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**Cumberland County Community Development Program  
2016 CDBG General Program Application  
Community Cover Page**

**Project Title** Cumberland Aging in Place Program (AiP)

**Lead Community** Town of Cumberland

**Additional Communities** \_\_\_\_\_

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**Program Category**

Public Service X

**CDBG "National Objective"**

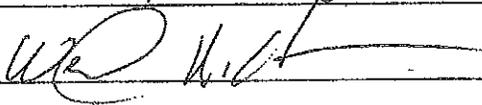
**Low/Moderate Income:** Area-Wide \_\_\_\_\_ Limited Clientele \_\_\_\_\_

**Direct Benefit:** Presumed Group Seniors in Cumberland/NY (Identify Group)

**Amount of CDBG Funds Requested** \$10,000

**Total Estimated Project Cost** \$60,000

**Name of Authorized Official** William Shane, Town Manager

**Signature of Authorized Official** 

## 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.

Focus your answer on issues *such as, but not limited to*: What are the services to be provided? Where will they happen? Who's in charge? Who will be served?

**The funding requested in this application is for a one time capital expenditure in the not to exceed amount of \$10,000 for a complete telephone system that includes a base station and multiple mobile devices that would be put to use for the effective manner of communicating with and among the volunteers and staff associated with the Cumberland AiP Program. Residents requesting services will be able to connect directly with the appropriate staff/volunteers. This way of communicating will be more user and customer friendly. Instead of a customer going to voice mail and potentially being confused, a much higher probability will result with an effective multi channel/network of connected volunteers.**

In the Spring 2014, a group of concerned citizens informally organized and conducted a survey of the Town of Cumberland citizens as they entered the Town Municipal Building to vote. (June 2014) Over one hundred voting residents completed the survey and were encouraged with the prospect that the Town of Cumberland was exploring the need and value of a formalized program to address the concerns of senior citizens in the community. The results of this particular survey prompted the originators of the survey to schedule a date and time present the results of the survey and to gain Town Council support.

The Council approved that there was a need for such a senior citizen initiative and appointed the Chairman of the Council to organize an official sanctioned/appointed Town Committee to ask for committee membership, develop a structure and mission statement. The original membership consisted of twenty two members, the Chairman of the Council and a town staff employee for administrative support. Soon, the Aging in Place Committee (AiP) was formed and a Chair and Vice Chair elected by the Committee and approved by the Town Council. The overall committee was then broken down in the following sub-committees: Affordability and Advocacy, Health and Socialization, Transportation, Education/Programs and Communications. The Council then appointed the Vice Chair of the Council to be Council representatives to the AiP Committee.

The mission of the AiP is to address the needs of senior citizens, and seek solutions to those needs. The survey demonstrated that Cumberland aging population needs help, in many ways and validated the mission statement and direction of the AiP program. Many seniors in Cumberland are isolated, having financial difficulties, and are in need of services and programs even though studies indicate that the Town of Cumberland is somewhat an affluent community. This is misleading in that this community is very disbursed over 26.26 square miles. Certain areas such as the Foreside have the most influence on the evaluation and can distort the overall financial view of this communities' 7,500 +/- members. The Cumberland's AiP Committee has collaborated with neighboring communities and state agencies on aging and will continue to do so.

2. Provide a response to the questions below defining and justifying the **need for the activity**. - 20 points
- a. Convey the magnitude and severity of the issue to be addressed.
  - b. Identify the total number of people affected by the issue.
    - i. Out of the total number of people affected, identify the number of people from low/moderate income households.
  - c. Describe to what extent the project makes in the long-term measurable difference in the economic and social health of the region.
  - d. How many people or households will be served by the project?
- a. The issue of cost of living (i.e. affordability on fixed incomes) affects 25% of the households in Cumberland. Many senior residents today are relocating to other communities in or out of Maine. Many are leaving Cumberland due to the lack of affordable senior type of dwellings. The housing inventory of vacant houses on the market grows daily. Much of this inventory is made of older structures that are oversized for many younger families and are in need of upgrades to their structures, utilities and stabilization. Most of these residents, approximately 1,000 +/-, are in need of services such as transportation, food security and health services, in addition to being able to maintain their long -term dwelling.
- b. Due to these particular residents living on fixed incomes, retirement payments, Social Security, and or investments, they are unable to stay abreast of inflation and rising taxes. Basically, 1,800 senior residents are in the category of low/moderate income, or approximately 1,000 households.
- c. A successful AiP Program in Cumberland will promote a desirable location for future residential and commercial growth. Seniors in and outside of Maine are searching for retirement locations that will attract

