

1. Agenda Housing Committee Meeting September 26, 2018

Documents:

[00 AGENDA HC MEETING 09.26.2018.PDF](#)

2. Draft Minutes From The Previous Housing Committee Meeting On September 6, 2018

Documents:

[01 DRAFT MINUTES FROM THE PREVIOUS HOUSING COMMITTEE MEETING ON 09-6-18.PDF](#)

2.I. Final Amended Minutes Housing Committee 09-6-18

Documents:

[01 FINAL - AMENDED MINUTES HOUSING COMMITTEE 09-6-18.PDF](#)

3. Public Comment Received

Documents:

[PUBLIC COMMENT CONCERNS WITH LATEST STR REGISTRY FILE.PDF](#)
[PUBLIC COMMENT STR NUMBERS, STR OWNER-OCCUPIED DEFINITION.PDF](#)

4. Review And Discussion Of Permitting And Inspections' Response To Questions From The July 31 Meeting Regarding Rental Housing Safety And Inspections Program, And Short And Long Term Rental Registration Program

Documents:

[02 PERMITTING AND INSPECTIONS HOUSING SAFETY DIVISION FY 19 BUDGET, CURRENT STATUS AND FY 18 COMPARISON.PDF](#)
[02 PERMITTING AND INSPECTIONS REPORT.PDF](#)

5. Review And Discussion Of Proposed Policy Changes To Chapter 6, Article VI, Residential Rental Unit Registration Requirements, As It Applies To Short-Term Rental Units

Documents:

[2018-09-21 MEMO RE STR AMENDMENTS.PDF](#)
[STR AMENDMENT MAYOR-COOK FINAL DRAFT FOR 9-26-18 HOUSING COMMITTEE MEETING.PDF](#)
[2018-09-25 DRAFT COOK AMENDMENTS TO STR SEC 6-151.PDF](#)
[RAY AMENDMENT TO STR SEC 6-150.PDF](#)

6. Communication Item: FY 18 HUD Consolidated Annual Performance Plan

Documents:

[COMMUNICATION ITEM FY 17.18 HUD CAPER.PDF](#)

7. Discussion Re: 2018 Work Plan

Documents:

[05 2018 HC WORKPLAN 09.26.2018.PDF](#)



Planning & Urban Development Department

HOUSING COMMITTEE

DATE: Wednesday September 26, 2018
TIME: 5:30 p.m. – 9:00 p.m.
LOCATION: Room 209, City Hall

AGENDA

1. Review and accept Minutes of previous meeting held on September 6, 2018
2. Review and discussion of Permitting and Inspections' response to questions from the July 31 meeting regarding rental housing safety and inspections program, and short and long term rental registration program
3. Review and Discussion of Proposed Policy Changes to Chapter 6, Article VI, Residential Rental Unit Registration Requirements, as it applies to short-term rental units.
4. Communication Item: FY18 HUD Consolidated Annual Performance Report
5. Discussion re: 2018 Work Plan

Councilor Jill C. Duson, Chair

Next Meeting Date:
Thursday, October 11, 2018 Council Chambers

Housing Committee Minutes of September 6, 2018 Meeting

NOTE: The Housing Committee meetings are now live-streamed, which can be viewed at this link: http://townhallstreams.com/stream.php?location_id=42&id=16398 These minutes provide a record of those in attendance, general discussions taking place, and motions made.

A meeting of the Portland City Council's Housing Committee (HC) was held on Thursday, September 6, 2018 at 5:30 P.M. in Council Chambers at Portland's City Hall. Councilors present at the meeting included Committee members Councilor Kimberly Cook, Councilor Pious Ali, and Councilor Jill Duson, Chair of the Committee. City Council members present were Belinda Ray and Mayor Ethan Strimling. City staff present included Jeff Levine, Planning and Urban Development Department Director, Mary Davis Housing and Community Development Director, and Victoria Volent, Housing Programs Manager.

Item 1: Review and accept Minutes of previous meetings held on July 31, 2018

Motion by Councilor Ali to accept the minutes. Motion was seconded by Councilor Duson and minutes approved 2-0.

Item 2: Overview of Legal Framework for Municipal Fees, Land Use Controls and Exactions

Motion by Councilor Cook to enter into executive session. Motion was seconded by Councilor Ali and the motion unanimously approved 3-0.

The Housing Committee suspended the regular meeting to enter into executive session.

The Housing Committee returned from executive session and resumed the regular meeting.

Item 3: Review and recommendation to the Housing Committee – Order 225-17/18 Referring an Increase in Short Term Rental Registration Fees to the Housing Committee.

Mayor Strimling provided an amendment for consideration as the City pulls together a policy regarding short-term rentals. The amendment is to ensure the city offsets the activity of short-term rentals replacing long-term rentals from the housing market with the goal of replacing the lost housing. The proposal would allow a means of replacing the long-term housing that is being lost to short-term rentals.

Mayor Strimling provided an overview of the memo from October 7, 2016 (“*Short Term Rental (AirBnb) Regulations Framework*”) for reconsideration, and a spreadsheet titled “*Impact of STR Fee Increase for Housing Trust*” dated August 30, 2018. The spreadsheet contained three proposals and the potential impact on revenue collection. Mayor Strimling discussed each proposal noting that the increase in potential revenue could be used to help replace the housing that is lost to short-term rentals.

Chair Duson opened the item to public comment.

Anne Foster of Peaks Island- Is an Airbnb host. Noted there is a one hundred and fifty year tradition of renting homes on Peaks Island. The 65% of the units rented short-term are only seasonal. There is a need on Peaks Island. Hosts are using their on-site Airbnb to pay property taxes and utilities. The small-scale in-home renters and the large-scale commercial renters are two different worlds that should be separated during consideration. Would support more homework and precision.

