

*Maine*  
Cumberland **County**

**Consolidated  
Annual Action Plan**  
July 1, 2018 – June 30, 2019

**Community Development Office  
Cumberland County Executive Department  
142 Federal Street, Portland, Maine  
Tel. 207-699-1905**

# Executive Summary

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

### 1. Introduction

In program year 2018, the Cumberland County Community Development program will fund public facilities, infrastructure, housing, public services, planning, and administration with Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development. In order to select projects for funding, the program and its set-aside communities of South Portland and Bridgton, all conducted competitive grant application processes.

### 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.

2018 Cumberland County CDBG projects will address the primary objective of improving the quality of life for Cumberland County residents by providing decent affordable housing, creating suitable living environments, and creating economic opportunities.

The outcomes of projects undertaken to address this objective are anticipated to be:

- Improved infrastructure at sidewalks and streetscapes in Bridgton and South Portland's West End, sewer and streetscape in South Windham Village, and the roadway at Carpenter Court in Scarborough

- New broadband access for Windham and Gray

- Improved recreation facilities, including the ballfield and skating rink in Bridgton, playground in Standish, recreation courts on Long Island, trails and gardens in South Portland, and Cornelia Warren Park in Westbrook.

- Upgraded and renovated facilities including the American Legion in South Portland and the Cumberland Food Pantry

- Improved housing for those with mobility issues and mental health challenges in Gorham, South Portland, and region-wide

- Improved housing safety for low-income homes in Harpswell

- Increased mobility and transit opportunities for seniors in Standish and South Portland
- Increased health and safety outcomes for victims of domestic violence in Bridgton and South Portland
- Reduced instances of homelessness and increased access to services and resources through the Homelessness Prevention Program, Navigator Program, and Redbank Hub
- Reduced instances of hunger through the Meals on Wheels and child school backback programs
- Reduced instances of home heating emergencies through the heating assistance program in South Portland
- Reduced instances of childhood abuse and neglect, and increased community resiliency through the Redbank Neighborhood Hub in South Portland
- Increased recreation opportunities for low-income children through the Summer Camp Scholarships and Wheels for Kids programs in South Portland
- Planning for broadband expansion and opportunities for New Mainers, region-wide

### **3. Evaluation of past performance**

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

Since the Cumberland County program's inception, it has successfully funded improvements to public facilities and infrastructure, public services, housing rehabilitation, planning, economic development, and administration. The Cumberland County program encompasses a large geography in the most populous area of the state with a variety of urban, suburban, rural, and island communities. As a result, the program has focused on continuing to fund this broad range of activities to accommodate the diverse and varied needs of its jurisdiction.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

Cumberland County, South Portland, and Bridgton all conducted open, public processes for grant selection. These multiple processes work to broaden public participation in the program by incorporating multiple communities and committees in the process.

Cumberland County's Application Review Team scored and ranked applications from 23 member communities. In addition to their other meetings, they held a public meeting on February 22, 2018 in

which applicants presented their projects to the Team and were available to answer questions. The Municipal Oversight Committee then reviewed and approved the Review Team's recommendations at meetings in March 2018.

In South Portland the Community Development Advisory Committee (CDAC) reviewed applications, conducted a public hearing where applicants presented and answered questions about their request on February 26, 2018, and made recommendations to the City Council, which approved their recommendations in April 2018.

In Bridgton, the Community Development Committee reviewed public service applications and interviewed applicants on February 7, 2018 and developed funding recommendations for the Board of Selectmen. Staff and the BOS also developed funding recommendations for facilities and infrastructure projects.

All funding recommendations then went to public hearings before the County Commissioners on April 9, 2018 and April 23, 2018, receiving final approval on April 23rd. Public notice of these meetings and the public comment period was printed in the Portland Press Herald on March 26, 2018.

## **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.

At several meetings, applicants spoke in support of their programs and projects. During the South Portland committee review process, members of the public at the Heron Cove apartment complex spoke against the expansion of the trails at Long Creek.

The initial comments were received on February 26, 2018, during the public comment period of the CDAC Open Mic Night. Dr. Michael Delahunt spoke out against the proposed Land Trust trail. Mr. Delahunt expressed concerns for the safety of himself and his neighbors; he himself has had his home broken into while he was there. He also stated that local residents, walkers/hikers have been physically accosted, verbally threatened and are continually intimidated by individuals and groups that have entered from Olde English village/ Westbrook street area of the trail. To mitigate some of the effects, the condominium association where he lives has erected a fence. Mr. Delahunt also emphasized his intention was to not obstruct the public from using the trail and enjoys the work that has been done by the Land trust in the past. Mr. Delahunt submitted his comments in writing as well.

Public Comment was also received by John Dwyer via phone and in person at the CDAC 3/5/2018 meeting regarding the Long Creek trail proposed by the Land Trust, in addition, Ms. Laurie Campbell also contacted my office both via email and in person at the 3/5/2018 CDAC meeting. Both currently reside in the neighborhood and oppose the project. Tom Blake a representative from the Land Trust, also spoke about the project and his wish to continue the ongoing relationship with Heron Cove. Both

representatives from Heron Cove and the Land trust met and identified problems and solutions between the two parties. As of April 2, 2018, both Heron Cove and the Land trust have come to an agreement and Heron Cove has given consent for the Land Trust's project to proceed.

At the April 9th County Commissioners Meeting, representatives from AlphaOne spoke in support of their project. At the April 23rd County Commissioners Meeting representatives from Standish spoke in support of their projects.

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

All comments were accepted.

## **7. Summary**

To develop its Action Plan, Cumberland County conducted a competitive application process for 23 of the member communities, and Bridgton and South Portland each conducted their own specific application processes for their set-aside funds. All 3 processes included public meetings, committee review, and public comment periods. The result of this process are plans to fund a variety of public infrastructure, facilities, housing, public services, and planning projects and administration in program year 2018.

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

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

The following are the agencies/entities 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	CUMBERLAND COUNTY	
CDBG Administrator	CUMBERLAND COUNTY	Community Development Department
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative**

The Cumberland County Community Development program consists of 25 member communities, including the communities of Greater Portland, islands, the Lakes Region, and coastal towns. The City of Portland, the Town of Brunswick, and Frye Island (which has no year-round population) do not participate in the program; Portland has its own CDBG allocation, and Brunswick participates in the State CDBG program.

**Consolidated Plan Public Contact Information**

Cumberland County Community Development

142 Federal Street, Portland ME 04101

(207) 699-1906

## **AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

Community Development staff consulted with many of the communities in our program jurisdiction, several regional organizations, and housing authorities in the creation of the Annual Action Plan.

**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(l)).**

In 2018, Cumberland County is funding several programs that link affordable housing and services.

- 1) Family Crisis Services will operate 2 programs, one in South Portland and one in Bridgton. The programs provide case management services to victims of domestic violence. Frequently victims require a combination of health, mental health, legal and housing services.
- 2) Port Resources will rehab 5 group homes in Gorham and 1 in South Portland for individuals with dual mental and behavioral health challenges.
- 3) The Opportunity Alliance will operate a Homelessness Prevention program throughout Cumberland County. The program intervenes either prior to or shortly after an individual or household becomes homeless, often providing short term rental assistance, utility security deposits and assistance with budgeting, employment and transportation. The program links vulnerable households to housing providers and/or housing vouchers.

**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.**

The City of Portland, a recipient of ESG and Continuum of Care funds, is the primary homeless services center in the region. Family, adult and teen shelters and services are located in Portland, none are located in the Cumberland County Entitlement Jurisdiction (CCEJ). State Continuum of Care resources are provided to individuals located in CCEJ communities at properties operated by Shalom House and through the Stability Through Engagement Program (STEP). STEP provides short-term rental assistance in a rapid re-housing type program accessed at family, individual and domestic violence shelters.

**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**

Cumberland County is not a recipient of ESG funds.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	Opportunity Alliance
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Opportunity Alliance consulted with Community Development Staff about the eligibility of projects that they ultimately submitted applicants for. We anticipate seeing lower incidences of homelessness as a result of the work of TOA. We also anticipate their ability to analyze barriers posed to immigrants, refugees, and asylees in their attempts to secure self-sufficiency.
2	<b>Agency/Group/Organization</b>	Port Resources
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Port Resources consulted with Community Development staff about their group homes in Windham, Gorham, and South Portland. We anticipate that Port Resources will be better able to provide services for adults with developmental disabilities and behavioral health issues as a result of the consultation.

3	<b>Agency/Group/Organization</b>	ALPHA ONE
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Alpha one consulted with Community Development staff about continuing their critical access ramp program. We anticipate an increase in critical access ramps regionally as a result of this consultation.
4	<b>Agency/Group/Organization</b>	TOWN OF HARPSWELL
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Town of Harpswell consulted with Community Development staff about the eligibility of several projects that they ultimately submitted applications for. We anticipate improved housing safety for seniors as a result of this consultation.
5	<b>Agency/Group/Organization</b>	Town of Cumberland
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-housing community development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Town of Cumberland consulted with Community Development staff about the eligibility of a project that they ultimately submitted an application for. We anticipate increased food assistance to low-income area residents, as a result of this application.
6	<b>Agency/Group/Organization</b>	TOWN OF GORHAM
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non- housing community development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Town of Gorham consulted with Community Development staff about the eligibility of a project that they ultimately submitted an application for. This consultation showed an interest in and potential for an emergency generator for the little falls community center.
7	<b>Agency/Group/Organization</b>	TOWN OF LONG ISLAND
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-housing community development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Town of Long Island consulted with Community Development staff about the eligibility of a project that they ultimately submitted an application for. We anticipate an increased use of recreational amenities for the residents of Long Island as a result of this consultation.
8	<b>Agency/Group/Organization</b>	Town of Scarborough
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Town of Scarborough consulted with Community Development staff about the eligibility of a project that they ultimately submitted an application for. We anticipate infrastructure improvements to an access road for a 13 home affordable housing community situated on land purchased by the Town.
9	<b>Agency/Group/Organization</b>	Town of Standish
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-housing community development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Town of Standish consulted with Community Development staff about several project ideas. We anticipate the town will construct a playground and purchase a van for the use of the Parks & Recreation department to assist elderly area residents as a result.
10	<b>Agency/Group/Organization</b>	City of Westbrook
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-housing community development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Westbrook consulted with Community Development staff about several projects. We anticipate improvements to the city of Westbrook's historic library, as well as greater access to outdoor and recreation amenities for the residents of Westbrook as a result of this consultation.
11	<b>Agency/Group/Organization</b>	Town of Windham
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-housing community development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Town of Windham consulted with Community Development staff about the eligibility of a project that they ultimately submitted an application for. As a result of our consultation, we anticipate much-needed water & sewer improvements being made to the area of Depot Street, in Windham, thereby providing a direct benefit to the low-income population living in this area of Windham.
12	<b>Agency/Group/Organization</b>	CUMBERLAND COUNTY
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Non-housing community development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The County of Cumberland Consulted with Community Development staff about the eligibility of broadband projects throughout the region. As a result of our consultation, we anticipate the county will improve access to and the expansion of broadband throughout the county, particularly Gray and Windham. We also anticipate the County's ability to analyze how to develop an operating mechanism and strategic resource mapping for the expansion of broadband as a result of our consultation.
13	<b>Agency/Group/Organization</b>	Town of Sebago
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-housing community development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Town of Sebago consulted with Community Development staff about the eligibility of a potential project at their community center. The project was deemed ineligible.

14	<b>Agency/Group/Organization</b>	Town of Freeport
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-housing community development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Freeport Economic Development Corporation consulted with community development staff about a potential economic development program to provide equipment loans to businesses. They ultimately decided not to submit an application.
15	<b>Agency/Group/Organization</b>	Greater Portland Council of Governments
	<b>Agency/Group/Organization Type</b>	Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	We Consulted with GPCOG about needs and trends they are seeing in Greater Portland.
16	<b>Agency/Group/Organization</b>	CITY OF PORTLAND
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-housing community development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	We consulted with the City of Portland as part of our HOME Consortium, to assess housing needs. We anticipate the outcomes of the consultation will be an increased focus on affordable housing development this year over housing rehab. Also, the Consortium will continue to focus City and County efforts to utilize the 2016 Lead Hazard Control Grant to provide single and multi-families in need.
17	<b>Agency/Group/Organization</b>	City of South Portland
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-housing community development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As one of our two set-aside communities, we consulted with the City of South Portland on their program plans for 2018. We anticipate continuing the provision of a variety of public services, a small amount of housing rehab, and focus on infrastructure and facilities in the West End of the city as well as a number of recreation and facility projects.
18	<b>Agency/Group/Organization</b>	Town of Bridgton
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non- housing community development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As one of two set-aside communities, We consulted with the Town of Bridgton on their program plans for 2018. We anticipate continuing the provision of a variety of public services, improvements to Main Street and public facilities such as an ice rink, and rebuilding the Junior High fields dugout and adding a new snack shack and bathroom.

19	<b>Agency/Group/Organization</b>	Bridgton Community Center
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Community Center
	<b>What section of the Plan was addressed by Consultation?</b>	Public Services needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Town of Bridgton consulted with the community center about needs in the community. Community Center programs include heating assistance, elderly programs, after-school care, community activities, farmers market, holiday celebrations, classes, "navigator" program.

20	<b>Agency/Group/Organization</b>	Redbank Neighborhood Hub
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-Health Services-Education Services-Employment Child Welfare Agency Neighborhood organization
	<b>What section of the Plan was addressed by Consultation?</b>	Public Services needs, facility needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Redbank Hub in South Portland provides a variety of services and supports to the low-income Redbank Neighborhood. Consultation provided insight into the needs of the neighborhood, which will be a focus of the 2018 program.
21	<b>Agency/Group/Organization</b>	Family Crisis Services
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Public Services needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff discussed FCS's regional work on providing services to domestic violence victims. Anticipated outcomes are that FCS will not apply for regional funding this year, but will apply for South Portland and Bridgton funding.

22	<b>Agency/Group/Organization</b>	South Portland Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff reached out to SPHA about potential projects; Current the South Portland Development Corporation has identified 571 Main street as a possible development site for new mix used affordable housing project. We anticipate SPHA submitting an application to the Portland/Cumberland County Consortium.
23	<b>Agency/Group/Organization</b>	Westbrook Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff reached out to Westbrook Housing Authority about potential projects; none were identified this year.

**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		

**Table 3 - Other local / regional / federal planning efforts**

**Narrative**

Cumberland County attempts to consult with all of its member communities in the development of the Annual Action Plan. Staff are available to meet with communities to discuss needs and project ideas or proposals throughout the year, and they reach out to communities to initiate these discussions. In addition to the communities identified in the chart, staff reached out to Cape Elizabeth, Gray, and Harrison, but those communities did not pursue further discussions. In identifying their needs and project proposals, our member communities consult with their residents and key community agencies/entities. Several regional organizations and agencies are also key in discussions of community needs and projects throughout the county.

## **AP-12 Participation - 91.401, 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**

Cumberland County, the City of South Portland, and the Town of Bridgton each conducted their own public process to identify funding priorities. All meetings were open to the public.

Cumberland County had an open application process, in which a sub-group from the Municipal Oversight Committee (MOC) reviewed applications and made funding recommendations.

In South Portland, the Community Development Advisory Committee (CDAC) reviewed applications and made recommendations to the South Portland City Council for approval.

In Bridgton, the Community Development Committee (CDC) reviewed applications and made recommendations to the Board of Selectmen for approval.

All project selections then went to the County Commissioners for final approval on April 23, 2018.

**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)
1	Public Meeting	Non-targeted/broad community	The Municipal oversight committee held a meeting on October 12, 2017, to discuss the upcoming 2018/2019 program year projected funds, and program schedule.	There were no comments from the public.	N/A	
2	Internet Outreach	Non-targeted/broad community	On October 16, 2017 the Cumberland County CDBG Office released applications for 2018.	There were no comments from the public.	N/A	<a href="http://cumberlandcounty.org/168/Applicant-Information">http://cumberlandcounty.org/168/Applicant-Information</a>

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)
3	Public Meeting	Non-targeted/broad community	On October 26, 2017, the South Portland community advisory committee held its first meeting of the 2018 program year.	There were no comments from the public.	N/A	
4	Internet Outreach	Non-targeted/broad community	On October 30, 2017, the South Portland CDBG program released their 2018 applications.	There were no comments from the public.	N/A	<a href="http://southportland.org/departments/community-development/cdbg-program-information-applications/">http://southportland.org/departments/community-development/cdbg-program-information-applications/</a>

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)
5	Newspaper Ad	Non-targeted/broad community	The South Portland Community Development advisory committee, placed an ad in the local sentry regarding the release of the 2018 applications.	Representatives from the American Legion Hall, spoke with CDBG Staff about program requirements and the application process.	N/A	
6	Public Meeting	Non-targeted/broad community	On November 10, 2017 the Town of Bridgton released 2018 CDBG applications.	There were no public comments received.	N/A	

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)
12	Public Meeting	Non-targeted/broad community	The Town of Bridgton Community Development Committee held a meeting on February 7, 2018 to hear presentations and ask questions of the CDBG 2018 applicants.	Grant applicants spoke on behalf of their projects. There were no comments from the public.	N/A	
13	Public Meeting	Non-targeted/broad community	On February 8, 2018 the Cumberland County application review team held an initial meeting.	There were no public comments.	N/A	

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)
14	Public Meeting	Non-targeted/broad community	On February 15, 2018 the South Portland Community development advisory group held a meeting to review 2018 applications.	There were no Public Comments.	N/A	
15	Public Meeting	Non-targeted/broad community	On February 21, 2018 the Town of Bridgton CDC held a meeting to discuss recommendations to submit to the Bridgton board of selectmen.	There were no public comments.	N/A	

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)
16	Public Meeting	Non-targeted/broad community	On February 22, 2018 the Cumberland County application review team held a meeting to hear presentations and ask questions of the CDBG applicants.	Grant applicants spoke on behalf of their projects. There were no comments from the public.	N/A	

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)
17	Public Meeting	Non-targeted/broad community	On February 26, 2018 the South Portland Community Development Committee held a meeting to hear presentations and ask questions of the CDBG applicants.	Grant applicants spoke on behalf of their projects. Public comments were received by two local Heron Cove condominium association presidents and one representative from the South Portland Land trust Committee. Concerns regarding the trail increasing foot traffic on the path resulting in increased vandalism in the area were raised by the Heron Cove representative.	N/A	26
OMB Control No: 2506-0117 (exp. 06/30/2018)						

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)
18	Public Meeting	Non-targeted/broad community	On February 27, 2018 the Bridgton Board of Selectmen reviewed the CDC recommendations.	There were no public comments.	n/a	
19	Public Meeting	Non-targeted/broad community	On March 1, 2018 the Cumberland County application review team, held its final review to discuss applications and develop funding recommendations to present to the Municipal oversight committee.	There were no public comments	N/A	

