

**COMMUNITY DEVELOPMENT BLOCK GRANT
CORONAVIRUS RESPONSE**

II. CDBG-CV APPLICATION

COMPLETE APPLICATION CHECKLIST

Please submit each section of the application, including this checklist:

- ✓ **A. CDBG-CV Application Cover Page**, *limit 1 page*
- ✓ **B. CDBG-CV Application Worksheet** , *limit 2 pages*
- ✓ **C. CDBG-CV Application Narrative**, *limit 7 pages*
- ✓ **D. Budget: Revenues and Expenditures**, attached separately, *limit 1 page*

Budget worksheet MUST match budget listed on the Cover Page, Summary page, and in the narrative

Required documents for non-profit organizations:

- Verification of 501(c)3 or 6 Status**, *limit 1 page*
- Agency Organizational Chart** to show how the proposed program fits into the overall organizational structure; include program staff or positions, *limit 1 page*
- Most Recent Agency Operating Budget Summary**, *limit 1 page*
- Most Recent Independent Auditors Report and identified findings** or *if an Audit is not available* the most recent 990 Financial Statement
- Complete list of Board Members**

Signature of the Executive Authority

Date

Brian L Dudley

May 11, 2020

Brian L Dudley
Name

Long Island Town Administrator
Title

A. CDBG-CV COVER PAGE,

CDBG-CV COVER PAGE

Service Type	<input type="checkbox"/> Small Business Assistance Program <input type="checkbox"/> Food Assistance <input type="checkbox"/> Rental/Mortgage Assistance <input checked="" type="checkbox"/> Other – medical access <input type="checkbox"/> Homeless Prevention		
CDBG-CV Type	<input checked="" type="checkbox"/> Prevention of the Coronavirus <input type="checkbox"/> Preparation for the Coronavirus <input checked="" type="checkbox"/> Response to the Coronavirus		
Operating Agency	Town of Long Island, Wellness Center		
Program Name	Wellness Council Telehealth Program		
Program Area	<input checked="" type="checkbox"/> Cumberland County Entitlement Jurisdiction <input type="checkbox"/> Other _____ <input type="checkbox"/> City of South Portland <input type="checkbox"/> Town of Bridgton		
Mailing Address	PO Box 263, Long Island, ME 04050		
Address Services are Delivered	7 Gorham Ave., Long Island, ME 04050		
Executive Director /Town Manager	Brian Dudley	Phone 207-831-3800	Email townadmin@longislandmaine.org
Project Director	Amy Tierney	Phone 207-317-1756	Email Atierney168@gmail.com
Financial Contact	Brian Dudley	Phone 207-831-3800	Email townadmin@longislandmaine.org
Person who completed the Application	Amy Tierney	Phone 207-317-1576	Email Atierney168@gmail.com
Amount of CDBG-CV Funds Requested \$ 15,500	Total Program Budget \$ 16,950		
Estimated number of people who will be served: 250	OR Estimated number of businesses served:		
DUNS Number	03-823-1663	Tax ID 01-0476738	

B. CDBG-CV WORKSHEET,

1. **HUD National Objective.** All CDBG-CV programs must serve Low and Moderate Income Clientele

X **Low and Moderate Income Clientele (LMC):** an activity which provides benefits to a specific group of persons who qualify as LMI.

2.

A. Describe the beneficiaries or clients served by the program.	A. Entire population of Long Island
B. How many will be served by the proposed program? (unduplicated -per year)	B. 250 year round, spikes to 1,000 seasonally
C. How many are <u>CCEJ Resident</u> ?	C. 250
D. How many are <u>low to moderate income residents of a CCEJ town/City</u> ? See income data in the instructions	D. 165
E. What percentage of total clients are low to moderate income residents of the CCEJ? (<i>To calculate = D/B * 100; Must be > 51%</i>)	E. 66%

3. **Employees.** *Program specific, not for the entire organization.*

A. Is this a new (pilot) program?	A. yes
B. How many employees are currently employed in this program?	B. 1
C. How many employees will be employed in this program if it receives CDBG-CV funding?	C. 1
D. How many employees will be employed in this program if it does not receive CDB-CV funding?	D. 1

4. Documentation

<p>A. How will the beneficiaries' information be collected and documented?</p>	<p>A. No on-site medical records or files will be kept so as to maintain the patient's confidentiality. However, the Wellness Center will keep a log of island residents accessing the telemedicine service.</p>
<p>B. What documentation will be used to prove the funds are going to the prevention, preparation or response to the Coronavirus?</p>	<p>B. The funds will be used to purchase off-the shelf products that will be used to in the prevention and response to the Coronavirus. This application is a direct result of the Covid 19 pandemic. Our population is isolated geographically. Our residents are abiding by the Governor's Executive Order to "Shelter at Home". The Casco Bay Lines ferry schedule has dropped from ten (10) daily round trips of 40 minutes each to three (3) of 70 minutes each with more people now on the ferry as a result of stopping at Peaks Island, the largest populated island in Casco Bay. The Long Island telemedicine program will reduce the risk to our senior population as well as others that a suspected Covid 19 patient may encounter on the ferry boat.</p>
<p>C. How will the units of service be tracked and documented?</p>	<p>C. Our islanders will coordinate their use of the telemedicine program through the Wellness Coordinator. This person will maintain a record of all outreach and responses, requests for service and technical support. Those that use the telemedicine service directly will be included in generic, summary reports provided by Maine Health, the physician/nurse vendor service that we use.</p>
<p>D. How will the outcomes be measured, collected, and documented?</p>	<p>D. Again, Maine Health and other providers will provide periodic reports on the use of the telemedicine service by our island residents.</p>

