilities for the entire project. Conforming to the new ordinance, Mr. Gibbs noted that they have just recently done an amendment to the Certificate of Adequacy to ensure compliance. Additionally, when the applicant did the initial Detailed Site Plan DSP-20003, they did it for the entirety of project site which at that time, were only seeking architectural approval for the multifamily and townhome units because all of the roads within the project are private starting at Saint Ridgely Rd. The project will have two access roads off of Saint Ridgely. Coming north on MD-301, there will be a right hand turn to access the property. The primary spine road that passes straight through the project will be Saint Lola Lane.

The commercial component of the project resides on the west side of Saint Lola Ln. This specific project will be a part of Outlot 6, and since each commercial lot would ultimately depend on the users, the applicant did not know what each commercial lot will ultimately look like during the plating process. For each commercial property, a detailed site plan will be provided for a portion of an Outlot. A record plat will be created to modify the boundary lines after the detailed site plan. The actual subject project will have one point of access off of Saint Lola Ln which will be 30ft in width, which is more than the 22ft width that is required. The driveway in is a one-way circulation which is also 30ft in width. Parking spaces will be slanted at a 60° angle. The applicant is willing and prepared to put outdoor seating on the property. Also,

MAYOR Michael P. Estève

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when the applicant did the detailed site plan for the Inline Retail building, they didn't know what was going to be on this particular parcel. With that, the detailed site plan showed an inter-parcel connection from the rear of the Inline Retail onto this project parcel (Outlot 6). Now that this parcel will be an eating and drinking establishment, both parties would not like the inter-parcel connection. Mainly because it will result in losing some parking spaces and potentially create a conflict of passage between the two commercial spaces.

Therefore, City staff recommend approval of Detailed Site Plan DET-2024-016 with the following conditions:

1. Staff recommend providing a pedestrian connection between abutting retail to the east.
2. Staff recommend that outdoor seating be incorporated into the site design.

Questions by BAPB Members

- Mr. Eric Ketterling: Wanted to know if the applicant would be open to provide pedestrian connection between the Inline Retail parcel and this project parcel. **Answer: Mr. Edward Gibbs and the applicants' team stated that would be happy to amend the site plan to create a pedestrian connection.**
- Ms. Lisa Frison: Wanted to know, does the applicant team propose directing traffic and ensuring drivers follow the one-way circulation. **Answer: Mr. Edward Gibbs and the applicants' team stated that there will be striping on the pavement indicating the correct way and the way parking is designed, it will make it very difficult for someone to back into a spot rather than just pulling in.**

BAPB Motion

Mr. Eric Ketterling moved to recommend **APPROVAL** of Detailed Site Plan DSP-2025-0036 in accordance with City staff recommendation. The motion was seconded by Mr. Carl J. Schuettler and passed unanimously.



City of Bowie

15901 Fred Robinson Way
Bowie, Maryland 20716

MEMORANDUM

TO: Bowie Advisory Planning Board

FROM: Ridwan Coker
Transportation Planner

SUBJECT: Staff Report - Detailed Site Plan DSP-2025-0036
Mill Branch Crossing - Arby's

DATE: May 19, 2026

I. Background and Proposal

Green Branch, LLC (the Applicant) proposes a Detailed Site Plan (DSP) for an Arby's eating and drinking establishment with a drive-through on 0.93 acres. The site address is 3480 Saint Lola Lane, Bowie, Maryland 20716, located in the northeast quadrant of the intersection of US 301 and Mill Branch Road. The property has frontage on US 301 and Saint Lola Lane. It is also described as part of Outlot 6A as shown on a Final Plat of Subdivision entitled "Plat Thirteen, Outlot 6A Parcels 7,8,9 and 10" and recorded among the Land Records of Prince George's County in Plat Book ME 270, Plat No. 9 (see Attachment #1).

The property is part of a larger development known as Mill Branch Crossing which is currently zoned CGO (Commercial, General Office). However, this case spanning 1,190-square-feet, will be reviewed under the prior Zoning Ordinance, and its prior zoning is Commercial-Shopping-Center (C-S-C) Zone.

II. Analysis of Detailed Site Plan DET-2025-0036

Section 27-3605(e) of the County Zoning Ordinance requires that the following findings be made for a Detailed Site Plan to be approved by the County Planning Board:

The Planning Board may approve a Detailed Site Plan if it finds that the Plan represents a most reasonable alternative for satisfying the site design guidelines without requiring unreasonable costs and without detracting substantially from the utility of the proposed development for its intended use. If it cannot make this finding, the Planning Board may disapprove the Plan.

Site design guidelines are set forth in Section 27 of the Zoning Ordinance and include parking, loading and circulation; lighting; grading; service areas; and architecture. The DSP may be approved since it represents a reasonable alternative without requiring unreasonable costs and without detracting substantially from the utility of the proposed development for its intended use. Additionally, the use is permitted by right.

The Prince George's County Planning Department's Subdivision and Development Review Committee raised several comments with which City staff agree. The Transportation Section of The Maryland-National Capital Park and Planning Commission (M-NCPPC) requests the applicant provide circulation plans for pedestrians/bicycle movements through the site and add a

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crosswalk from the northeastern sidewalk connection to the dumpster or intended pedestrian destination. Also, provide a trip generation matrix on the plan sheets (cover sheet) identifying all proposed and approved uses and their associated trips and consider adding an internal vehicular and pedestrian connection between the eastern boundary of the site and the abutting commercial use. Staff recommends the following conditions for DSP-2025-0036 in correspondence with M-NCPPC staff:

1. Staff find that the previously planned northern vehicular connection between abutting retail to the east should be provided to adjoin the lots, aiding in the flow of traffic within the development as whole.
2. Staff recommend that outdoor seating be incorporated into the site design.

III. Outstanding Issues

- N/A

IV. Recommendation

With the conditions set forth below, staff finds the Detailed Site Plan proposed for the Arby's at Mill Branch Crossing will meet the findings for approval set forth in Section 27-3605(e). Specifically, the proposed Detailed Site Plan represents a reasonable alternative for satisfying the site design guidelines, without requiring unreasonable costs and without detracting substantially from the utility of the proposed development for its intended use. Therefore, staff recommends **APPROVAL** of Detailed Site Plan DSP-2025-0036, with the following conditions, which are intended to improve the site design and address conformance with the County Zoning Ordinance and City Development Review Guidelines:

1. Staff find that the previously planned northern vehicular connection between abutting retail to the east should be provided to adjoin the lots, aiding in the flow of traffic within the development as whole.
2. Staff recommend that outdoor seating be incorporated into the site design.

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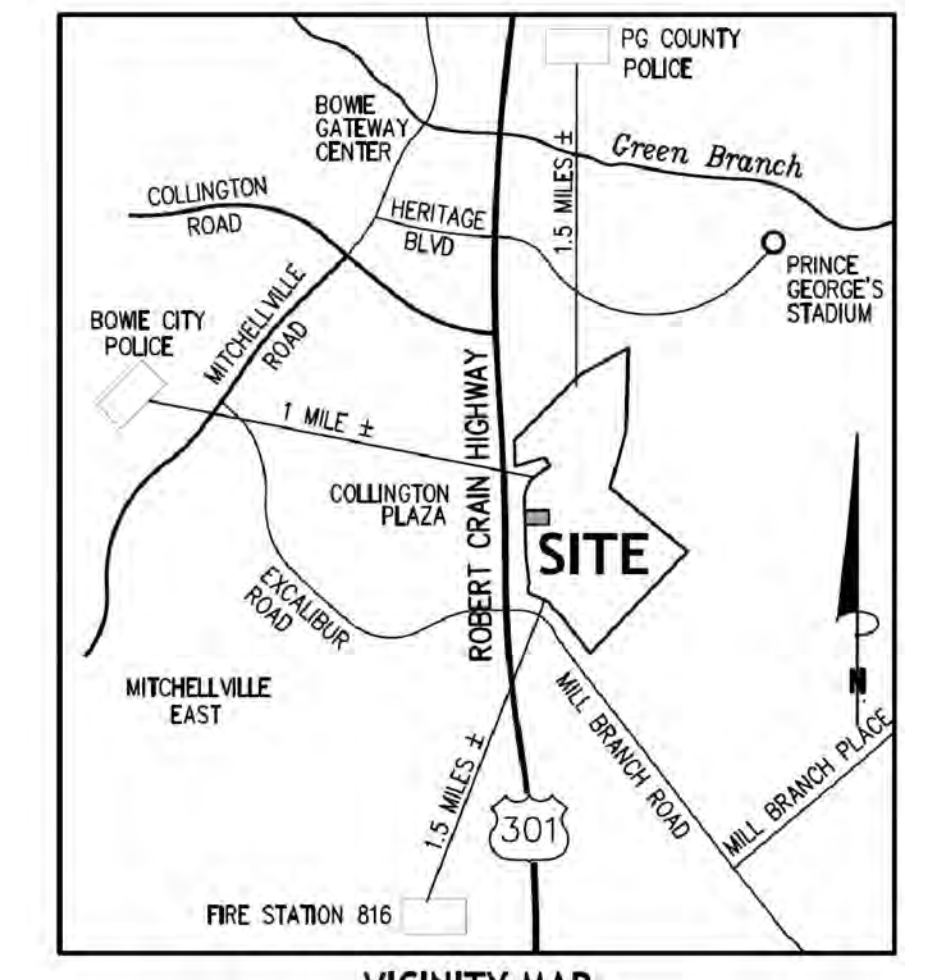
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1-800-257-7777

- EXISTING UTILITIES NOTES:**
- UTILITY INFORMATION SHOWN HEREON WAS OBTAINED FROM AVAILABLE RECORDS. THE EXACT LOCATION OF ALL UNDERGROUND UTILITIES SHALL BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.
 - THE CONTRACTOR SHALL HAND DIG TEST PITS AT ALL UTILITY CROSSINGS TO DETERMINE THE EXACT LOCATION AND DEPTH WELL IN ADVANCE OF CONSTRUCTION.
 - FOR MARKING LOCATIONS OF EXISTING UTILITIES, NOTIFY "MISS UTILITY" AT 1-800-257-7777, 48 HOURS PRIOR TO ANY EXCAVATION OR CONSTRUCTION.
 - FOR FIELD LOCATION OF GAS LINE SERVICES, PLEASE NOTIFY WASHINGTON GAS LIGHT CO., 703-750-1000, 48 HOURS PRIOR TO THE START OF ANY EXCAVATION OR CONSTRUCTION.
 - OMISSIONS AND/OR ADDITIONS OF UTILITIES FOUND DURING CONSTRUCTION SHALL BE THE SOLE RESPONSIBILITY OF ANY CONTRACTOR ENGAGED IN EXCAVATION AT THIS SITE. GUTSCHICK, LITTLE & WEBER P.A. SHALL BE NOTIFIED IMMEDIATELY OF ANY AND ALL UTILITY INFORMATION, OMISSIONS AND ADDITIONS FOUND BY ANY CONTRACTOR.
 - DUE TO THE PROXIMITY OF LIVE UNDERGROUND AND OVERHEAD UTILITIES, WE ARE NOT RESPONSIBLE FOR ANY DAMAGE OR INJURY SUSTAINED DURING CONSTRUCTION BY ANY PERSONS, TRUCKS, TRAILERS, OR EQUIPMENT USED ON OR ADJACENT