Ralph Ashmore of Peaks Island – realtor on the island for thirty-seven years; manages short-term rentals and sales. Owners of short-term rentals rely on the seasonal income of their rental unit. Short-term rentals are second homes and not investment properties. There is a difference between the Island and the mainland as the Island is a vacation destination. Year round Islanders rely on the revenue from short-term rentals to sustain themselves and would not like to see any additional fees impact that economy. There is a distinction between the residential neighborhoods on the mainland and the history of vacation homes on the Island.

Karen Snyder Portland resident- Is against short-term rentals, except if the short-term rental is an owner occupied unit only. Allowing short-term rentals does not conserve the housing stock in the R – 6 zone of her neighborhood. Feels short-term rental owners make more money from short-term rentals than long-term rentals even if the units are empty part-time. Does not feel it is fair for property owners to live within such close proximity to short-term rentals (noise, nuisance).

Ralph Baldwin Commercial Street resident- Noted that two years ago, during a review of the data, it was determined that most likely the number of completely removed units from the long-term market was probably under 100. The number we are hearing now is 744, 760 or closer to 800. However not all of those units are units relevant to the discussion of how many units are being removed from the housing stock. Would like to know the “real” number of long-term units removed from the market. Should not include: Peaks Island; one-bedroom units; one, two or three-week only renters; empty buildings; rentals listed for only one or two weeks from owners who leave the short-term rental market; and short-term rentals listed for two months by speculators. Wants to work towards truth and accuracy. Regarding fees- the current fees are

fairly high. The fees between owner occupied and non-owner occupied fees should be different to stop speculative developers.

The public hearing was closed.

Chair Duson would like Mike Russell to provide an update to his previous spreadsheet titled “number of short-term rentals units registered by the number and type of applicant”, dated July 31, 2018. She would also like to know how many units are being removed from the long-term market.

Councilor Ali- Would like to know the number of short-term units that could be a possible long-term unit for September 26 meeting.

Councilor Cook- Would like to know the history of how the definition of non-owner occupied unit was arrived at.

Chair Duson– Responded that, after a thorough discussion, the Committee determined a single-family short-term rental could only be done as an owner occupied unit. The further definition of an owner-occupied in a multiple unit building did allow someone who owns a triple decker to register all three units including their own as an owner-occupied short-term rental. The history of this definition was to provide a distinction between speculative developers’ non-owner occupied properties, and property owners (such as those on Peaks Island) who have a tradition of renting out their homes to raise funds necessary to keep their homes.

Mayor Strimling – Would like clarification as to how many units are truly owner-occupied units as opposed to how many units exist in an owner-occupied property. This information is important for the understanding of the units that fall under the 300 unit cap. The Mayor’s amendment would provide details on the current data to clarify which units are owner-occupied versus any units that is not owner occupied but are in an owner-occupied building.

Chair Duson- Would like to receive updated data from Permitting and Inspections that distinguishes between owner-occupied units and units in an owner-occupied building that are not housing the owner. Would like to know if the cap is being under counted due to the definition of “owner occupied”

Councilor Duson would like to see a copy of the short-term rental registration form for the next meeting.

Councilor Cook- Ordinance does specify the use of an affidavit to determine the owner’s primary residence. Wants to tighten up the verification and determination of a primary residency. Feels the ordinance has a discrepancy between the definition of unit and building.

Mayor Strimling- Noted South Portland determines primary residency as the property in which a resident takes their Homestead Exemption.

Councilor Ali- Would like to know if the property locations are on the rental application form?

Councilor Duson – Would like a copy of STR and LTR application for next meeting.

Item 4: Review and discussion of possible changes to the Condominium Conversion Ordinance Section 14-565 – 14-571.

Victoria Volent introduced the item. Mayor Strimling inquired into the filing and registration process. Jeff Levine provided further background into how the permitting process and notification of a condo sale by the Registry of Deeds works. Mayor Strimling feels the condo conversion fee is too low. Jeff Levine indicated staff could look into the fee to ensure it covers the administrative costs.

Item 5: Review and discussion of a proposed ordinance addressing new hotel developments and affordable housing demand

Jeff Levine introduced the item and thanked the Innkeepers Association for their generous time and data. Staff contacted GPCOG with the request they review the data and methodology of their earlier study based on the questions raised by the Committee and the Innkeepers Association. GPCOG reran their study using new wage data and ensured they captured the city's minimum wage rate. The outcome is three different scenarios. The original review (of \$5,000 impact per room) still contains merit using the assumption that employees work full time. The second scenario held the same assumption and the assumption workers were paid the city's minimum wage to arrive at a \$3,800 impact per room). The third scenario used data provided by the Department of Labor. The impact per room was calculated as \$2,600 per room. Staff worked with Corporation Counsel on a draft an ordinance for the hotel linkage fee. The primary option in the ordinance is for hotel developers to provide rental housing units on site for eligible households. An alternative option would be a fee-in-lieu. The decision process by the developer would occur during site plan review by the Planning Board. The Planning Board has scheduled a workshop on this item for September 25th, and a public hearing on early October.

Councilor Cook asked if the Committee needs to take action at the September 26 meeting as any item from the Planning Board will go to the Council.

Chair Duson asked the Committee if they would like to provide guidance to the Planning Board on the three proposals for consideration. Councilor Cook prefers the middle number for Planning Board consideration. Councilor Ali concurs with Councilor Cook, and looks forward to a second review when the item is brought to full Council. Chair Duson agrees with taking the middle road on the amount and will not be taking formal action on the matter, as the Planning Board will be sending it back to the Council.

Item 6: Communication Item: Review of Map of City-Owned Property

Victoria Volent presented an annotated interactive map of city-owned property to the Committee. The presentation was a preview to update the Committee and offer an opportunity for additional feedback. The map is not quite ready pending further feedback from an internal department review.

Item 7: Communication Item: Accessory Dwelling Units

Victoria Volent presented an update of ReCode Portland's activities concerning the regulation of Accessory Dwelling Unit (ADU), along with a link to ReCode Portland's webpage explaining the role ADUs play in diversifying housing options. ReCode Portland's next steps with ADUs are to broaden opportunities for implementation, reducing unwanted regulatory constraints, and employing consistent terminology.