them to a community that is "senior friendly". Consequently, the Cumberland's AiP Program demonstrates just that. Commercial growth will also follow which includes a stronger tax base with ordinance changes for promoting commercial growth opportunities. Two new businesses are currently under construction here in Cumberland that are in need of senior manpower employment opportunities.

- d. The AiP Program strategy goes beyond seniors, to include younger families and students. By involving all age groups the entire community can learn and appreciate the aging process and become engaged in meaning activities/functions that will promote a senior friendly environment.

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

- a. Define *who* will manage the grant funded project and *how* they will manage it.
  - b. Explain the experience of the applicant in undertaking projects of similar complexity.
  - c. Describe efforts undertaken or planned to obtain non-CDBG funds, to diminish future reliance on Cumberland County CDBG funds and continue the program without CDBG program funds.
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- a. The Town Manager and Finance Director will manage the funds received from the CDBG, along with the AiP Municipal Budget, and provide monthly updates to the AiP Committee and the Town Council.
  - b. Since this program is under the Town of Cumberland and reviewed by the Council's Finance Committee like any other project, there will be more than sufficient oversight and adherence to properly administer sound accounting principals.
  - c. The AiP Program in Cumberland is well supported by many and verified as a long term need for this town. The Council and citizens of this community will continue to endorse such a needed program in this community. Since the AiP in Cumberland is soon to be a ( 501 c 3) non-profit organization, the program will continue to be supported not only during the Municipal budget process but through donations and other Grant potentials. In order to gain further support of the Town Council, especially during this year's budget process (FY2017) it is essential that the AiP Committee is already pursuing other types of financial support, such as CDBG funding for this capital expenditure.

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

- Describe the steps that have been completed or must be completed to initiate the project. These may include: community support, staffing, securing an appropriate location, marketing and networking.
- Describe any existing and/or potential impediments to project initiation

The Cumberland AiP Program has been in existence for almost two (2) years. The Town Council and Staff have been extremely supportive of the program as well as the majority of the community as a whole. Many decisions today in Cumberland pertaining to municipal and school ordinances, policies and resource allocations are directed toward the best interests of maintaining the abilities for families to continue to live in Cumberland. All of the churches and businesses in this community are active supporters of the program and contribute resources, volunteers and in many cases, their facilities.

For projects requiring a match:

County sponsored projects do not require a match. Community sponsored applicants require a threshold 20% match in cash, donated land or building materials, or contracted project development services. In-kind contributions are allowed, but need to be documented, quantifiable services for work performed.

- List sources and amounts of matching funds on match sheet provided (*Appendix III*).
- Are the funds secured?
  - If yes: Provide documentation
  - If no: Describe what is pending or next steps
- A copy of the Town of Cumberland's financial statement that demonstrates the financial support for the AiP initiative for this current fiscal year. (FY 2016) is available on the Town Website demonstrating \$50,000 in support of the AiP Program.

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

- Describe how funds, including match when applicable, will be distributed between project elements.

- Limit the budget and budget description to that portion of your program that is applicable to this application.

This particular request for CDBG funding is for one time financial support for the purchase of a mobile telephone system for the AiP Program. It will provide hand held devices and a network base that will provide all volunteers with mobility when providing services for those in need, such as, taking requests for assistance and dispatching drivers and others making social contact with those Cumberland residents in isolation. This cost will include a three (3) year service agreement.