C. CDBG-CV APPLICATION NARRATIVE

1. Program Description

The Long Island Wellness Council is proposing a furnished telehealth room to expand the medical services at our Wellness Center, located in the basement of our Learning Center. The council was formed in 2016. It constructed the Wellness Center in 2018. MaineHealth reports our center quickly became its busiest site. Since then, we have been offering health and medical access to the island's year-round and summer residents. Before we opened the doors in August 2018, residents and visitors had one option to get healthcare: leave the island. We want to add telehealth as an option to increase access to seven days a week. The Wellness Center was built with this vision, and has the internet speed to match. We have a dedicated telehealth room to serve our residents. But we need the equipment.

2. Need for the Program and CDBG-CV Funds as it relates to the Coronavirus

Long Island is a 45-minute ferry ride from Portland. Before the Coronavirus, the ferry schedule made it difficult to get to Portland. Because of the virus, Casco Bay Lines made it even more difficult when it cut the schedule to three boats a day. That gives residents only two opportunities each day to get healthcare in the Portland area and beyond. To help residents get the medical care they need in this time of crisis, we are proposing to enhance our Wellness Center with telehealth capabilities. That's why a CDBG grant is essential. Island residents could regularly and safely see their doctors remotely from the island. We see many benefits:

First, MaineEMS is now in Phase II response to the pandemic which means for most people they are not being transported to the hospital. They are being told to shelter in place and quarantine themselves. However, these residents still need access to medical care from physicians while limiting their exposure to others.

Second, the general population on the island needs health care more than ever, but every 45-minute ferry ride needlessly exposes residents to the Coronavirus. All this risk is for a 15-minute doctor's visit. Our ferry schedule now offers trips at 6:45AM or 2:20 PM, returning at 12:00PM or 5:45 PM. CBL's reduced schedule means there is increased ridership. CBL also added an additional stop at population-rich Peaks Island both ways. Residents are reporting as the weather is getting nicer it's hard to find a spot that is six feet away from others.

Third, approximately 60% of the island's population is 65 or older. Studies and reports detailing Coronavirus deaths show this is the highest risk population. Inherently, this age group requires more doctor visits. Due to the restrictions the Coronavirus has put on our island community, many people are not getting needed healthcare. MaineHealth had been visiting the island twice a month for the past year and half but they stopped their visits until Coronavirus restrictions have been lifted, leaving the island without any healthcare. Our modest, completely volunteer EMS department is rated as a basic department. Many of our members are in the high-risk population.

Fourth, some medical practices like InterMed have started using telehealth meetings to meet with patients in their homes via laptops or cellphones. But these in-home meetings lack privacy and a solid internet connection. The lack of privacy inhibits a full and frank discussion, especially if

there is someone in the home in a declining medical state whose condition needs to be discussed. The island's well-known spotty internet coverage can reduce the meetings to garble.

Fifth, The Centers for Medicare & Medicaid Services (CMS) announced on April 30 that it will allow physical, occupational, and speech therapy practitioners to provide Medicare-covered telehealth services as long as a federal coronavirus emergency declaration remains in effect. Already, we know of island patients seeking these services. The privacy and bandwidth coupled with our enhanced telehealth service would be a boon to Long Island's significant and growing Medicare population.

Finally, residents who need vital signs taken don't have the equipment to have them taken in their homes. Our proposal calls for a full telehealth cart including the computer, monitor and software as well as the integrated medical equipment including stethoscope, otoscope, pulse ox that will make a telehealth visit equivalent as a doctor's office. Our Wellness Center already has a dedicated internet setup which is the most powerful on the island.

Telehealth is relatively new but emerging way to access healthcare. Historically, the most-used service was for mental and behavioral health. It is clear that the Coronavirus has added stress to everyone's life and mental and behavioral health is more important than ever. There have been horrible stories in the news of people unable to attend counseling sessions with tragic outcomes. Private telehealth sessions at the Long Island Wellness Center's telehealth room would allow many people to continue to see their providers and allow others to make valuable connections. The CBDG-CV funds would help us fund this essential service.