Item 8: Committee Discussion re: 2018 Work Plan

The committee was expecting a communication item from Permitting & Inspections for their September 26 meeting (responses to the questions raised at the July 31 meeting regarding rental housing safety and inspections program and short term rental registration program). They would like to change the item to a "Review and Discussion" item instead of a simple communication item. During that discussion, they will flush out some proposed policy changes for the long and short term rental registration programs. They may take public comment.

At the October 11 meeting the Committee is expecting an overview and integrated report from Permitting and Inspections and the Fire Department regarding long term and short term safety inspections and a detailed program budget report. Public comment will be taken after the presentation. In addition the October 11 meeting will also include proposed policy changes for the long term rental registration program and the short term rental registration program, with a public hearing and possible action by the committee.

On a motion made by Council Cook and seconded by Councilor Ali (approved 3-0) the meeting was adjourned at 8:45 pm.

Respectfully submitted,
Victoria Volent

Housing Committee Amended Minutes of September 6, 2018 Meeting

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Item 2: Overview of Legal Framework for Municipal Fees, Land Use Controls and Exactions

Motion by Councilor Cook to enter into executive session. Motion was seconded by Councilor Ali and the motion unanimously approved 3-0. The Committee entered into executive session for purposes of consultation with Corporation Counsel's Office regarding legal rights and duties with respect to imposing fees pursuant to 1 M.R.S. § 405(E)

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Respectfully submitted,
Victoria Volent

Fwd: Concerns with Latest STR Registry File

1 message

Jill Duson <jduson@portlandmaine.gov>

Tue, Sep 25, 2018 at 1:30 PM

To: Jon Jennings <jpj@portlandmaine.gov>, Michael Sauschuck <mjs@portlandmaine.gov>, Mary Davis <mpd@portlandmaine.gov>

Again, copying to staff for inclusion in the files.

----- Forwarded message -----

From: **Kim Cook** <kcook@portlandmaine.gov>

Date: Tue, Sep 25, 2018, 1:27 PM

Subject: Re: Concerns with Latest STR Registry File

To: Karen Snyder <karsny@yahoo.com>

Cc: Pious Ali <pali@portlandmaine.gov>, Belinda Ray <bsr@portlandmaine.gov>, Ethan Strimling <estrimling@portlandmaine.gov>, Jill Duson <jduson@portlandmaine.gov>

Hi Karen - I appreciate you sharing your analysis with me. I don't believe these draft amendments have been posted yet online (I'm sure they will very soon). I have attached them here for your review.

Thanks again for your input and analysis of the data.

Best,

Kim

Kim Cook

Portland City Council, District 5

Deering Ctr., Riverton, No. Deering

www.kimcook.org

207.874.8986

On Tue, Sep 25, 2018 at 12:23 PM Karen Snyder <karsny@yahoo.com> wrote:

Greetings Housing Committee City Councilors: Chair Duson, Councilor Cook, and Councilor Ali,

Upon request, Michael Russel, Director of Permitting & Inspection, provided me the latest STR registry last Friday, 9/21/2018.

I have performed my own analysis and below are the concerns regarding STR definitions, additional clarifying questions are needed, and proposed recommendations:

1) Concern about the Owner Occupied STR property Definition and the STR Reporting Counts being Underreported.

-It should be clarified there can only be one (1) Owner Occupied STU unit and the rest STR registered units in an Owner Occupied Building should be classified as Non-Owner occupied STR unit.

Results: There would be an increase from 164 to 249 Non-Owner Occupied STR Units (51% increase) if it is assumed out of the 377 Owner Occupied Properties, one of the STR units is actually owner occupied in each Owner Occupied property.

 Inline image

2. Additional Clarification Questions are needed regarding the STR registry file. For instance,

- A) In an Owner Occupied property, can there be STR units registered without registering the owner occupied primary unit as a STR unit?
- B) Is the mailing address of the multiple STR units registered known? The STR form does not seem to identify the actual mailing addresses of the registered STR units. For example, in a 3-unit building, 2 of 3 units are registered as STR. Does the City know which of these mailing address units are the registered STR units?

3. Suggested Revisions for the STR ordinance and STR registration form.

- A) STR Policy Ordinance Revision: Clarify and correct the Owner Occupied STR property definition and re-categorize the STR units in an Owner Occupied property which is not owner occupied STR unit to non-owner occupied STR units as shown example above in Point 1.
- B) STR Policy Ordinance Revision: Only verified (affidavit) Owner Occupied primary unit should be registered as an STR. Stop the Non-Owner STR units because this is running a hotel in a residential zone. *Note: If owners complain that they have heavily invested by furnishing the unit, I am fairly confident they got their return on investment in under 2 months if the average STR rental rate is \$150/night or give them 6 months next year to shut the non-owner occupied STR unit down and return it back to long term renting.*
- C) STR Policy Ordinance Revision-Definition: There should only be one Owner Occupied STR unit per property owner even if there are multiple properties are owned by the same owner or LLC.
- D) STR Policy Ordinance Clarification: No Auto Renewal. The STR Property/units need to be reviewed for complaints and if there are >2 complaints annually, they should not be able to register. This is disturbing the quality of life of surrounding property owners.
- E) STR Policy Ordinance Revision: Increase the STR annual registration to \$500/STR unit no matter what STR unit type. Why? Most STRs are charging at least \$150/unit. This means this annual registration will be paid in only 4 STR rental nights. That is a great IRR (internal rate of return) *(Note: If \$150/STR unit night, this would equate to annual revenue of \$9,000/yr if rented 60 days)*
- F) STR Policy Ordinance Revision-Definition: There should be a limit to the number of STR unit annual rental nights.. It is suggested 60-90 days as other cities are doing. *(Note: If \$150/STR unit night, this would equate to annual revenue of \$9,000-\$13,500/yr)*
- G) STR Policy Ordinance Revision-Definition: There should be a cap as to the number of Owner Occupied STR units of 400. Why? Because there is still that potential of LLC or property mgmt. companies buying condo units to strictly run STR. In addition, the STR registrations have increased 4% just in the last month. This is not sustainable for keeping neighborhoods intact.

