

2014 Public Service Application Questions

Respond to the narrative questions in a maximum of six pages. Multi-jurisdictional applications complete a seventh page.

1. Provide a **brief summary** (400 words maximum) of the proposed project. - **10 points.**

This application seeks continued partial funding for the salary of one Community Policing Coordinator to be dedicated to the Brown Street neighborhood.

The Community Policing Coordinator is a civilian position, employed by the Westbrook Police Department, used to augment police officers specifically assigned to the HCD eligible neighborhood of Brown St., Westbrook.

The Coordinator position was staffed effective October 05, 2015. In the last quarter of 2015, the Coordinator has been successful in impacting a variety of areas highlighted in the proposal below.

The Coordinator provides a centralized, neighborhood-oriented resource for all community members to obtain information about available services or seek assistance with a problem. Working face-to-face with residents, property/business owners, and other service providers, the Coordinator is able to develop suitable and effective programs and strategies to effect positive, long-term changes in the neighborhood.

Because the Coordinator is embedded in this specific neighborhood, she is most often the first member of the Police Department to become aware of developing issues. Because she is a civilian working out of a small, community-based office, she has been approached by residents who might be intimidated by, or uncomfortable with, uniformed police officers. In addition, the Coordinator can fully examine a problem, develop solutions, and facilitate the provision of services by the appropriate agency or city department. This in turn, frees up police officers to focus on law enforcement and ultimately increases the quality of life for the residents.

The Coordinator staffs an office located in the heart of the most challenged area of the Brown St. neighborhood. She facilitates crime prevention efforts in the neighborhood, hosts meetings, acts as a resource/referral service for community members requiring assistance from other agencies, and coordinates activities for at-risk and under-privileged children.

The Coordinator works closely with other service providers and is actively involved with several collaborations, including Westbrook Communities that Care and Community Partnerships for Protecting Children.

This is an ongoing program that will be in effect throughout the funding period and will target the neighborhood listed above. Services are generally offered at the community policing office during normal weekday hours, however off-site and weekend/evening events are also be held. – In October, the Police Department hosted its first ever National Night Out block party in which over 150 local residents,

business owners, and City leaders joined the festivities, learning about the new Coordinator position and meeting their Westbrook Police Officers.

2. Provide a response to the questions below defining and justifying the **need for the activity**. - 20 points

There is a nexus between public safety, actual and perceived, and neighborhood revitalization. Crime, disorder, and anti-social behavior are clear impediments to economic development and can interrupt or prevent the delivery of necessary social services to deserving residents. A safe, welcoming living environment allows residents, business owners, and potential investors to focus on education and growth rather than worrying about day to day survival. As such, community policing helps set the foundation for building strong, self-sustaining neighborhoods – one of the goals of the CDBG program.

The CDBG eligible neighborhood of Brown St. includes some of the highest density housing in the State of Maine, and increasing challenges in terms of substance abuse, mental illness, domestic violence, child abuse and neglect, elderly issues, disturbances and crime patterns related to unemployment or underemployment and poverty. This neighborhood is also seeing the most dramatic rise in our immigrant and refugee population which should cause us to redouble our efforts to combat these challenges so the growth in new American residents can occur without conflict. Cultural and language barriers will complicate our response to these other social challenges which is why we must act now.

Although this area represents a very small portion of the City of Westbrook geographically, it accounts for a significant number of calls for service received by the Police Department each year. Additionally, roughly 30% of the public disorder related calls for service for the City originate from this area. Property crime, including criminal mischief (vandalism and graffiti), theft, and burglary occur at higher than average rates and incidents of drug dealing/usage are noticeably higher in this neighborhood.

While every neighborhood experiences some level of crime and disorder, there is no cookie-cutter approach to fixing these problems. Traditional, reactive law enforcement is not sufficient to produce long-term results. Instead, police, other City departments, service providers, and community members must work together to identify and define problems and develop balanced strategies for education, prevention, intervention, support, and enforcement.

The total number of households to be served by the Community Policing Coordinator in the Brown St. neighborhood is estimated at nearly one quarter of the City's 7,900 households. In 2015, from these households, 574 children are enrolled in school from pre-school to grade 12. The total percentage of low/moderate incomes for the Brown St. neighborhood is 55% of the population.

This program addresses the Safe Neighborhoods Priority Impact Initiative. The Community Policing Coordinator works with police officers and community members to prevent crime and disorder. The Coordinator routinely offers crime prevention seminars and is in the process of working with neighborhood residents and business owners to create a neighborhood crime watch group. The Coordinator also helps to mediate neighborhood issues so that all residents can live peacefully.

In our initial year of staffing the Coordinator position, we have seen a decrease in the volume of calls for service related to a few of the problem addresses identified. A contributing factor for this decrease is the proactive efforts of the Coordinator in communicating with the landlord and connecting the tenants to needed services.

This program also supports Westbrook's effort to improve the image of the City and stimulate economic development and job attraction. A safe community fosters the confidence necessary to promote sustainable economic development. The Coordinator works closely with business and property owners, the City of Westbrook, and other established collaborations to address problems that might hinder business operations or discourage economic development.