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)
20	Public Meeting	Non-targeted/broad community	<p>On March 5, 2018 the City of South Portland CDAC held its final review and discuss of applications and finalized its recommendations to present to the city council for approval.</p>	<p>Public Comments were received by two local Heron Cove condominium association presidents and one representative from the South Portland Land trust Committee. Concerns regarding the trail increasing foot traffic on the path resulting in increased vandalism in the area were raised by the Heron Cove representative. Annual Action Plan Representative from the Land Trust assured the committee</p>		28

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)
21	Public Meeting	Non-targeted/broad community	On March 8, 2018 the Cumberland County review team presented its project selections and funding recommendations to the MOC.	There were no public comments	N/A	
22	Public Meeting	Non-targeted/broad community	On March 13, 2018 the Bridgton Board of Selectmen approved the CDGB Proposed projects and funding recommendations of the CDC.	There were no public comments.	N/A	

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)
23	Public Meeting	Non-targeted/broad community	The Cumberland County Municipal oversight committee held its final meeting on March 20, 2018 to approve the recommendations of the application review team.	There were no public comments.	N/A	

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)
24	Newspaper Ad	Non-targeted/broad community	On March 26, 2018 Cumberland County published a Public notice in the Portland Press herald notifying the public of the public hearings and comment period for the annual action plan.	There were no public comments.	N/A	
25	Public Meeting	Non-targeted/broad community	On March 27, 2018 The Bridgton board of selectmen meet and approved the CDC recommendations for the CDBG 2018 application year.	There were no public comments.	N/A	

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)
26	Public Meeting	Non-targeted/broad community	On April 3, 2018, the City of South Portland city council approved the CDAC funding recommendation and project selections.	Local resident and Legion member, Mike Pock spoke on behalf of the CDBG program and how grateful he was that his group would be receiving funds to assist with roof repairs.	N/A	
27	Public Meeting	Non-targeted/broad community	On April 4, 2018 the city of South Portland submitted the city councils approved project and program funding recommendations for approval of the County Commissioners.	There were no public comments.	N/A	

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)
28	Public Meeting	Non-targeted/broad community	On April 9, 2018 the Cumberland County commissioners held a public hearing, at which CDBG projects and funding recommendations were presented to the commissioners for review.	Staff from AlphaOne spoke in support of their Critical Access Ramp program.	N/A	
29	Public Meeting	Non-targeted/broad community	On April 23, 2018 Cumberland County Commissioners approved the County's project selection and funding recommendations.	Staff from the Town of Standish spoke in support of their playground and bus applications.	N/A	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

Throughout the planning process, Cumberland County did not know its annual allocation amount. Initial plans were made assuming level funding from last year. For County projects, the Municipal Oversight Committee made the contingency recommendation that in the event that more funds were received than anticipated, the funds would go towards fully funding projects that were initially recommended for partial funding, in descending order of how they scored with the committee. If less funds were received, they recommended cutting funding from the lowest scoring projects in ascending order. For South Portland projects, the South Portland City Council made the contingency recommendation of proportionally decreasing all recommended projects to fit the actual budget, or increasing projects recommended for partial funding. In Bridgton, the Board of Selectmen recommended putting any increased funds into Lower Main Street, and any needed decreases would come from admin.

Ultimately Cumberland County received increased funding in 2018 and adjusted project budgets accordingly.

#### 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: \$		

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	1,555,237	0	93,341	1,648,578	3,000,000	

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**

There are no Federal matching requirements for CDBG program funds. Many activities funded by the CCEJ are matched by at least 20% from local or private sources.

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

Cumberland County does not intend to address the needs identified in the plan with publically owned land or property located within the jurisdiction.

**Discussion**

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Facility Improvements	2016	2020	Non-Housing Community Development	Eligible Census Block Groups City of South Portland Town of Bridgton	Public Facility Improvements	CDBG: \$320,674	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 46450 Persons Assisted
2	Public Infrastructure Improvements	2016	2020	Non-Housing Community Development	Bridgton Downtown South Portland Redbank Neighborhood Eligible Census Block Groups	Public Infrastructure Improvements	CDBG: \$709,895	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 6805 Persons Assisted
3	Public Services	2016	2020	Non-Housing Community Development	Cumberland County City of South Portland Town of Bridgton	Public Services	CDBG: \$172,559	Public service activities other than Low/Moderate Income Housing Benefit: 3880 Persons Assisted Homelessness Prevention: 50 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Affordable Housing	2016	2020	Affordable Housing	Cumberland County City of South Portland	Affordable Housing	CDBG: \$191,450	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 32 Households Assisted Homeowner Housing Rehabilitated: 13 Household Housing Unit
5	Community Planning	2016	2020	Planning	Cumberland County	Planning	CDBG: \$34,000	Other: 2 Other

Table 6 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Public Facility Improvements
	<b>Goal Description</b>	Cumberland County will assist a wide range of facility projects in 2018 in Bridgton, Cumberland, Long Island, South Portland, Standish and Westbrook.
2	<b>Goal Name</b>	Public Infrastructure Improvements
	<b>Goal Description</b>	Cumberland County will spend the majority of its allocation on public infrastructure in 2018 at projects in Windham, South Portland, Bridgton, and Gray. Projects include streetscapes and broadband access.
3	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	Cumberland County will fund 3 public service programs in 2018. South Portland and Bridgton will both fund additional public service programs, specific to their municipalities.

4	<b>Goal Name</b>	Affordable Housing
	<b>Goal Description</b>	Cumberland County will be supporting affordable housing in 2018 through the regional AlphaOne ramps program, infrastructure at Carpenter Court in Scarborough, energy efficiency upgrades in South Portland, and group homes in Gorham and South Portland.
5	<b>Goal Name</b>	Community Planning
	<b>Goal Description</b>	2 planning projects will be funded in 2018 - one for broadband expansion and one to assess social services for New Americans.

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

The Community Development Block Grant (CDBG) program will enable Cumberland County to channel \$1,555,237 of new 2018 funding resources into public facilities and infrastructure, housing, and social services to benefit low/moderate income communities and residents.

With its 2018 CDBG program allocation and reprogrammed funds, Cumberland County plans to expend \$1,030,569 for Public Facilities and Infrastructure, \$191,450 for Housing Activities; \$172,559 for Social/Public Services; \$34,000 for Planning Activities; and \$220,000 for Program Administration.

In total, 100% of the new and reprogrammed CDBG project funds (excluding planning/admin activities) will serve low and moderate income persons, either directly through services or indirectly by improvements to low and moderate income neighborhoods.

#	Project Name
1	Program Administration
2	Public Facilities and Infrastructure
3	Public Services
4	Housing
5	Planning

**Table 7 – Project Information**

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

The Cumberland County Community Development program maintains broad priorities of public infrastructure and facilities, housing, public services, and planning, in order to meet the needs of variable and diverse communities. The jurisdiction includes cities, suburban and rural communities, and islands, all of which have different needs and priorities for which they seek CDBG funding. The program continues to set-aside funds specifically for South Portland and Bridgton annually, based on agreements made in 2006 when the Cumberland County Community Development program was launched.

The largest obstacle to addressing needs is the amount of funds. Request for funds always exceed available resources, and the amount of funding each year continues to diminish, while community needs do not.

**AP-38 Project Summary**  
**Project Summary Information**

<b>1</b>	<b>Project Name</b>	Program Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Housing Public Facility Improvements Public Infrastructure Improvements Public Services Community Planning
	<b>Needs Addressed</b>	Affordable Housing Public Facility Improvements Public Infrastructure Improvements Public Services Economic Development Planning
	<b>Funding</b>	CDBG: \$220,000
	<b>Description</b>	Administration for county projects and South Portland and Bridgton.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	n/a
	<b>Location Description</b>	n/a
	<b>Planned Activities</b>	Administration supports all activities funded throughout the Cumberland County Entitlement Jurisdiction.
<b>2</b>	<b>Project Name</b>	Public Facilities and Infrastructure
	<b>Target Area</b>	Bridgton Downtown South Portland Redbank Neighborhood Eligible Census Block Groups Town of Bridgton
	<b>Goals Supported</b>	Public Facility Improvements Public Infrastructure Improvements
	<b>Needs Addressed</b>	Public Facility Improvements Public Infrastructure Improvements
	<b>Funding</b>	CDBG: \$1,030,569
	<b>Description</b>	The majority of 2018 funds will go towards public facilities and infrastructure projects.

<b>Target Date</b>	6/30/2020
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 53,255 people will benefit from these activities, or 18,000 families. The majority of these families will be low-moderate income.
<b>Location Description</b>	<p>Lower Main Street, Bridgton</p> <p>Windham and Gray, along Route 202 - Boody's Corner to downtown Gray</p> <p>Westbrook Street, South Portland</p> <p>Depot Street, South Windham Village</p> <p>Cumberland Food Pantry - 290 Tuttle Road, Cumberland</p> <p>Tennis Courts, Long Island</p> <p>Steep Falls, Standish</p> <p>Cornelia Warren Park - Stevens Avenue, Westbrook</p> <p>Walker Memorial Library - 800 Main Street, Westbrook</p>

	<b>Planned Activities</b>	<p><u>Bridgton - Lower Main Street</u> - streetscape and sidewalk improvements to lower main street in downtown bridgton</p> <p><u>Broadband Installation</u> - along Route 202 in Windham and Gray as part of Cumberland County's Project: Connect Cumberland to install broadband throughout the county</p> <p><u>South Portland - Westbrook Street</u> - streetscape and sidewalk improvements to Westbrook Street in the West End neighborhood</p> <p><u>Windham - Depot Street</u> - Sewer and street improvements on Depot Street in South Windham Village</p> <p><u>Cumberland - Food Pantry improvements</u> - installation of a new walk-in refrigerator and freezer</p> <p><u>Long Island - Recreation Courts</u> - Repair and resurfacing of tennis and basketball courts on Long Island, as well as installation of a new pickle ball court</p> <p><u>Standish - New Playground</u> - installation of a new playground in the Steep Falls neighborhood</p> <p><u>Westbrook - Cornelia Warren Park</u>- Trail, signage, landscaping, and parking improvements at the Cornelia Warren Park in downtown Westbrook</p> <p><u>Westbrook - Walker Memorial Library</u> - Installation of storm windows and replacement of stained glass windows at the historic Walker Memorial Library in downtown Westbrook</p>
3	<b>Project Name</b>	Public Services
	<b>Target Area</b>	Cumberland County City of South Portland Town of Bridgton
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$172,559
	<b>Description</b>	A variety of public services in the county, South Portland, and Bridgton from youth programs to senior programs, homelessness prevention, food programs, transportation programs, etc.
	<b>Target Date</b>	6/30/2019

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	About 500 extremely low income and 500 low income families will benefit from these programs.
	<b>Location Description</b>	One of the activities will be region-wide throughout Cumberland County. One will be focused on the Town of Harpswell, and one on the Town of Standish. The City of South Portland will fund 8 public service activities and the Town of Bridgton will have 3.
	<b>Planned Activities</b>	<p>Opportunity Alliance - Homelessness Prevention</p> <p>Standish - Parks &amp; Recreation bus</p> <p>Harpswell - Smoke/CO Detectors</p> <p>Bridgton - Navigator Program</p> <p>Bridgton - Family Crisis Services</p> <p>Bridgton - Stevens Brook Elementary School Food Backpack Program</p> <p>South Portland - Youth Summer Camp Scholarships</p> <p>South Portland - Emergency Heating Assistance</p> <p>South Portland - Senior Bus Program</p> <p>South Portland - Family Crisis Services</p> <p>South Portland - Redbank Hub</p> <p>South Portland - Meals on Wheels</p> <p>South Portland - Community Paramedic Project</p> <p>South Portland - Wheels for Kids</p>
<b>4</b>	<b>Project Name</b>	Housing
	<b>Target Area</b>	Cumberland County City of South Portland
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$191,450

<b>Description</b>	The County will fund rehab to group homes for the developmentally disabled in Gorham and South Portland, as well as provide handicap access ramps at homes throughout Cumberland County. South Portland will spend a small amount of funds for energy efficiency upgrades at homes. The County will also complete the road infrastructure at a new housing development in Scarborough.
<b>Target Date</b>	12/31/2019
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 45 families will benefit from these activities. About 15 will be extremely low income, 20 will be low income, and 10 will be moderate income.
<b>Location Description</b>	<p>249 Libby Avenue, Gorham</p> <p>53 Longfellow Avenue, Gorham</p> <p>247 Dingley Springs Road, Gorham</p> <p>15 Hannah Drive, Gorham</p> <p>18 Deering Road, Gorham</p> <p>49 Albany Street, South Portland</p> <p>Carpenter Court, Scarborough</p> <p>Various locations, County-wide</p> <p>Various locations, South Portland</p>
<b>Planned Activities</b>	<p><u>AlphaOne Critical Access Ramps</u> - AlphaOne installs ramps at the homes of handicapped or elderly Cumberland County residents who otherwise would be severely hindered from, or unable to, leave their homes.</p> <p><u>Gorham Port Resources Group Homes</u> - Port Resources a non-profit that serves mentally and developmentally disabled adults, will rehab their 5 group homes in the Town of Gorham, including roofing, carpeting, windows, and boiler replacements.</p> <p><u>Scarborough Carpenter Court Roadway</u> - Final paving for Carpenter Court, the roadway into the Habitat for Humanity affordable housing development off of Broadturn Road in Scarborough.</p> <p><u>South Portland Energy Efficiency</u> - Energy efficiency improvements to income-eligible homes in South Portland.</p> <p><u>South Portland Port Resources Group Home</u> - Port Resources a non-profit that serves mentally and developmentally disabled adults, will rehab their group home on Albany Street in South Portland.</p>

<b>5</b>	<b>Project Name</b>	Planning
	<b>Target Area</b>	Cumberland County
	<b>Goals Supported</b>	Community Planning
	<b>Needs Addressed</b>	Planning
	<b>Funding</b>	CDBG: \$34,000
	<b>Description</b>	The County will fund 2 planning projects this year, one focused on broadband and one focused on New Mainers.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	n/a
	<b>Location Description</b>	The broadband study will assess opportunities throughout Cumberland County. The "Cultural Broker" study will focus on replicating services in different communities throughout the region.
	<b>Planned Activities</b>	<p><u>Regional Broadband Planning</u> - Planning for Cumberland County's <i>Project: Connect Cumberland</i>, which seeks to install broadband throughout the county. Activities would include mapping existing fiber, identifying priority locations, and recommending an operating entity configuration for the utility.</p> <p><u>Opportunity Alliance - Cultural Broker Assessment</u>- An evaluation and creation of a replicable model of TOA's "Cultural Broker" program, which assists new Mainers in accessing resources and integrating into the community.</p>

**AP-50 Geographic Distribution - 91.420, 91.220(f)**

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

- 1) City of Westbrook
- 2) South Windham Village
- 3) Downtown Bridgton
- 4) South Portland West End
- 5) Long Island
- 6) Standish Steep Falls neighborhood
- 7) Cumberland County region-wide

**Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Bridgton Downtown	4
South Portland Redbank Neighborhood	17
Cumberland County	9
Eligible Census Block Groups	25
Westbrook Brown Street Neighborhood	0
City of South Portland	26
Town of Bridgton	12

**Table 8 - Geographic Distribution**

## **Rationale for the priorities for allocating investments geographically**

- 1) South Portland receives a set-aside of CDBG funds. Redbank, or the West End, is the poorest neighborhood in the city: over 80% of households are low-income and predominantly rental housing. The city will focus its resources on improving Westbrook Street in this neighborhood, as well as continuing to fund the Redbank Hub resource center.
- 2) Bridgton also receives a set-aside of CDBG funds. 48% of households in the town are low-income. The community is concentrating efforts to improve public facilities like the skating rink and recreation fields, and the infrastructure in its downtown on Lower Main Street, where 53% of households are low income.
- 3) Funds distributed throughout Cumberland County for access ramps and public services income-qualify clients or households individually.
- 4) Funds distributed to other towns in the county are for projects in income-eligible block groups or communities. This year those include the Towns of Long Island, Standish, Windham, and Westbrook all of which qualify as low-income areas.

## **Discussion**

The Cumberland County Entitlement Jurisdiction has two municipal set-aside grantees - the Town of Bridgton and the City of South Portland. Funds are always distributed within these two communities. Both are utilizing their funds in locations most in need of investment. The program also utilizes resources for "regional" activities, i.e. Homeless Prevention and AlphaOne Access Ramps. Broadband installation will be focused on the towns of Gray and Windham as phase I of the Project: Connect Cumberland to bring broadband to all of Cumberland County. Funds will also be used in income eligible areas in Long Island, Windham, Westbrook, and Standish.



## **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

### **Introduction**

As housing prices rise in the City of Portland, other communities in the County are seeing increased housing demands. New developments are underway or proposed in many communities in the Greater Portland area including Scarborough, South Portland, Gorham, Windham, Falmouth, and Westbrook.

The largest barriers to affordable housing in the Cumberland County entitlement jurisdiction (as identified in the Five Year Consolidated Plan) are zoning and affordability of land for development.

### **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**

Cumberland County does not have the authority to change land use controls, zoning, or policy in its member municipalities. However Cumberland County will continue to work on collaborative regional projects to promote affordable housing development. Recent examples of regional planning efforts include the HUD Sustainable Communities Program, which developed a regional fair housing plan in August, 2013, including regional activities to affirmatively further fair housing. The County will also work with the City of Portland and the region's Housing Authorities to complete a new fair housing plan by 2020. Cumberland County also has HOME funds for housing development available for member communities and has contributed to affordable housing infrastructure costs with CDBG over the years.

### **Discussion**

Though Cumberland County does not have jurisdiction over policy that could remove barriers to affordable housing, the Community Development program will continue to support affordable housing projects and contribute to regional planning efforts.

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

The Cumberland County Community Development program funds activities to foster and maintain affordable housing, provide social services to low-income individuals and families, and improve public facilities and infrastructure in low-income neighborhoods and communities.

### **Actions planned to address obstacles to meeting underserved needs**

The principle obstacle to meeting underserved needs is financial. The program has minimal resources relative to the enormity of the task at hand. Given available funds, they are expended wisely to meet basic needs, enhance facilities and infrastructure, and improve housing conditions.

### **Actions planned to foster and maintain affordable housing**

- 1) Alpha One - Critical Access Ramps for home-bound or mobility-impaired individuals
- 2) Housing rehab/energy efficiency programs in South Portland
- 3) Rehab of Port Resources group homes in Gorham and South Portland
- 4) Completion of the road infrastructure at Carpenter Court, a Habitat for Humanity affordable housing development in Scarborough

### **Actions planned to reduce lead-based paint hazards**

As part of the HOME Consortium with the City of Portland, Cumberland County is participating in a Lead Hazard Control Grant received in 2016. In the county, Westbrook is a priority area because of its high low-income population and large amount of multi-unit rental housing. All other housing activities funded by CDBG also comply with lead-based paint regulations.