I have attached latest STR registry file provided by the City and my analysis.\

In conclusion, Portland STR policy is contributing to the removal of housing rental units from the Portland market. This needs to be fixed. I am not sure how much more evidence is needed based on the articles below that consistently show that short term rentals are bad for the majority of local residents. It is driving up apartment rents and dismantling neighborhoods. Below are the latest articles that prove this.

<https://www.pressherald.com/2018/09/03/in-new-orleans-a-regulation-reboot-for-short-term-rentals/>

https://www.theguardian.com/commentisfree/2018/aug/31/airbnb-sharing-economy-cities-barcelona-inequality-locals?CMP=fb_gu

<https://www.pressherald.com/2018/02/20/south-portland-council-bans-unhosted-short-term-rentals-in-residential-zones/>

<https://www.pressherald.com/2018/08/20/short-term-rental-tensions-surge-in-portland-and-some-just-cant-live-with-it>

<http://www.theforecaster.net/policy-wonk-your-portland-airbnb-is-illegal/>

<https://mcgill.ca/newsroom/channels/news/airbnbs-impact-canadian-housing-markets-269333>

<https://www.msn.com/en-us/money/realestate/what-airbnb-did-to-new-york-city/ar-BBJTyeN?li=AA4Zjn&ocid=spartandhp>

<https://www.pressherald.com/2018/01/29/short-term-rentals-through-airbnb-surge-in-maine-as-communities-pass-new-rules/>

<http://www.mainebiz.biz/article/20151111/NEWS0101/151119989/rockland-gives-initial-ok-to-airbnb-regulations>

<https://www.cNBC.com/2018/01/31/airbnbn-pushing-up-new-york-rent-study-claims.html>

https://www.bostonmagazine.com/news/2018/04/18/airbnb-michelle-wu/?utm_campaign=Top%20Reads&utm_source=hs_email&utm_medium=email&utm_content=62274069&_hsenc=p2ANqtz--ZEEFkO5FJtP47QE0V3LQpnZ-aaw639iS-JGx1yB-Vu3U0XaxvG4a3FJTt0d6BzrGeEm889iqMNI9QoQsf5kzjtxN6SA&_hsmi=622740

<https://www.pressherald.com/2018/01/25/south-portland-councilors-move-to-ban-unhosted-short-term-rentals-2/>

https://www.wired.com/story/airbnb-cant-win-new-york-but-it-cant-quit-either/?mbid=email_onsiteshare

<https://www.bloomberg.com/news/articles/2018-07-18/new-york-city-will-force-airbnb-to-disclose-information-on-hosts>

<https://www.pressherald.com/2018/07/26/letter-to-the-editor-south-portland-has-reason-to-limit-short-term-rentals/>Regards,

Karen Snyder

Munjoy Hill Property Owner Living between 2 Multi Units almost entirely STR

1 attachment

STR Property Classification	Property Count	STR Unit Count	STR Property/STR Unit Count
Owner Occupied	684	683	1.001
Non-Owner Occupied	112	112	1.000
Shared/Normal	114	112	1.018
Leased/Normal	28	28	1.000
Overall Counts	683	794	1.161

STR Property Classification	Property Count	STR Unit Count	STR Property/STR Unit Count
Owner Occupied	684	683	1.001
Non-Owner Occupied	112	112	1.000
Shared/Normal	114	112	1.018
Leased/Normal	28	28	1.000
Overall Counts	683	794	1.161

1537890930288blob.jpg
70K

Fwd: STR numbers, STR owner-occupied definition

1 message

Jill Duson <jduson@portlandmaine.gov>

Tue, Sep 25, 2018 at 12:47 PM

To: Jon Jennings <jpj@portlandmaine.gov>, Michael Sauschuck <mjs@portlandmaine.gov>, Michael Russell <mar@portlandmaine.gov>, Mary Davis <mpd@portlandmaine.gov>

Just thought our staff team should have this.

----- Forwarded message -----

From: **ralph baldwin** <rbaldwin1@maine.rr.com>

Date: Tue, Sep 25, 2018, 8:48 AM

Subject: STR numbers, STR owner-occupied definition

To: Jill Duson <jduson@portlandmaine.gov>, Belinda Ray <bsr@portlandmaine.gov>, Justin Costa <costa.justin@gmail.com>, <nmm@portlandmaine.gov>, <pali@portlandmaine.gov>, <kcook@portlandmaine.gov>, <bbatson@portlandmaine.gov>, <sthibodeau@portlandmaine.gov>, <estrimling@portlandmaine.gov>

Cc: <mar@portlandmaine.gov>, <billings@pressherald.com>, <pmcguire@pressherald.com>

TWO TOPICS

As Portland continues to discuss the role of short-term rentals in the city, two topics stand out in my mind of preeminent importance: numbers, and owner-occupied status. Both keep entering discussion, so both need focus and clarification.

NUMBERS

A recurring theme is the idea that short-term rentals have a negative impact on affordable housing. Let's all insist on accurate data for all discussion - whether by citizens, the council, city staff, or the media. The city staff has worked to present the most accurate statistics available, and those statistics should now serve to guide informed discussion. Our next step is the additional work to refine those numbers so they are useful for discussion of affordability.

The following is an effort to arrive at numbers that likely reflect the realities. Hence, the following is an exercise in simple subtraction.

1. 726* number of registered STR units in Portland
2. -116** number of registered STR units on the islands
3. -195*** likely number of mainland units that are single rooms, not whole apts.