3. Project Management

The Long Island Selectmen will oversee the project management in conjunction with the Town Administrator and Chair of the Wellness Council. Long Island will work closely with MaineHealth and the Northeast Telehealth Resource Center. The Town of Long Island has a strong history of community-based projects built with a combination of tax dollars, grant money and donated funds. The Learning Center itself was built entirely with raised funds, amounting to \$947,000. The island's Community Center was completed with a combination of tax dollars, grants and donated funds totaling close to one million dollars. Most recently, the Wellness Center was completed with a combination of tax dollars and grant monies.

4. Readiness to proceed

The Long Island Wellness Center was constructed in 2018. Doors opened to the public that August. MaineHealth has been our anchor provider and has proved to be an invaluable service. MaineHealth comes twice a month, and last year we had 141 unique visits. The center has become so popular that residents sometimes discuss their visits on the island's FaceBook page. It has helped many residents to avoid the time-consuming trip to Portland. Our residents have come to rely on them. We have other providers as well, but it has been challenging at times to get them to commit to making the trip to the island. The Coronavirus has further complicated our efforts to lure these providers.

Our Wellness Center was built with the vision of telehealth capabilities. We built two exam rooms; one is dedicated to in-person visits. The second is meant for telehealth visits. Broadband

is an issue in most of rural Maine and the islands are not an exception, however our Wellness Center is in the Learning Center's basement and we have dedicated high-speed internet access. We had the MaineHealth Director of Telehealth visit and test our connection and it is more than adequate for the program.

This is a simple project. Its components are already in place in many remote locations in Maine and across the country. It could make a world of difference on Long Island. Once the money is available, the off-the-shelf equipment can be ordered and installed fairly quickly as we have the expertise on the island. Residents and summer visitors could begin benefitting from our telehealth service this summer. Our Wellness Center already has a dedicated internet setup which is the most powerful on the island.

5. Budget for the Project

Broken out below is the estimated total cost to purchase and install a telehealth unit is \$15,500. This data is from the New England Telehealth Resource Center.

• Cart	\$ 1,800
• PC	\$ 850
• Software codec application with reserved line	\$ 1,300
• Camera	\$ 1,000
• Monitor	\$ 450
• Peripheral camera	\$ 4,500
• Ele Stethoscope	\$ 1,000
• Speaker / Microphone	\$ 600
• Misc Equipment	\$ 1,450
Subtotal	\$12,500
Warranty	\$ 2,200
Shipping	\$ 300
Installation	\$ 1,500
Total	\$16,950

6. Partnerships, Collaboration, and Outreach

The Wellness Council has been working closely with MaineHealth to provide medical care to the residents on Long Island since 2018 and we will continue to work with them as we increase access. We are working with the Seacoast Mission, which is a pioneer in the telehealth world for the Downeast Islands. They introduced us to the New England Telehealth Resource Center which has proved to be valuable resource and helped us develop our telehealth request into a cohesive approach that will benefit our residents. We are active in the Seacoast Mission's islands health group which meet has been meeting biweekly because of the Coronavirus. We also work collaboratively with colleagues in the Cliff, Chebeague, Great Diamond and Peaks Island communities to gain and enhance medical access for the island residents.

We are fortunate to have a small tight-knit community. Everyone is aware and thankful for the Wellness Center. Unfortunately, MaineHealth has suspended physical visits to the island in early March because of the Coronavirus, so the center has been closed. This has created a huge gap in services. Adding telehealth services on our island would help us address that gap. There's no

worry that we are duplicating efforts, as none currently exist. This proposal would enhance our offerings in line with our vision to provide a range of medical services, which we know our residents want.

We reach out to our residents in many ways. Word-of-mouth is inherent in a small island community like ours, especially on ferry rides, even if we have to sit six feet apart. We also share information on our civic association's community listserv, the island's Facebook page and utilize the Town bulletin boards to circulate information about our programming. In addition, our Council members are able to reach out personally to residents if we feel they are unaware of happenings or programs. We feel we are able to reach 100% of our population and make them aware of available services.

D. BUDGET: REVENUES AND EXPENDITURES,

CDBG-CV BUDGET FORM

PROGRAM OR PROJECT NAME: **Wellness Center Telehealth Program**

OPERATING AGENCY: **Long Island**

Revenues: List ALL funding sources for the proposed program.	Please indicate: Secured or Projected	Revenues TOTAL
CDBG-CV Request	15,500	15,500
Other HUD Funds (please list)		
Other Federal Funds (please list)		
State/ County Funds (please list)		
Local Funds		
Private Funds (Grants, Fundraising, etc, please list)	1,450	1,450
In Kind Services		
TOTAL PROGRAM or PROJECT REVENUE		16,950

EXPENDITURES: Feel free to edit categories as relevant to your program	CDBG-CV Expenditures in CCEJ (excluding South Portland and Bridgton)	CDBG-CV Expenditures in Bridgton	CDBG-CV Expenditures in South Portland	Expenditures All Other Sources	TOTAL Expenditures
Employee Salaries					
Employee Fringe Benefits					
Materials/Supplies					
Equipment	15,500			1,450	16,950
Advertising & Public Information					
a. (e.g. Client Rental Payment)					
TOTAL PROGRAM or PROJECT EXPENSES					16,950