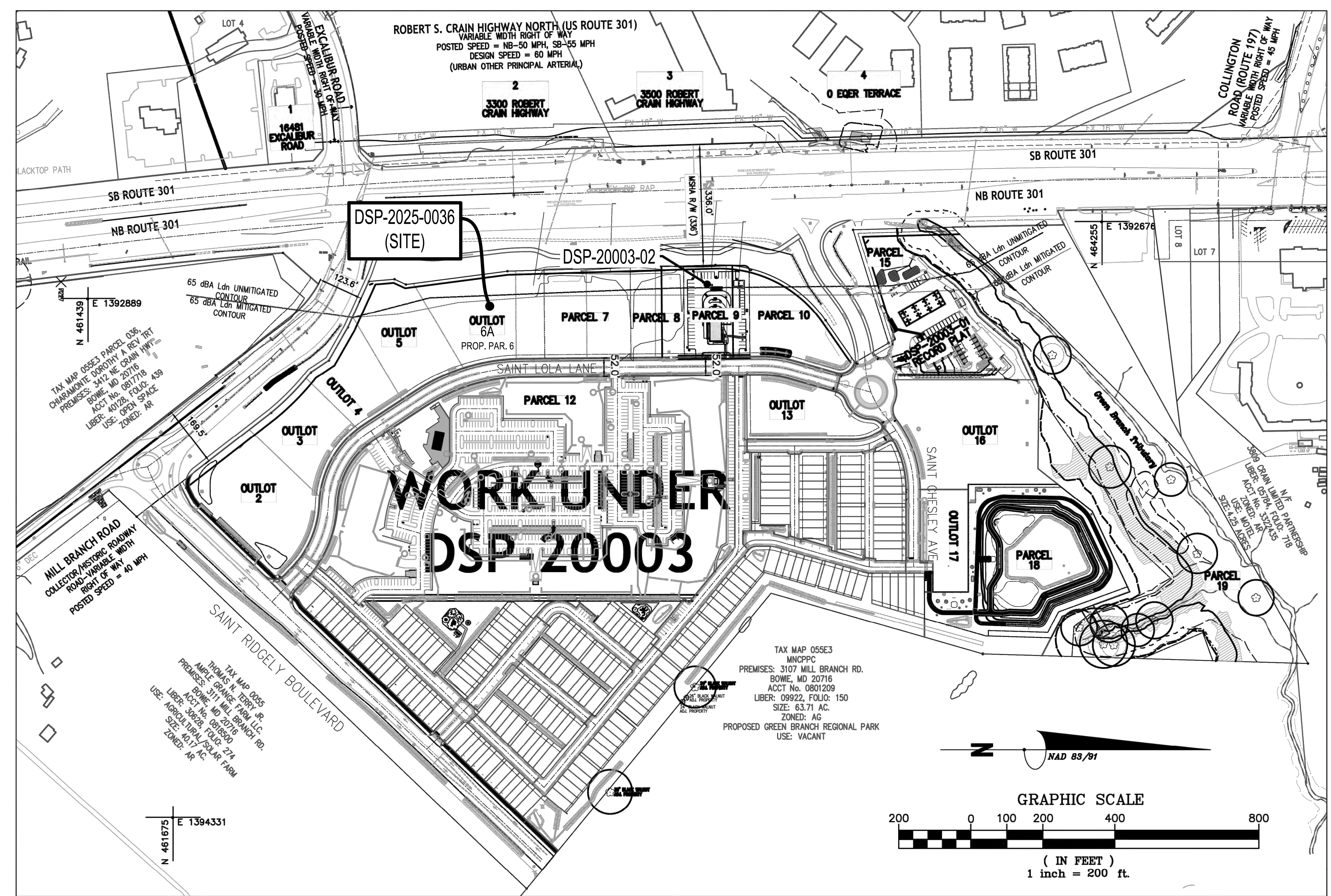
MILL BRANCH CROSSING

DETAILED SITE PLAN DSP-2025-0036

PROPOSED ARBY'S DRIVE-THRU RESTAURANT



- GENERAL NOTES**
- SUBDIVISION NAME: MILL BRANCH CROSSING
 - TOTAL ACREAGE OF THE MILL BRANCH CROSSING PROPERTY (70.11 ACRES), THIS SITE PLAN IS LIMITED TO A PART OF OUTLOT 6A (1.6678 ACRES).
 - PROPOSED USE: MIXED USE DEVELOPMENT. THE PROPERTY IS PROPOSED TO BE AN EATING DRINKING ESTABLISHMENT WITH DRIVE THRU SERVICE. (COMMERCIAL)
 - THE DETAILED SITE PLAN IS PROPOSED FOR 1,910 SF OF COMMERCIAL DEVELOPMENT INCLUDING THE CONSTRUCTION OF AN EATING AND DRINKING ESTABLISHMENT WITH DRIVE THRU SERVICE AND ASSOCIATED PARKING AND UTILITIES.
 - MSDC GRID 2025E4, 2025NE4
 - TAX MAP 55, GRID E4E3
 - TAX MAP PARCEL A #1, PARCEL 32
 - AVIATION POLICE AREA, N.A.
 - MSDC WATER AND SEWER CATEGORY, EXISTING M-3, S-3
 - PROPOSED M-3, S-3
 - THE CITY OF BOWIE REAPPROVED THE STORMWATER CONCEPT PLAN #01-0614-205NE14 ON JUNE 26, 2024 AND EXPIRES ON JUNE 26, 2027.
 - A VARIATION WAS APPROVED BY THE PRINCE GEORGES COUNTY PLANNING BOARD ON MARCH 18, 2021 TO SECTION 24-122(A) TO EXCLUDE THE 10' PUE ALONG THE FRONTAGE OF THE PROPERTY WITH MILL BRANCH ROAD AND ROBERT S. CRAIN HIGHWAY NORTH (ROUTE 301), IN ACCORDANCE WITH SECTION 24-122(A) A 10' PUE HAS BEEN PROVIDED ALONG ONE SIDE OF ALL INTERNAL PRIVATE ROADS.
 - NO CEMETERIES ARE LOCATED ON-SITE OR CONTIGUOUS TO THE PROPERTY.
 - THERE ARE NO NON-TIDAL WETLANDS WITHIN THE SUBJECT PARCEL CURRENTLY OUTLOT 6A.
 - THE COUNTY REGULATED 100 YEAR FLOODPLAIN INFORMATION ON THIS PLAN IS FROM EXISTING AND PROPOSED FLOODPLAIN STUDIES SDG #12844-2010-02, SDRG #28323-2015FFS, # 200623 APPROVED 04/01/2017.
 - THIS SITE IS NOT WITHIN THE CHESAPEAKE BAY CRITICAL AREA.
 - THE TOPOGRAPHY SHOWN ON THIS PLAN WAS ORIGINALLY FROM GREENHORNE & O'MARA INC., DATED MARCH 2005. IT WAS FIELD VERIFIED BY LANDTECH CORPORATION (FORMERLY THE TECH GROUP, INC) APRIL 2006. IN 2018 THE DEVELOPER PURCHASED PARCEL 32 WHICH HAS BEEN ADDED TO THE PROPOSED DEVELOPMENT PLANS. A REVISED NRI-024-0714 WAS APPROVED ON 06/25/2020 TO INCLUDE PARCEL 32. THE BOUNDARY & TOPOGRAPHY FOR PARCEL 32 WAS COMPLETED BY LANDTECH CORPORATION DATED DECEMBER 2019.
 - OWNERS:
GREEN BRANCH LLC
2141 DEFENSE HIGHWAY SUITE -400
CROFTON, MD 21114
TEL: 301-264-3700
CONTACT: RUSSELL@MCHESLEY.COM
 - APPLICANT:
MILL BRANCH SANDWICHES LLC
3540 MARTINS DAIRY CIRCLE
OLNEY, MD 20832
TEL: 240-463-1404
 - PREVIOUS APPROVALS: NRI-024-0714 APPROVED 06/05/2020
PRELIMINARY PLAN 4-19250 - APPROVED MARCH 18, 2021
PRELIMINARY PLAN 4-08052 - APPROVED MAY 28, 2004 PLANNING BOARD RESOLUTION PGCPB NO. 04-85
PRELIMINARY PLAN RECONSIDERATION 4-08052 APPROVED MARCH 30, 2011 PGCPB NO. 04-85 (A)
TCP/1022/01 APPROVED 1/29/2010
TCP/1016/10 APPROVED 4/12/2011
SE-4143 APPROVED 4/13/2011
TEXT AMENDMENT CB-45-2018
RECORD PLAT 541129 RECORDED IN PLAT BOOK 5JH 248 PLAT NO. 58
PARCEL 15 - DETAILED SITE PLAN DASH IN DSP-2003-01
PARCEL 15 TCP-II PLAN -044-2021-01, LOT 15
PARCEL 15 - SPECIAL EXCEPTION PLAN SE-222006
PARCEL 15 TCP-II PLAN 044-2021-02
RECORD PLAT FOR OUTLOT 15 TO PARCEL 15, RECORDED 2/13/2024 PLAT BK ME 266 PLAT NO. 50.
DETAILED SITE PLAN POPPETES DSP-20003-02 CERTIFIED 04/03/2025
DETAILED SITE PLAN CHIPPOTLE DSP-20003-03 CERTIFIED 05/04/2025
DETAILED SITE PLAN INLINE RETAIL BUILDING DSP-20003-04 CERTIFIED 06/25/2025
RECORD PLAT FOR PARCELS 10,8,7 AND RESIDUAL 6A RECORDED 08/06/2025 PLAT BOOK ME 210 PLAT #8
THIS SITE DOES NOT CONTAIN WETLANDS OF SPECIAL STATE CONCERN AS DEFINED IN COMAR 26.28.06.01
THIS SITE DOES NOT CONTAIN WETLANDS OF SPECIAL STATE CONCERN AS DEFINED IN COMAR 26.28.02.02
MARLBORO CLAY AND CHRISTIANA COMPLEX ARE NOT FOUND TO OCCUR ON OR WITHIN THE VICINITY OF THIS PROPERTY.
 - THE SITE IS LOCATED ADJACENT TO ROBERT S. CRAIN HIGHWAY NORTH/US ROUTE 301, A MASTER PLANNED FREEWAY THAT IS REGULATED FOR NOISE. POLYSONICS HAS COMPLETED A NOISE STUDY DATED JULY 16, 2020. PER THE RESULTS OF THAT STUDY WE HAVE ADDED THE LOCATION OF THE EXISTING 65 DBA LDN NOISE CONTOUR MEASURED AT 5 FEET ABOVE GROUND. THE LOCATION OF THE PROPOSED 65 DBA LDN HAS BEEN ADDED AT 5 FEET ABOVE THE PROPOSED ELEVATION.
 - MILL BRANCH ROAD IS DESIGNATED AS A SPECIAL HISTORIC ROADWAY. A TWENTY (20) FOOT BUFFER IS SHOWN ON THIS PLAN. APPLICANT RESERVES ITS RIGHT TO REQUEST ALTERNATIVE COMPLIANCE TO REDUCE THE BUFFER AT THE TIME THAT DETAILED SITE PLANS ARE FILED FOR THE OUTLOTS ABUTTING MILL BRANCH ROAD.
 - THE SUBJECT PROPERTY IS NOT LOCATED WITHIN THE 2008 AIR INSTALLATION COMPATIBLE USE ZONE (AICUZ) STUDY FOR ANDREWS AIR FORCE BASE.
 - THE SUBJECT PROPERTY WAS ANNEXED INTO THE CITY OF BOWIE DATED APRIL 2, 2012.
 - GREEN BRANCH TRIBUTARY IS LOCATED WITHIN THE GREENWAY PRINCE GEORGES COUNTY GREEN INFRASTRUCTURE MASTER PLAN, PUBLISHED JUNE 2025.
 - FILL AREAS UNDER BUILDINGS CLASS 1
 - UNDER PAVING AND WALKS: CLASS 2
 - SEEDING AND SOODING: CLASS 3
 - FOOTINGS TO BE EXTENDED TO EXISTING GROUND WHERE NECESSARY.
 - THE LOCATION OF ALL EXISTING UNDERGROUND UTILITIES ARE APPROXIMATE, VERTICAL AND HORIZONTAL LOCATIONS TO BE VERIFIED BY THE CONTRACTOR. LANDTECH CORPORATION, INC. MUST BE NOTIFIED OF ANY DESIGN REVISIONS AND SHALL BE HELD HARMLESS OF ANY CHARGES DUE TO DELAY OF CONSTRUCTION
 - ELEVATIONS SHOWN HERE ARE NAVD 83 DATUM AS PROJECTED FROM HESCO COUNTY MONUMENT STATION 2008B.
 - GRID AND BEARINGS SHOWN HEREON ARE BASED ON THE MARYLAND STATE GRID MERIDIAN NAD 83 NORTH AS BASED FROM THE 1956 DATUM STATION 2008T AND 2008B.
 - MASTER PLAN SUBREGION: BOWIE AND VICINITY 2006 (AS NOTED ON PGATLAS) OR BOWIE, MITCHELLVILLE AND VICINITY MASTER PLAN (ADOPTED BY THE PRINCE GEORGES COUNTY PLANNING BOARD) ON DECEMBER 16, 2021.
 - NEAREST POLICE STATION: 1.5 MILES TO PRINCE GEORGES COUNTY POLICE STATIONS & 1.0 MILE TO THE CITY OF BOWIE POLICE STATION.
 - NEAREST FIRE STATION: NORTHVIEW FIRE STATION (COMPANY #16, LOCATED ON HEALTH CENTER DRIVE) APPROXIMATELY 1.5 MILES TO FIRE STATION #16.
 - PRIOR TO ISSUANCE OF A USE AND OCCUPANCY PERMIT FOR THE DEVELOPMENT, THE APPLICANT AND THE APPLICANTS' HEIRS, SUCCESSORS AND/OR ASSIGNEES SHALL:
CONTACT THE PRINCE GEORGES COUNTY FIRE/EMS DEPARTMENT TO REQUEST A FIRE-INCIDENT EMERGENCY PLAN FOR THE FACILITY.
 - INSTALL AND MAINTAIN AUTOMATED EXTERNAL DEFIBRILLATORS (AED'S), IN ACCORDANCE WITH THE CODE OF MARYLAND REGULATIONS (COMAR) REQUIREMENTS (COMAR 30.06.01-05), SO THAT ANY EMPLOYEE IS NO MORE THAN 500 FEET FROM AN AED.
 - INSTALL AND MAINTAIN BLEEDING CONTROL KITS NEXT TO FIRE EXTINGUISHER INSTALLATION AND NO MORE THAN 75 FEET FROM AN EMPLOYEE.
 - DURING THE CONSTRUCTION PHASE, THE APPLICANT SHALL ADHERE TO ALL APPLICABLE PRINCE GEORGES COUNTY OR STATE OF MARYLAND REGULATIONS AND LAWS REGARDING PARTICULATE MATTER, POLLUTION AND NOISE.
 - THE PROPERTY KNOWN AS OUTLOT 6A OF MILL BRANCH CROSSING IS RECORDED IN PLAT BOOK ME270 PLAT NO. 4. THE PROPERTY WAS PLATTED FOLLOWING THE APPROVAL OF PRELIMINARY PLAN 4-19250, BUT NOT IN A WAY THAT ENTITLES DEVELOPMENT OF THE SITE DUE TO THE PRESENT OUTLOT DESIGNATION. A NEW FINAL RECORD PLAT WILL BE REQUIRED TO RE-RECORD FOR THE PROPERTY AS PARCEL 6 PRIOR TO THE APPROVAL OF FINAL CONSTRUCTION PLANS.
 - THERE IS ONE REMAINING ARCHAEOLOGY SITE (#18PR25A) ADJACENT TO THE GREEN BRANCH TRIBUTARY WITHIN THE RECORDED CONSERVATION EASEMENT. SITE #18PR251 WAS REMOVED DECEMBER 2019 - JUNE 2020 AS APPROVED THROUGH THE NATIONAL HISTORIC PRESERVATION ACT/ SECTION 106 PERMIT PROCESS.