415 likely base number of "Entire Space" STR mainland units

But this number is still high and unrealistic if we are discussing impact on affordable housing in mainland Portland. A host of other factors reduce this number - all of them, as city staff has indicated, difficult to determine exactly. However, we know that the following categories of STR's are part of the Portland picture and further reduce the above number:

4. a limited period of STR rental while on vacation, away on business, etc. (a week or so)
5. registered as STR but not actively used as STR at this point: vacant condos
6. units that have never been long-term rentals
7. rejuvenated units added to housing stock after years of neglect, idleness, vacancy
8. units created new from undeveloped space: basements, garages, etc.
9. rooms in hotels, inns, bed and breakfasts registered as STR units
10. units used for two months to generate Airbnb statistics to inflate real estate price
11. short experiment abandoned: low profit, too much work, inconvenient, etc.

12. units that would not be affordable housing if on the long-term rental market

Of these #4-12, the greatest group is #12. Most STR units in Portland would not rent for \$800-\$1200 as long-term rentals. They are more typical of units in the range of \$1800-\$2500/month or more - not "affordable housing."

Can we arrive at a reliable number of units affecting affordable rents by subtracting further? We cannot if we are bound by commitment to accuracy and integrity. But we absolutely know that the number is much less than 726, and much less than 415. And available numbers vary by season. A search of dates in March, 2019, for example, shows only 65 "Entire Space" units currently available in Airbnb.

Conclusion: Instead of reaching for the highest number imaginable, for honest discussion of the impact of STR's on affordable housing in Portland, let us all commit to reaching down toward the lowest realistic number by rejecting all categories that have nothing to do with removal of affordable units from the rental market. There is no justification for use of inflated numbers in future discussion and the making of city policy.

OWNER OCCUPIED

Some council members and others in the community have expressed confusion about the meaning of the term "owner-occupied." If the City decides to use a new definition of "owner-occupied," please acknowledge that dozens of STR operators have registered units as owner-occupied in good faith under current application of the regulations that went into effect on January 1, 2018. If new language moves those people under the cap of non-owner occupied, they should be considered already safely under the cap since they are not changing their use - the city is changing its definition.

*August 29, 2018 report from Jeff Levine

**August 29, 2018 report from Jeff Levine

***From sampling 5 dates October-January: determined number of "entire place", "single rm."

Housing Safety Division FY19 Budget, Current Status, and FY18 Comparison

Revenue				
Account	Budgeted Amount	Collected as of 9/24/18	September 2017 Month End	
Registration fees	\$ 539,815	\$ 17,865	\$	4,468
Reinspection fees	600	150		335
Code violations	500	-		-
Totals	\$ 540,915	\$ 18,015	\$	4,803

Expenditures				
Account	Budgeted Amount	Expended as of 9/24/18	September 2017 Month End	
Salaries/Wages	\$ 296,402	\$ 42,645	\$	48,359
Uniforms/Cell phones	4,321	927		1,044
Training/Postage/Memberships/Travel	6,140	1,626		648
Contractual (Mileage/Host Compliance/Printing)	37,995	197		944
Office Equipment Rental	385	61		92
Supplies & Equipment	1,750	225		1,678
Totals	\$ 346,993	\$ 45,681	\$	52,765

Source: Tyler Teccnology, September 24, 2018.

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September 18, 2018

To: Housing Committee Members
 From: Michael Russell, Director, Permitting and Inspections Department
 Cc: Jonathan Rioux, Inspections Director, Permitting and Inspections Department
 Jessica Hanscombe, Licensing and Registration Coordinator, Permitting and Inspections Department
 Samantha Chapin, Principal Administrative Officer, Permitting and Inspections Department
 Mary Davis, Division Director, Housing & Community Development Division, Planning & Urban Development Department
 Victoria Volent, Housing Program Manager, Housing & Community Development Division
 Keith Gautreau, Acting Fire Chief
 Michael Sauschuck, Assistant City Manager

RE: Answers to requests, questions and comments from the July 31, 2018 Housing Committee meeting

Type	Requests	Answers
General	R1. Please explain the citizen education portion of the program. Provide examples of what education documents are available for the public.	1) Education is the primary method to achieve voluntary code compliance and ensure safety. This allows efficient use of our enforcement resources. Multiple modes of education are used with citizens by: <ol style="list-style-type: none"> 1) Posting educational materials and Frequently Asked Question documents to our department website, 2) Sharing during our “Ask the Code Officer,” and, “Ask the Plan Reviewer,” meetings, and 3) Teaching during inspections. An inspection provides the opportunity to explain the importance of each code requirement. Please see Appendix A for examples of materials.
General	R2. Please report on all expenditures (including salary and fees paid to Host Compliance).	Fiscal Year 2018 = Total: \$484,785 Direct Costs: Salaries: Licensing & Registration Assistants (2 @ 50%) \$40,384.50 Housing Safety Inspectors (4) \$177,510.76 (vacancies for partial year) Uniforms/Cell Phones: \$3,075.69 Admin Costs (Training/Postage/Memberships/Travel): \$2,936.60 Contractual (Mileage, Host Compliance, Printing): \$33,526.81 Office equipment rental: \$400.27 Supplies and Equipment \$3,237.12