### **Actions planned to reduce the number of poverty-level families**

The reduction of the number of poverty-level families has proven a difficult challenge to meet for decades - not simply in Cumberland County but throughout the country. Every activity we fund in some way serves to assist low-income individuals and families. 1) Our homeless prevention program works to keep families housed; 2) The Redbank Resource HUB in Redbank, South Portland and the Navigator at the Bridgton Community Center serve to foster connections between families, educational resources, job training and basic needs; 3) The Alpha One Critical Access Ramps program works to reduce housing costs and maintain individuals in their homes.

### **Actions planned to develop institutional structure**

No actions are planned to further develop institutional structure.

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

The Opportunity Alliance, the regional Community Action Program and our public housing and private non-profit affordable housing providers have been working together for decades. "Enhanced" coordination has not been identified as a particular need at this time.

### **Discussion**

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

Cumberland County has no program income to reprogram, section 108 loan proceeds, surplus funds from urban renewal, income from float funded activities, or grant funds returned to the line of credit. There are no funds designated for the urgent need national objective. All projects, excluding planning and administration, will benefit persons of low-moderate income.

#### 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	0
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.	0
3. The amount of surplus funds from urban renewal settlements	0
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	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### 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.	90.00%

## **Discussion**

Except for planning and administration activities, all other activities (over 80%) will benefit persons of low and moderate income.

## Attachments

## Citizen Participation Comments

**NOTICE OF PUBLIC HEARINGS  
CUMBERLAND COUNTY, MAINE  
PETER FEENEY CONFERENCE ROOM  
CUMBERLAND COUNTY COURT HOUSE  
142 Federal Street  
Portland, Maine 04101**

**Monday, April 9, 2018, 5:30PM  
Monday, April 23, 2018, 5:30 PM  
Comments from All Interested Parties**

You are invited to attend public hearings to give your opinion on the proposed 2018 Annual Action Plan for the Cumberland County Community Development program. Beginning March 26, 2018 comments both verbal and written are invited and will be accepted until April 30, 2018.

For more detailed information on the CDBG program or to make a comment, contact Cumberland County Community Development Office, 142 Federal Street, Portland, Maine, 04101 or by telephone at 207-699-1906, or email at [pistrang@cumberlandcounty.org](mailto:pistrang@cumberlandcounty.org).

The primary objective of Cumberland County Community Development program is the development of viable communities including decent housing, a suitable living environment, and expanding economic opportunities, principally for person of low and moderate income and to aid in the prevention and elimination of slum and blight.

Funds for the Community Development Program come from the U.S. Department of Housing & Urban Development (HUD). Eligible activities include public infrastructure and facilities, housing development, rehabilitation and preservation, economic development, public services, planning and eligible administrative costs. Cumberland County will use at least 70% of Community Development Block Grant Funds (CDBG) either directly or indirectly to benefit persons of low to moderate income.

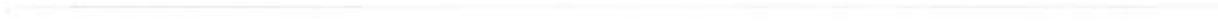
**COMMUNITY DEVELOPMENT BLOCK GRANT – 2018 *estimated budget***

*Sources of Funds*

Estimated Entitlement Grant	\$1,390,296
Reprogrammed Funds	<u>93,341</u>
<b>TOTAL</b>	<b>\$1,483,637</b>

*Program Activities*

Housing	\$ 178,480
Public Services	\$ 170,931
Public Improvements	\$ 891,590
Planning	\$ 21,636
Program Administration	<u>\$ 220,000</u>
<b>CDBG TOTAL ACTIVITIES</b>	<b>\$ 1,483,637</b>



House Road, Cape Elizabeth, Maine 04107 will receive bids until 2:00 p.m., prevailing time, on Thursday, April 19, 2018 at the office of the Town Manager, 520 Ocean House Road, Cape Elizabeth, Maine. Electronic, facsimile, or late bids after this time will not be accepted. Bids will be opened and public road closed after specified closing time. All interested parties are invited to attend. The Contract Documents may be examined on or after Monday March 26, 2018 at the Town of Cape Elizabeth Public Works Department Facility, 10 Cooper Drive, Cape Elizabeth, Maine and at Sabago Technics, Inc., 75 John Roberts Road, Suite 4A, South Portland, Maine 04106. Contractors can obtain a set of contract documents for a fee of \$75. Electronic files in a pdf format will also be made available to each bidder. Make all checks payable to Sabago Technics, Inc. This charge is non-refundable. Documents will be available for purchase at Sabago Technics, Inc. on March 26, 2018. A mandatory Pre-Bid Meeting will be held at the Town of Cape Elizabeth Public Works Department Facility at 10 Cooper Drive at 9:30 AM on Friday April 6, 2018. It is the Owner's intent to have the construction begin no later than May 7, 2018. The construction shall be substantially completed within a total duration of 60 calendar days. Liquidated damages in the amount of \$500.00 per day will be assessed for every day beyond the contract duration that the work remains incomplete. A 5% Bid Bond is required to be submitted with the bid. The successful bidder will be required to furnish

207-883-3376 (fax)  
stephen.bushley@stunles.com

and Sale entered October 24, 2017 in the action entitled

entered on February 26, 2018, in the action entitled

PUBLIC NOTICE

PUBLIC NOTICE

PUBLIC NOTICE

**NOTICE OF PUBLIC HEARINGS  
CUMBERLAND COUNTY, MAINE  
PETER FEENEY CONFERENCE ROOM  
CUMBERLAND COUNTY COURT HOUSE  
142 Federal Street  
Portland, Maine 04101**

**Monday, April 9, 2018, 5:30PM  
Monday, April 23, 2018, 5:30 PM**

**Comments from All Interested Parties**

You are invited to attend public hearings to give your opinion on the proposed 2018 Annual Action Plan for the Cumberland County Community Development program. Beginning March 26, 2018 comments both verbal and written are invited and will be accepted until April 30, 2018.

For more detailed information on the CDBG program or to make a comment, contact Cumberland County Community Development Office, 142 Federal Street, Portland, Maine, 04101 or by telephone at 207-699-1906, or email at [pistrang@cumberlandcounty.org](mailto:pistrang@cumberlandcounty.org).

The primary objective of Cumberland County Community Development program is the development of viable communities including decent housing, a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income and to aid in the prevention and elimination of slum and blight.

Funds for the Community Development Program come from the U.S. Department of Housing & Urban Development (HUD). Eligible activities include public infrastructure and facilities, housing development, rehabilitation and preservation, economic development, public services, planning and eligible administrative costs. Cumberland County will use at least 70% of Community Development Block Grant Funds (CDBG) either directly or indirectly to benefit persons of low to moderate income.

**COMMUNITY DEVELOPMENT BLOCK GRANT - 2018 estimated budget**

<b>Source of Funds</b>	
Estimated Entitlement Grant	\$ 1,350,296
Reprogrammed Funds	\$ 53,341
<b>TOTAL</b>	<b>\$1,403,637</b>
<b>Program Activities</b>	
Housing	\$ 179,480
Public Services	\$ 170,921
Public Improvements	\$ 891,390
Planning	\$ 21,636
Program Administration	\$ 220,000
<b>CDBG TOTAL ACTIVITIES</b>	<b>\$ 1,483,637</b>

**Journalism  
you can trust.**

**We need it now  
more than ever.**





**Commissioner's Meeting Votes**  
**April 23, 2018**

**Motion:** Adopt 2018 Annual Action Plan – Community Development Block Grant (CDBG) program; First Public Hearing held on April 9, 2018; Second Public Hearing held on April 23, 2018.

Voted: 3-0

**Motion:** Authorize James H. Gailey, County Manager to execute all required Certifications, Applications and Documents in conjunction with the submittal of the 2018 Annual Action Plan.

Voted: 3-0

  
Neil Jamieson  
Chair  
Cumberland County Commissioners



We, the undersigned, respectfully address the Community Development Block Grant Organization (CDBG) to recognize and acknowledge the concerns with regard to the ongoing safety and continued destruction of the Long Creek Trail with reference to the proposed consideration and discussion by the South Portland Land Trust (SPLT) of extending the trail over to the Olde English Village property to a new trailhead at the municipal pump station at Westbrook Avenue.

The undersigned would like to see the proposed extension stopped for a number of reasons, some of which are referenced below:

- **Past routine use of the Long Creek Trail has contributed to local residents, walkers/hikers being physically accosted, verbally threatened, and continually intimidated by individuals and/or groups that have entered from the Olde English Village/Westbrook Street area.**
- **It has been observed by guests and local residents that, with the use of the trail, there has been destruction of property, profane graffiti, large numbers of beer and alcohol bottles, drug needles and paraphernalia, and trash that has been left behind by individuals seen returning to the Olde English Village/Westbrook Street area.**
- **There have been continued disruptive loud noises, fireworks explosions, violent verbal altercations, and profane shouting late in the warm weather evenings along the trail access and also profound damage on and to the private property of Heron Cove Association, Osprey Circle, and Brick Hill.**

These are just a few of the facts for this trail extension to be halted.

It must be noted that all of the above issues and concerns have ceased for the 2017 spring, summer, and fall due to the fact that the Heron Cove Association erected a \$14,000.00 fence to keep the trespassing from occurring.

It should also be noted it is not the intention to obstruct the public from use of this trail, but rather to maintain a safe and respected trail for all. There are other areas in which to access the Long Creek Trail which would be much less intrusive and will also serve to protect the safety and privacy to the residents that live in the adjacent communities.

It is with these expressed concerns that the following individuals ask the CDBG to not provide funding for this Long Creek Trail extension project that is being requested by SPLT.

The individuals that have signed below wish to enjoy the environs of the Long Creek Trail as it stands.

Dr. Michael DeLarent





4/30/2018

CDBG Meeting 2/26/2018 - Warren, Sandra

## CDBG Meeting 2/26/2018

Laurie Campbell <campbell.le@hotmail.com>

Tue 2/27/2018 9:55 AM

to: Warren, Sandra <swarren@southportland.org>; Henry, Joshua <jhenry@southportland.org>

Good morning,

I attended the CDBG meeting last night and had a couple of questions.

1. Is it possible to get the names and contact information for the advisory committee members? If not, I assume any concerns with regard to an application would be addressed to you both?
2. Can I obtain a copy of the application and any supporting documentation submitted by a particular organization? Is it a matter of public record?
3. When does the advisory committee actually decide on which projects to recommend to the council?

Thank you.

Laurie Campbell

<https://mail.southportland.org/owa/#viewmodel=ReadMessageItem&ItemID=AAMkADgxM2wNWMwLWNhRjctNGY0OG04MDhkLTRkMTgxYWYyYWY0YWQ5AA/>



4/30/2018

Re: CDBG Meeting 2/26/2018 - Warren,Sandra

## Re: CDBG Meeting 2/26/2018

Warren,Sandra

Tue 2/27/2018 11:55 AM

to:Laurie Campbell <campbell.le@hotmail.com>; Rery,Joshua <jrery@southportland.org>;

2 attachments (5 MB)

Community Development Advisory Committee.docx; Public Infrastructure & Public facilities- SOPO Land Trust.pdf;

Good Morning Ms. Campbell,

The Community Development Block grant program is a public process and we welcome any and all public involvement. All of our advisory committee members names and contact information is available to the public. Our applications are also open to the public. I have attached a list of all of our current committee members names and contact information to this email, as well as the application submitted by the LandTrust. Due to the maximum size limit of 25MD per email, I can not send you all of the applications in this one email. I would be happy to send them in separate emails if you would like? You can also access all of the applications submitted for this program year and our program schedule by going to the Community Development webpage, under the tab called CDBG Program information & applications.

Please feel free to come to any of our meetings. Our next meeting is scheduled for March 5, 2018. It will be held at the South Portland Community Center and begins at 6 pm. At this meeting, we will review current applications, discuss the presentations and compile our recommendation to be given to the city council for approval. Our recommendations would be presented at the March 20, 2018, council meeting. That being said, they are recommendations to the council, and the council can, therefore, change those recommendations accordingly.

Respectfully,

*Sandy Warren*

City of South Portland  
Community Development Coordinator  
25 Cottage Road  
South Portland, ME 04106  
TEL:(207) 347-4139  
Fax:(207)767-7629  
Office Hours Monday-Thursday 8AM-4:30PM

---

**From:** Laurie Campbell <campbell.le@hotmail.com>

**Sent:** Tuesday, February 27, 2018 9:55 AM

**To:** Warren,Sandra; Rery,Joshua

**Subject:** CDBG Meeting 2/26/2018

Good morning,

<https://mail.southportland.org/fwa/#view=detail-ReadMessageItem&ItemID=AMkADpM2bNWMw.WNkhjONGY0CG04MDhLTRkMTpYWYyYWY0YwBGAw>



4/30/2018

Re: CDBG Meeting 2/28/2018 - Warren, Sandra

I attended the CDBG meeting last night and had a couple of questions.

1. Is it possible to get the names and contact information for the advisory committee members? If not, I assume any concerns with regard to an application would be addressed to you both?
2. Can I obtain a copy of the application and any supporting documentation submitted by a particular organization? Is it a matter of public record?
3. When does the advisory committee actually decide on which projects to recommend to the council?

Thank you.

Laurie Campbell

<https://mail.southportand.org/owa/?viewmode=ReadMessageItem&itemID=AA66ADgxMZkNWWwLWNIKJtN6YDCX04MDKkTRkMTgxYWYyYWY0YwBCAA#>







4/20/2018

Re: CDBG Meeting 2/26/2018 - Warren,Sandra

Thank you for this information. May I ask how you knew I was writing with regard to the Land Trust proposal, as I don't mention it specifically in my request.

---

From: Warren,Sandra <swarren@southportland.org>  
Sent: Tuesday, February 27, 2018 11:55 AM  
To: Laurie Campbell; Remy,Joshua  
Subject: Re: CDBG Meeting 2/26/2018

Good Morning Ms. Campbell,

The Community Development Block grant program is a public process and we welcome any and all public involvement. All of our advisory committee members names and contact information is available to the public. Our applications are also open to the public. I have attached a list of all of our current committee members names and contact information to this email, as well as the application submitted by the LandTrust. Due to the maximum size limit of 25MD per email, I can not send you all of the applications in this one email. I would be happy to send them in separate emails if you would like? You can also access all of the applications submitted for this program year and our program schedule by going to the Community Development webpage, under the tab called CDBG Program information & applications.

Please feel free to come to any of our meetings. Our next meeting is scheduled for March 5, 2018. It will be held at the South Portland Community Center and begins at 6 pm. At this meeting, we will review current applications, discuss the presentations and compile our recommendation to be given to the city council for approval. Our recommendations would be presented at the March 20, 2018, council meeting. That being said, they are recommendations to the council, and the council can, therefore, change those recommendations accordingly.

Respectfully,

Sandy Warren

City of South Portland

Community Development Coordinator

[25 Cottage Road](#)

[South Portland, ME 04106](#)

TEL:(207) 347-4139

Fax:(207)767-7629

Office Hours Monday-Thursday 8AM-4:30PM

---

From: Laurie Campbell <campbell.le@hotmail.com>  
Sent: Tuesday, February 27, 2018 9:55 AM  
To: Warren,Sandra; Remy,Joshua

<https://mail.southportland.org/owa/#viewmodel=ReadMessageItem&ItemID=AAMkADgxM2UwNWwLWNNjgINgy000B4M0hKTRBMTgxYwYyYwY0YwHGAA/>



4/30/2018

Re: CDBG Meeting 2/26/2018 - Warren, Sandra

Subject: CDBG Meeting 2/26/2018

Good morning,

I attended the CDBG meeting last night and had a couple of questions.

1.  
Is it possible to get the names and contact information for the advisory committee members? If not, I assume any concerns with regard to an application would be addressed to you both?
2.  
Can I obtain a copy of the application and any supporting documentation submitted by a particular organization? Is it a matter of public record?
3.  
When does the advisory committee actually decide on which projects to recommend to the council?

Thank you.

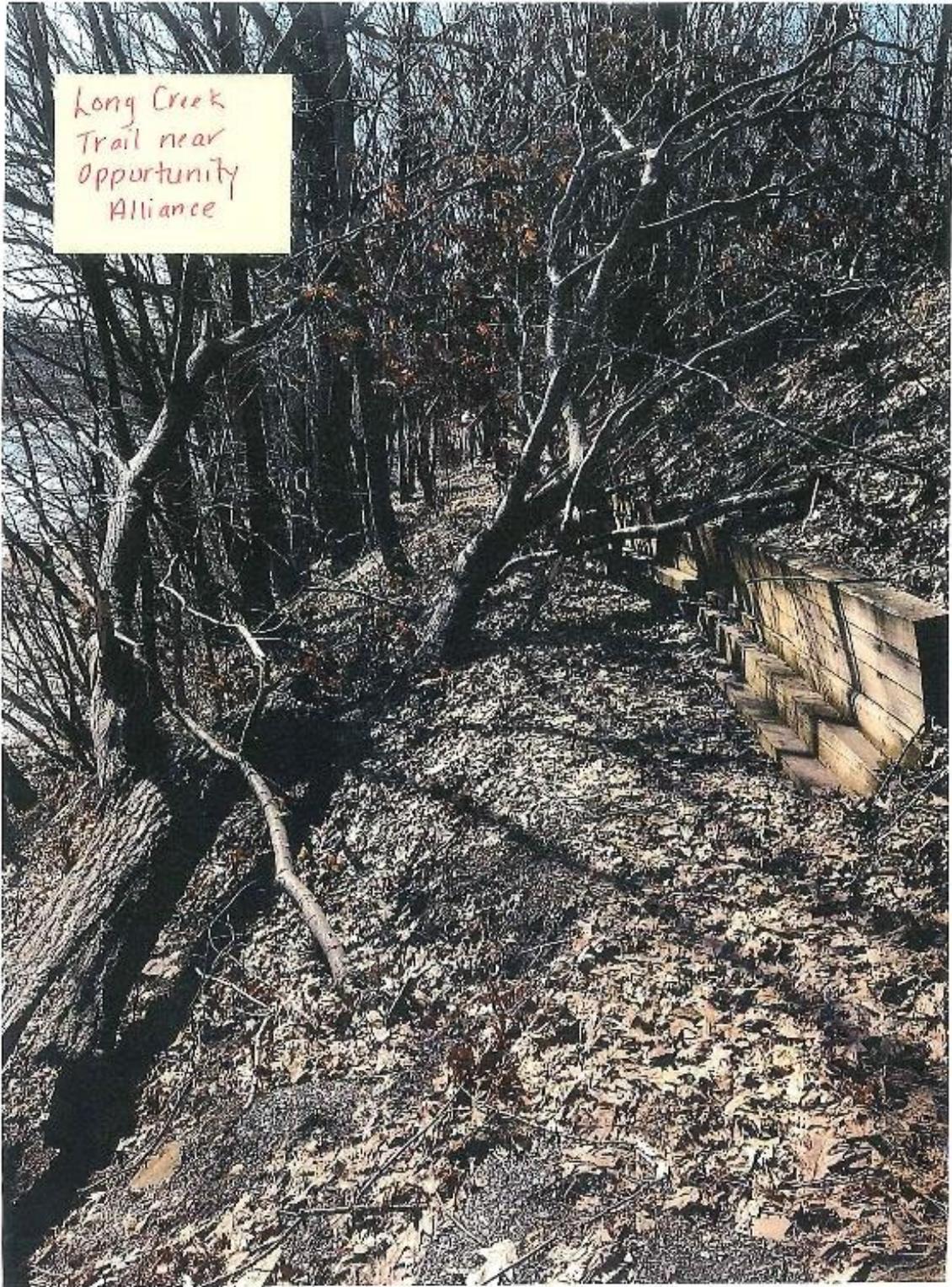
Laurie Campbell

NOTICE: Under Maine's Freedom of Access ("Right-to-Know") law, documents - including e-mail - in the possession of public officials about City business are classified as public records. This means if anyone asks to see it, we are required to provide it. There are very few exceptions. We welcome citizen comments and want to hear from our residents, but please keep in mind that what you write in an e-mail is not private and could show up in the local newspaper.