- SITE DATA**
- A 10' LANDSCAPE BUFFER IS REQUIRED ALONG ALL PROPERTY LINES.
 - EX. OUTLOT 6A AREA: 12,654 SQ. FT. (1.6678 AC.)
 - PROPOSED PARCEL 6 GROSS TRACT AREA: 0.9307 AC.
 - PROPOSED PARCEL 6 NET TRACT AREA: 0.9307 AC.
 - DISTURBED AREA: 41,525 SF
 - USE: ONE (1) 1-STORY EATING AND DRINKING ESTABLISHMENT WITH DRIVE THRU SERVICE.
 - BUILDING AREA: 1,910 SF
 - GROSS FLOOR AREA: 1,910 SF
 - TOTAL GRA: 1,910 SF
 - ALL CURB AND GUTTER TO BE PRINCE GEORGES COUNTY STANDARD 300.01.
 - HANDICAP RAMP IN ACCORDANCE WITH ADA REQUIREMENTS
 - ALL FILL BENEATH OF BUILDINGS TO BE CLASS 1 FILL.

DEVELOPMENT STANDARDS (C-5-C Zone)

MIN. LOT AREA:	REQUIRED	PROVIDED
	N/A	1,226 AC.
MIN. BUILDING SETBACK:		
COMMERCIAL ZONE:		
FRONT STREET (SAINT LOLA LANE)	10'	83.8'
SIDE YARD (SOUTH)	10'	41.3'
SIDEYARD (NORTH)	10'	88.5'
REAR YARD (WEST)	25'	78.7'
MIN. PARKING SETBACK:		
FROM STREET (SAINT LOLA LANE)	NONE	61.6'
SIDE YARD (SOUTH)	NONE	11.33'
SIDE YARD (NORTH)	NONE	10'
REAR YARD (WEST)	NONE	10'
PARKING REQUIREMENTS:		
DRIVE THRU RESTAURANT (TO BE APPROVED UNDER DSP)	22 seats = 8 Sp.	24 Sp.
1 SPACE PER 3 SEATS PLUS 1 SPACE FOR EVERY 50 SQUARE FEET OF GROSS FLOOR AREA EXCLUDING AREA DEVOTED EXCLUSIVELY TO PATRON SEATING & EXCLUSIVELY TO STORAGE.	730 SF/50 SF= 16 Sp.	Total Required: 24 Sp.
ADA SPACES (INCLUDED IN DRIVE-THRU restaurant) (to be approved by DSP)	2	2
COMPACT SPACES	N/A	N/A
MAX. BUILDING HEIGHT	N/A	25'
EATING AND DRINKING ESTABLISHMENT WITH DRIVE-THRU SERVICE	N/A	
MIN. PARKING SPACE DIMENSIONS*		
80' PARKING SPACE	9'x20'	9'x20'
ADA ACCESSIBLE PARKING SPACE	9'x20'	9'x20'

* SEE DPT-2026-0003 FOR REQUEST TO MODIFY PARKING SPACE DIMENSIONS PER CURRENT PRINCE GEORGES COUNTY ZONING ORDINANCE SECTION 21-6306. SEE FIGURE 21-6306(A)2 FOR REQUIRED DIMENSIONS.

SHEET SCHEDULE

SHEET NO.	SHEET TITLE
1	COVER SHEET
2	APPROVAL SHEET
3	EXISTING CONDITIONS PLAN
4	DETAILED SITE PLAN
5	SITE DETAILS
6	LANDSCAPE PLAN & LANDSCAPE DETAILS
7	LIGHTING PLAN & LIGHTING DETAILS
8	ARBY'S SIGNAGE
AS1.0	ARCHITECTURAL SIGNAGE
AS1.1-AS1.2	ARCHITECTURAL DETAILS
A2.1-A2.2	ARCHITECTURAL ELEVATIONS
A1.1	ARCHITECTURAL PLANS

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QR label certifies that this plan meets conditions of final approval by the Planning Board, it's designee or the Planning Council.

M-NCPPC APPROVAL

PROJECT NAME: MILL BRANCH CROSSING - ARBY'S
PROJECT NUMBER: DSP-2025-0036

For Conditions of Approval see Site Plan Cover Sheet or Approval Sheet
Revision numbers must be included in the Project Number.

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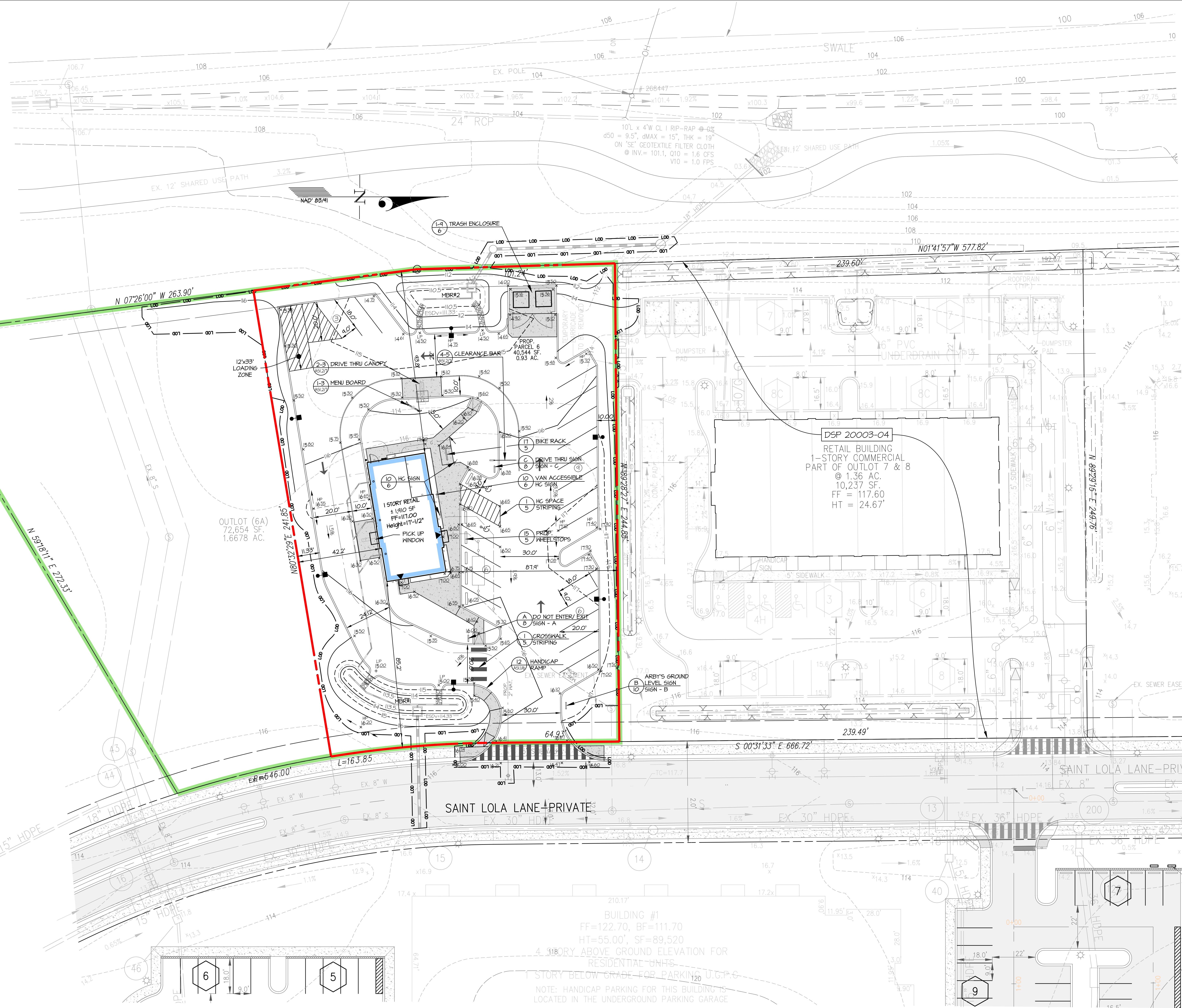
3809 NATIONAL DRIVE | SUITE 250 | BURTONSVILLE, MD 20896 | GLWPA.COM
PHONE: 301-421-4024 | BALT: 410-880-1850 | DC/VA: 301-489-2524 | FAX: 301-421-4118

DESIGNED BY	DRAWN BY	CHECKED BY	DATE	REVISION	BY	APPR.
KAB	KAB	TML				

PREPARED FOR:
MILL BRANCH SANDWICHES LLC
3640 MARTINS DAIRY CIRCLE
OLNEY, MD 20832

ATTN: BORIS LANDER LUIS
(240)-463-1404

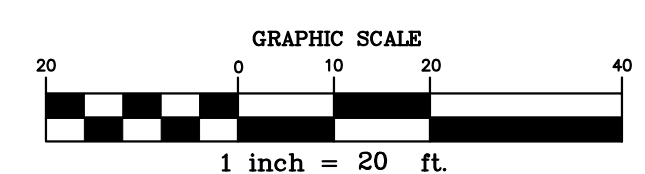
SCALE	ZONING	TAX MAP - GRID	COVER SHEET	G. L. W. FILE NO.
1"=200'	C-5-C	055E3	MILL BRANCH CROSSING - ARBY'S PLAT 13, OUTLOT 6A Plat Book ME270 Plat No. 9	24138
DATE				SHEET
OCT. 2025			QUEEN ANNE PLEASANT ELECTON DISTRICT No. 7	1 OF 8
			PRINCE GEORGES COUNTY, MARYLAND	



LEGEND

- EX. CONTOURS
- EX. BUILDING
- PROP. BUILDING
- EX. CURB
- PROP. CURB
- EX. SIDEWALK
- EX. FENCE
- EX. ELECTRIC
- EX. GAS
- EX. SEWER
- PROP. SEWER
- EX. WATER
- PROP. WATER
- EX. STORM DRAIN
- PROP. STORM DRAIN
- PROP. LOD
- EX. OVER HEAD WIRE
- PROPERTY LINE
- FLOODPLAIN BUFFER
- FB FB FLOODPLAIN BUFFER
- WL WL WETLAND
- WB WB WETLAND BUFFER
- STREAM
- SB SB STREAM BUFFER
- PMA PMA PRIMARY MANAGEMENT AREA (PMA)
- EX. TREELINE
- PROP. TREELINE
- SLOPES 15%+
- EX. TREE
- PROP. PARCEL 6
- RECORDED OUTLOT 6A