		<p>Indirect costs including salaries of staff time working on housing safety tasks, not charged to housing safety budget, and fringe for all staff.</p> <p>Salaries: Licensing & Registration Coordinator (50%) \$27,203 Inspections Director (50%) \$42,032 Permitting & Inspections Director (20%) \$22,506 Principal Administrative Officer (40%) \$21,660 Support Services Specialist (20%) \$8,220</p> <p>Fringe (32.61%) \$102,092</p>
General	R3. Please provide an updated budget and registration report for the next meeting.	<p>Fiscal Year 2019 Budget: <u>Revenues (Registrations):</u> \$539,815 (\$100,000 STR, \$439,815 LTR)</p> <p><u>Expenditures:</u> \$471,130</p> <p>Direct Costs: Salaries: Housing Safety Inspectors (4): \$198,595 Licensing & Registration Assistant: \$40,385 Inspections Director (40%) \$34,633 Licensing & Registration Coordinator (40%) \$22,789 Uniforms/Cell Phones: \$4,321 Admin Costs (Training/Postage/Memberships/Travel): \$6,140 Contractual (Mileage, Host Compliance, Printing): \$37,995 Office equipment rental: \$385 Supplies and Equipment \$1,750</p> <p>Indirect costs including: Admin staff indirect: Permitting & Inspections Director: (10%) \$11,696 Principal Administrative Officer: (20%) \$11,673 Support Services Specialist: (10%) \$4,111 Fringe: (32.61%) \$96,657</p>
General	R4. Would like to see a checklist for housing safety inspections prior to the inspection.	<p>1) A checklist represents a subset of all potential code violations. We will provide a pre-inspection checklist to help owners prepare and know</p>

		<p>what to expect. This checklist is also posted on our website. Please see Appendix B for the checklist. The Housing Inspectors are cross-trained in the Maine Uniform Building and Energy Code (MUBEC) and the National Fire Protection Association (NFPA) Life Safety standards as State Certified Code Enforcement Officers and NFPA Pro-Board Certified Fire Inspectors. The inspections cover a very broad range of codes including structural, plumbing, electric and life safety.</p>
General	R5. Would like to see more details regarding the expenditures of the rental registration and STR programs.	<p>Fiscal Year 2018: Please see R2 above for entire program. Licensing and Registration Coordinator: (20%) \$10,881 Licensing and Registration Assistants (2 @ 20%) \$15,834 Host Compliance: \$29,995 Inspectors (approximately 20% each) \$35,072.20</p>
General	R6. Would like an audit conducted to ensure the rental registration program is being run efficiently.	<p>1) All revenue and expenditure information are publicly available in the City's annual budget and available on the website. External auditors audit the City each year. Annual financial audits are conducted in accordance with Government Auditing Standards issued by the Comptroller General of the United States. The most recent audit report (2017) was conducted by Runyon Kersteen Ouellette (RKO) and is available on the City of Portland's website.</p>
Short-Term	R7. We would like staff to provide new policy ideas for consideration.	<p>1) More time for the growth of the short-term rental program will provide additional data points for evaluation and the opportunity for further recommendations.</p>
Short-Term	R8. Please provide more detail about the two staff recommendations: 1) Automatic renewal of rental registrations and 2) Amend the ordinance to allow tenant to register more than one bedroom as a unit within their apartment.	<p>1) An annual renewal invoice will be sent with the registration fee owed. A Primary Residence affidavit or Landlord Statement of Permission will also be sent to be notarized and returned for those units registered as owner or tenant occupied, respectively. The registration will stay in a pending status until the payment and notarized documents are received. This will save the customer from providing the same application information each year. 2) According to Corporation Counsel's interpretation of the Short Term Rental ordinance, the ordinance limits tenants to registering only one unit, and therefore, a tenant cannot separately register bedrooms.</p>
Short-Term	R9. Please describe the monitoring services provided by Host Compliance.	<p>1) Address Identification of Short-Term Rentals - An Excel spreadsheet is delivered by weekly email and a live web dashboard with complete</p>

		<p>address and contact information and screenshots of all identifiable Short Term Rentals is available on demand.</p> <p>2) Compliance Monitoring of Short-Term Rentals - Host Compliance monitors the compliance status (registration) of units across 60+ rental websites. Once non-compliance is confirmed by cross-referencing our registration database, then a warning letter is sent. If the host is still non-compliant after 30 days, then a Notice of Violation is sent. After an additional 30 days, the final step for non-compliance is a summons to district court and assessment of a fine. A screenshot of the ad is sent with each communication, so there is no question which unit is in violation.</p>
Short-Term	R10. Would like an update to the previous spreadsheet titled “Number of short-term rentals units registered by the number and type of applicant”, dated July 31, 2018.	1) Please see Appendix C .
Short-Term	R11. Would like to receive updated data from Permitting and Inspections that distinguishes between owner-occupied units and units in an owner-occupied building that are not housing the owner.	1) The information currently available makes this difficult to determine with 100% confidence. To provide a range of possible values, two data scenarios have been provided. The first assumes an owner always registers their own unit when registering. The second assumes an owner never registers their own unit. Please see Appendix C .
	Questions	Answers
General	Q1. Can the public access the Tyler Technology directly?	1) No, a license is required and there are security concerns to allow public access. Data can be exported into Excel and shared.
General	Q2. How does the city track complaints?	1) Staff utilizes the IG Enforce and Energov (Tyler Technologies) code management and inspections modules to create and schedule inspections, add violations and documents, and manage each inspection and follow-up. We track complaints by parcel and to completion.
General	Q3. Can these complaints be tracked by citizens?	1) Not currently, but we’re working on custom reports that can be accessed on our website and this is the type of information that will be available.
General	Q4. What is the process regarding multiple complaints?	1) We treat each complaint seriously and follow-up. Multiple complaints received on the same property will lead to repeat investigations with an increasing level of scrutiny.
General	Q5. Are their consequences for multiple complaints?	1) Multiple complaints alone do not lead to consequences beyond repeat investigation. The factual findings will dictate the consequences. The

