Cumberland County Community Development Program
2015 CDBG General Program Application
Community Cover Page

Project Title Community Policing Coordinator

Lead Community City of Westbrook

Additional Communities N/A

Contact Information Name Chief Janine Roberts

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Program Category

Public Service X

CDBG "National Objective"

Low/Moderate Income: Area-Wide XX Limited Clientele ____

Direct Benefit: Presumed Group _____ (Identify Group)

Amount of CDBG Funds Requested 42,000

Total Estimated Project Cost 56,000

Name of Authorized Official Colleen Hilton, Mayor

Signature of Authorized Official Colleen Hilton

2014 Public Service Application Questions

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

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

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

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

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

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

   The Coordinator will staff a community center office, facilitate problem-solving and crime prevention efforts in the Brown St. neighborhood, act as a resource/referral service for community members requiring assistance from other agencies, and coordinate activities for at-risk and under-privileged children. Services will be generally available during business hours; however, the community policing coordinator will routinely participate in night and weekend meetings and events.

   The Coordinator will work closely with other service providers, such as the Department of Health and Human Services, Opportunity Alliance, Juvenile Community Corrections Officers, and numerous City Departments. A few key partnerships the Coordinator will be expected to be actively involved with include Westbrook Communities that Care and Community Partnerships for Protecting Children, Westbrook Schools and Westbrook Community Services.

   This is an ongoing program that will be in effect throughout the funding period and will target the neighborhood listed above. Services will generally be offered at the community policing center during normal weekday hours, however off-site and weekend/evening events will also be held.

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

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

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

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

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

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

This program addresses the Safe Neighborhoods Priority Impact Initiative. The Community Policing Coordinator will work with police officers and community members to prevent crime and disorder. The Coordinator will routinely offer crime prevention seminars and conduct neighborhood crime watch trainings. The

Coordinator will also help to mediate neighborhood issues so that all residents can live peacefully.

We anticipate similar results as the City of Portland experienced by the establishment of a Community Policing Center in East Bayside in June of 2010. In the first full year of operation, they saw a significant drop in almost every category of violent and property crime in the neighborhood: strong-arm robberies decreased 67%, assaults decreased 48%, and armed robberies decreased 40%. In terms of property crime, motor vehicle burglaries declined 43%, residential and commercial burglaries declined 26% and thefts declined 16%.

At the same time, calls for service actually increased in East Bayside. This increase was attributed to several positive factors including increased community engagement and confidence in the police.

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

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

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

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

Should the Community Policing Coordinator program be a success in the Brown St. neighborhood, the City of Westbrook will work to obtain City funding and community donations to sustain the program in future years.

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

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

As word has spread about the proposed program throughout the City of Westbrook's municipal workforce, it has received steady and increasing support, even by those divisions who are competing for CDBG funding. Residents and business owners in the neighborhood are intrigued and excited about the concept of the program and how it will allow them to have a voice in problem-solving their local concerns and improving their quality of life.

Under the leadership of Chief Roberts, the Westbrook Police Department is ready to proceed with advertising, interviewing, and hiring the City's first Community Policing Coordinator. Talks are underway to determine a suitable location for the Coordinator's office embedded in the neighborhood. The Westbrook Housing Authority Administration has pledged support of the Coordinator program, discussing opportunities to collaborate. With Chief Roberts' community policing philosophy and strong commitment to partnering with all potential community partners, she has a long list of connections locally to Westbrook and beyond that will benefit the Coordinator as s/he works to help the neighborhood residents.

There appears to be no impediments to initiating this project. The support and matching funds have been guaranteed by the City's Administration.

For projects requiring a match:

The City of Westbrook expects to provide a 25 % match through a combination of City funds and in kind services including police resources and a neighborhood office. Those budgetary resources are currently in place and require no further political action.

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

The budget request to support this program is a total of 56,000 dollars in wages and benefits for a full time employee. The City of Westbrook's local match would be 14,000 dollars, leaving a total to be supported by CDBG funds of 42,000 dollars. This breakdown includes approximately 28% benefits and the rest is salary.

Applications will not be accepted without a completed budget.

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

See attached

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

This will be a new program and a new concept for the City of Westbrook. Without CDBG money to seed this new idea this program will not occur. We do expect this program to achieve concrete results in its first year and we will be seeking funds from the City budget and corporate sponsors to maintain an ongoing commitment to the program in future years. If partial funding is received we could consider part time administration/implementation of this program. This program has received no prior funding from CDBG in Westbrook.

8. **Distress Score**

City of Westbrook distress score is 10

9. **Multi-Jurisdictional Bonus**

N/A

Project Implementation Schedule

Activity	Q #1 J – S 2015	Q #2 O – D 2015	Q #3 J – M 2016	Q #4 A – J 2016	Q #5 J – S 2016	Q #6 O – D 2016	Q #7 J – M 2017	Q #8 A – J 2017
Contract/ Environmental Review	X							
Reporting		X	X	X	X	X	X	X
Coordinator Hiring and Planning	X							
Project Implementation	X	X	X	X				
Project Completed:				X				

Cash	Municipal Cash	$ 12,000	Budget	25% or project	**Yes** / No	Derived from improved revenue projections – cash on hand	
	Other Cash	$			Yes / No		
	Other Cash	$			Yes / No		
	Other Cash	$			Yes / No		
In-Kind/ Donation	Municipal In-Kind & Donation	$ 2,000	Office space and logistical support		**Yes** / No	Either city owned or housing authority owned space	
	Other In-Kind & Donation	$			Yes / No		
	Other In-Kind & Donation	$			Yes / No		
	Other In-Kind & Donation	$			Yes / No		
TOTAL MATCH		$ 14,000					

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

Appendix IV: Budget

Public Service Programs				
Cost Category	**CDBG Funds**	**Municipal Funds**	**Other Funds**	**Total**
Equipment				
Materials/Supplies				
Operations				
Salaries	40,000			40,000
Fringe	2,000	12,000		14,000
Transportation				
Consultants				
Space/Rent		2,000		2,000
Project Management				
Other – 1)				
Other – 2)				
Total Costs	42,000	14,000		56,000

Provide the basis for determination of budget amounts:

Estimated based on similar program experience in Portland.