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 M-NCPPC APPROVAL
 PROJECT NAME: MILL BRANCH CROSSING - ARBY'S
 PROJECT NUMBER: DSP-2025-0036
 For Conditions of Approval see Site Plan Cover Sheet or Approval Sheet
 Revision numbers must be included in the Project Number



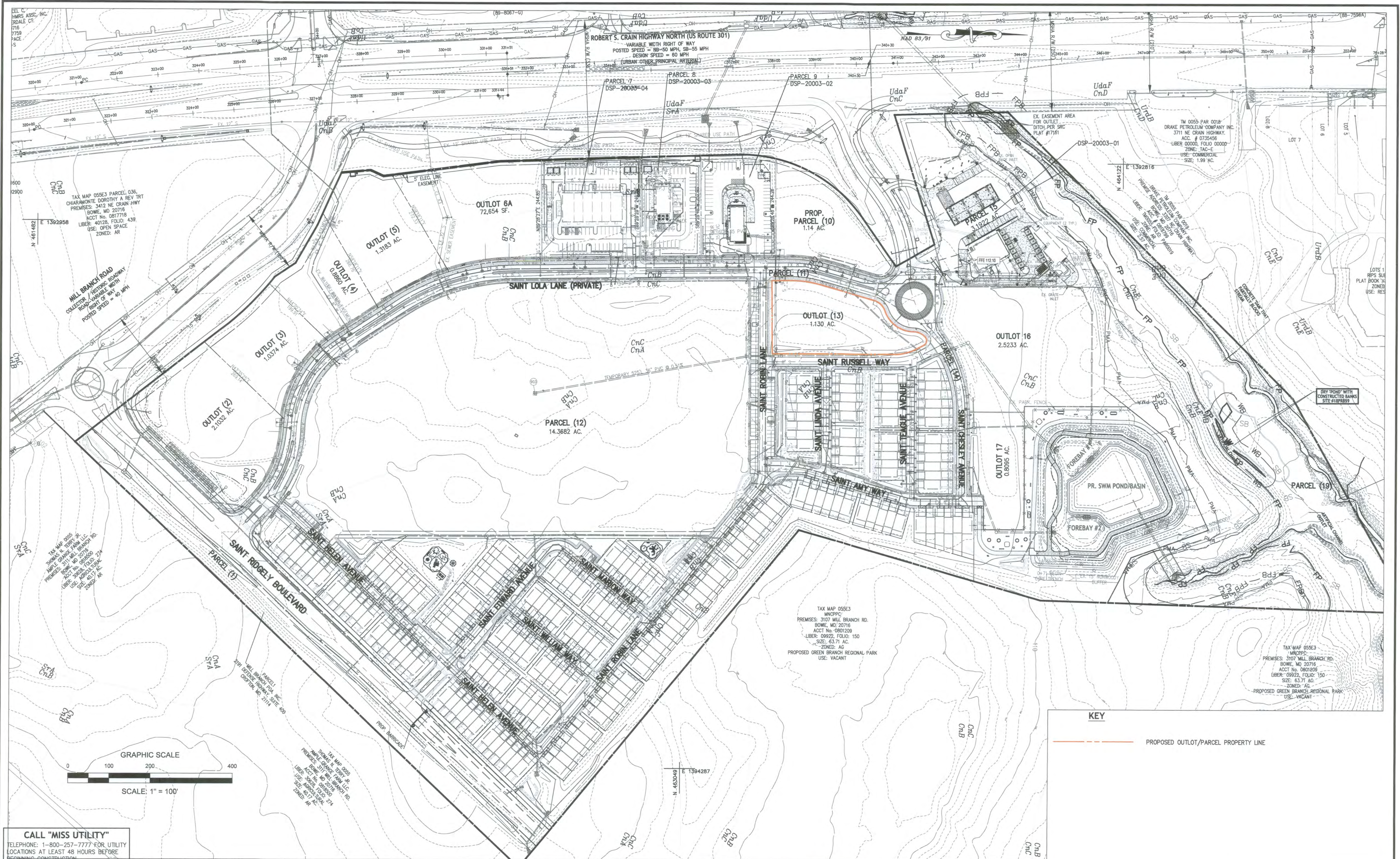
BUILDING #1
 FF=122.70, BF=111.70
 HT=55.00', SF=89,520
 4 STORY ABOVE GROUND ELEVATION FOR RESIDENTIAL UNITS
 1 STORY BELOW GRADE FOR PARKING U.G.P.G.
 NOTE: HANDICAP PARKING FOR THIS BUILDING IS LOCATED IN THE UNDERGROUND PARKING GARAGE

DESIGNED BY	CHECKED BY	DATE	REVISION	BY	APPR.
KAB	TML				

PREPARED FOR: MILL BRANCH SANDWICHES LLC 3640 MARTINS DAIRY CIRCLE OLNEY, MD 20832 ATTN: BORIS LANDER LUIS (240)-463-1404	SCALE	ZONING	SITE PLAN MILL BRANCH CROSSING - ARBY'S PLAT 13, OUTLOT 6A Plat Book ME270 Plat No. 9	G. L. W. FILE NO. 24138 SHEET 4 OF 8
	DATE	TAX MAP - GRID		
	OCT. 2025	055E3	QUEEN ANNE PLEASANT ELECTION DISTRICT No. 7 PRINCE GEORGE'S COUNTY, MARYLAND	

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CALL "MISS UTILITY"
 TELEPHONE: 1-800-257-7777 FOR UTILITY LOCATIONS AT LEAST 48 HOURS BEFORE BEGINNING CONSTRUCTION.

DESIGNED			DATE		
DESIGNED	FA	03/2026	DATE		
DRAWN	FA/EW	03/2026	DATE		
CHECKED	KLM	03/2026	DATE		
APPROVED	JNM	03/2026	DATE		

REVISIONS

DATE	BY	DESCRIPTIONS

LANDTECH CORPORATION
 A FALCON COMPANY

201 Defense Highway
 Suite 200
 Annapolis, MD 21401
 Ph: (443) 274-3232
 Contact Person: Kim Morgan
 Project Manager
 kmorgan@techgroupinc.net

Professional Seal of Charles F. Young, State of Maryland, License No. 19932, dated 06-17-2009.

Charles F. Young
 3/19/26

OWNER/DEVELOPER

GREEN BRANCH, LLC
 2191 DEFENSE HIGHWAY, SUITE 400
 CROFTON, MD. 21114
 TEL: 301-261-6700
 WILLIAM F. CHESLEY
 CONTACT: russell@wchesley.com
 TEL: 301-261-6700

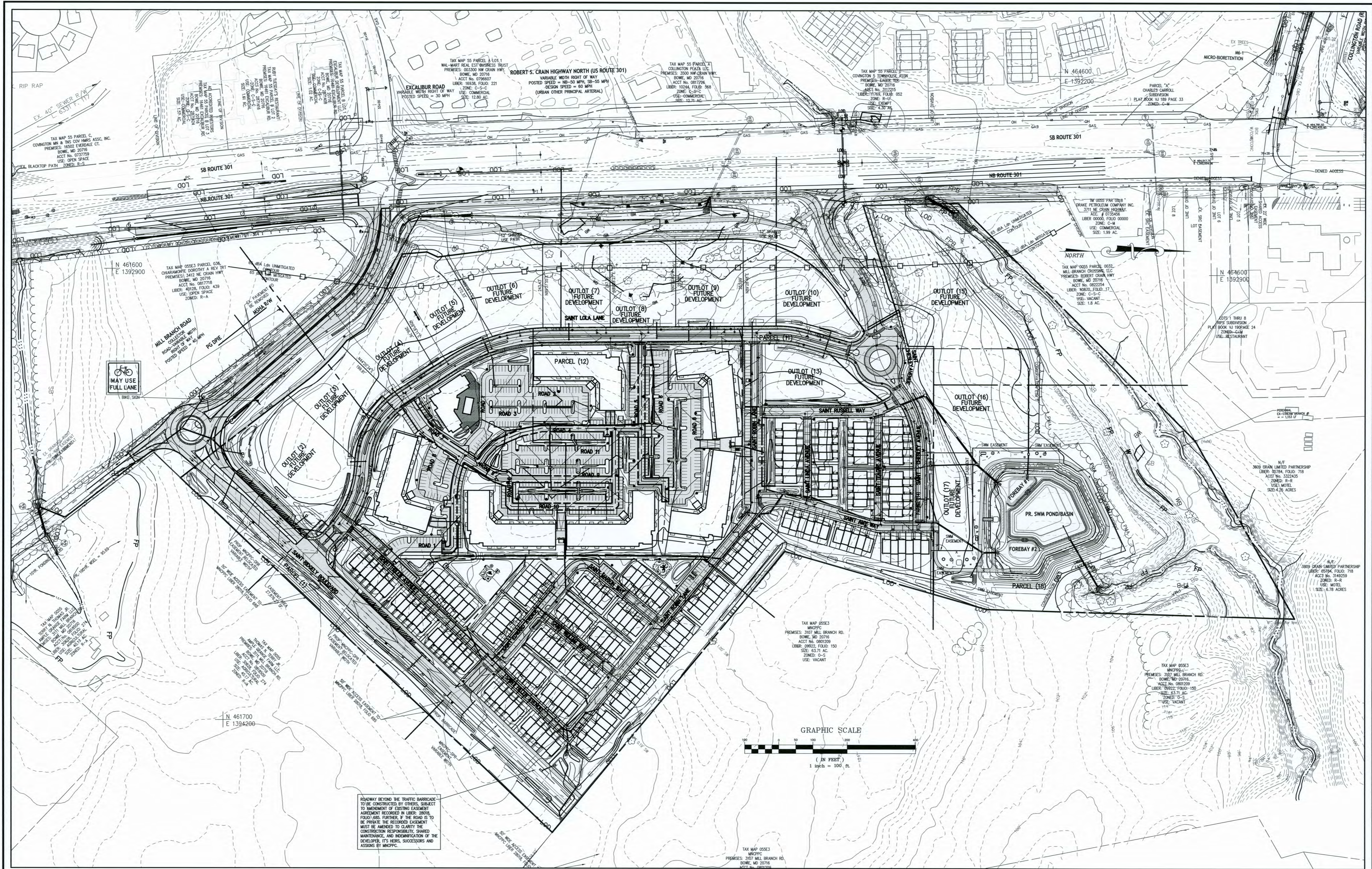
EXISTING CONDITIONS PLAN

RETAIL BUILDING @ MILL BRANCH CROSSING

OUTLOT 13
 PRINCE GEORGE'S COUNTY MARYLAND
 7th ELECTION DISTRICT
 TAX MAP 55, GRID E3/E4

SCALE: 1" = 100' DATE: MARCH 2026 LT PROJECT No. 520003/525015 SHEET 03 OF 15

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ROADWAY BEYOND THE TRAFFIC BARRICADE TO BE CONSTRUCTED BY OTHERS, SUBJECT TO AMENDMENT OF EXISTING EASEMENT AGREEMENT RECORDED IN LIBER: 20018, FOLIO 685. FURTHER, IF THE ROAD IS TO BE PRIVATE THE RECORDED EASEMENT MUST BE AMENDED TO CLARIFY THE CONSTRUCTION RESPONSIBILITY, SHARED MAINTENANCE, AND INDEMNIFICATION OF THE DEVELOPER, ITS HEIRS, SUCCESSORS AND ASSIGNS BY MNCPPC.

CALL "MISS UTILITY"
 TELEPHONE: 1-800-257-7777 FOR UTILITY LOCATIONS AT LEAST 48 HOURS BEFORE BEGINNING CONSTRUCTION.