		presence of code violations and, in particular, repeat code violations will lead to further consequences.
General	Q6. How does the Fire Department inspections factor into the inspection data provided by Permitting and Inspections?	1) The Fire Department provides inspection data to the Permitting and Inspections Department to coordinate Long Term inspections. This helps to ensure good customer service by prioritizing properties.
General	Q7. Are nuisance complaints tracked?	1) All land-use complaints for the Permitting and Inspections Department are tracked through the same centralized process. Depending on the nature, some nuisance complaints are referred to other city departments.
General	Q8. What percent are these expenditures (for rental registration program) viewed against the entire department?	1) FY18 Expenditures= 23% 2) FY18 Revenue = 12.6%
General	Q9. Does the safety inspection totals for FY 2018 include both long and short term rentals?	1) Yes.
General	Q10. Does the total number of Housing Safety inspections include those conducted by the Fire Department?	1) The Fire Department tracks and reports their inspections using the same Energov system as the Permitting and Inspections Department. These inspection numbers are reported separately.
General	Q11. How much does it cost to run the program?	1) FY18 expenditures = \$484,785
General	Q12. Do the rental registration fees also cover general inspection costs?	1) The rental registration fees cover the direct and indirect costs of those staff assigned with housing safety tasks. Revenue beyond the short term rental expenditures go to the Housing Trust Fund. Revenue beyond the long term expenditures go to the General Fund. Please see the Permitting and Inspections Department organizational chart for those staff covered by rental registration fees in FY19 (Appendix D).
Short-Term	Q13. How often are the short term rentals on Peaks Island inspected?	1) It depends on the risk score, scheduling, and how many reinspections are necessary to confirm compliance.
Short-Term	Q14. What amount was contributed to the Housing Trust Fund?	1) FY18 = \$33,139.
Short-Term	Q15. Why is the mayor increasing the fees?	1) We defer to the Mayor to answer.
Short-Term	Q16. After looking at the ordinance, I have realized that the way we originally wrote it, tenants are already allowed to STR up to 5 spaces in their unit. That leads me to wonder what the complaints have been about. Have we been enforcing the	1) According to Corporation Counsel's interpretation of the STR ordinance, it limits tenants to registering only one unit and a tenant cannot separately register bedrooms. Tenants have expressed a desire to register multiple bedrooms separately within one apartment.

	<p>ordinance differently from the way it is written? Or did I misunderstand what tenants want to do?</p> <p>Again, as written, a tenant-occupied unit is treated exactly as an owner-occupied single family home, so I'm confused as to what, exactly, the staff recommendation is around tenant-occupied units.</p>	
Short-Term	<p>Q17. How can host compliance tell if a unit is registered? According to this constituent, he can't list his 8-digit registration number in his ads because platforms like Airbnb see a string of numbers that long and think the host is trying to post his/her phone number in order to work around the platform and book units privately. Are registration numbers being listed in ads? And if not, does that make it more difficult for Host Compliance to determine registration? Also, what other purpose do we use the registration numbers for?</p>	<ol style="list-style-type: none"> 1) Host Compliance compares the addresses of the posted short term rental ads with the those listed within the registration database. The database is updated daily. Host Compliance emails their observations in an Excel spreadsheet to the Licensing and Registration staff on a weekly basis. The Licensing and Registration staff validates the non-compliance observations or invalidates by indicating the unit is registered. 2) The registration number can be listed as long as the dash is removed from the number. 3) Yes, registration numbers are commonly listed in the ad. We're working with the individual rental sites to make this a requirement when posting an ad. 4) It doesn't make it more difficult for Host Compliance to determine registration because their non-compliant observations are compared against our registration database. 5) Licensing and Registration uses the registration number as a unique identifier for the rental registration.
Short-Term	<p>Q18. This constituent received two violation letters from Host Compliance even though he rents his units for greater than 30-day periods. Does Host Compliance distinguish rentals by length of stay? Are we sending out erroneous letters to people?</p>	<ol style="list-style-type: none"> 1) Yes. Host Compliance does distinguish rentals by length of stay. 2) Errors do occasionally occur, especially for hosts who vary their ads by length of stay. Sometimes there is confusion with a parcel number or a unit number that can lead to an erroneous letter. We can easily correct it when brought to our attention. Overall, this happens very rarely.
Short-Term	<p>Q19. Would we be better served hiring a part-time city employee at a \$30,000 salary (including fringe) to manage STRs and check compliance, or are we certain Host Compliance is the best way to go?</p>	<ol style="list-style-type: none"> 1) The City researched vendors and Host Compliance was the most developed and sophisticated. Host Compliance developed an algorithm that scans 60+ rental websites for short term rentals advertised in Portland. This would be an incredibly labor-intensive and inefficient process for a part-time employee to search on a daily basis and manage compliance status and notification. Host Compliance has contracts with many municipalities. Their website is https://hostcompliance.com/

Short-Term	Q20. Is the cap is being under counted due to the definition of “owner occupied”?	1) The current ordinance may result in non owner occupied units being undercounted within owner occupied buildings.
Short-Term	Q21. How many units are being removed from the long-term market?	1) This is difficult to answer with certainty. Some registrants start renting a short-term then change back to long-term. Others register the same unit as long-term and short-term. This is a very fluid number and changes frequently. Please see the August 29th memo from the Planning and Urban Development Department Director, Jeff Levine, in Appendix E.
	Comments	Answers
General	C1. Concerned with the long response time, and difficulty trying to reach inspectors.	There are many ways to reach the inspections staff: 1) All direct phone numbers and email addresses are listed on the department webpage; 2) 30-minute appointments are available every Thursday morning with the Inspections Director for “Ask the Code Officer,” and are scheduled in advance; and 3) Messages left in the general department mailbox are forwarded to the appropriate staff.
Long-Term	C2. Concerned that low risk units are being inspected multiple times.	1) Our initial priority was to inspect all of the Two-Family properties, since they historically weren’t inspected and are at the highest risk of injury and death. The first year of inspections used a very abbreviated checklist in an effort to reach as many as possible, and as quickly as possible. In subsequent years, we have returned to those properties to complete a comprehensive inspection. This comprehensive inspection of Building and Life Safety Codes is the standard for our inspections.



Permitting and Inspections Department
Michael A. Russell, MS, Director

Housing Committee Update September 18, 2018

FY18 Financials

	Total	Long term	Short term
Revenue	\$614,266***	\$522,484+	\$91,782***
Expenditures	\$484,785*	\$393,003	\$91,782
Tyler Technology	\$129,481**	-	-

*Staff expenditures represent 91% of all expenditures.

