

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

Project Title Elm Street sidewalk

Lead Community Freeport

Additional Communities _____

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Program Category

Public Infrastructure/Facility X Downtown Revitalization _____

Housing _____ Economic Development _____

CDBG "National Objective"

Low/Moderate Income: Area-Wide X Limited Clientele _____

Direct Benefit: Presumed Group _____ (Identify Group)

Slum/Blight: Area-Wide _____ Spot Basis _____

Amount of CDBG Funds Requested \$103,000

Total Estimated Project Cost \$206,000

Name of Authorized Official Peter Joseph, Town Manager

Signature of Authorized Official _____

2016 General Application Questions

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 will be built? What will happen? Where will it happen? Who's in charge? Who will be served?

This project is to build 1,400 feet of bituminous sidewalk in Freeport Village. The attached map shows the location of the sidewalk. This segment of sidewalk will connect the Morse St School and Freeport High School as well as the surrounding neighborhoods to Main St. The project will serve students and residents of the area. The town of Freeport is in charge of administering this grant and overseeing the construction of this project.

There are two other segments of sidewalk that are needed to complete the high school to Main St loop. Neither segment is part of this application but the RSU will be building one segment and the town approved funding last year for the other segment. This is only mentioned to show that this sidewalk is part of a larger project and this is the last part to be constructed.

On January 19, 2016, the Town Council unanimously endorsed the submission of this project. In addition, the Council agreed to commit \$103,000 of match toward the project.

2. Provide a response to the four 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. **Construction related activities**: Convey how the project relates to the community's long-range planning and capital improvement needs.

This project fixes a known safety problem. A number of years ago a group of middle school students brought the safety issue to the Town

Council. Elm St is heavily travelled by school buses, students and parents going to and leaving the high school. Elm St is also part of a loop that local residents use to avoid the busiest part of Main St during the summer months.

This project is in an exempt area where 52.71% of the 645 residents are LMI. The high school students, nearby Morse St. School students use this area every day of the school year. In addition, Elm St is part of a level 1 mile lunch time loop for village business workers. This project is a high priority of the Freeport Active Living Plan.

This project is part of the town's 5 year capital plan, for construction in FY 2017, starting on July 1, 2016.

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. Demonstrate that an ongoing commitment exists to continue the maintenance and operation of the activity or facility.

The town will manage the design, bidding and construction of the project. This will be done through a joint effort of the planning and engineering departments. The town has many years of experience successfully completing similar jobs. The town is committing a 50% match to this project to demonstrate its importance. The town maintains several miles of sidewalk. It has all of the necessary equipment and staff to properly maintain this sidewalk.

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

For construction related projects:

- Describe the steps that have *been* completed or must *be* completed to bring the project to construction start. These may include: site control, design, engineering, cost estimates, procurement of permits, testing, consultations concerning life safety, ADA, or other special requirements, traffic studies, zoning, Planning Board approval.
- Describe any existing and/or potential impediments to project initiation.

The town owns the right of way. A consulting engineer will be hired to complete the design, engineering and bid documents for the project. The

town will bid the project once the bid package is prepared. Cost estimates were completed by the Freeport Town Engineer using MDOT's estimating model. No state or local permits are needed for this project.

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

To demonstrate the importance of this project, the town is offering a 50% match. The funds are secured. The match was included in the FY 2016 capital budget.

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.

Applications will not be accepted without a completed budget.

6. **Implementation schedule** for project: Fill in the attached schedule form (*Appendix III*). - **5 points**
7. **NON-ECONOMIC DEVELOPMENT ONLY**
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?

Completing this sidewalk loop has been a high priority for many years. The town has funded 100% of one section and the RSU is funding 100% of another section. The sidewalk in this project is the last remaining segment. If this grant isn't awarded, the construction will be delayed until the town has secured all of the necessary funding. The town may be able to add more local match to the project if partial funding is granted. The Town Council has approved \$103,000 for the project; any additional funding will require approval from the Town Council.

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**.

9. Multi-Jurisdictional Bonus

Project Implementation Schedule

<u>Activity</u>	Q #1 J – S 2016	Q #2 O – D 2016	Q #3 J – M 2017	Q #4 A – J 2017	Q #5 J – S 2017	Q #6 O – D 2017	Q #7 J – M 2018	Q #8 A – J 2018
Contract/ Environmental Review	X							
Reporting		X	X	X	X	X	X	X
Design and engineering		X						
Bid document development and bidding			X					
construction				X	X			
Inspection and project completion					X			

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. ¹	If no, please outline and attach future steps to secure match. ²
Cash	Municipal Cash	\$103,000	5 year capital plan.	50%	Yes	5-year capital plan and Council action 1/19/16	
	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		
TOTAL MATCH		\$103,000					