DESIGNED		DATE		BY		REVISIONS	
DCM	07/2022	06/2021	07/2022	LT	REVISE PER MNCPPC PRE REVIEW COMMENTS DATED 06/02/2021		
FA/RH	07/2022	10/2021	07/2022	LT	REVISE PER MNCPPC PRE REVIEW COMMENTS DATED 09/10/2021		
CHECKED	KLM	07/2022	02/2022	LT	REV. PER SDRC & CITY OF BOWIE REVIEW COMMENTS DATED 01/07/2022		
APPROVED	CFY	07/2022	06/2022	LT	REV. PER CONDITIONS OF RESOLUTION POCPR NO. 2022-35		



201 Defense Highway
 Suite 200
 Annapolis, MD 21401
 Ph. (443) 274-3232
 Contact Person: Kim Morgan
 Project Manager
 kmorgan@techgroupinc.net



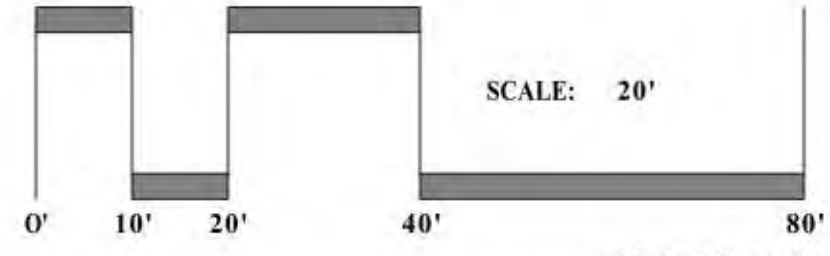
Charles F. Young
 8/1/22

OWNER/DEVELOPER
 GREEN BRANCH, LLC
 2191 DEFENSE HIGHWAY, SUITE 400
 CROFTON, MD, 21114
 TEL: 301-261-6700
 WILLIAM F. CHESLEY
 CONTACT: russell@chesley.com
 TEL: 301-201-6700

DETAILED SITE PLAN - DSP 20003
COMPOSITE SHEET
MILL BRANCH CROSSING
 PARCEL A AND 32
 PRINCE GEORGE'S COUNTY MARYLAND
 TAX MAP 35, GRID E3/E4, PARCEL A & 32



**PLAN RENDERING
MILL BRANCH CROSSING - ARBY'S
PRINCE GEORGE'S COUNTY, MARYLAND**





Memorandum

TO: City Council

FROM: Jesse Buggs, Grants Administrator

SUBJECT: City of Bowie Annual Action Plan FY2027 (HUD FY2026) - Resolution R-50-26

DATE: 05/28/2026

The City of Bowie receives Community Development Block Grant (CDBG) funds from the US Department of Housing and Urban Development (HUD) through an entitlement¹. The City of Bowie's *Consolidated Action Plan for Housing and Community Development (Plan), Fiscal Year 2024-2028* was adopted by City Council and approved by HUD, and analyzes housing, human services, and non-housing community development needs throughout the City, identifies and prioritizes community needs, and includes a strategy to address those needs. The Five-Year Consolidated Plan and the FY2027 Annual Action Plan are required by the U.S. Department of Housing and Urban Development for all Entitlement Communities receiving HUD funding.

The Annual Action Plan is also the means to meet federal funding requirements for the Community Development Block Grant (CDBG) program. The City of Bowie is a HUD Entitlement Community and, as such must develop funding priorities that address at least one of three National Objectives. CDBG projects must benefit low-moderate income persons, eliminate slums and blight, or fulfill an urgent need. This program allows communities to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services.

Consistent with the Council-approved Citizen Participation Plan, Consolidated Plan, and Annual Action Plan, staff has engaged in several community outreach and information gathering activities that include the following:

Public Outreach Meetings:

Date: Wednesday, April 22, 2026

Meeting Time: 6:00 pm

Location: City Hall and online via Zoom/Public Hearing

Date: Monday, June 1, 2026

Meeting Time: 6:00 pm

Location: City Council Chambers/City Council Meeting/Public Hearing

One of the City's objectives is to provide benefits to a maximum number of residents through its CDBG allocation.

FY27 (HUD FY26) Allocation: \$207,696

Given the projected level of funding from HUD, as well as the potential for reductions due to federal policies and priorities, programs which target low/moderate income individuals/families are in the best interest of the City at this time.

The City should continue to offer the Single Family, Owner-Occupied, Residential Housing Rehab Program (with HUD income qualification requirements) that prioritizes senior citizens, disabled residents, and others for the next five years. The City should also continue the Workforce Training and Job Placement Program (funds permitting) for eligible persons in the age range of 15 – 25. The City will continue to evaluate other needs for future years, depending upon local circumstances. If needs are identified which satisfy HUD's eligible activities requirement, low/mod income requirements, and national objectives, steps should be taken to incorporate them into the Consolidated Plan. This will require an amendment to the Annual Action Plan for the year(s) in question.

Persons who needed more information or who wished to submit written comments were directed to the Office of Grant Development & Administration at City Hall, 15901 Fred Robinson Way, Bowie, Maryland, 20716, or by email at bowieplan2428@cityofbowie.org.

DISCUSSION: Staff has completed the production of the FY2027 (HUD FY2026) Annual Action Plan, as required by the U.S. Department of Housing and Urban Development. The report is attached.

RECOMMENDATIONS: We recommend that Council adopts Resolution R-50-26 and authorize the staff to forward the Plan to HUD for review and approval.

¹CDBG funds are appropriated annually by the U.S. Congress and distributed on a formula basis to local jurisdictions. Municipalities are entitled to receive HUD funds directly when the City's population exceeds 50,000 residents.

- ATTACHMENTS:**
1. 20260601 - Resolution R-50-26
 2. 20260601 - AAP FY2027 City of Bowie Updated Draft
 3. 20260601 - AAPFY27 HUD FY26 PPT Public Hearing

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ADOPTING THE FY2027 ANNUAL ACTION PLAN AND PROPOSED PROJECTS
FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, the City of Bowie (City), Maryland is an Entitlement Community concerning the Community Development Block Grant (CDBG) Program; and

WHEREAS, the City Council approved Resolution R-41-03 on May 5, 2003 authorizing the City to become an Entitlement Community; and

WHEREAS, as an Entitlement Community the City developed a Five-Year Consolidated Plan that was adopted by City Council and approved by HUD for the Community Development Block Grant Program for the period July 1, 2024 – June 30, 2028; and

WHEREAS, the City must prepare a report each year for its proposed CDBG Programs, the Annual Action Plan, and

WHEREAS, the City staff has conducted Community Outreach Meetings, and other community outreach activities consistent with the requirements of the FY2027 (HUD FY2025) Annual Action Plan, and

WHEREAS, the City staff has developed a proposal for programs based on the information collected and analyzed from the community outreach initiatives, and

WHEREAS, the City staff has posted the “FY2027 Annual Action Plan” report in several locations for citizen review and comment, consistent with HUD rules and regulations.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, does hereby adopt the “FY2027 (HUD FY2026) Annual Action Plan” report; and

BE IT FURTHER RESOLVED that the City Manager is authorized forward the programs and projects as outlined in the “FY2027 (HUD FY2026) Annual Action Plan” report to HUD for review and approval.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 1, 2026.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez, MMC
City Clerk

Michael P. Estève
Mayor



DRAFT

City of Bowie

Office of Grant Development & Administration

HOUSING AND COMMUNITY DEVELOPMENT

FY 2027 (HUD FY 2026) Annual Action Plan



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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The Annual Action Plan for 2027 continues the City's funding priorities as identified in the Consolidated Plan: housing rehabilitation, workforce training, and fair housing education. The City plans to continue popular and successful programs that have served residents for over two decades.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City has identified a variety of community needs including:

- § Housing rehabilitation
- § Workforce training
- § Fair housing education
- § Affordable housing
- § Emergency assistance (home repairs, rental assistance, etc.)
- § Water and sewer infrastructure

The dual trends of increasing housing prices and aging of the current population are projected to continue into the near future. Based on these conditions and given limited resources, the City has opted to invest in three projects for the duration of the Five-Year Plan: a single family, owner-occupied residential rehabilitation program, fair housing education activities, and workforce development. The first will be Single Family, Owner-Occupied, Residential Housing Rehab Program (with HUD income qualification requirements) that prioritizes senior citizens, disabled residents, first responders and others for the next year. The second project will be a program to help educate residents, businesses, property owners and others about fair housing practices and requirements. The third project will be to undertake a Workforce Development program to educate and support job seekers.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City has met or exceeded goals and objectives set for previous years. The City has worked with residents to rehabilitate hundreds of housing units, improving habitability and the overall housing stock of the City. The annual April Fair Housing Symposium the City continues to reach important stakeholders such as real estate agents, code enforcement officials, police officers, faith community leaders, and the general public. The Workforce Development Program has provided free education and support to young people planning to enter the workforce and jobseekers to help them evaluate different industries and career paths.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Bowie held three Public Hearings to present the Annual Action Plan to the residents of Bowie. All public meetings were publicized via the City's communications channels (website, social media accounts, monthly and weekly printed and emailed newsletter, public access cable channel) as well as posted in the local newspaper, the Prince George's County Post. Residents were asked to submit any questions or comments at each meeting and during March 31 – May 1, 2026.

Public meeting dates (meetings were held at Bowie City Hall with a hybrid online option):

April 8, 2026

April 22, 2026

May 20, 2026 (City Council Hearing)

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Public comments from the hearings or public comment period will be included in the final draft of the Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

7. Summary

The Plan outlines Bowie’s priority needs, anticipated resources, and ultimate goals for its federal funding allocation. The Bowie Office of Grant Development and Administration (OGDA) will be the administering agency and will continue to work with County agencies, private developers and non-profit groups to effectively administer the program, as well as monitoring the use of funds.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	BOWIE	
CDBG Administrator	BOWIE	Office of Grant Development and Administration
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

The City of Bowie is a member of the Prince George’s County Continuum of Care (CoC). The services provided are not located within the City, but are available to residents. The services listed and discussed elsewhere in this document meet the needs of homeless persons in Prince George’s County and the City of Bowie. Diversion programs are a major part of the institutional delivery system that limit the number of persons becoming homeless in the County through minor interventions. When diversion programs fail, transitional housing is available with a variety of supportive services to move persons rapidly into permanent housing. These programs are available and targeted to a variety of subpopulations in the County.

The City provides street outreach to residents, connects them to the County homelessness services as-needed, and provides limited support to residents in emergency situations. The City operates a Senior Center, and also maintains relationships with the senior housing facility and assists residents in accessing health services if necessary.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Accommodations were made for 5 subpopulations identified by the CoC as presenting unique challenges:

Unaccompanied youth/young adults: Young people ages 13-24 need separate attention and a single integrated system of care. Activities the County has undertaken include: a Strategic Plan for Youth, annual housing instability count, 14 beds of emergency shelter, 65 beds of transitional housing, participation in a statewide task force to study housing and supportive services for unaccompanied homeless youth and made recommendations for action by the Maryland General Assembly and State executive agencies, and award and management of the Youth Homelessness Demonstration Project (YHDP) grant from HUD.

Chronically homeless, mentally ill, substance abusing, dually diagnosed and/or disabled individuals: Studies show that altho chronically homeless people represent a small share of the overall homeless population, their effect on the system and the community is considerable. Emergency shelters are not designed to address their needs. The County’s strategic efforts to provide housing include: developing a chronic homeless individuals registry, Countywide implementation of the vulnerability index and review panel to determine placement priority, and expanded housing options including Housing First PSH, Safe Haven and drop-in centers.

Veterans: Prince George’s County has the largest number of vets in Maryland, yet few access the homeless services system. The County has established collaborative relationships w/the VA, community colleges, workforce orgs, housing developers and service providers to take advantage of upcoming housing and related services for vets.

Re-Entry: Approximately 4,000 inmates are released from detention each year. When this occurs w/out a structured reentry plan, it creates additional demands on communities and service systems. The County’s plan calls for a collaboration of criminal justice agencies, community organizations and service providers to promote successful re-integration.

Domestic Violence Survivors: There is a lack of emergency shelter beds for domestic violence survivors and a complete lack of specialized shelter for survivors. The County Plan includes strategies designed to address challenges of domestic violence survivors and ensure all persons have a safe, secure place to reside.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Bowie addresses the emergency and transitional housing needs of homeless persons as a participant in the Prince George’s County Continuum of Care (CoC). The City does not directly provide services or receive ESG funds, but does work with the CoC to address homelessness.

No emergency shelter is available in the City, however, OGD staff works closely with the Bowie police department, Bowie Senior Center and other City departments to address the needs of homeless individuals on a regular basis. Any homeless individual identified in Bowie is immediately referred to the County’s Homeless Hotline and offered other temporary emergency assistance as appropriate. The City is also presently in discussions with various community and faith-based groups interested in increasing the supply of temporary housing for residents in crisis.

The City has established an emergency fund for residents in need of direct, specific aid including short-term hotel stays for residents displaced by emergencies, grocery gift cards for incidentals, and occasionally emergency rental assistance in recent years.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities

As described above, the City is an active member of the County Continuum of Care, which is guided by the Department of Social Services. The City is participating in strategic planning to end homelessness in Prince George’s County. OGDAs also work with the County DHCD to develop HUD reports on homelessness and fair housing in the County and City. Bowie businesses, landlords, property management companies, Bowie Interfaith food pantry, and faith community are aware of OGDAs as a resource for residents in crisis.