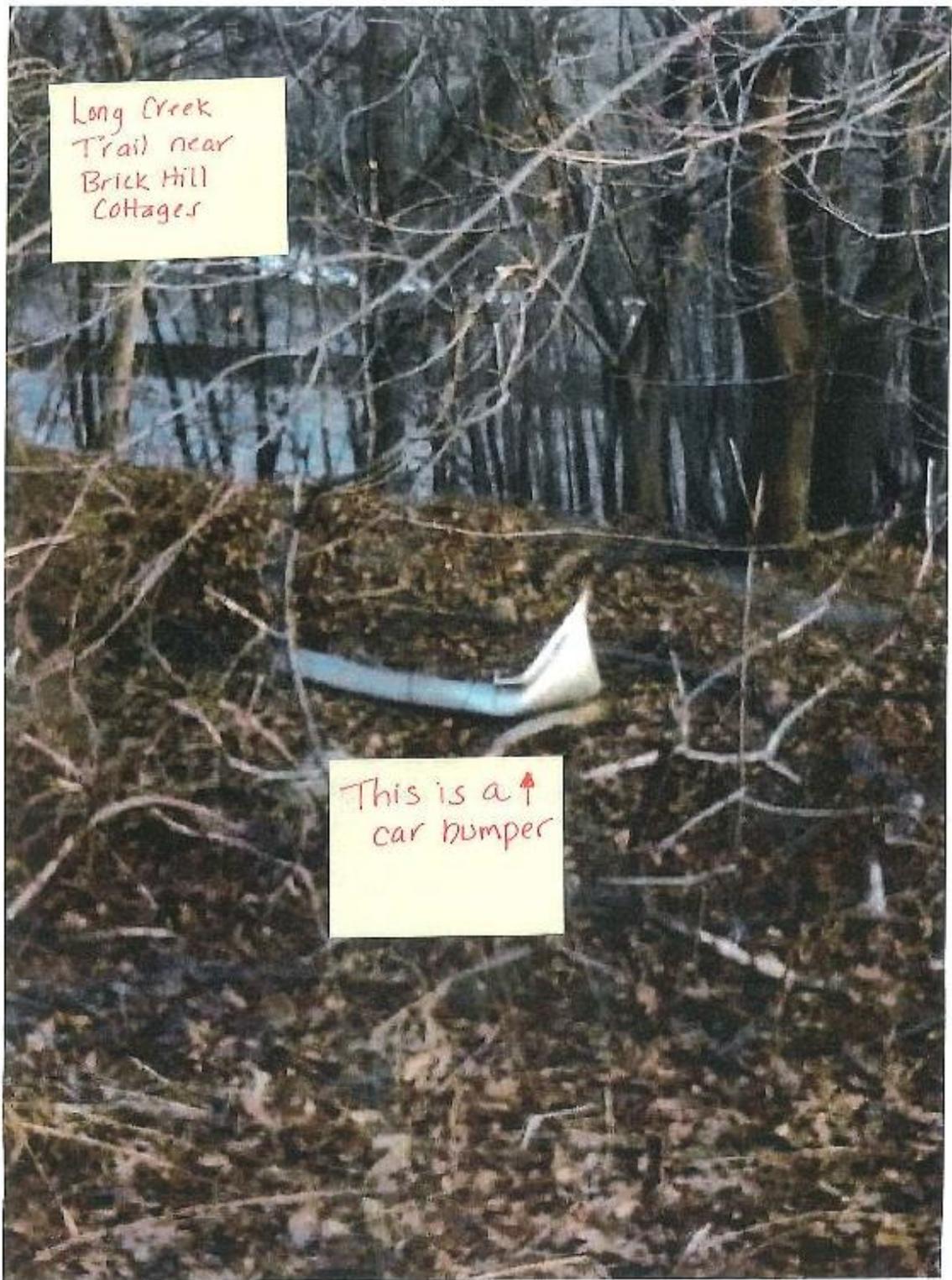
NOTICE: Under Maine's Freedom of Access ("Right-to-Know") law, documents - including e-mail - in the possession of public officials about City business are classified as public records. This means if anyone asks to see it, we are required to provide it. There are very few exceptions. We welcome citizen comments and want to hear from our residents, but please keep in mind that what you write in an e-mail is not private and could show up in the local newspaper.

<https://mail.southportand.org/owa/ViewMail-ReadMessageItem&ItemID=AAAKAGxM2RkNWwWwWkNjcjNGY0O01MDNkL1RKM1gxYWYyYWY0YwBGAA>

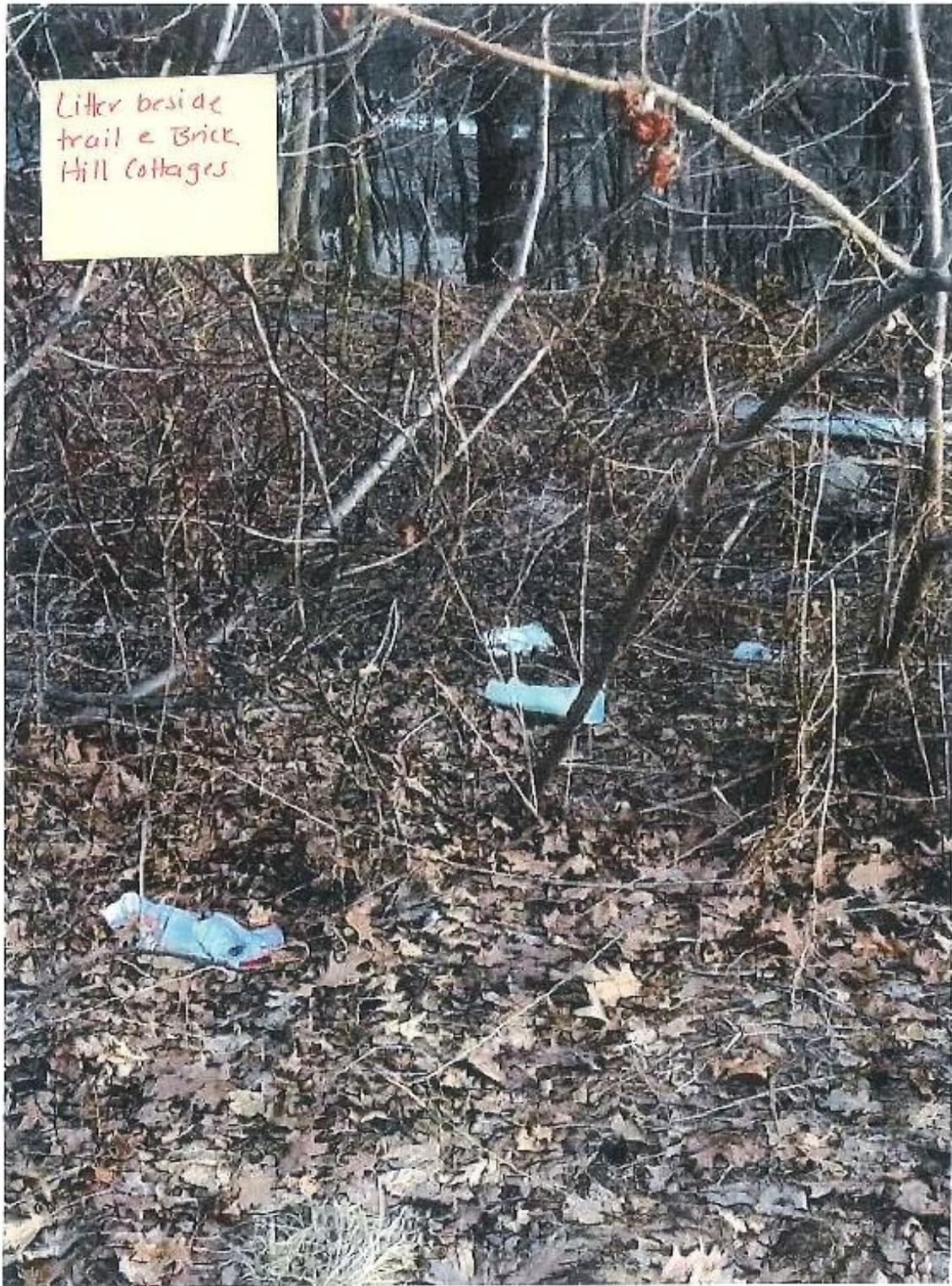














# Petition

We, the undersigned, respectfully address the Community Development Block Grant Organization (CDBG) to recognize and acknowledge the concerns with regard to the ongoing safety and continued destruction of the Long Creek Trail with reference to the proposed consideration and discussion by the South Portland Land Trust (SPLT) of extending the trail over to the Olde English Village property to a new trailhead at the municipal pump station at Westbrook Avenue.

The undersigned would like to see the proposed extension stopped for a number of reasons, some of which are referenced below;

- Past routine use of the Long Creek Trail has contributed to local residents, walkers/hikers being physically accosted, verbally threatened, and continually intimidated by individuals and or groups that have entered from the Olde English Village/Westbrook Street area.
- It has been observed by guests and local residents that with the use of the trail there has been destruction of property, profane graffiti, large numbers of beer and alcohol bottles, drug needles and paraphernalia, and trash that has been left behind by individuals seen returning to the Olde English Village/Westbrook Street area.
- There have been continual disruptive loud noises, fireworks explosions, violent verbal altercations, and profane shouting late in the warm weather evenings along the trail access and also profound damage on and to the private property of Heron Cove Association, Osprey Circle, and Brick Hill.

These are just a few of the facts for this trail extension to be halted.

It must be noted that all the above issues and concerns have ceased for the 2017 spring, summer, and fall due to the fact that The Heron Cove Association erected a \$14,000.00 fence to keep the trespassing from occurring.

It should also be noted it is not the intention to obstruct the public from use of this trail, but rather to maintain a safe and respected trail for all. There are other areas in which to access the Long Creek Trail which would be much less intrusive will also serve to protect the safety and privacy to the residents that live in the adjacent communities.

It is with these expressed concerns that the following individuals sincerely indicate that the above request be honored so as the CDBG to not fund this project at the request of SPLT.

The individuals that have signed below wish enjoy the environs of the Long Creek Trail as it stands.















The undersigned respectively request that the CDBG not fund the Long Creek Trail extension proposed by SPLT for numerous safety reasons which have been outlined in the attached petition.

Printed Name	Signature	Address
John D... LAURA PHILLIPS	<i>[Signature]</i>	2P 6 26 Cormorant Pl. S.P.
WAYNE MCGOVERN	<i>[Signature]</i>	26 CORMORANT R. S.P.
SUZANNE NORDAL	<i>[Signature]</i>	12 CORMORANT SP
DYLAN CHARLES WIRTH	<i>[Signature]</i>	34 CORMORANT
DEN BASLEY	<i>[Signature]</i>	34 CORMORANT PLACE
Barbara Bryer	<i>[Signature]</i>	116 Heron Cove Drive
George Bryer	<i>[Signature]</i>	116 Heron Cove Drive
Elizabeth Hanksy	<i>[Signature]</i>	12 Cormorant Place
Nick Balise	<i>[Signature]</i>	12 Cororant Pl.
Michael Delahant	<i>[Signature]</i>	14 Cormorant Place
KATHY DECAHANT	<i>[Signature]</i>	14 CORMORANT PLACE
Peter Herman (via email)		Cormorant Place 28 12 Heron Cove Dr
Suzanne Telford (via email)		14 Heron Cove Dr
John Greene (via email)		36 Cormorant Pl



**From:** Sue <[suzannetelf@gmail.com](mailto:suzannetelf@gmail.com)>  
**Date:** March 1, 2018 at 3:17:08 PM EST  
**To:** John Dwyer <[jeedjr@hotmail.com](mailto:jeedjr@hotmail.com)>, Troy Brown <[heroncoveboard@gmail.com](mailto:heroncoveboard@gmail.com)>  
**Subject:** Fwd: Heron Cove Trail Development - ACTION REQUESTED

Hi John,

I've reviewed the situation and support the petition.

I will try to attend the meeting but may be out of town.

If I'm unable to attend, I think it's important for the BOD to express to the Councilors the lack of notice to residents by the City.

Also, are you able to answer my questions that I asked in an earlier email? Does the trail cross land that the association owns. If so, doesn't the City require permission from Comorant residents/Association?

Thank you,  
Suzanne Telfeian  
14 Heron Cove, South Portland, ME

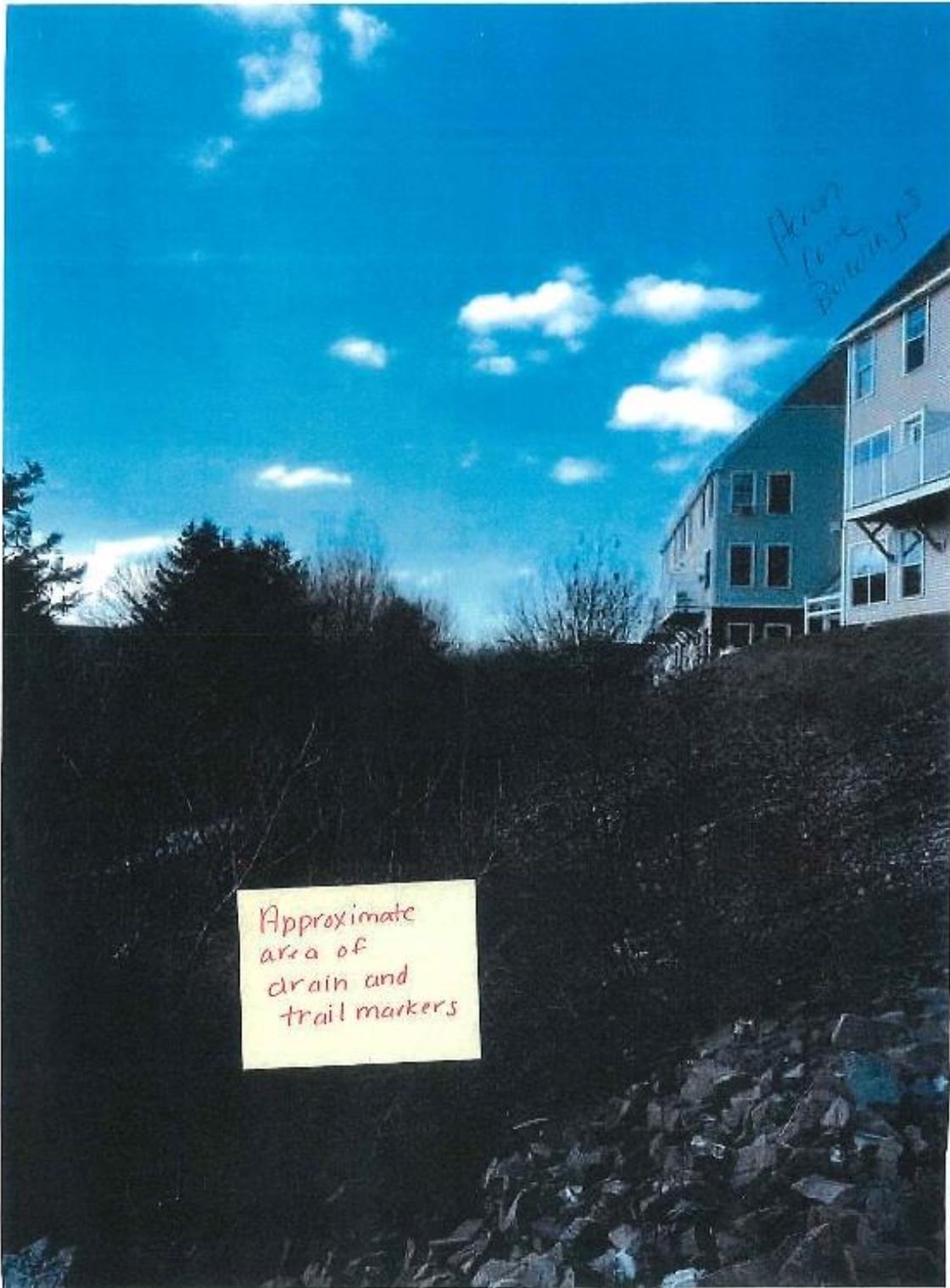
On Mar 1, 2018, at 9:35 AM, Peter Herman <[kingfisher\\_investing@island.com](mailto:kingfisher_investing@island.com)> wrote:

Hi John,

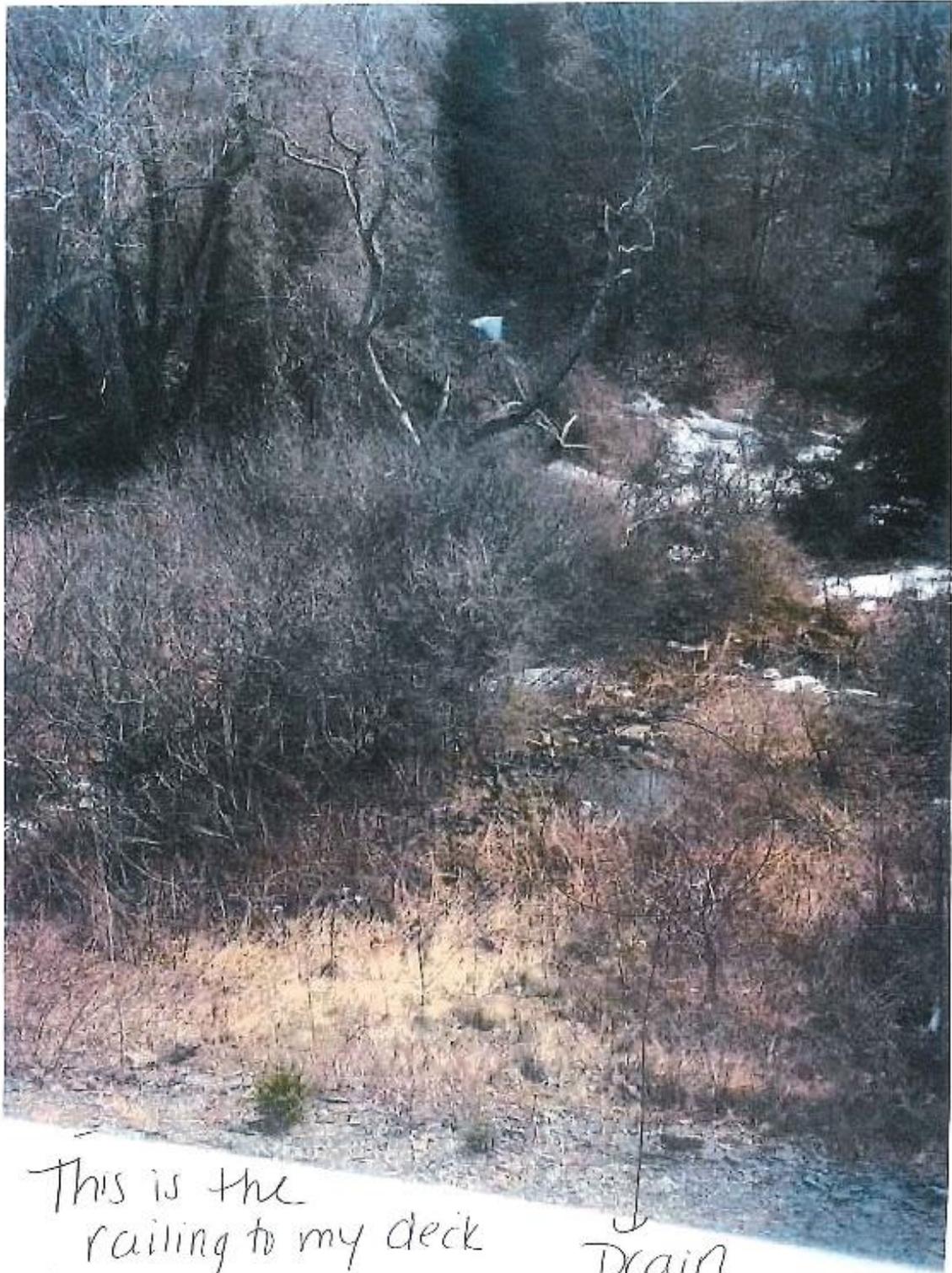
It is ridiculous the trail is shown on the back side of the CP boathouses. This is a very narrow area, between their rear and the marsh. Seems bizarre it is even being considered. I will take action to support it, for sure.