3. Provide a response to the three questions concerning **management of the proposed activity** – 10 points

The Community Policing Coordinator position is managed by the Westbrook Police Department. Directly supervised by the Captain of Patrol and routinely reporting to the Chief of Police, the Coordinator receives frequent guidance and support, as needed. In addition, the Coordinator works hand-in-hand with patrol officers and sergeants.

Police Chief Janine Roberts has extensive experience in undertaking a Community Policing Coordinator project. From 2010 to 2014, as a Lieutenant for the Portland Police Department, the Chief directly supervised the six Coordinators employed by the City of Portland. Involved in this assignment, she was responsible for all budgetary, personnel, resource, and reporting requirements for the program.

With the initial success of the Community Policing Coordinator program in the Brown St. neighborhood, the City of Westbrook is working to obtain City funding and community donations to sustain the program for future years.

Due to unforeseen challenges with staffing the Coordinator position in the summer of 2015, Coordinator Perry was not hired until October 2015. We are requesting a decreased amount in CDBG funds to assist the City in sustaining the program for 2016-2017. In addition to CDBG funds, the City will contribute 46% of the costs to staff the position and will cover the necessary resources to accomplish our goals. The City will also seek a community donation to cover the utilities and rental expenses for the office.

4. Demonstrate that the project is **ready to proceed** – 20 points

The Coordinator has been operational in the Brown St. neighborhood since the first week in October 2015. In the past few months, she has successfully connected with hundreds of residents and business owners as she proactively walks the neighborhood, engaging everyone she meets. In these conversations, the Coordinator explains her role, educates people on the resources to which she can connect them, collects information on public safety and nuisance type activities, and lays the foundation for future relationships that will potentially enhance the perception of safety, belonging, and ownership of community members.

The City of Westbrook's Mayor and City Administrator strongly support the Community Policing Coordinator program and continue to pledge to locate the additional funding and resources needed to effectively create and maintain a Community Policing Office in the Brown St. neighborhood.

With Chief Roberts' community policing philosophy and strong commitment to partnering with all potential community partners, she has a long list of connections locally to Westbrook, and beyond that will benefit Coordinator Perry as she works to help the neighborhood residents. Coordinator Perry has already established partnering relationships with several local entities including, Westbrook Housing Authority, Avesta Housing, the Westbrook Community Center, Westbrook Communities that Care, the Westbrook School Department, and Community Partnerships for Protecting Children.

This project is currently operational; there appear to be no impediments to maintaining this project. The support and matching funds have been ensured by the City's Administration.

For projects requiring a match:

The City of Westbrook expects to provide a 46% match through a combination of City funds and in kind services including police resources and a neighborhood office. These budgetary resources are currently in place and require no further political action.

5. **Budget for project.** Fill in the attached budget form *and provide the basis for determination of budget amounts (Appendix IV).* - 5 points

The budget request to support this program is a total of 56,000 dollars in wages and benefits for a full time employee. The City of Westbrook's local match would be 26,000 dollars, leaving a total to be supported by CDBG funds of 30,000 dollars. The City will also support this program with funding related to office supplies, technological equipment, and community engagement costs, estimated to be \$4,500 annually. Other community donations will be sought to cover additional expenses related to utilities and office rent, estimated at \$15,000.

6. **Implementation schedule** for project: Fill in the attached schedule form (*Appendix III*). - **5 points**

7. Provide a response to the three questions demonstrating the **need for CDBG program funds** - **15 points**

This will is still a new program and new concept for the City of Westbrook. Without CDBG money to support this program, it will be a significant challenge to sustain the program for the 2016-2017 fiscal year. We have seen this program achieve concrete results in the first quarter of its operations. The City has made a commitment for an increase in funds from its budget to maintain an ongoing commitment to the program in future years.

8. **Distress Score**

Each community will be ***assigned*** a score from **0 to 10 points** based upon two factors:

- a. Percent of low/moderate income community residents of the total community population.
- b. Percent of low/moderate income residents in the 25 communities of the Cumberland County Entitlement Jurisdiction that reside in the applicant community.

County sponsored projects serving region-wide initiatives will receive a distress score of **6 points**.

Project Implementation Schedule

Activity	Q #1 J - S 2016	Q #2 O - D 2016	Q #3 J - M 2017	Q #4 A - J 2017
Contract/ Environmental Review	X			
Reporting		X	X	X
Position is currently operational	X	X	X	X
Project Completed:				

Appendix IV: Budget

Public Service Programs				
Cost Category	CDBG Funds	Municipal Funds	Other Funds	Total
Equipment				
Materials/Supplies	\$0	\$4,000	\$0	\$4,000
Operations				
Salaries	\$30,000	\$10,320		\$40,320
Fringe		\$15,680		
Transportation				
Consultants				
Space/Rent			\$15,000	\$15,000
Project Management				
Other – 1)				
Other – 2)				
Total Costs	\$30,000	\$30,000	\$15,000	\$75,000
Provide the basis for determination of budget amounts:				
<p>Estimated salary and benefits is \$56,000 for the position. Rent and utilities are estimated at \$15,000: to include \$1,000/month rent; electrical and heating bills at 100%; water at 10%. Materials and supplies is estimated at \$4,000: technical support for computers and phone, office supplies, printing, community engagement.</p>				