1	Agency/Group/Organization	Prince George's County Continuum of Care
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Employment Service-Fair Housing Services - Victims Other government - County

What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The CoC and Bowie, in partnership to the County, have a history of coordinating with government offices, municipalities, agencies, and nonprofit organizations, comprising its institutional delivery system.

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Prince George's County Homeless Services Partnership	

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

**1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting**

The City of Bowie held three public meetings: two public meetings at Bowie City Hall with an option to join online via MS Teams on Wednesdays, April 8 and April 22, both at 7 pm, and one during the City Council meeting, also at Bowie City Hall, on Monday May 20. All meetings were publicized via City comms channels and publications, posting flyers at both public libraries and other local businesses, ads in the local newspaper, and sending out email blasts to the faith community, property management companies, and HOA presidents. Resident comments will be included in the final draft.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	207,696.00	0.00	0.00	207,696.00	138,520.00	CDBG funds will be used to address community housing needs, specifically, housing rehabilitation; Fair housing; and Workforce Development

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The city will pursue additional funds from other sources including state, local, foundation, and private entities to expand our services for residents.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

No publicly owned land or property within the jurisdiction will be used to address the needs identified in the plan.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve the quality of owner-occupied housing	2023	2027	Affordable Housing		Housing Rehabilitation	CDBG: \$180,796.00	Homeowner Housing Rehabilitated: 10 Household Housing Unit
2	Improve access to affordable housing	2023	2027	Affordable Housing Fair Housing Education		Fair Housing Education	CDBG: \$1,900.00	Other: 2 Other
3	Workforce Training and Job Placement	2023	2027	Non-Housing Community Development		Public Service: Workforce Training Job Placement	CDBG: \$25,000.00	Other: 20 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Improve the quality of owner-occupied housing
	Goal Description	Single Family, Owner-Occupied, Residential Housing Rehab Program (with HUD income qualification requirements) that prioritizes senior citizens, disabled residents, and others for the next two years. Matrix code 14A.

2	Goal Name	Improve access to affordable housing
	Goal Description	Fair Housing outreach activities, including training sessions, informational brochures or outreach sessions to improve the community's understanding of fair housing laws. Matrix code 05J.
3	Goal Name	Workforce Training and Job Placement
	Goal Description	The project will be to undertake a small community study in the form of a project to examine the potential workforce and employment training in communities throughout the city. Matrix code 05H.

Projects

AP-35 Projects – 91.220(d)

Introduction

The City of Bowie operates three projects to address the three goals identified in the five year strategic plan. Those projects include

- 1) Single Family Rehabilitation Grants for residents to make crucial repairs to their homes
- 2) Workforce Development Programs to educate residents about in-demand local careers in sustainable fields, education and training opportunities, local employers, and support in the job search process
- 3) Fair Housing Education to provide training and guidance to City, County, and other municipal code enforcement staff, local police officers, landlords, property managers, tenants, real estate professionals, and the general public

Projects

#	Project Name
1	Workforce Training and Job Placement
2	Housing Rehabilitation
3	Fair Housing Activities

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Priority needs within the City of Bowie have been identified as Housing Rehabilitation, Public Service: Workforce Training Job Placement, Fair Housing Education, Affordable Housing, Emergency Assistance, Infrastructure: Sewer Lines, Infrastructure: Sewage Overflow Container. Priority needs were included based on the results of public input and stakeholder interviews. Additional needs were identified through consultation with City agencies. Given the limited resources and funding available, the City has selected these projects to provide the largest impact on the residents whose needs are being underserved.

AP-38 Project Summary

Project Summary Information

1	Project Name	Workforce Training and Job Placement
	Target Area	City of Bowie
	Goals Supported	Workforce Training and Job Placement
	Needs Addressed	Public Service: Workforce Training Job Placement
	Funding	CDBG: \$25,000.00
	Description	The project will be to provide workforce development support programs at planned City Workforce Training Center for city residents, including highlighting in-demand careers, free training and education programs for MD residents, mock interviews and resume review, and career counseling.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	Public service activities other than low/moderate income housing benefit. 20 persons assisted.
	Location Description	Events at planned Workforce Training Center to provide monthly programming for resident job seekers, including STEM career seminars, mock interview and resume review, career counseling, free online training, and other activities to support job seekers based on evolving community needs.
	Planned Activities	
2	Project Name	Housing Rehabilitation
	Target Area	City of Bowie
	Goals Supported	Improve the quality of owner-occupied housing

	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: \$180,796.00
	Description	Single Family, Owner-Occupied, Residential Housing Rehab Program (with HUD income qualification requirements) that prioritizes senior citizens, disabled residents, and others for the next year.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	Homeowner Housing Rehabilitated: 10 Household Housing Units
	Location Description	City of Bowie
	Planned Activities	The Single Family, Owner-Occupied, Residential Housing Rehab Program (with HUD income qualification requirements) prioritizes senior citizens, disabled residents, and others for the next two years. The goals for the rehabilitation program are consistent with HUD's policies and its goals for the Energy Star Program by removing constraints on mobility, reducing total household expenses, improving indoor air quality, reducing health hazards, increasing comfort, increasing property value, and improving outlook on life.
3	Project Name	Fair Housing Activities
	Target Area	City of Bowie
	Goals Supported	Improve access to affordable housing
	Needs Addressed	Fair Housing Education
	Funding	\$1,900
	Description	Fair Housing outreach activities, including training sessions, informational brochures or outreach sessions to improve the community's understanding of fair housing laws.
	Target Date	06/30/2027

Estimate the number and type of families that will benefit from the proposed activities	Public service activities other than low/moderate income housing benefit. 2 activities.
Location Description	City of Bowie
Planned Activities	Funding for fair housing activities will support education and outreach efforts in the City of Bowie. Typical actions include seminars and trainings for residents, landlords, and city staff covering an array of fair housing topics. This year the City of Bowie will hold workshops for residents, landlords, city staff and other interested parties on their rights and responsibilities under fair housing laws.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of Bowie's CDBG program will support the rehabilitation of housing. All rehabilitation funds will be used to support the rehab of existing homes that prioritizes senior citizens, disabled residents, and others for the next year. Specifically, the program aims to make major repairs for households that would otherwise be unable to afford needed maintenance. The program also aims to reduce monthly living costs by repairing and updating older homes. These goals help maintain the City's affordable housing stock while improving the financial stability of residents.

One Year Goals for the Number of Households to be Supported	
Homeless	
Non-Homeless	
Special-Needs	15
Total	15

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	
The Production of New Units	
Rehab of Existing Units	15
Acquisition of Existing Units	
Total	15

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

AP-60 Public Housing – 91.220(h)

Introduction

The City of Bowie is served by the Prince George's County Housing Authority. There is no conventional public housing in Bowie although a number of senior housing units are subsidized, including those at Bowie Commons and Pin Oak Village.

Actions planned during the next year to address the needs to public housing

Bowie does not have its own public housing agency, nor is there public housing in the City. As public housing has not been established as a high priority need in Bowie, the City will continue to encourage the development of other types of affordable housing that serve the demographics of the community.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

While no conventional public housing exists in Bowie, the City has taken a strategic and coordinated effort to ensure those living in affordable senior housing have access to premium social services, decent housing, ample recreational facilities, convenient and affordable health care, senior service provisions, educational extension services, and responsible and interactive law enforcement that enhance the quality of life in the community, increase housing values, and develop employment opportunities.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The City of Bowie does not have a PHA. The Prince George's County Housing Authority is not designated as troubled.

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Given the City of Bowie's limited allocation, no CDBG funds are being used to directly address homelessness in the community. The City does, however, work closely with various groups to address homelessness.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Bowie is a participant in the Prince George's County Continuum of Care (CoC). The CoC has developed a system to address homelessness and the priority needs of homeless individuals and families. The CoC addresses the housing and supportive services needs in each stage of the continuum process to help homeless persons make the transition to permanent housing and independent living. These services are documented annually during the Continuum of Care's point-in-time survey, and individual needs are evaluated each time a person enters the County system. This ensures individuals are receiving the appropriate type of care and are being pointed toward permanent, supportive housing and associated mainstream benefits.

The City of Bowie will continue to support the CoC strategy to meet the needs of homeless persons and those at risk of becoming homeless. OGD staff regularly canvases known camping locations and responds to calls to the City by residents and business owners about pan handling and car sleeping. The City refers those people to County Homelessness Hotline and checks back if they decline services.

Addressing the emergency shelter and transitional housing needs of homeless persons

There are no emergency shelters in the City; all homeless persons are referred to the County Homelessness Hotline. The County assesses each case and refers people to transitional housing as appropriate and available.

Depending on circumstances, the City has provided limited hotel stays to individuals and families, purchased bus tickets or other transportation to help people reach family or shelter options, and provided limited funds for rent, utilities, groceries, meals, and other incidentals.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals

and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The County Plan has 2 strategies: Rapid Re-Housing and Permanent Housing.

Rapid Re-Housing (RRH): Keys to the success of this approach include but are not limited to a well-developed housing barrier assessment process, good relationships w/landlords, the presence of staff skilled in negotiation, housing location, case management, and availability of funds for short-to-medium rental and utility subsidies, as well as other related costs.

Permanent Housing: The County's Plan focuses on 2 priority areas: subsidized housing, and permanent supportive housing (PSH) - both of which are designed to address the complex needs of those identified as least likely to be successful w/out a long-term sustainable housing solution and for whom multiple RRH interventions have failed.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The first defense against homelessness is prevention and/or diversion, both of which are highlighted as priorities in the County's Strategic Plan. It is much more cost effective for many households to maintain their housing rather than the County facilitating entry into the homeless emergency system and re-housing the family. The County has a very strong system for prevention and intervention but does not have the funding required to end homelessness.

Shelter diversion: The goal of this strategy is to help at-risk households seeking shelter to identify alternative housing options (avoiding entry into a shelter), and to offer support services that will help them stabilize until a permanent housing opportunity becomes available. Shelter diversion is handled through the coordinated intake process and is used in cases where it is a safe and practical alternative to shelter.

Prevention: Prevention assistance, usually in the form of immediate and short-term rental and/or utility assistance, provides a means of preserving permanent housing situations and saving households from entering the homeless assistance system. Prevention and diversion programs are of critical importance to keeping people from becoming homeless in the face of a personal crisis. The County's Plan includes creation of a publicly and privately funded and coordinated intervention system focused on preventing homelessness and maximizing the effectiveness of this limited pool of resources.

Prince George's County envisions a comprehensive housing crisis response system through which

homelessness can be prevented, and as required, homelessness can be quickly ended. The plan is designed to identify and align homeless support systems to meet the distinct needs of people at risk of, or experiencing homelessness, make additional affordable housing resources available either through development and/or subsidy programs, realign existing resources with prevention and rapid re-housing initiatives, and target permanent supportive housing for those deemed most vulnerable.

Discussion

In addition to continuing these programs, the City's s rehabilitation program will maintain the affordable housing stock while reducing residents' monthly payments through critical repairs and improvements to roofs, windows, doors, appliances, etc. These improvements will lower costs for residents and enable many to remain in their homes.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

In the Consolidated Plan, the City identified public policies in its Consolidated Plan that are barriers to fair and affordable housing. For barriers outside the direct control of the City, Bowie continues to work with State partners to accomplish fair and affordable housing goals. Bowie is also focusing on fair housing education and workforce housing set-asides in the coming year.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

This year, the City is using a portion of its CDBG allocation to offer fair housing education sessions that are free and open to the public. These sessions will educate residents about their rights and sellers/landlords' responsibilities regarding fair housing. The City is presently engaging with a developer on a proposed large, mixed-use project that could include workforce housing set-asides.

Additionally, the City is continuing to seek approval from the State Legislature for independent zoning authority. Maintaining local zoning control will allow the City to more adequately plan for a greater mix of uses including affordable housing.

Discussion:

In addition to these policy-related actions, the City's Housing Rehabilitation Program will continue to provide housing rehabilitation funds that will maintain the affordable housing stock and reduce monthly costs for homeowners.

AP-85 Other Actions – 91.220(k)

Introduction:

In addition to the actions the City of Bowie will take with its annual CDBG allocation, the City continually works to improve the housing and employment opportunities for low and moderate income persons and other special populations.

Actions planned to address obstacles to meeting underserved needs

While the City does not have zoning authority over proposed development projects, it does review submitted plans in accordance with the City's Development Review Guidelines and submits recommendations to the County Planning Board. In order to provide a broad range of affordable housing types and styles, the City will continue to encourage each builder within a new residential development to provide at least one single-story unit type or model, which includes a first floor master bedroom to address the needs of the 55-and-over population and persons with disabilities.