Peter































Federal Fiscal Year 2018 Annual Action Plan Summary

Grantee	Activity	Funds	Goal	IDIS
<b>Public Infrastructure</b>		<b>\$700,895</b>		
Bridgton	Lower Main Street Reconstruction	\$68,000	1,005 People	03K
Cumberland County	Broadband Installation	\$141,308	1,000 People	03
South Portland	Westbrook Street Improvements	\$249,889	2,470 People	03K
Windham	Dapet Street Sewer & Sidewalk	\$260,000	2,240 People	03J
<b>Public Facilities</b>		<b>\$320,674</b>		
Bridgton	Harmon Field Improvements	\$45,000	770 People	03F
Bridgton	Skating Rink Improvements	\$36,000	5,145 People	03F
Cumberland	Food Pantry Refrigerator & Freezer	\$20,000	85 Households	03
Long Island	Recreation Courts	\$7,400	350 People	03F
South Portland	American Legion Roof Repair	\$24,174	720 People	03
South Portland	Healthy Landscapes Demo Gardens	\$18,000	560 People	03F
South Portland	Long Creek Trail Completion	\$16,000	2,470 People	03F
Standish	Playground Construction	\$53,800	2,090 People	03F
Westbrook	Cornelia Warren Park	\$50,000	17,125 People	03F
Westbrook	Walker Memorial Library Windows	\$65,800	17,125 People	03
<b>Housing</b>		<b>\$151,460</b>		
Alpha One	Critical Access Ramps	\$80,000	10 Households	14A
Corham	Port Resources Group Homes	\$71,480	18 Residents	14B
Scarborough	Carpenter Court Infrastructure	\$18,000	13 Households	03K
South Portland	Housing Rehab/Energy Efficiency	\$10,000	3 Households	14F
South Portland	Port Resources Group Home	\$11,970	3 Residents	14D
<b>Public Service</b>		<b>\$172,558</b>		
Bridgton	Community Center Navigator Program	\$8,340	48 People	05
Bridgton	Domestic Violence Victim Services	\$7,000	20 Clients	05G
Bridgton	School Backpack Food Program	\$4,000	25 Clients	05W
Harpeswell	Smoke/CO Detectors	\$2,000	25 Households	05
South Portland	Summer Recreation Camp Scholarships	\$8,000	30 Youth	05D
South Portland	Emergency Heating Assistance	\$7,000	40 Households	06Q
South Portland	Senior Bus Program	\$2,600	50 Seniors	05F
South Portland	Domestic Violence Victim Services	\$8,500	20 Clients	05G
South Portland	Redbank Neighborhood Resource Hub	\$17,000	2,470 Neighbors	06
South Portland	Meals-On-Wheels	\$9,000	60 Clients	05W
South Portland	Community Paramedic Project	\$7,719	20 People	05M
South Portland	Wheels for Kids	\$2,000	10 Youth	05D
Standish	Parks & Recreation Van	\$18,000	1,000 People	06E
The Opportunity Alliance	Homeless Prevention Services	\$75,000	50 Households	05S
<b>Planning</b>		<b>\$34,000</b>		
Cumberland County	Broadband Planning	\$26,000	n/a	20
The Opportunity Alliance	Cultural Broker Assessment	\$8,000	n/a	20
<b>Program Administration</b>		<b>\$220,000</b>		
Bridgton	Administration	\$80,000	n/a	21A
South Portland	Administration	\$50,000	n/a	21A
County	Administration	\$140,000	n/a	21A
<b>All Total</b>		<b>\$1,648,578</b>		



*Maine*  
**Cumberland County**

**CUMBERLAND COUNTY COMMISSIONERS**

**STAFF REPORT**

**From:** Maeve Pistrang, Community Development Director  
**Date:** April 23, 2018  
**Subject:** 2018 CDBG & HOME Funding

---

The purpose of this report in advance of the April 23<sup>rd</sup> Commissioner's Meeting is to:

1. Identify CDBG and HOME grant funds for 2018
2. Review the application process for selecting CDBG projects
3. Familiarize you with the projects and programs recommended for funding

Two public hearings will be held on the use of Community Development Block Grant (CDBG) funds for 2018: April 9<sup>th</sup> and April 23<sup>rd</sup>. Final vote by the Commissioners endorsing our 2018 HUD Annual Action Plan is scheduled for the April 23, 2018 meeting. The plan will be submitted to HUD by May 15<sup>th</sup>, or the appropriate deadline once the allocation is received from HUD.

**Available Grant Funds for 2018**

CDBG Allocation: *The Cumberland County 2018 CDBG allocation from HUD has not yet been determined.* Congress has passed the HUD budget with an increase to the CDBG program overall, so we expect a slight increase from last year. The total Cumberland County Community Development HUD/CDBG allocation for 2017 was \$1,390,296, and this was the number used to estimate the 2018 budget recommendations, which were finalized before the budget increase.

The MOC made contingency provisions for changes in funding from 2017. For an increase in funding they have recommended restoring funding to projects that were recommended for partial funding, in descending order of how they scored.

For the Cumberland County "non set-aside communities", an additional \$93,341 is available to re-program from activities that utilized less funds than originally granted or returned funds.

The total allocation is divided into four components:

1. <b>Total Administrative Costs:</b>	<b>\$220,000</b>
County Administration	\$140,000
South Portland Administration	\$ 50,000
Bridgton Administration	\$ 30,000



  
**Cumberland County**

2. County Community & Regional Grants: \$668,183 (2018 allocation); \$93,341 (re-programmed prior year funds): **\$761,524**
3. Town of Bridgton Activities: **\$150,656**
4. City of South Portland Activities: **\$351,457**

**I. Accepting and Selecting Applications**

The process for selecting "county" (not South Portland or Bridgton) applications for 2018:

- Applications distributed October 30, 2017
- Application workshop November 14, 2017
- Pre-applications submitted by December 13, 2017
- Final applications submitted February 1, 2018

Following submission, applications were distributed to the Application Review Team. Team members were: Dick Brobst, Chair (North Yarmouth); Travis Kennedy, (Cumberland County); Tom Gruber (Cumberland); Scott LaFlamme (Yarmouth); Sandy Warren (South Portland & Cumberland County); Donna Larson (Freeport)

Team members reviewed the applications and assigned scores based upon established criteria. Applicants met with the review team on February 22<sup>nd</sup> to briefly present their projects and answer questions.

General Program Applications

- Project description – 10 points
- Project management – 10 points
- Implementation schedule – 5 points
- Readiness to proceed – 20 points
- Need for the project – 20 points
- Need for CDBG funds – 15 points
- Budget – 5 points
- Distress score – 0-10 points
- Multi-jurisdictional bonus – 5 points

Planning Program Applications

- Description of problem – 35 points
- Strategy to complete planning project – 30 points
- Readiness to proceed – 30 points
- Multi-jurisdictional bonus – 5 points



# Maine Cumberland County

Raw scores were totaled and converted to ordinal rankings for each reviewer. The ordinal rankings were averaged across all scorers to form a total group ranking. This rank order of projects, 1 to 15 (and 3 planning grants), became the working list. The result of the collective rank order of applications became the basis for the allocation of funds.

## **II. Projects, Programs & Activities Recommended for Funding**

The Municipal Oversight Committee (MOC) recommends 15 grants for funding to the County Commissioners. Of these, five are region-wide activities and ten are community-based projects. One of the community-based projects serves multiple communities.

<b>CDBG funds awarded:</b>	<b>\$761,524</b>
2018 Program Funds	\$668,183
Re-allocated Funds	\$ 93,341

### **Regional vs. community projects:**

Regional projects:	\$ 317,944
Community projects:	\$ 443,580

### **Funding by project type:**

Public Services	\$ 95,000
Public Facilities & Infrastructure	\$ 475,408
Housing	\$ 169,480
Planning	\$ 21,636
County Administration	\$ 140,000

## **Project & Funding Recommendations**

### **Public Services**

Harpwell – Smoke/Co Detectors \$ 2,000

Installation of smoke and carbon monoxide detectors at income-eligible homes in the Town of Harpswell.



*Maine*  
**Cumberland County**

Standish – Parks & Recreation Van \$ 10,000

Purchase of a van for transportation for youth and elder programs, including after school programs, community events, and recreation.

The Opportunity Alliance (TOA) – Homelessness Prevention \$ 75,000

Case management and one-time financial assistance supporting clients at-risk of homelessness or experiencing homelessness.

**Housing**

Alpha One – Critical Access Ramps \$ 80,000

AlphaOne installs ramps at the homes of handicapped or elderly Cumberland County residents who otherwise would be severely hindered from, or unable to, leave their homes.

Gorham – Port Resources Group Homes \$ 71,490

Port Resources, a non-profit that serves mentally and developmentally disabled adults, seeks to rehab their 5 group homes in the Town of Gorham, including roofing, carpeting, windows, and boiler replacements.

Scarborough – Carpenter Court Paving \$ 18,000

Final paving for Carpenter Court, the roadway into the Habitat for Humanity affordable housing development off of Broadturn Road in Scarborough.

**Public Facilities**

Cumberland – Food Pantry Refrigerator & Walk-in Freezer \$ 20,000

The Cumberland Food Pantry, which serves Cumberland, North Yarmouth, Pownal, and New Gloucester, is relocating to a larger space and is seeking to purchase a walk in refrigerator and freezer with CDBG funds.

Long Island – Recreation Courts \$ 5,000

Repair and resurfacing of tennis and basketball courts on Long Island, as well as installation of a new pickle ball court.

Standish – Playground Construction \$ 53,600

Installation of new playground equipment at Memorial Park.



  
**Cumberland County**

Westbrook – Cornelia Warren Park \$ 50,000

Trail, signage, landscaping, and parking improvements at the Cornelia Warren Park in downtown Westbrook.

Westbrook – Walker Memorial Library Windows \$ 40,000

Installation of storm windows and replacement of stained glass windows at the historic Walker Memorial Library in downtown Westbrook.

**Public Infrastructure**

Cumberland County – Broadband Infrastructure \$141,308

Funding for broadband installation from Boody's Corner in Windham to downtown Gray, as part of larger county-wide broadband project "Project: Connect Cumberland."

Windham – Depot Street Sewer & Sidewalk \$165,500

Sewer and street improvements on Depot Street in South Windham Village.

**Planning**

Cumberland County – Broadband Planning \$ 12,636

Planning for Cumberland County's *Project: Connect Cumberland*, which seeks to install broadband throughout the county. Activities would include mapping existing fiber, identifying priority locations, and recommending an operating entity configuration for the utility.

The Opportunity Alliance (TOA) – Cultural Broker Assessment \$ 9,000

An evaluation and creation of a replicable model of TOA's "Cultural Broker" program, which assists new Mainers in accessing resources and integrating into the community.

**Bridgton & South Portland Programs**

The program and activities conducted in the two set-aside communities of Bridgton and South Portland are integral components of the Cumberland County Community Development program. While not participants in the County application competition, their projects, activities, funds, planning, administration and regulatory compliance are integrated with the County's program.



  
**Cumberland County**

**Town of Bridgton:**

<b>Estimated 2018 Set-Aside Allocation</b>	<b>\$180,656</b>
<u>Program Administration</u>	<b>\$ 30,000</b>
<u>Public Facilities</u>	<b>\$133,316</b>
Lower Main Street Re-construction	\$ 53,316
Skating Rink	\$ 35,000
Harmon Field Improvements	\$ 45,000
<u>Public Services</u>	<b>\$ 17,340</b>
Family Crisis Service	\$ 6,000
Community Center Navigator Program	\$ 6,340
School Backpack Food Program	\$ 5,000

**City of South Portland:**

**Estimated 2018 Set-Aside Allocation** **\$401,457**

The City of South Portland continues to operate their CDBG program much as they did prior to relinquishing HUD Entitlement status in 2007. Coordination between South Portland and the County, particularly on administrative matters occurs on a regular and on-going basis. Sandra Warren serves as the Community Development Coordinator in both Cumberland County and South Portland. South Portland finalized its selection of CDBG funded programs, projects and activities at their City Council meeting on April 3, 2018.

<u>Public Facilities/Infrastructure</u>	<b>\$281,238</b>
American Legion Roof Repair	\$ 14,268
Westbrook Street Improvements & Streetscapes	\$225,000
Healthy Landscapes Demonstration Gardens	\$ 15,000
Port Resources Group Home Rehab	\$ 11,970
Long Creek Trail Completion	\$ 15,000



# Maine Cumberland County

<u>Public Services</u>	<b>\$ 60,219</b>
Fuel Assistance	\$ 7,500
Community Paramedic Project	\$ 7,719
Recreation Scholarships	\$ 8,000
Senior Bus Program	\$ 2,500
Domestic Violence Outreach Support Services	\$ 6,500
Memorial Middle School Outing Group	\$ 2,000
Redbank Hub	\$ 17,000
Meals on Wheels	\$ 9,000
<u>Housing Repair/Energy Efficiency</u>	<b>\$ 10,000</b>
<u>Program Administration</u>	<b>\$ 50,000</b>

### **HOME Program Consortium**

All the communities of Cumberland County including Portland, Brunswick and the 25 members of our Community Development program have formed the City of Portland/Cumberland County HOME Consortium. Portland serves as the lead entity for the Consortium. All administrative and program delivery services are conducted by the City.

Unlike CDBG, HOME funds can only be used for four housing activities: housing rehabilitation, home ownership assistance, tenant based rental assistance and new construction of rental or ownership housing.

#### **Estimated 2018 funds = \$319,553**

Housing Rehabilitation	\$100,000
Affordable Housing Development	\$166,350
CHDO	\$ 53,203

Like CDBG, the HOME budget has been increased this year, though we have yet to receive our final allocation. Upon receiving our final allocation number, the proposed HOME budget will be adjusted proportionally.



# Maine Cumberland County

## Federal Fiscal Year 2018 Annual Action Plan Financial Summary

Grantee	Activity	Funds
<b>Public Infrastructure</b>		<b>\$585,124</b>
Bridgton	Lower Main Street Reconstruction	\$53,316
Cumberland County	Broadband Installation	\$141,308
South Portland	Westbrook Street Improvements	\$225,000
Windham	Depot Street Sewer & Sidewalk	\$165,500
<b>Public Facilities</b>		<b>\$292,868</b>
Bridgton	Hannon Field Improvements	\$45,000
Bridgton	Skating Rink Improvements	\$35,000
Cumberland	Food Pantry Refrigerator & Freezer	\$20,000
Long Island	Recreation Courts	\$5,000
South Portland	American Legion Roof Repair	\$14,268
South Portland	Healthy Landscapes Demo Gardens	\$15,000
South Portland	Long Creek Trail Completion	\$15,000
Standish	Playground Construction	\$53,600
Westbrook	Cornelia Warren Park	\$50,000
Westbrook	Walker Memorial Library Windows	\$40,000
<b>Housing</b>		<b>\$191,450</b>
Alpha One	Critical Access Ramps	\$80,000
Corham	Port Resources Group Homes	\$71,480
Scarborough	Carpenter Court Infrastructure	\$18,000
South Portland	Housing Rehab/Energy Efficiency	\$10,000
South Portland	Port Resources Group Home	\$11,970
<b>Public Service</b>		<b>\$172,559</b>
Bridgton	Community Center Navigator Program	\$6,340
Bridgton	Domestic Violence Victim Services	\$7,000
Bridgton	School Backpack Food Program	\$4,000
Harswell	Smoke/CO Detectors	\$2,000
South Portland	Summer Recreation Camp Scholarships	\$8,000
South Portland	Emergency Healing Assistance	\$7,500
South Portland	Senior Bus Program	\$2,500
South Portland	Domestic Violence Victim Services	\$6,500
South Portland	Redbank Neighborhood Resource Hub	\$17,000
South Portland	Meals-On-Wheels	\$9,000
South Portland	Community Paramedic Project	\$7,719
South Portland	Wheels for Kids	\$2,000
Standish	Parks & Recreation Van	\$18,000
The Opportunity Alliance	Homeless Prevention Services	\$75,000
<b>Planning</b>		<b>\$21,636</b>
Cumberland County	Broadband Planning	\$12,636
The Opportunity Alliance	Cultural Broker Assessment	\$9,000
<b>Program Administration</b>		<b>\$220,000</b>
Bridgton	Administration	\$30,000
South Portland	Administration	\$50,000
County	Administration	\$140,000
<b>All Total</b>		<b>\$1,483,637</b>



*Maine*  
**Cumberland County**

**CUMBERLAND COUNTY COMMISSIONERS**

**STAFF REPORT**

**From:** Maeve Pistrang, Community Development Director  
**Date:** April 9, 2018  
**Subject:** 2018 CDBG & HOME Funding

---

The purpose of this report in advance of the April 9<sup>th</sup> Commissioner's Meeting is to:

1. Identify CDBG and HOME grant funds for 2018
2. Review the application process for selecting CDBG projects
3. Familiarize you with the projects and programs recommended for funding

Two public hearings will be held on the use of Community Development Block Grant (CDBG) funds for 2018: April 9<sup>th</sup> and April 23<sup>rd</sup>. Final vote by the Commissioners endorsing our 2018 HUD Annual Action Plan is scheduled for the April 23, 2018 meeting. The plan will be submitted to HUD by May 15<sup>th</sup>, or the appropriate deadline once the allocation is received from HUD.