**Applications will not be accepted without a completed budget.**

**The budget is included.**

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**
  - a. Why are CDBG funds critical for the commencement and ultimate success of the project?
  - b. Have you, or will you, seek funds from other sources? If so, what are those funding sources?
  - c. What is the impact on the project if CDBG funds are not received or if only partial CDBG funds are received?
  - d. *If your program or project has been funded by CDBG in the past, describe the outcomes and performance of the prior grant funding: How many people did you serve? Did you meet your goals? How would further funding impact the program?*
    - a. Again, to demonstrate to the community and the Town Council that the AiP Committee is seeking funding on it's own, without strictly relying on Municipal funding, Once the non-profit status is in place (501 c 3) future CDBG funding should not be required.
    - b. Yes, the AiP Committee has testified in Augusta, meeting with local and Sate Representatives, requesting their support for funding solutions, specifically related to property tax relief and affordable housing.

- c. There is the potential that the community and the Town Council will not support the same level of support in FY2017, which was \$50,000 this current fiscal year (FY2016). Consequently, having the CDBG for this coming fiscal year (FY2017) may be critical to support the ongoing success of the AiP Program in Cumberland.

## 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**.

Again, the current measurement used to determine distress scoring does not necessarily apply to this particular segment of the population, those 55 years of age and older. Cumberland has one of the largest 55+ populations in Cumberland County and a majority of this particular population is of low/moderate income.

## 9. **Multi-Jurisdictional Bonus**

**5 points** will be awarded to projects sponsored by two or more communities demonstrating benefits to low/moderate income residents of all participating communities.

- c. **Multi-community applicants must answer two additional questions in a maximum of one page:**
  - i. How will low/moderate income residents in each participating community benefit from the project/activity?
  - ii. What role will each applicant community play in the project/activity?
    - i. No
    - ii. Currently, the Town of North Yarmouth is taking advantage of the AiP Educational and Recreational Programs sponsored by the Town of Cumberland's Recreational Department and the AiP Committee.

- d. Application must be endorsed by officials from all communities.  
**Use form found in *Appendix V*.**
  
- e. Distress score for multi-jurisdictional applicants:
  - i. Factor #1: Combine LMI & population of the communities to create a new "LMI as % of population factor"
  - ii. Factor #2: Average the existing "LMI as % of County LMI" factor for the communities.

Type of Funding	Match Amount	Source of Match	How is the match calculated?	Is the match secured? Please circle yes or no.	If yes, please attach relevant documentation. <sup>1</sup>	If no, please outline and attach future steps to secure match. <sup>2</sup>
Cash	\$50,000	Municipal Cash		Yes / No X		\$50,000 was in the FY2016 Municipal Budget. The FY2017 Budget is not official until June 2016.
	\$	Other Cash		Yes / No		
	\$	Other Cash		Yes / No		
	\$	Other Cash		Yes / No		
In-Kind/ Donation	\$	Municipal In-Kind & Donation		Yes / No		
	\$	Other In-Kind & Donation		Yes / No		
	\$	Other In-Kind & Donation		Yes / No		
	\$	Other In-Kind & Donation		Yes / No		

<sup>1</sup> Please feel free to attach up to 1 page of additional documentation demonstrating secured match.

<sup>2</sup> Please feel free to attach up to 1 page explaining the future steps that will be taken to secure matches.

**Project Implementation Schedule**

<b><u>Activity</u></b>	<b>Q #1 J - S 2016</b>	<b>Q #2 O - D 2016</b>	<b>Q #3 J - M 2017</b>	<b>Q #4 A - J 2017</b>
Contract/ Environmental Review	X			
Reporting		X	X	X
<b>Project Completed:</b>				

## Appendix IV: Budget

<b>Public Service Programs</b>				
<b>Cost Category</b>	<b>CDBG Funds</b>	<b>Municipal Funds</b>	<b>Other Funds</b>	<b>Total</b>
<b>Equipment</b>	\$10,000	\$50,000		\$10,000
<b>Materials/Supplies</b>				
<b>Operations</b>				
<b>Salaries</b>				
<b>Fringe</b>				
<b>Transportation</b>				
<b>Consultants</b>				
<b>Space/Rent</b>				
<b>Project Management</b>				
<b>Other – 1)</b>				
<b>Other – 2)</b>				
<b>Total Costs</b>	\$10,000	\$50,000		\$60,000
<b>Provide the basis for determination of budget amounts:</b>				