Actions planned to foster and maintain affordable housing

The City's Code Compliance Department ensures that all properties in the City are kept up-to-code, well-maintained and safe. In addition, the Housing Rehabilitation program fosters and maintains affordability for seniors and the disabled, as well as other income qualified residents, by lowering utility costs and maintaining livable homes.

Actions planned to reduce lead-based paint hazards

The majority of housing in Bowie was built post World War II, and is free of lead-based paint. The City does not have a Housing Authority that performs lead paint assessments or rehabilitation, but regularly refers residents to regional programs addressing lead paint hazards. These agencies include: the Maryland Department of Environmental Resources, Maryland Department of Environment, Maryland Department of Housing and Community Development, and the National Center for Lead Safe Housing.

Actions planned to reduce the number of poverty-level families

The median income in Bowie increased by 30% between 2017 and 2024 – the median income in 2017 was \$108,637, while in 2024 it has risen to \$141,995, with 3.8% of the population is living below the poverty level. For most residents, housing cost burden is the biggest housing problem. The comparatively low number of low-moderate households suggests that there are not enough affordable housing options to allow LMI individuals to live in Bowie.

The City recently made a commitment to expand its support for job seekers. Last November, in partnership with Employ Prince George's, the County's nonprofit in support of jobseekers, the City

opened a Workforce Training Center, which offers supportive services to job seekers on an on-going basis, including resume review, mock interviews, job listings, and access to the services of Employ Prince George's.

The City is working on redevelopment plans for Old Town Bowie to attract local micro-manufacturers. The City has also established an emergency fund, which offers short-term immediate support for residents in crisis. Finally, the City supports the Bowie Interfaith Food Pantry financially, which operates an emergency fund for residents in addition to groceries.

Actions planned to develop institutional structure

The Office of Grant Development and Administration continues to train all City staff on how to conduct outreach to homeless persons, available social support services, and which agencies/entities to contact on behalf of residents. ODGA recently hired a Program Manager to coordinate response to residents in crisis among other work. The City has relationships with key County agencies that impact social services and outreach efforts, including the Continuum of Care (CoC), DSS, DHCD, and senior services. The City is also participating in the CoC's strategic planning process, which will improve the overall level of services for homeless persons in the City and County.

Actions planned to enhance coordination between public and private housing and social service agencies

The mission of the City of Bowie is to provide exemplary public service. However, the City does not have a housing authority, nor does it build or manage public housing. Although the Division of Youth and Family Service and the Senior Center do provide programs and services for youth, families, and seniors, these municipal entities coordinate with regional agencies and organizations that provide services for residents that the City does not. The City of Bowie is committed to expanding outreach efforts to make residents more aware of existing services by sponsoring a variety of educational workshops, promoting resources on the City's website, and providing informational pamphlets at City sites. The City of Bowie will continue to work closely with State, County and regional agencies, coordinating programs and activities. The City will continue to work closely with the Washington Metropolitan Council of Governments (MWCOG) on regional issues.

Discussion:

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

Below is information on a variety of other requirements of the CDBG program.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed
 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan
 3. The amount of surplus funds from urban renewal settlements
 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.
 5. The amount of income from float-funded activities
- Total Program Income 0

Other CDBG Requirements

1. The amount of urgent need activities 0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. 98.98%



City of Bowie
U.S. Department of Housing and Urban Development
Community Development Block Grant Program
CDBG

Annual Action Plan FY 2027 (HUD FY26)
Public Hearing Presentation
April 22, 2026

www.cityofbowie.org/AAP



Presented by Kay Starr, Program Coordinator
Bowie Office of Grant Development and Administration

City Manager's Office
15901 Fred Robinson Way
Bowie, MD 20716



OGDA PROGRAMS

- ❖ Grant Research/Writing
- ❖ Grants Management and Audits
- ❖ Project Management/Program Evaluation
- ❖ Workforce Development & Life Skills Training
- ❖ HUD CDBG Program Administration
- ❖ First-time Homebuyers Assistance
- ❖ Fair Housing Administration & Training
- ❖ Single-Family Housing Rehab
- ❖ Affordable Housing Policy, Implementation, and MPDU Administration
- ❖ Homeless and Emergency Resident Assistance Services

Programs

❖ Current

- ❖ EPA – Water System Improvements
- ❖ City of Bowie Railroad Museum Improvements
 - ❖ Bowie Workforce Training Center
 - ❖ Employ Prince George's Partnership
 - ❖ Workforce Development Programs

❖ Future

- ❖ HUD – Funded Improvements to Allen Pond Park

❖ Past/On-going

- ❖ DOE Energy Efficiency & Conservation Block Grant Program (EECBG)
- ❖ HUD Community Development Block Grant (CDBG)
 - ❖ CARES Act relief programs
 - ❖ Emergency Food Assistance Program
 - ❖ Emergency Rental Assistance Program
 - ❖ Emergency Resident Support
 - ❖ Single Family Rehabilitation Grants
 - ❖ Workforce Development
 - ❖ Fair Housing Education

The Community Development Block Grant (CDBG) Program

- Develops viable urban communities,
- Provides decent housing,
- Expands economic opportunities, and
- Addresses at least one of the National Objectives



National Objectives

1. Benefit Low-Moderate Income Persons,
2. Eliminate Slums and Blight, or
3. Fulfill an Urgent Need.

CDBG Eligible Activities

- Acquisition, demolition or rehabilitation of real property
- Construction of public facilities
- Public services
- Assistance to Community-Based Development Organizations
- Economic Development
- Energy conservation and renewable energy
- Planning & Administration

CDBG Consolidated Plan Process FY24 - 28

Needs Assessment	Five Year Strategy	Annual Action Plan	Evaluation Report (CAPER)
Housing	Estimated Cost	Resources	Actual Expenditures
Human Services	Goals/ Objectives	Activities	Progress/ Status/Impact
Non-Housing Community Development	Performance Measures	Performance Measures	Deliverables

Citizen Participation Process

- Poll residents to assess needs and priorities; Coordinate community development strategies, Design projects to address needs.
- Emphasize participation by persons of low- or moderate-income, particularly low- and moderate-income residents,
- Provide Access to CDBG documents at Bowie City Hall front desk (paper copies) and online at www.cityofbowie.org/grants and www.cityofbowie.org/cdbg
- Allow residents of Target Area to review and respond to proposed CDBG activities.

Five Year Plan Priorities

- Five Year Strategy Plan
 - Single Family Rehab,
 - Workforce Development
 - Fair Housing Education
- Housing Rehabilitation for all eligible residents and Workforce Training are the City's Highest Priority Needs
- HUD has Determined that Seniors are a "Presumptive" Low/Mod Income Level Population
- The City has Determined that there is No Priority Need based on Race, Ethnicity or Gender

Community Partnerships

- **The Bowie Emergency Aid Fund and Food Pantry**

Provides and coordinates local service providers and faith-based efforts to serve low income and/or homeless residents. This organization also coordinates with Prince George's County Homeless Coalition and Human Service Agencies to provide other resources. They also collect uniform client data.

- **The Maryland Department of Housing & Community Development (DHCD)**

The Weatherization Assistance Program (WAP), operated by DHCD helps low income households with the installation of energy conservation materials in their dwelling units. These measures both reduce the consumption of energy and the cost of maintenance for these homes.

Proposed FY26 Project 1: Single Family Rehab Grants

SINGLE FAMILY HOUSING

Rehabilitation Program

Grant program funded by the U.S. Department of Housing and Urban Development (HUD).

The goals of this program are consistent with HUD's policies and its goals for the Energy Star Program, which are as follows:

- 1) help homeowners make energy efficiency related improvements to their homes
- 2) reduce home operating costs
- 3) reduce health hazards
- 4) improve indoor air quality
- 5) improve mobility.

For an application or more information contact:

**CITY OF BOWIE
OFFICE OF GRANT
DEVELOPMENT AND
ADMINISTRATION**

15901 Fred Robinson Way
Bowie, Maryland 20716
Phone: 301-809-3051
Fax: 301-809-2302
bowielsg@cityofbowie.org



LET US HELP MAKE YOUR HOME HEALTHY AND SAFE

Eligible Bowie homeowners may receive grants of up to \$10K to make energy efficiency and safety related improvements to their homes.



Eligible Applicants must:

- Be a legal owner of property within City limits
- Have a household income limit at or below the following:

FAMILY SIZE	INCOME LIMIT
1 Person	\$66,750
2 Persons	\$76,250
3 Persons	\$85,800

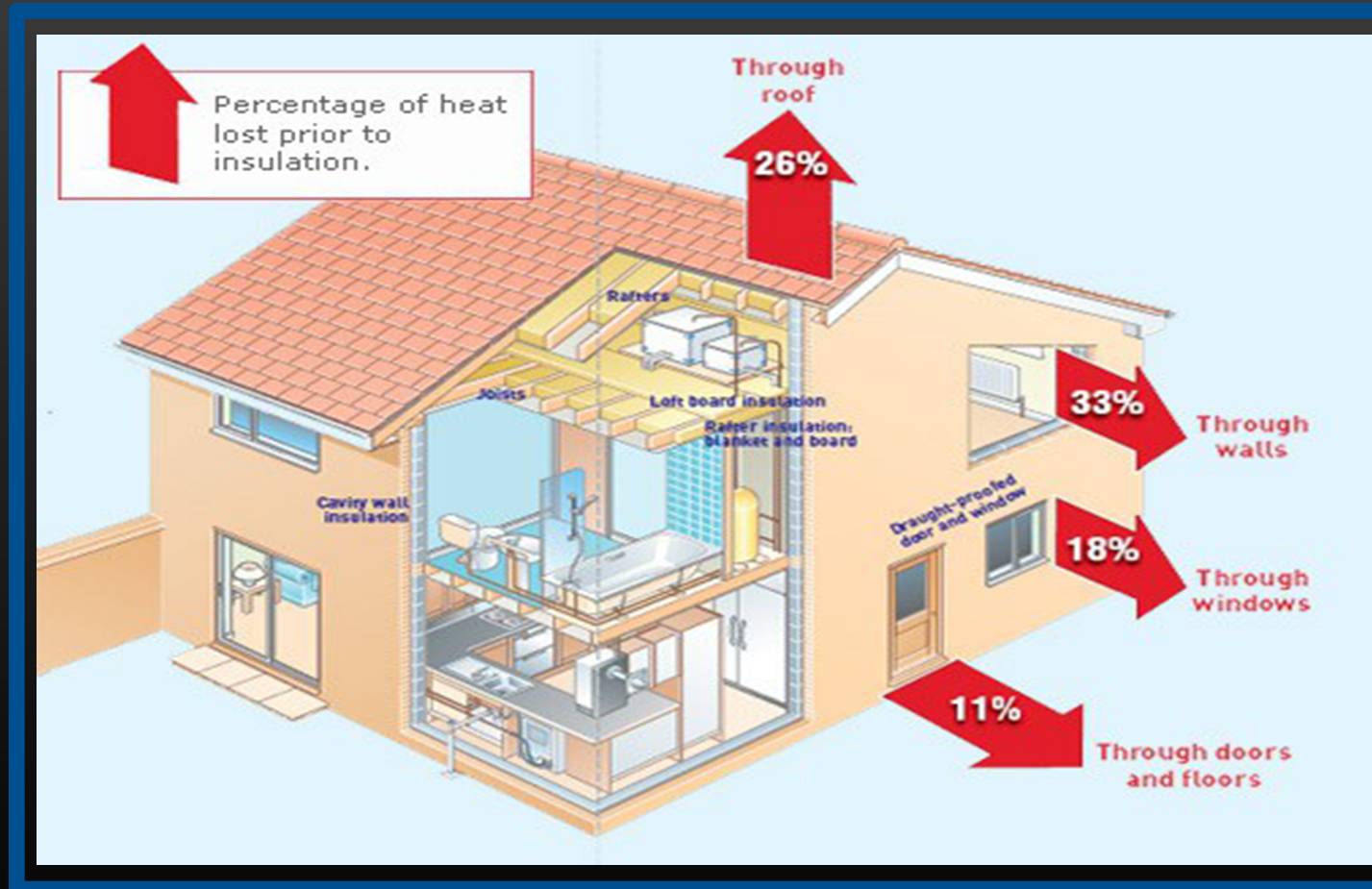
The maximum grant funding per household is \$10,000. Prior grant recipients are ineligible to apply.