**Available Grant Funds for 2018**

**CDBG Allocation:** *The Cumberland County 2018 CDBG allocation from HUD has not yet been determined.* Congress has passed the HUD budget with an increase to the CDBG program overall, so we expect a slight increase from last year. The total Cumberland County Community Development HUD/CDBG allocation for 2017 was \$1,390,296, and this was the number used to estimate the 2018 budget recommendations, which were finalized before the budget increase.

The MOC made contingency provisions for changes in funding from 2017. For an increase in funding they have recommended restoring funding to projects that were recommended for partial funding, in descending order of how they scored.

For the Cumberland County "non set-aside communities", an additional \$93,341 is available to re-program from activities that utilized less funds than originally granted or returned funds.

The total allocation is divided into four components:

1. Total Administrative Costs:	<b>\$220,000</b>
County Administration	\$140,000
South Portland Administration	\$ 50,000
Bridgton Administration	\$ 30,000

# 

2. County Community & Regional Grants: \$668,183 (2018 allocation); \$93,341 (re-programmed prior year funds); **\$761,524**
3. Town of Bridgton Activities: **\$150,656**
4. City of South Portland Activities: **\$351,457**

## **I. Accepting and Selecting Applications**

The process for selecting “county” (not South Portland or Bridgton) applications for 2018:

- Applications distributed October 30, 2017
- Application workshop November 14, 2017
- Pre-applications submitted by December 13, 2017
- Final applications submitted February 1, 2018

Following submission, applications were distributed to the Application Review Team. Team members were: Dick Brobst, Chair (North Yarmouth); Travis Kennedy, (Cumberland County); Tom Gruber (Cumberland); Scott LaFlamme (Yarmouth); Sandy Warren (South Portland & Cumberland County); Donna Larson (Freeport)

Team members reviewed the applications and assigned scores based upon established criteria. Applicants met with the review team on February 22<sup>nd</sup> to briefly present their projects and answer questions.

### General Program Applications

- Project description – 10 points
- Project management – 10 points
- Implementation schedule – 5 points
- Readiness to proceed – 20 points
- Need for the project – 20 points
- Need for CDBG funds – 15 points
- Budget – 5 points
- Distress score – 0-10 points
- Multi-jurisdictional bonus – 5 points

### Planning Program Applications

- Description of problem – 35 points
- Strategy to complete planning project – 30 points
- Readiness to proceed – 30 points
- Multi-jurisdictional bonus – 5 points

# Cumberland County

Raw scores were totaled and converted to ordinal rankings for each reviewer. The ordinal rankings were averaged across all scorers to form a total group ranking. This rank order of projects, 1 to 15 (and 3 planning grants), became the working list. The result of the collective rank order of applications became the basis for the allocation of funds.

## **II. Projects, Programs & Activities Recommended for Funding**

The Municipal Oversight Committee (MOC) recommends 15 grants for funding to the County Commissioners. Of these, five are region-wide activities and ten are community-based projects. One of the community-based projects serves multiple communities.

<b>CDBG funds awarded:</b>	<b>\$761,524</b>
2010 Program Funds	\$668,183
Re-allocated Funds	\$ 93,341

### **Regional vs. community projects:**

Regional projects:	\$ 317,944
Community projects:	\$ 443,580

### **Funding by project type:**

Public Services	\$ 95,000
Public Facilities & Infrastructure	\$ 475,408
Housing	\$ 169,480
Planning	\$ 21,636
County Administration	\$ 140,000

## **Project & Funding Recommendations**

### **Public Services**

Harpswell - Smoke/Co Detectors \$ 2,000

Installation of smoke and carbon monoxide detectors at income-eligible homes in the Town of Harpswell.

*Maine*  
**Cumberland County**

Standish – Parks & Recreation Van \$ 18,000

Purchase of a van for transportation for youth and elder programs, including after school programs, community events, and recreation.

The Opportunity Alliance (TOA) – Homelessness Prevention \$ 75,000

Case management and one-time financial assistance supporting clients at-risk of homelessness or experiencing homelessness.

**Housing**

Alpha One – Critical Access Ramps \$ 80,000

AlphaOne installs ramps at the homes of handicapped or elderly Cumberland County residents who otherwise would be severely hindered from, or unable to, leave their homes.

Gorham – Port Resources Group Homes \$ 71,400

Port Resources, a non-profit that serves mentally and developmentally disabled adults, seeks to rehab their 5 group homes in the Town of Gorham, including roofing, carpeting, windows, and boiler replacements.

Scarborough – Carpenter Court Paving \$ 18,000

Final paving for Carpenter Court, the roadway into the Habitat for Humanity affordable housing development off of Broadturn Road in Scarborough.

**Public Facilities**

Cumberland – Food Pantry Refrigerator & Walk-in Freezer \$ 20,000

The Cumberland Food Pantry, which serves Cumberland, North Yarmouth, Pownal, and New Gloucester, is relocating to a larger space and is seeking to purchase a walk in refrigerator and freezer with CDBG funds.

Long Island – Recreation Courts \$ 5,000

Repair and resurfacing of tennis and basketball courts on Long Island, as well as installation of a new pickle ball court.

Standish – Playground Construction \$ 53,600

Installation of new playground equipment at Memorial Park.

  
**Cumberland County**

Westbrook – Cornelia Warren Park \$ 50,000

Trail, signage, landscaping, and parking improvements at the Cornelia Warren Park in downtown Westbrook.

Westbrook – Walker Memorial Library Windows \$ 40,000

Installation of storm windows and replacement of stained glass windows at the historic Walker Memorial Library in downtown Westbrook.

**Public Infrastructure**

Cumberland County – Broadband Infrastructure \$141,300

Funding for broadband installation from Boody's Corner in Windham to downtown Gray, as part of larger county-wide broadband project "Project: Connect Cumberland."

Windham – Depot Street Sewer & Sidewalk \$165,500

Sewer and street improvements on Depot Street in South Windham Village.

**Planning**

Cumberland County – Broadband Planning \$ 12,636

Planning for Cumberland County's *Project: Connect Cumberland*, which seeks to install broadband throughout the county. Activities would include mapping existing fiber, identifying priority locations, and recommending an operating entity configuration for the utility.

The Opportunity Alliance (TOA) – Cultural Broker Assessment \$ 9,000

An evaluation and creation of a replicable model of TOA's "Cultural Broker" program, which assists new Mainers in accessing resources and integrating into the community.

**Bridgton & South Portland Programs**

The program and activities conducted in the two set-aside communities of Bridgton and South Portland are integral components of the Cumberland County Community Development program. While not participants in the County application competition, their projects, activities, funds, planning, administration and regulatory compliance are integrated with the County's program.

# Maine Cumberland County

**Town of Bridgton:**

<b>Estimated 2018 Set-Aside Allocation</b>	<b>\$180,656</b>
<u>Program Administration</u>	<b>\$ 30,000</b>
<u>Public Facilities</u>	<b>\$133,316</b>
Lower Main Street Re-construction	\$ 53,316
Skating Rink	\$ 35,000
Harmon Field Improvements	\$ 45,000
<u>Public Services</u>	<b>\$ 17,340</b>
Family Crisis Service	\$ 6,000
Community Center Navigator Program	\$ 6,340
School Backpack Food Program	\$ 5,000

**City of South Portland:**

**Estimated 2018 Set-Aside Allocation** **\$401,457**

The City of South Portland continues to operate their CDBG program much as they did prior to relinquishing HUD Entitlement status in 2007. Coordination between South Portland and the County, particularly on administrative matters occurs on a regular and on-going basis. Sandra Warren serves as the Community Development Coordinator in both Cumberland County and South Portland. South Portland finalized its selection of CDBG funded programs, projects and activities at their City Council meeting on April 3, 2018.

<u>Public Facilities/Infrastructure</u>	<b>\$281,238</b>
American Legion Roof Repair	\$ 14,268
Westbrook Street Improvements & Streetscapes	\$225,000
Healthy Landscapes Demonstration Gardens	\$ 15,000
Port Resources Group Home Rehab	\$ 11,970
Long Creek Trail Completion	\$ 15,000

# Maine Cumberland County

<u>Public Services</u>	<b>\$ 60,219</b>
Fuel Assistance	\$ 7,500
Community Paramedic Project	\$ 7,719
Recreation Scholarships	\$ 8,000
Senior Bus Program	\$ 2,500
Domestic Violence Outreach Support Services	\$ 6,500
Memorial Middle School Outing Group	\$ 2,000
Redbank Hub	\$ 17,000
Meals on Wheels	\$ 9,000
<u>Housing Repair/Energy Efficiency</u>	<b>\$ 10,000</b>
<u>Program Administration</u>	<b>\$ 50,000</b>

### **HOME Program Consortium**

All the communities of Cumberland County including Portland, Brunswick and the 25 members of our Community Development program have formed the City of Portland/Cumberland County HOME Consortium. Portland serves as the lead entity for the Consortium. All administrative and program delivery services are conducted by the City.

Unlike CDBG, HOME funds can only be used for four housing activities: housing rehabilitation, home ownership assistance, tenant based rental assistance and new construction of rental or ownership housing.

#### **Estimated 2018 funds = \$319,553**

Housing Rehabilitation	\$100,000
Affordable Housing Development	\$166,350
CHDO	\$ 53,203

Like CDBG, the HOME budget has been increased this year, though we have yet to receive our final allocation. Upon receiving our final allocation number, the proposed HOME budget will be adjusted proportionally.



**MEMORANDUM**

TO: Chair Jamieson & Commissioners Cloutier, Coward, Gorden & Witonis  
FROM: Maeve Pistrang, Community Development Director  
DATE: April 9, 2018  
RE: 12th Year Community Development Program

Two public hearings will be held on the use of Community Development Block Grant (CDBG) funds for 2018: April 9<sup>th</sup> and April 23<sup>rd</sup>. Final vote by the Commissioners endorsing our 2018 HUD Annual Action Plan is scheduled for the April 23, 2018 meeting. The plan will be submitted to HUD by May 15<sup>th</sup>, or the appropriate deadline once the allocation is received from HUD.

The purpose of this memo, in advance of the April 9<sup>th</sup> Commissioner's Meeting is to:

1. Identify CDBG grant funds for 2018
2. Review the application process for selecting CDBG projects
3. Familiarize you with the projects and programs recommended for funding

**Available Grant Funds for 2018**

**CDBG Allocation:** *The Cumberland County 2018 CDBG allocation from HUD has not yet been determined.* Congress has passed the HUD budget with an increase to the CDBG program overall, so we expect a slight increase from last year. The total Cumberland County Community Development HUD/CDBG allocation for 2017 was \$1,390,296, and this is the number used to estimate the 2018 budget recommendations, which were finalized before the budget increase.

The MOC made contingency provisions for changes in funding. For an increase in funding they have recommended restoring funding to projects that were recommended for partial funding, in descending order of how they scored.

For the Cumberland County "non set-aside communities", an additional \$83,341 is available to re-program from activities that utilized less funds than originally granted or returned funds.

The total allocation is divided into four components:

1. **Total Administrative Costs: \$220,000**

County Administration	\$140,000
South Portland Administration	\$ 50,000
Bridgton Administration	\$ 30,000
2. **County Community & Regional Grants: \$668,183 (2018 allocation); \$93,341 (re-programmed prior year funds): Total = \$761,524**
3. **Town of Bridgton Activities: \$150,656**

4. City of South Portland Activities: \$351,457

**I. Accepting and Selecting Applications**

The process for selecting "county" (not South Portland or Bridgton) applications for 2017 was basically the same as it's been for the past six years.

- Applications distributed October 30, 2017
- Application workshop November 14, 2017
- Pre-applications submitted by December 13, 2017
- Final applications submitted February 1, 2018

Following submission, applications were distributed to the Application Review Team. Team members were: Dick Brobst, Chair (North Yarmouth); Travis Kennedy, (Cumberland County); Tom Gruber (Cumberland); Scott LaFlamme (Yarmouth); Sandy Warren (South Portland & Cumberland County); Donna Larson (Freeport)

Team members reviewed the applications and assigned scores based upon established criteria. This year's application and scoring system was unchanged from prior years, again affording an opportunity for applicants to present to the Review Team. Applicants met with the review team on February 22<sup>nd</sup> to briefly present their projects and answer questions.

General Program Applicants

Project description – 10 points  
Project management – 10 points  
Implementation schedule – 5 points  
Readiness to proceed – 20 points  
Need for the project – 20 points  
Need for CDBG funds – 15 points  
Budget – 5 points  
Distress score – 0-10 points  
Multi-jurisdictional bonus – 5 points

Planning Program Applications

Description of problem – 35 points  
Strategy to complete planning project – 30 points  
Readiness to proceed – 30 points  
Multi-jurisdictional bonus – 5 points

Raw scores were totaled and converted to ordinal rankings for each reviewer. The ordinal rankings were averaged across all scorers to form a total group ranking. This rank order of projects, 1 to 15 (and 3 planning grants), became the working list. With limited exception, the result of the collective rank order of applications became the basis for the allocation of funds.

**II. Projects, Programs & Activities Recommended for Funding**

The Municipal Oversight Committee (MOC) recommends 15 project/program grants for funding to the County Commissioners. Of these, five are region-wide activities and ten are community-based projects. One of the community-based projects serves multiple communities.



**Public Facilities**

<u>Cumberland – Food Pantry Refrigerator &amp; Walk-in Freezer</u>	\$ 20,000
The Cumberland Food Pantry, which serves Cumberland, North Yarmouth, Pownal, and New Gloucester, is relocating to a larger place and is seeking to purchase a walk in refrigerator and freezer with CDBG funds.	
<u>Long Island – Recreation Courts</u>	\$ 5,000
Repair and resurfacing of tennis and basketball courts on Long Island, as well as installation of a new pickle ball court.	
<u>Standish – Playground Construction</u>	\$ 53,600
Installation of new playground equipment at Memorial Park.	
<u>Westbrook – Cornelia Warren Park</u>	\$ 50,000
Trail, signage, landscaping, and parking improvements at the Cornelia Warren Park in downtown Westbrook.	
<u>Westbrook – Walker Memorial Library Windows</u>	\$ 40,000
Installation of storm windows and replacement of stained glass windows at the historic Walker Memorial Library in downtown Westbrook.	

**Public Infrastructure**

<u>Cumberland County – Broadband Infrastructure</u>	\$141,308
Funding for broadband installation from Roody's Corner in Windham to downtown Gray, as part of larger county wide broadband project "Project: Connect Cumberland."	
<u>Windham – Depot Street Sewer &amp; Sidewalk</u>	\$185,500
Sewer and street improvements on Depot Street in South Windham Village.	

**Planning**

<u>Cumberland County – Broadband Planning</u>	\$ 12,838
Planning for Cumberland County's <i>Project: Connect Cumberland</i> , which seeks to install broadband throughout the county. Activities would include mapping existing fiber, identifying priority locations, and recommending an operating entity configuration for the utility.	
<u>The Opportunity Alliance (TOA) – Cultural Broker Assessment</u>	\$ 9,000
An evaluation and creation of a replicable model of TOA's "Cultural Broker" program, which assists new Mainers in accessing resources and integrating into the community.	

**Bridgton & South Portland Programs**

The program and activities conducted in the two set-aside communities of Bridgton and South Portland are integral components of the Cumberland County Community Development program. While not participants in the County application competition, their projects, activities, funds, planning, administration and regulatory compliance are integrated with the County's program.

**Town of Bridgton:**

<b>Estimated 2018 Set-Aside Allocation</b>	<b>\$180,656</b>
<u>Program Administration</u>	<b>\$ 30,000</b>
<u>Public Facilities</u>	<b>\$133,316</b>
Lower Main Street Re-construction	\$ 53,316
Skating Rink	\$ 35,000
Harmon Field Improvements	\$ 45,000
<u>Public Services</u>	<b>\$ 17,340</b>
Family Crisis Service	\$ 8,000
Community Center Navigator Program	\$ 6,340
School Backpack Food Program	\$ 5,000

**City of South Portland:**

**2017 Set-Aside Allocation \$401,457**

The City of South Portland continues to operate their CDBG program much as they did prior to relinquishing HUD Entitlement status in 2007. Coordination between South Portland and the County, particularly on administrative matters occurs on a regular and on-going basis. Sandra Warren serves as the Community Development Coordinator in both Cumberland County and South Portland. South Portland finalized its selection of CDBG funded programs, projects and activities at their City Council meeting on April 3, 2018.

<u>Public Facilities/Infrastructure</u>	<u>\$291,238</u>
American Legion Roof Repair	\$ 14,268
Westbrook Street Improvements & Streetscapes	\$225,000
Housing Programs	\$ 10,000
Healthy Landscapes Demonstration Gardens	\$ 15,000
Port Resources Group Home Rehab	\$ 11,970
Long Creek Trail Completion	\$ 15,000
<u>Public Services</u>	<u>\$ 60,219</u>
Fuel Assistance	\$ 7,500
Community Paramedic Project	\$ 7,719
Recreation Scholarships	\$ 8,000
Senior Bus Program	\$ 2,500
Domestic Violence Outreach Support Services	\$ 6,500
Memorial Middle School Outing Group	\$ 2,000
Redbank Hub	\$ 17,000
Meals on Wheels	\$ 9,000

<u>Housing Repair/Energy Efficiency</u>	<u>\$ 10,000</u>
<u>Program Administration</u>	<u>\$ 50,000</u>

**HOME Program Consortium**

All the communities of Cumberland County including Portland, Brunswick and the 25 members of our Community Development program have formed the City of Portland/Cumberland County HOME Consortium. Portland serves as the lead entity for the Consortium. All administrative and program delivery services are conducted by the City.

Unlike CDBG, HOME funds can only be used for four housing activities, housing rehabilitation, home ownership assistance, tenant based rental assistance and new construction of rental or ownership housing.