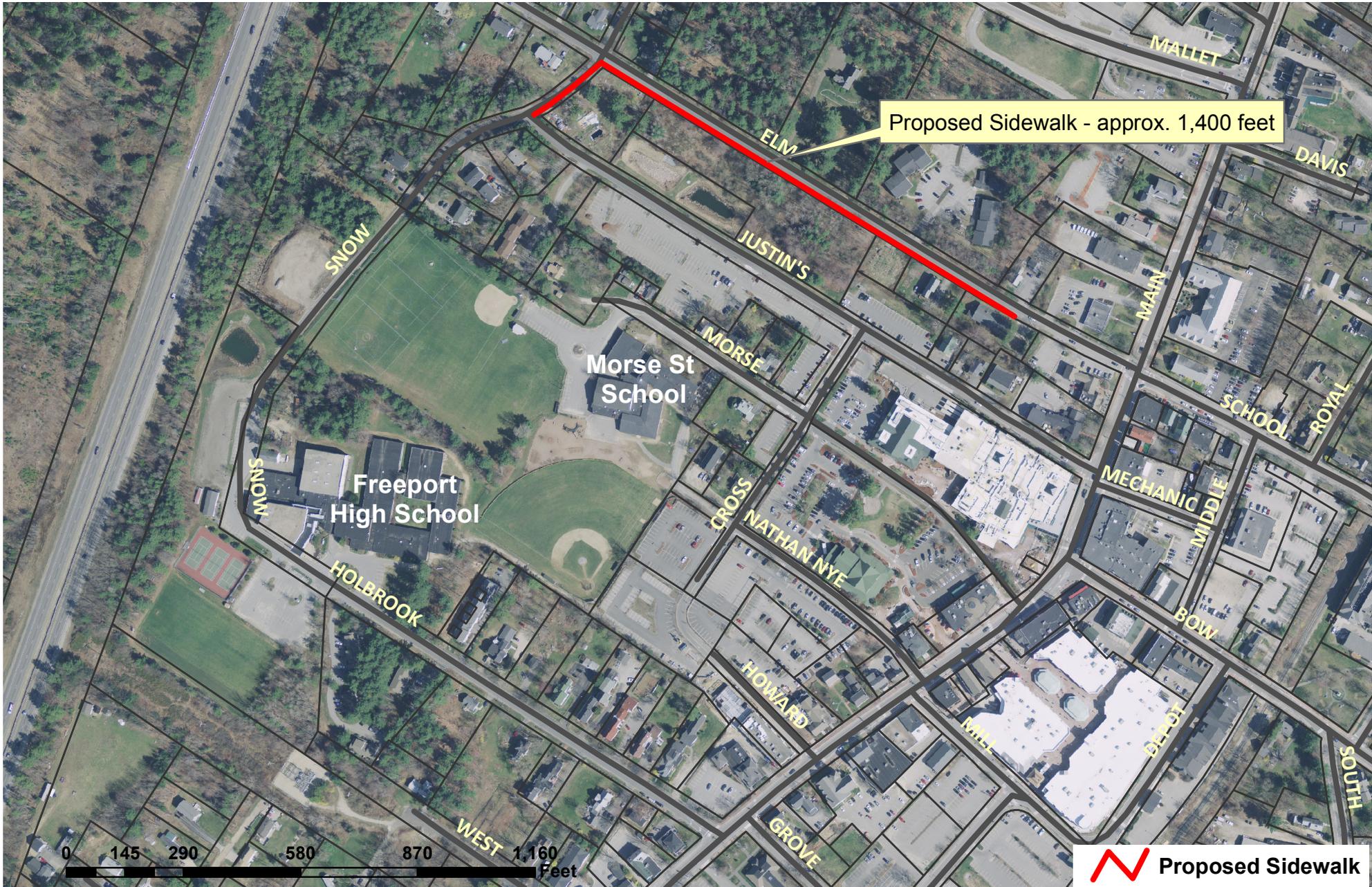
¹ Please feel free to attach up to 1 page of additional documentation demonstrating secured match.

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

Appendix IV: Budget

Construction Projects				
Cost Category	CDBG Funds	Municipal Funds	Other Funds	Total
Design/Engineering	\$15,900			\$15,900
Land Costs				
Materials/Supplies Installed prices	\$86,300	\$86,300		\$172,600
Construction Costs				
Project Management		\$13,000		\$13,000
Other				
1.	\$ 800	\$3,700		\$4,500
2.				
3.				
4.				
Total Costs	\$103,000	\$103,000		\$206,000
<p>Provide the basis for determination of budget amounts:</p> <p>Estimate generated by Freeport Town Engineer using MDOT standard estimating tool.</p>				

Town of Freeport 2016 CDBG Grant Application



 Proposed Sidewalk