(Additional State and Federal requirements apply)

Eligible Improvements

- Roofing
- Siding
- Insulation
- Windows/Doors
- HVAC Systems
- Energy Star Appliances
- Mobility Installations
- Electrical Upgrades
- Plumbing Repairs

Housing Rehab & Energy Efficiency



Proposed FY26 Project 2: Workforce Development Activities

- Continue to develop partnership with Employ Prince George's (EPG) to connect Bowie residents to online training, certificate programs, internships, apprenticeships, and other programs
- Organize events for job seekers, engaging local employers and experts in emerging industries to educate residents about regional opportunities in a variety of industries
- Expand workforce support to all residents in addition to youth programming; develop strategies for separate demographic groups with support from EPG

Bowie Workforce Training Center

- In partnership with EPG, Bowie opened a new workforce training center in Nov 2025, as part of the American Job Center Community Network (AJCCN)
- Located at the Kenhill Center, 2614 Kenhill Drive, Bowie, MD
- Hours: Tues – Wed, 3 – 7 pm, Thurs 12 – 4 pm
 - Other AJCCNs in Prince George’s County:
 - The American Job Center, Largo: Mon – Thurs, 8:00 - 4:30, Fri 8:00 - 2:00
 - The Youth Career Center, Hillcrest Heights: Mon – Thurs, 8:30 - 5:00
 - The American Job Center, National Harbor: Mon – Thurs, 8:30 - 5:00
 - The Building Trades Career Center, Lanham: Mon – Thurs, 8:30 - 4:30, Fri 8:00 - 3:00
 - The American Job Center Job and Resource Lab, New Carrollton: Mon – Thurs, 11:00 - 4:30, Tues, 11:00 - 6:30, Wed & Friday by appointment only
 - The American Job Center Job and Resource Lab, District Heights: Mon – Sun, 10:00 - 3:00
 - More details can be found here: <https://labor.maryland.gov/county/pg/>
 - <https://www.employpg.org/community-network/>

Proposed FY26 Project 3: Fair Housing Education

- Continue to provide updated information on fair housing regulations and resources at www.cityofbowie.org/fairhousing
- Host annual fair housing symposium on April 29, 2026 for code enforcement officials, law enforcement, county and municipal employees, real estate professionals, and interested members of the public

Annual Action Plan Development Schedule

- **April 8, 2026:** Public Hearing #1
- **April 22, 2026:** Public Hearing #2
- **March 31 – May 1, 2026:** Draft of AAP on City Website, hard copy at City Hall front desk
- **March 31 – May 1, 2026:** Incorporate Comments From Public Hearing Into Final Draft
- **May 22, 2026:** City Council Adopts AAP by Resolution
- **May 25, 2026:** Submit AAP FY27 (HUD FY26) to HUD



Questions/Comments?

City of Bowie Annual Action Plan FY 2027 (HUD FY26)



Kay Starr, Grant Writer
Office of Grant Development &
Administration
15901 Fred Robinson Way
Bowie, MD 20716
bowiehsg@cityofbowie.org





Memorandum

TO: City Council

FROM: John Henry King, Economic Development Director

SUBJECT: Incentive Payment to Bowie Legacy Holdings LLC - Resolution R-56-26

DATE: 05/28/2026

BACKGROUND:

The City Council desires to make Bowie an attractive place for businesses to locate and grow. A revitalized and reinvigorated Bowie Town Center (BTC) is key to making this happen. In 2013 the City Council established the Bowie Economic Development Incentive Fund (BEDIF) as one tool to help incentivize desirable commercial development, business retention, and business attraction.

DISCUSSION:

The four main one story retail buildings comprising the core of Bowie Town Center are under new ownership as of February 2026. Both the City and the new owners want to revitalize the property through industry benchmark practices like ongoing property maintenance, prompt exterior repairs, and improving and renewing the tenant mix. The City wants to jump start revitalization of Bowie Town Center and encourage the BTC owners to invest heavily in the maintenance, repair, and physical improvement of the property. The City also wants an exciting new mix of tenants that appeal to Bowie residents and visitors.

Paris Baguette is one such exciting new tenant expanding in Maryland. BTC asked the City for financial and administrative assistance to enable them to upgrade the location within BTC offered to Paris Baguette. Paris Baguette offers a fresh, differentiated experience in the bakery-café segment. As a French-inspired bakery café with a strong emphasis on fresh-baked breads, pastries, cakes, and premium coffee, it positions itself as a “neighborhood bakery” that also fosters community gathering and daily visits. This contrasts with Panera Bread, which has faced recent sales challenges, including estimated declines in 2024 and a need for a major transformation plan to regain momentum. Paris Baguette has demonstrated robust growth, with 16 consecutive quarters of positive comparable sales, significant unit expansion (77 new cafés opened in 2025 alone), and systemwide sales approaching or exceeding \$2.5 billion recently. It ranks #1 in the bakery-café category on Entrepreneur’s Franchise 500 and continues aggressive growth toward 400+ North American locations in the near term and 1,000 by 2030. This momentum brings higher foot traffic potential, especially from daytime and evening visitors seeking premium baked goods and a European café vibe, which can enhance the overall appeal and vibrancy of Bowie Town Center compared to another Panera-like concept.

Staff has determined that incentives are needed at Bowie Town Center. Strategically, Paris Baguette is a high-performing, rapidly expanding franchise with strong brand momentum and low failure rates.

Securing this tenant aligns with the City’s goal of elevating the center’s dining offerings to attract more residents, families, and visitors from the greater Bowie area. The brand’s focus on quality, fresh products, and community appeal supports long-term leasing stability and increased traffic for complementary retailers.

- First, \$50,000 upon receipt by the City of a complete copy of a fully executed lease by and between Bowie Legacy Holdings, LLC and Paris Baguette with all addenda, attachments, and exhibits thereto.
- Second, \$50,000 upon receipt of these four items on or before July 1, 2026:
 - A plan and schedule acceptable to the City for landscape cleanup and replacement on the properties owned by Bowie Legacy Holdings, LLC at Bowie Town Center, which work shall commence immediately upon full execution of the grant agreement and shall be completed as expeditiously as possible, with all landscape cleanup completed by December 31, 2026 and all plantings in place no later than May 31, 2027, depending upon the planting season for the landscaping to be planted.
 - A plan and schedule acceptable to the City for Bowie Town Center pothole repairs for the period June 2026 through December 2026, and showing all work to be done and completed by December 31, 2026.
 - A plan and schedule acceptable to the City for Bowie Town Center sidewalk repair for the period June 2026 through December 2026, and showing all work to be done and completed by December 31, 2026.
 - A plan and schedule acceptable to the City for façade improvements for the period June 2026 through December 2026, and showing all work to be done and completed by December 31, 2026.
- Third, \$50,000 upon the opening of Paris Baguette at Bowie Town Center.
- Additionally, the City will act to ensure speedy processing of any City permit needed for site, building, and/or tenant interior work.

The incentives offer was accepted by Bowie Legacy Holdings LLC on May 27, 2026.

FUNDING:

Funding is available from the current FY 2026 approved budget for use by our Bowie Economic Development Incentive Fund (BEDIF).

RECOMMENDATION:

Staff recommends Council adopt Resolution R-56-26 and direct staff to finalize the agreement with Bowie Legacy Holdings LLC.

- ATTACHMENTS:**
1. 20260601 - Resolution R-56-26
 2. 20260601 - Exhibit A to Resolution R-56-26 -- Paris Baguette - Bowie Legacy Holdings Incentives Offer Letter Fully Signed 5-27-2026

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AWARDING A \$150,000 ECONOMIC DEVELOPMENT INCENTIVE FUND GRANT
TO BOWIE LEGACY HOLDINGS, LLC AND AUTHORIZING THE CITY MANAGER
TO ENTER INTO A GRANT AGREEMENT WITH BOWIE LEGACY HOLDINGS,
LLC IN THE AMOUNT OF \$150,000 TO INCENTIVIZE 'PARIS BAGUETTE' TO
EXECUTE A LEASE AT 3931 TOWN CENTER BOULEVARD

WHEREAS, the City has established the Bowie Economic Development Incentive Fund (the "BEDIF") to make available public funds for the support of economic development initiatives and business development in the community; and

WHEREAS, the City desires to aid in the attraction of desirable businesses to Bowie Town Center, motivate increased investment in property maintenance and other physical improvements and thereby spark revitalization and additional tenant attraction; and

WHEREAS, the BEDIF assistance will cause significant investment by Bowie Legacy Holdings LLC (the "Company") that over time will provide significant revenues to the City; and

WHEREAS, the Company has requested and the City desires to offer the Company certain economic development incentives through the Bowie Economic Development Incentive Fund to ensure the location of Paris Baguette in the City; and

WHEREAS, the City finds that use of the economic development incentives set forth in the agreements are necessary to accomplish the important goal of the Bowie Town center revitalization and increasing the commercial tax base in the City of Bowie; and

WHEREAS, on May 19, 2026, the City offered, by letter, certain economic development incentives to the Company; and

WHEREAS, on May 27, 2026 the Company accepted those terms, pursuant to which the city will provide a \$150,000 economic development incentive grant to be paid as described in the letter at Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that a \$150,000 Economic Development Incentive Fund Grant to Bowie Legacy Holdings, LLC is hereby approved, and the City Manager is authorized to execute a grant agreement with Bowie Legacy Holdings LLC in an amount not to exceed \$150,000.00, and subject to certain conditions as set forth in the incentive offer letter attached hereto as Exhibit A.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 1, 2026.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez, MMC
City Clerk

Michael P. Estève
Mayor

EXHIBIT A - INCENTIVES OFFER AND ACCEPTANCE



City of Bowie

15901 Fred Robinson Way
Bowie, Maryland 20716

May 19, 2026

Mr. Oluseyi Ademiluyi
Manager
Bowie Legacy Holdings LLC
11161 New Hampshire Avenue, Suite 200
Silver Spring, MD 20904.

RE: Incentives for The Location of Paris Baguette at Bowie Town Center

Dear Mr. Ademiluyi:

The City of Bowie offers the following incentives to Bowie Legacy Holdings, LLC to support the attraction and location of 'Paris Baguette' at Bowie Town Center:

The City of Bowie is prepared to provide Bowie Legacy Holdings, LLC a \$150,000 grant for the sole purpose of attracting Paris Baguette to the Bowie Town Center, payable in accordance with the milestones set forth below and in the following order:

- \$50,000 upon receipt by the City of a complete copy of the a fully executed lease by and between Bowie Legacy Holdings, LLC and Paris Baguette with all addenda, attachments, and exhibits thereto.
- \$50,000 upon receipt of these four items on or before July 1, 2026:
 - A plan and schedule acceptable to the City for landscape cleanup and replacement on the properties owned by Bowie Legacy Holdings, LLC at Bowie Town Center, which work shall commence immediately upon full execution of the grant agreement and shall be completed as expeditiously as possible, with all landscape cleanup completed by December 31, 2026 and all plantings in place no later than May 31, 2027, depending upon the planting season for the landscaping to be planted.
 - A plan and schedule acceptable to the City for Bowie Town Center pothole repairs for the period June 2026 through December 2026, and showing all work to be done and completed by December 31, 2026.
 - A plan and schedule acceptable to the City for Bowie Town Center sidewalk repair for the period June 2026 through December 2026,

MAYOR Michael P. Estève

COUNCIL Dennis Brady • Roxy Ndebumadu • Wanda Rogers • Clinton Truesdale, Sr. • Dufour Woolfley **ACTING CITY MANAGER** Daniel J. Mears
City Hall (301) 262-6200 FAX (301) 809-2302 TDD (301) 262-5013 WEB www.cityofbowie.org

and showing all work to be done and completed by December 31, 2026.

- A plan and schedule acceptable to the City for façade improvements for the period June 2026 through December 2026, and showing all work to be done and completed by December 31, 2026.

- \$50,000 upon the opening of Paris Baguette at Bowie Town Center.

Additionally, the City will act to ensure speedy processing of any City permit needed for site, building, and/or tenant interior work.

Final approval of a grant agreement by the Bowie City Council acting in a public session will be required for this incentive grant. A fully executed grant agreement will be required prior to the first payment.

Please contact our Economic Development Director - John Henry King (301-809-3042) with any questions.

Sincerely,



Daniel J. Mears
Acting City Manager

Accepted this 27th day of May, 2026. I am authorized to bind Bowie Legacy Holdings LLC to this agreement.

By (Signature) 

Name: OLUSEYI ADEMILUYI

Title: MANAGER

Upon signing, please return this letter directly to Mr. John Henry King, Economic Development Director, City of Bowie, 15901 Fred Robinson Way, Bowie, MD 20716.