Upon receiving our final allocation number, the proposed funding will be adjusted proportionally. The HOME budget has been increased this year as well.

**Estimated 2018 funds = \$319,553**

Housing Rehabilitation	\$100,000
Affordable Housing Development	\$166,350
CHDO	\$ 53,203

*Maine*  
**Cumberland County**

**CUMBERLAND COUNTY – COMMUNITY DEVELOPMENT PROGRAM**

**MUNICIPAL OVERSIGHT COMMITTEE**

**MEETING MINUTES: March 12, 2018**

**MEETING LOCATION: Falmouth Town Hall**

Attendees: Dick Brobst- Chair (North Yarmouth), Deborah Cabana (Gray), David Galbraith (Gorham), Travis Kennedy (Cumberland County), Tom Gruber (Cumberland), Brian Dudley (Long Island), Marty Szydlowski (Brunswick Housing), Scott LaFlamme (Yarmouth), Tom Bartell (Windham), Theo Holtwijk (Falmouth), Donna Larson (Freeport), Ronda Jones (Portland), Sandra Warren (South Portland), Brenda Day (Bridgton), Jen Derice (Standish), Greg Sirpis (Standish), Art Howe (Harspswell)

Staff: Maeve Pistrang, Cumberland County Community Development Director, Sandra Warren South Portland /Cumberland County Community Development Coordinator.

1. Welcome & Introductions: 13 members were present and a quorum was reached. The meeting began at 2:05PM.
2. Tour of Falmouth Food Pantry, recipient of 2014 CDBG Funds: Dorothy Blanchotte, Volunteer Director for the Falmouth Food Pantry spoke to the committee regarding the benefits of the CDBG funds to the pantry, and how their project made providing food assistance to individuals easier and more accessible. Tom Gruber mentioned how phenomenal Dotty's program is and how the Town of Cumberland used Dotti's success to model his own program for the Town of Cumberland.

Maeve noted that if anyone was interested in hosting an MOC meeting and highlighting a project in their community, to please contact her

3. Nomination / Election of 2019 Committee Chair. The committee nominated Dick Brost for Chair. Tom Gruber motioned, and Travis Kennedy Seconded. The group unanimously approved the appointment. Tom Gruber was nominated for Vice Chair and Travis Kennedy Seconded that motion. The group unanimously approved the appointment.
4. Ronda Jones from Portland spoke about the use of HOME Consortium funds in the county for housing rehab. She also spoke about the \$1.8 million Lead grant the HOME Consortium received from HUD to provide financial assistance to local landlords and property owners to conduct lead abatement. The program anticipated using these funds to assist 88 units over the course of a three-year period. To date they have approved over 55 applications since June

of 2017, less than a year into the program. With more applications to still process they are well beyond their original goals of just 88 units. They will try to assist as many units as possible and plan on applying for another lead grant in the future. The need for lead abatement is highest, in Portland and Westbrook, which both have the highest densities of rental units in the county. Maeve spoke about the HOME Consortium Affordable housing development, and CHDO funding requirements.

5. The proposed HOME budget for MOC approval at the March 20, 2018 meeting would be \$100,000 for housing rehabilitation/Home ownership, \$166,350 for Affordable Home Development and \$53,203 for CHDO. Total request \$319,553.
6. CDBG Recommendations: Dick Brobst, chair of the review team, outlined the team's process for making its recommendations. The group particularly discussed projects that were recommended for reduced or no funding. Theo asked the review committee if applicants were meeting the match requirements. The review committee as a whole agreed that the applicants were meeting or exceeding the match requirements. Theo also wanted to know information about why broadband applied for a planning grant and construction funds at the same time. Travis Kennedy explained that the planning grant was separate from the construction and would be used to establish an entity for the continued operations of the utility after construction was complete. The group discussed that the Westbrook Library Windows ranked the highest and yet did not receive full funding. Dick Brobst spoke to this as he was one of the reviewers that felt it should not receive full funds, because only Westbrook residents were able to use the library. Theo also noted that this year Public Services requests were below the cap amount. Maeve indicated this was in part because Family Crisis Services was unable to spend their entire FY17/18 grant and as a result did not apply for funds for this year.
7. The Group discussed Contingency Provisions for the funding once the final CDBG allocation is known:
  - a. In the event of an increase in funding, add funding back into Westbrook Library and then Windham Depot Street.
  - b. In the event of a decrease in funding, subtract funding from the lowest scored applications in ascending order.

Tom Gruber also suggested partially funding the Harpswell Home Generator project if possible. Donna Larson noted that Freeport may be returning some weatherization funds to the program that could go toward that project.

The group agreed to discuss these contingencies at the next meeting.

8. The meeting adjourned at approximately 3:00PM.

**MEMORANDUM**

**FROM:** Dick Brobst, Chair and Members of the Application Review Team  
**TO:** Municipal Oversight Committee (MOC)  
**DATE:** March 12, 2018  
**RE:** Recommendations for Project Selection and Funding

---

**Introduction**

Application Review Team members:

- Read 18 applications
- Listened to presentations and asked questions at the applicant presentation session
- Scored each application independently
- Conducted a final review session.

The team is recommending what it feels will be a group of excellent projects.

**Funding Level**

Cumberland County's 2018 CDBG allocation is not final yet. Based on last year, we are projecting an allocation of \$1,390,296. After subtracting administration and set-aside grants, \$761,524 is projected to be available for County grants.

**Application Review Team**

Our Application Review Team (ART) - 2018

- Dick Brobst (North Yarmouth)
- Travis Kennedy (Cumberland County)
- Tom Gruber (Cumberland)
- Sandra Warren (South Portland)
- Scott LaFlamme (Yarmouth)
- Donna Larson (Freeport)

**Review Method**

Program applications were posted on Cumberland County's Community Development CDBG webpage the first week of February of 2018 and remain available for review at: <http://www.cumberlandcounty.org/CD/cdbgapps.htm>. A summary of the applications is also on the website.

- General Program Applications:
  - Project description.....10 points
  - Need for the project.....20 points
  - Project management.....10 points
  - Readiness to proceed.....20 points

- Implementation schedule..... 5 points
  - Project budget..... 5 points
  - Demonstration of need for CDBG funds.....15 points
  - Distress score.....0-10 points
  - Multi-jurisdictional bonus.....5 points
- Planning Program applications:
    - Description of problem.....35 points
    - Strategy to complete planning project.....30 points
    - Readiness to proceed.....30 points
    - Multi-jurisdictional bonus.....5 points

Raw scores combined with community distress scores and multi-jurisdictional bonus points were totaled and converted to ordinal rankings for each reviewer. **Team members did not score applications concerning their home communities.** The ordinal rankings were averaged across scorers to form a total group ranking. The composite rank order of projects, 1 to 15 for general program applications formed the initial ranking and basis for the review team's selection recommendations. There were 3 Planning Grant applications.

The first session to receive grant applications was held February 8, 2018. The applicant presentation session occurred on February 22<sup>nd</sup> at the Windham Town Office. Every applicant took advantage of the opportunity to meet with the ART. Applicants had 5 minutes to explain their project and further expand on their application. 5 minutes were granted to answer questions from reviewers.

A final review session was held on March 1, 2018. The objective of this session was to develop the list of projects to be funded along with recommended funding awards. Following discussion and analysis, the group reached consensus on the recommendations for program funding to be considered by the MOC.

**Recommendation**

The ART is recommending thirteen General Program applicants and two Planning Grants for funding.

Total funds to be awarded: **\$761,524**

- Funding by project type:
    - Public Service \$ 95,000
    - Public Facilities/Infrastructure \$475,408
    - Housing \$169,480
    - Planning \$ 21,636
- Total \$761,524**

**General CDBG Program Funding Recommendations** (in alphabetical order)

1) AlphaOne – Critical Access Ramps (Region-wide)	\$ 80,000
2) Cumberland – Food Pantry Refrigerator & Freezer	\$ 20,000
3) Cumberland County – Broadband Installation	\$141,308
4) Gorham – Port Resources Group Homes	\$ 71,480
5) Harpswell – Smoke/CO Detectors	\$ 2,000
6) Long Island – Recreation Courts	\$ 5,000
7) Scarborough – Carpenter Court Paving	\$ 18,000
8) Standish – Parks & Rec Van	\$ 18,000
9) Standish – Playground Construction	\$ 53,600
10) The Opportunity Alliance – Homelessness Prevention (Region-wide)	\$ 75,000
11) Westbrook – Cornelia Warren Park	\$ 50,000
12) Westbrook – Walker Memorial Library Windows	\$ 40,000
13) Windham – Depot Street Sewer & Sidewalk	\$165,500
<b>Total General Program Grants:</b>	<b>\$739,888</b>

**Planning Grant CDBG Funding Recommendations**

TOA Cultural Broker Assessment	\$ 9,000
Cumberland County Broadband Planning	\$12,636
<b>Total Planning Grants:</b>	<b>\$ 21,636</b>
<b>Total CDBG Recommendations:</b>	<b>\$761,524</b>

Contingency Provisions:

HUD does not yet have a final 2018 budget. The ART recommends that when the final funding allocation is received:

- 1) In the event of an increase in funding, add funding back in to Westbrook Library and then Windham Depot Street.
- 2) In the event of a decrease in funding, subtract funding from the lowest scored applications, in ascending order.
- 3) If funds are returned to the program from Freeport Weatherization, put them towards Harpswell generators (current Freeport balance = \$21,395)

*Maine*  
**Cumberland County**

**CUMBERLAND COUNTY – COMMUNITY DEVELOPMENT PROGRAM**

**MUNICIPAL OVERSIGHT COMMITTEE**

**MEETING MINUTES: March 20, 2018**

**MEETING LOCATION: Westbrook City Hall**

Attendees: Dick Brobst- Chair (North Yarmouth), Kathy Tombarelli (Gray), Travis Kennedy (Cumberland County), Marty Szydlowski (Brunswick Housing), Scott LaFlamme (Yarmouth), Tom Bartell (Windham), Theo Holtwijk (Falmouth), Mary Davis (Portland), Sandra Warren (South Portland), Bob Peabody (Bridgton), Kris Tucker (Standish), Suzie Buck (Standish), Greg Sirpis (Standish), Terri Sawyer (Harspswell), Matt Sturgis (Cape Elizabeth), Jay Chace (Scarborough), Jerre Bryant (Westbrook)

Staff: Maeve Pistrang, Cumberland County Community Development Director, Sandra Warren South Portland /Cumberland County Community Development Coordinator.

1. Welcome & Introductions: 14 voting members were present and a quorum was reached. The meeting began at approximately 2:00PM.
2. HOME Budget: Mary Davis reviewed the proposed budget. The budget is based on last year's allocation assuming level funding as we have not received final funding information yet for 2018. Once we do receive the actual funding number the budget will be adjusted proportionally up or down depending on the allocation. Theo moved to accept the budget proposal, Greg seconded. The group approved the budget 14-0.
3. Westbrook CDBG projects: Jerre Bryant gave an overview of the projects the CDBG program has funded in Westbrook over the years including the Community Center, Highland Lake Grange, demolition of Maine Rubber, downtown Bridge Street improvements, City Hall handicap access, Community Policing, and My Place Teen Center.
4. CDBG recommendations: Dick discussed the review team's work and noted that there were a lot of great applications and the group was not able to fund them all. Greg made a motion to approve the recommendations. Theo asked to discuss the contingency provisions first. The provisions were:
  - 1) In the event of an increase in funding, add funding back in to Westbrook Library and then Windham Depot Street.

- 2) In the event of a decrease in funding, subtract funding from the lowest scored applications, in ascending order.
- 3) If funds are returned to the program from Freeport Weatherization, put them towards Harpswell generators (current Freeport balance = \$21,395)

Theo requested more clarity on #1 and #2. Maeve clarified that any funds above what was estimated would go towards fully funding Westbrook Library Windows. Once that reached its maximum, additional funds would go towards Windham Depot Street until funds ran out or reached the maximum, and so on in descending order. For #2, funds would be eliminated from the lowest scoring projects until it eliminated the project or all funds were accounted for in ascending order starting with Harpswell Smoke Detectors, then Broadband Installation, and so on.

The group discussed #3. Maeve clarified that Freeport still anticipates using about half of the balance this summer. The group agreed to not support #3 as it did not follow precedent for how returned funds have been treated in the past, and the Harpswell project scored the lowest of all the applications.

Greg amended his motion to incorporate the clarifications of #1 and #2 and to eliminate #3. Scott seconded the motion. The group approved the recommendations 12-0.

5. Review Team follow up meeting: Theo suggested that the Review Team reconvene to discuss any recommendations or insights they have about the process and the program to then share with the larger group at the next MOC meeting.
6. Broadband project: Dick asked Travis to tell the group more about the County's broadband plans. Travis spoke about the project, its goals, stages, and challenges. Greg said he is particularly interested in being involved and is supportive of the project. The group talked about pricing and the benefits of a municipally-owned system. Kris brought up net neutrality and asked the group whether they would commit to requiring it for the grant-funded project. Theo said it was not the role of this group to make those decisions but to recommend the slate of projects for funding as a result of the review process.
7. Next Steps: Jay asked about the timeline and next steps for the funding. Maeve said the recommendations will go to the County Commissioners for a public hearing on April 9<sup>th</sup> and for final approval on April 23<sup>rd</sup>. Meetings will be at 5:30pm in the Feeney Room at the Cumberland County Courthouse. Staff will then submit the Annual Action Plan to HUD for final approval and the program year will start on July 1<sup>st</sup>. Maeve will update the group on the final funding number once HUD notifies her.
8. The meeting adjourned at approximately 3:10PM.

## 2018 MOC CDBG & HOME Recommendations – 3/20/18

### *General CDBG Program Funding Recommendations* (in alphabetical order)

1) AlphaOne – Critical Access Ramps (Region-wide)	\$ 80,000
2) Cumberland – Food Pantry Refrigerator & Freezer	\$ 20,000
3) Cumberland County – Broadband Installation	\$141,308
4) Gorham – Port Resources Group Homes	\$ 71,480
5) Harpswell – Smoke/CO Detectors	\$ 2,000
6) Long Island – Recreation Courts	\$ 5,000
7) Scarborough – Carpenter Court Paving	\$ 18,000
8) Standish – Parks & Rec Van	\$ 18,000
9) Standish – Playground Construction	\$ 53,600
10) The Opportunity Alliance – Homelessness Prevention (Region-wide)	\$ 75,000
11) Westbrook – Cornelia Warren Park	\$ 50,000
12) Westbrook – Walker Memorial Library Windows	\$ 40,000
13) Windham – Depot Street Sewer & Sidewalk	\$185,500
<b>Total General Program Grants:</b>	<b>\$739,888</b>

### *Planning Grant CDBG Funding Recommendations*

TOA Cultural Broker Assessment	\$ 9,000
Cumberland County Broadband Planning	\$12,636
<b>Total Planning Grants:</b>	<b>\$ 21,636</b>
<b>Total CDBG Recommendations:</b>	<b>\$761,524</b>

Contingency Provisions:

HUD does not yet have a final 2018 budget:

- 1) In the event of an increase in funding, add funding back in to Westbrook Library Windows to their full grant request (\$55,500) or the maximum amount available. If there are still funds available after that, add it into Windham Depot Street to their full grant request (\$250,000) or the maximum amount available, and so on in descending order of scoring rank for projects not fully funded or not funded at all.
- 2) In the event of a decrease in funding, subtract funding from the lowest scored application, in ascending order until the allocation is reached.

**HOME Proposed Budget**

<i>Projected 2018 funds</i>	\$319,553
Housing Rehabilitation	\$100,000
Affordable Housing Development	\$166,350
CHDO	\$ 53,203

**South Portland City Council**  
***Position Paper of the City Manager***

***Subject:***

**ORDER #159-17/18 - Authorizing the City Manager to submit the FY 2018-2019 Community Development Block Grant Annual Action Plan to the Cumberland County Community Development Program. Passage requires majority vote.**

***Position:***

Entering into its twelfth year as part of the Cumberland County Community Development Block Grant (CDBG) program, the South Portland CDBG program continues to receive a set-aside allocation of funds from the U.S. Dept. of Housing and Urban Development (HUD). This set-aside equals 23% of the amount of funding the City of Portland receives in CDBG funds. At this time, the funding amount for FY19 is unknown and so we are assuming flat funding (\$401,457). In order for the funding to be approved, the City must adopt and submit the Annual Action Plan (annual budget) showing how funds will be allocated, and submit this plan to the Cumberland County Commissioners.

While Council has ultimate authority to adopt the Annual Action Plan, the initial requests for CDBG funding are vetted through the City's Community Development Advisor Committee (CDAC). Requests must fall within one of three designated categories: 1) Public Services (15% cap), 2) Public Facilities/Infrastructure/Housing, and 3) Administration/Planning (20% cap). The CDAC received 18 requests for funding during the application period (October 30, 2017 – January 22, 2018) and on February 26, 2018 the committee met to review these requests and hear from the applicants and other members of the public. On March 5, 2018, the CDAC voted to partially or fully-fund 15 of the 18 requests. See attached documents for more details on the recommendations and projects.

In the event we do not receive level-funding, the committee recommends proportionally increasing or decreasing each funding request accordingly unless there is a cut of 20% or more, in which case they recommend staff come back to Council for further discussion and action. Once adopted by Council, Cumberland County will be responsible for submitting the City's plan as part of the County's Annual Action Plan no later than May 15, 2018.

***Requested Action:***

Council passage of ORDER #159-17/18

  
City Manager





CITY OF SOUTH PORTLAND

LINDA C. COHEN  
Mayor

SCOTT L. MOSELLI  
City Manager

EMILY F. SCILLY  
City Clerk

SALLY J. DAGGETT  
Jensen Beird Gaudier & Henry

**IN CITY COUNCIL  
ORDER #159-17/18**

District One  
CLAUDE V. Z. MORGAN

District Two  
KATHERINE W. LEWIS

District Three  
EMILY C. ROSE

District Four  
LINDA C. COHEN

District Five  
ARTHUR T. DOWLING

At Large  
MAXINE R. BRIDGER

At Large  
SUSAN J. HENDERSON

**ORDERED**, that the City Manager be and hereby is authorized to submit the South Portland Community Development Block Grant Annual Action Plan for FY 2018/19 to the County of Cumberland as authorized and submitted by the Community Development Advisory Committee.

Fiscal Note: \$ \_\_\_\_\_ - Revenue

Dated: April 3, 2018

P.O. Box 9422 • South Portland, ME 04116-9422  
Telephone (207) 767-3201 • Fax (207) 767-7620



**CITY OF SOUTH PORTLAND**  
**COMMUNITY DEVELOPMENT**  
**ANNUAL ACTION PLAN**  
**JULY 1, 2018 – JUNE 30, 2019**

**BACKGROUND**

The City of South Portland receives Community Development Block Grant (CDBG) funds from the U.S. Department of Housing & Urban Development (HUD) via a set-aside from Cumberland County. The partnership with Cumberland County, which is entering its 11<sup>th</sup> year, continues to be successful for both parties. South Portland receives from Cumberland County 23% of the value of the total allocation that the City of Portland receives each year.

**2018-19 FUNDING**

At this time, HUD has not provided funding allocations for the 2018-19 fiscal year. On a positive note, the President signed the Consolidated Appropriation Act of 2018 finalizing the FY18 federal budget on Friday March 23, 2018. The following recommendations from the Community Development Advisory Committee (CDAC) assume level funding and use last year's allocation number of \$401,457. The Committee and staff recommends that the Council approve the current recommendations of the CDAC with the contingency provision that staff proportionally increase or decrease each grant recommendation to reflect the actual funding once that number is known, unless the cut is 20% or more. This approach is recommended by HUD and would ensure that the Cumberland County process and HUD submission schedule is not delayed, except in the event of a substantial cut.

**PROJECT SELECTION**

Funded projects must meet a national objective of benefiting low-moderate income persons or neighborhoods, eliminating slum/blight in the community, or addressing an urgent need such as a natural disaster. Eligible project activities include public facilities, infrastructure, housing rehabilitation, economic development, public services, planning, and administration. Public service activities are capped at 15% of the annual allocation amount and planning/administration activities are together capped at 20% of the annual allocation amount.

In order to identify specific projects, the Community Development department conducts a competitive grant application process for program funds. City of South Portland departments as



well as external agencies apply through this process. Their applications are then reviewed by the Community Development Advisory Committee (CDAC), a group of 6 South Portland residents. The CDAC makes funding recommendations to the City Council for approval. This year's schedule was:

- On October 30, 2017, the City of South Portland released the applications for FY 2018-19 funding. All applications were due to the Community Development office by January 22, 2018.
- On February 26, 2018, the CDAC held an initial review meeting and public hearing for applicants to present their proposals and answer questions.
- On March 05, 2018, the CDAC discussed applications and developed funding recommendations.
- On April 03, 2018, the South Portland City Council will conduct a public hearing on the proposed FY 2018-19 budget, and authorize the CDBG Program Coordinator to submit the FY 2018-19 Annual Action Plan to the Cumberland County Commissioners for their review and approval, and eventual submittal to HUD in May 2018.
- All meetings were noticed and open to the public.



## DESCRIPTION OF PROJECTS

### PUBLIC INFRASTRUCTURE/IMPROVEMENTS

#### **American Legion**

The Stewart P. Morrill American Legion Post located at 413 Broadway, South Portland, ME 04106 requested CDGB funds to assist them in making necessary roof repairs to their hall. The legion is eligible for funds as it is a city polling station and situated in a low-income census block. We did not provide the full amount of funding for this project, as the committee felt the cost for the roof repairs were a bit high based on the quote from Lowes submitted with the application by the American Legion.

Application Request:       \$24,174  
CDAC Recommendation:     \$14,268

#### **City of South Portland- Westbrook Street Improvements**

The City of South Portland is requesting funds to assist with street improvement on Westbrook Street, in the area of Redbank and Brickhill. This road is in dire need of rehabilitation and identified in the West End Neighborhood Master Plan as a corridor of high priority for the community. Given the additional funding request this year the committee was not able to fully fund this project.

Application Request:       \$275,000  
CDAC Recommendation:     \$225,000

#### **City of South Portland Parks & Recreation- Healthy Landscapes**

The parks & Recreation department, along with the sustainability office and pest management advisory committee are collaborating to create a Healthy Landscape Demonstration. This will serve as a model for South Portland Residents and businesses in the transition to sustainable land care practices as required by the pesticide use ordinance enacted in September 2016. The project will be located on a 1.0 acres lot owned by the city adjacent to the greenbelt in the pleasantdale community.

Application Request: \$15,000  
CDAC Recommendation: \$15,000



**South Portland Land Trust-Completion of Long Creek Trail**

The South Portland Land Trust would like to provide the West End community access to the outdoors by finishing the Long Creek Trail. The Committee gave priority, and funded the project because it benefits the West end community as whole. We do feel that it is important for the land trust to actively seek out the Heron Cove association and keep them apprised, by having on going meetings with the group.

Application Request: \$15,000  
CDAC Recommendation: \$15,000

**HOUSING**

**City of South Portland Housing Rehabilitation**

This program will offer emergency repairs and heating system repair/replacement for single-family low-income households. This program is designed to assist approximately 2-3 households in 2018-19. There is a possibility to maximize the benefits of these funds, should the sustainability office receive grant funds from efficiency Maine.

Staff Recommendation: \$10,000  
CDAC Recommendation: \$10,000

**Port Resources**

Port resources is a nonprofit organization based in South Portland dedicated to empowering people with developmental and behavioral health challenges. They operate and manage 20-group homes. Port Resources is seeking grant funds to assist in purchasing a new boiler/burner and seven replacement windows at one of their South Portland group homes.

Application Request: \$11,970  
CDAC Recommendation: \$11,970

**South Portland Housing Development Corporation (SPHDC)**

The SPHDC Sought funds to make sewer and water connections for a new mixed-use apartment and commercial building at 611 Main Street. The committee gave this project a low priority and as a result did not fund and up funding this project. This was impart because the project was not shovel ready, and the project is contingent upon a Tax Credit application that will not be submitted, until the fall of 2018 for approval in the spring of 2019. We welcome the SPHDC to apply for funds next year, if they receive tax credit allocations to move forward with the project.

Application Request: \$50,000  
CDAC Recommendation: \$0



## **PUBLIC SERVICES**

The Public Service program provides funding to local public service activities that directly benefit citizens of South Portland. Eligible costs include operating expenses, staffing costs, equipment/supplies, and program materials. HUD caps public service programs to 15% of the County's entitlement funding. The City of South Portland shares this cap with the other communities in the Cumberland County program. South Portland's 2017-18 cap was \$60,219.

### **Bus Passes**

The South Portland Bus Service requested \$8,100 to provide free 10-ride bus passes to help low income residents needing transportation to work, medical appointments, school and shopping. Given the competitive application process for this year and that the CDAC has provided Mr. Handman with funding for the past 9 years; the CDAC felt this program would be able to provide some level of free bus pass services without the use of CDBG funds. Funds have been allocated to other project such as transportation for seniors.

Application Request:     \$ 8,100  
CDAC Recommendation:    \$ 0

### **Community Paramedic Project**

The South Portland fire department would like funding for a pilot program focused on conducting follow-ups on over doses, medical errors and mental health 911 calls. The Community Paramedic Project would work in conjunction with the South Portland police department's behavioral health liaison. The grant funds will help to assist in completing necessary milestones and performance measures to evaluate program viability and continuation of such a program.

Application Request: \$25,000  
CDAC Recommendation: \$7,719

### **Domestic Violence Outreach Support Services**

Family Crisis Services provide advocacy for domestic violence victims in South Portland, including home visits, crisis hotline assistance, emergency shelter, and assistance with court protection orders.

Application Request:     \$ 7,000  
CDAC Recommendation:    \$ 6,500



### **Heating Assistance**

The City of South Portland's heating assistance program has been administered since 2006. The program provides emergency relief to low-income households in need of heating assistance.

Application Request: \$ 10,000

CDAC Recommendation: \$ 7,500

### **Meals on Wheels**

The Southern Maine Agency on Aging is requesting funding for the Meals on Wheels program, which would provide approximately 150 homebound elderly residents in South Portland, with approximately 12,570 home-delivered meals.

Application Request: \$ 10,000

CDAC Recommendation: \$ 9,000

### **Redbank Neighborhood Resource Hub – Hub Personnel**

This request provides partial funding for the staffing of the Resource Hub in the Redbank Neighborhood. Over 80% of households in the Redbank neighborhood are low-moderate income. The Hub works to promote neighborhood and community connections and governance with the ultimate goal of reducing the number of vulnerable families and child abuse cases. Community engagement opportunities created by the Hub include a summer breakfast program, neighborhood connection night, a neighborhood farmer's market, a weekly bread bank, English classes, after school activities, and resources and referrals to services.

Application Request: \$ 25,000

CDAC Recommendation: \$ 17,000

### **Senior Recreation Bus**

South Portland parks and recreation are seeking funds to pay administration cost for a new pilot program, to provide bus rides to seniors. This program would utilize the department's current 16 passenger bus, and use that bus to expand the current transportation program to transport senior's from their homes to recreation and leisure activities located at the community center. The goal of this program is help get those seniors that would otherwise not be able to attend local lunches, or weekly fitness classes the ability to do so.

Application Request: \$5,000

CDAC Recommendation: \$2,500



### **South Portland Food Cupboard**

For the past five years, the South Portland Food Cupboard has requested funds from the CDBG Program. At its inception, the CDBG funds were used to assist with their mission to provide food to local South Portland residence. In earlier 2014 the food cupboard, was forced to move from the St. John's church to a warehouse space on Thudus street in South Portland, this unfortunately added a sizable cost burden to the agency going from a once free space to now paying around \$25,000 a year in leasing costs. As a result, the food cupboard began requesting CDBG funds to apply towards leasing cost. The committee has been very vocal and upfront with the food cupboard over the last three years with their lack of comfort towards using CDBG funds to pay for a lease. The committee has made several requests to the South Portland Food Cupboard to conduct outreach and community support to find another location that would be free to use or at a reduced rate. At this time the food cupboard, has not demonstrated a commitment to the committee that they are seeking out alternative locations and or conducting outreach to area businesses for support in finding a new space that is less of a financial burden to them. Therefore, the CDAC recommends zero funding for this project and instead applied this funds to new public service applicants.

Application Request:       \$ 20,000  
CDAC Recommendation:     \$ 0

### **Summer Camp Scholarships**

This program provides funding for South Portland youth who want to participate in a summer recreation camp but do not have the financial means to do so. This funding would subsidize between 15-30 full and partial scholarships for summer camp.

Application Request:       \$ 10,000  
CDAC Recommendation:     \$ 8,000

### **Wheels for Kids**

Memorial Middle School Outing Club advisor Matt Lunt is seeking funds to purchase seven intro level mountain bikes and seven helmets. Mr. Lunt recognized that the lack of bikes have become a barrier for program participation for those students that are unable to afford a bike of their own. Memorial Middle School outing club will own and maintain the bikes and make them available to low-income students to use during club outings.

Application Request:     \$2,000  
Staff Recommendations: \$2,000



**ADMINISTRATION & PLANNING (Limited to 20% Cap):**

**Program Administration**

The administration of the CDBG Program includes expenses for staff time, telephone, utilities, supplies, travel, advertising, and technology. At the end of the fiscal year, excess funds that are not expended on administration costs are reallocated to other eligible projects.

Staff Recommendation: \$ 50,000

CDAC Recommendation: \$ 50,000

**Planning**

There were no planning grants this year. Planning funds were reallocated to the public facilities, infrastructure and housing.



## Community Development Committee

January 24, 2018

Attending: Ursula Flaherty, Carmen Lone, Nelle Ely, Bob Peabody, Peter Dubrule, Steve Rickert, Margaret Lindsey, Martha Cummings, Bob McHatton Sr.

Absent: Dave Crowell, Justin McIver, Evan Miller, and Catherine Samuels

CDBG service applications:

Navigator: \$6340.00

Backpack program: \$5000.00

Family Crisis: \$4000.00

Carmen conducted the meeting but could not vote due to conflict of interest.

Administrative budget: \$30,000.00

Bricks & Mortar:

1. New Snack shack with bathrooms and rebuild dug out at the Harmon Field: \$50k
2. Ice rink warming hut, lights, and exhaust or fans 40k
3. Skatepark 30k
4. Playground-Oxford Hills doing design for multi-generational

Motion made to accept Family Crisis application of 4k for 2018. Peter moved and Ursula 2<sup>nd</sup>, 7 approved/ 0 opposed.

Motion made to accept Navigator application of \$6,340 for 2018. Peter moved and Ursula 2<sup>nd</sup>, 6 approved 1 abstention (Carmen Lone).

Motion made to accept the Backpack application of \$5k for 2018. Peter moved Nelle 2<sup>nd</sup>, 7 approved/ 0 opposed.

The Community Development Committee recommended that the position of Community Development Director be filled as soon as possible per town vote in June 2017.

Next meeting dates:

February 7, 21 2018

Respectfully submitted,  
Brenda Day  
Administrative Assistant



**Community Development Committee**

February 21, 2018

Attending: Ursula Flaherty, Carmen Lone, Nelle Ely, Bob Peabody, Peter Dubrule,  
Margaret Lindsey, Bob McHatton Sr. and Evan Miller

Absent: Dave Crowell, Justin McIver, Martha Cummings, Stephen Rickert, Justin Mciver  
and Catherine Samuels

CDBG Bricks and Mortar applications:

Lower Main Street: \$45,000.00

Skating Rink: \$35,000.00

Harmon Ball Field: \$45,000.00

Motion made to accept Lower Main Street application of 45k for 2018. Margaret moved  
and Nelle 2<sup>nd</sup>, 8 approved/ 0 opposed.

Motion made to accept Harmon Ball Field application of \$35k for 2018. Nelle moved and  
Margaret 2<sup>nd</sup>, 8 approved 0 opposed.

Motion made to accept the Skating Rink application of \$45k for 2018. Ursula moved Nelle  
2<sup>nd</sup>, 8 approved/ 0 opposed.

Respectfully submitted,  
Brenda Day  
Administrative Assistant



**BRIDGTON BOARD OF SELECTMEN'S MEETING AGENDA**

**DATE:** Tuesday, February 27, 2018  
**TIME:** 5:00 P.M.  
**PLACE:** Upstairs Meeting Room, Municipal Complex (3 Chase Street)

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
  - a. February 13, 2018
4. Public Comments and Presentations on Non-Agenda Items *(Each speaker may be limited to 3 minutes.)*
5. Committee Reports
6. Correspondence and Other Pertinent Information
7. New Business
  - a. Awards and Other Administrative Recommendations
    1. CDC Recommendations for Public Service/Staff Recommendations to BOS on Infrastructure Projects
  - b. Permits/Documents Requiring Board Approval
    1. Victualer's License to Venezia Ristorante
  - c. Selectmen's Concerns
  - d. Town Manager's Report/Deputy Town Manager's Report
8. Old Business *(Board of Selectmen Discussion Only)*
  - a. Depot Street Grass Area
  - b. Perley Mills Forest
9. Treasurer's Warrants
10. MSAD #61
11. Public Comments and Presentations on Non-Agenda Items *(Each speaker may be limited to 3 minutes.)*
12. Dates for the Next Board of Selectmen's Meeting and/or Workshop
13. Executive Session
  - a. Per MRS Title 1, Section 405.6.A; Review Committee/Board Member Application
14. Action Items Following Executive Session
  - a. Committee Member/Board Appointment
15. Adjourn



Robert A. Peabody, Jr.  
Town Manager

Town of Bridgton

# Memo

**To:** Selectboard  
**From:** Town Manager  
**cc:** Brenda Day, Administrative Assistant  
**Date:** 03/19/18  
**Re:** Excess CDBG Funds

---

I am requesting that any excess 2018-19 Community Development Block Grant funds be used towards the Lower Main Street Project. If available, these funds will lower the amount the Town will need to borrow for the project lessening the burden on the taxpayers. The Town is required to take formal action on the use of excess funds should any materialize.



Grantee SF-424's and Certification(s)

OMB Number: 4140-0049  
Expiration Date: 12/31/2018

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		* 2. Type of Application: * If Revision, select appropriate letter(s): <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision * Other (Specify):
* 3. Date Received: [Redacted]		4. Applicant Identifier:
6a. Federal Entity Identifier:		6b. Federal Award Identifier:
State Use Only:		
8. Date Received by State:		7. State Application Identifier:
9. APPLICANT INFORMATION:		
* a. Legal Name: Caribouland County, Maine		
* b. Employee/Taxpayer Identification Number (EIN/TIN): 01-000000		* c. Organizational DUNS: 0347026708000
d. Address:		
* Street1:	142 Federal Street	
Street2:		
* City:	Portland	
County/Parish:		
* State:	ME: Maine	
Province:		
* Country:	USA: UNITED STATES	
* Zip / Postal Code:	04101-6433	
e. Organizational Unit:		
Department Name: Executive Office		Division Name: Community Development
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix:	* First Name: James	
Middle Name:		
* Last Name: Gailley		
Suffix:		
Title: County Manager		
Organizational Affiliation: Caribouland County Executive Office		
* Telephone Number: 207-871-8380	Fax Number:	
* Email: jgailley@cariboulandcounty.org		

Application for Federal Assistance SF-424	
<p>* 9. Type of Applicant 1: Select Applicant Type:</p> <p>B: County Government</p> <p>Type of Applicant 2: Select Applicant Type:</p> <p>Type of Applicant 3: Select Applicant Type:</p> <p>* Other (specify):</p>	
<p>* 10. Name of Federal Agency:</p> <p>U.S. Department of Housing &amp; Urban Development</p>	
<p>11. Catalog of Federal Domestic Assistance Number:</p> <p>14.218</p> <p>CFDA Title:</p>	
<p>* 12. Funding Opportunity Number:</p> <p>Title:</p>	
<p>13. Competition Identification Number:</p> <p>Title:</p>	
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p> <p>Add Attachment    Delete Attachment    View Attachment</p>	
<p>* 15. Descriptive Title of Applicant's Project:</p> <p>Community Development Block Grant program</p>	
<p>Add supporting documents as specified in agency instructions</p> <p>Add Attachments    Delete Attachments    View Attachments</p>	

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant:  \* b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:  \* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="1,555,237.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value=""/>
* f. Program Income	<input type="text" value=""/>
* g. TOTAL	<input type="text" value="1,555,237.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

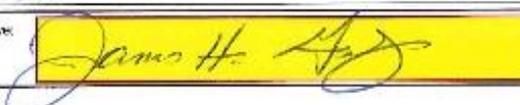
\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4010-0008  
Expiration Date: 01/31/2018

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead Based Paint Poisoning Prevention Act (42 U.S.C. §§4601 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

Previous Edition Usable

Authorized for Local Reproduction

Standard Form 424C (Rev. 7-87)  
Prescribed by GSA Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply in all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1506 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-332) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	County Manager
APPLICANT ORGANIZATION	DATE SUBMITTED
Carroll County, Maine	5-8-18

SF-424D (Rev. 7-97) Deck

**CERTIFICATIONS**

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-L.L.L., "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

  
 \_\_\_\_\_  
 Signature of Authorized Official

  
 \_\_\_\_\_  
 Title

5/2/18  
Date

### Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2016 - 2018 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

**Compliance with Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

**Compliance with Laws** -- It will comply with applicable laws.

  
Signature of Authorized Official

5/7/18  
Date

  
Title

**APPENDIX TO CERTIFICATIONS**

**INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

**Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.