**Contribution towards City's \$2 million investment.

***After contributing \$33,139 to the Housing Trust Fund

+ \$50,000 collected in FY18 was for 2017 rental registrations.

Short Term Rental Registration by the Number of Applicants and Units, 2017-18

	Total	Island	Non Owner Occupied	Owner Occupied	Tenant Occupied
Applicants	643	120	119	376	28
Units	781	123	162	468	28

Note: As of September 18, 2018.

Rental Registration by Total Number of Units and Properties, 2017-18

	Long term	Short term
Applicants	4,376	643
Units	17,796	781

Note: As of September 18, 2018.

Rental Registration Follow-up Effort by the Number of Landlords, 2017-18

Type of Follow-up*	Total	Long term	Short Term
Letter or Notice of Violation	2,215	1,700	515
Summons	56	56	0

*Some landlords own multiple properties and receive one notice for all.

Note: As of September 18, 2018.

FY18 Rental Inspections by Number and Type

	Total
Housing Safety	3,802
Infestation/Insects	68
Legalization of Unit	37
Total	3,907

Note: Permitting and Inspections Department data only.

Source: All data is from Energov software (Tyler Technology), City of Portland, 2018.



Permitting and Inspections Department
Michael A. Russell, MS, Director

Successes

- Short term rental registrations far exceeded the initial estimate; however, the non-owner mainland cap is not close to the maximum allowed.
- Short term rental revenue surpassed the budgeted estimate by 108.2%.
 - Budgeted \$60,000; collected \$124,921, exceeding projections by \$64,921
- Delinquent rental registrations have been greatly reduced by a concentrated outreach effort during the first half of this calendar year.
- Following up on Two Family properties for a second inspection and collaborating with the Fire Department on 3+ Family properties to reach those with the highest risk scores.
- Egress window informational bulletin to clarify the Office of the State Fire Marshal's policy.

Challenges

- Unresponsive landlords to registration and inspection requests.

Recommendations

- Automatic renewals for short term rental registrations.
- Allow tenants to register more than one bedroom as a short term rental.



Fire Alarms in Apartment Buildings

Large apartment buildings are built to keep people safe from fire. Fire alarm systems detect smoke and fire. They will warn residents of danger.

- » The fire alarm system has many parts that work together. Some of the parts are out of sight. In a fire, smoke detectors sense smoke and activate the fire alarm. Manual fire alarm boxes allow people to sound the alarm. When the fire alarm system activates it will warn residents of danger.
- » Everyone in the building should know where to find the manual fire alarm boxes (alarm boxes on the wall with a pull bar). Most are found within five feet of an exit door.
- » If there is a fire, pull the manual fire alarm box handle on your way out of the building.
- » When the system senses smoke or fire, a loud horn or tone will sound. Everyone must know what this sound means and how to react.
- » Leave the building right away if you hear the sound of a fire alarm. Stay outside at your meeting place until you are told the building is safe.
- » Treat every fire alarm as an emergency. When the alarms sounds, get outside.
- » Only use a manual fire alarm box if there is smoke or fire. Frequent false alarms are a problem. People might ignore the sound if they hear too many false alarms. False alarms also put firefighters at risk.

Escape 101

Know the locations of all exit stairs from your floor. If the nearest one is blocked by fire or smoke, you may have to use another exit.



If the fire alarm sounds feel the door before opening. If it is hot, use another way out. If it is cool, use this exit to leave.

Close all doors behind you as you leave. Take the key to your apartment in case you are not able to get out of the building.

If fire or smoke is blocking all exits, return or stay in your apartment. Keep the door closed. Cover cracks around the door with towels or tape. Call **9-1-1** and let the fire department know you are trapped. Signal from the window by waving a flashlight or light-colored cloth.

Meet with your landlord or building manager to learn about the fire safety features and plans in your building.



Your Source for SAFETY Information

NFPA Public Education Division • 1 Batterymarch Park, Quincy, MA 02169



Permitting and Inspections Department
Michael A. Russell, MS, Director

Jonathan Rioux, Inspections Director

Information Bulletin: 2018-01

Secondary Means of Escape and Rescue Openings

Adopted: 02/02/2018 *MAR*

Background

The City of Portland has adopted the NFPA Life Safety Code (NFPA 101) and the NFPA Fire Code (NFPA 1), along with other building codes (MUBEC), which have minimum requirements for means of escape from residential dwellings, up to four stories in height.

NFPA 101 requires that new and existing dwellings provide for both a primary and a secondary means of escape from each sleeping room and living area.[1] NFPA 101 (2009) §§ 24.2.2.1.1, 31.2.1.2. A window may be used as the secondary means of egress or escape where the window is:

1. operable from the inside without the use of tools, keys, or special effort;
2. provides a net clear opening of not less than 5.7 sq. ft.;
3. not less than 20" wide;
4. not less than 24" high;
5. not more than 44" above the floor; and
6. meets one or more conditions for accessibility of fire department rescue apparatus.

Id. §§ 24.2.2.2.3.3, 31.2.1.2.

Windows in new construction have to meet the requirements of NFPA 101, as well as MUBEC, including the 5.7 sq. ft. net clear opening requirement. Note: The new construction provisions will also apply to replacement windows as part of the approval requirements for a change of use or occupancy.

Enforcement of Minimum Window Size

The City will generally not require existing windows to be replaced, even where they do not meet all of the above criteria numbered 1-6, as long as the existing windows meet certain minimum standards for safety.[2] The circumstances under which undersized, existing windows will be allowed to remain depends on:

1. When the existing window was installed,
2. The size of the window, and if
3. Changes are being proposed to the building.

Windows installed before 1976 will be considered acceptable to the City and do not need to be replaced, if the windows meet the minimum requirements outlined in the State Fire Marshal's "Policy for clarification



Permitting and Inspections Department
Michael A. Russell, MS, Director

Jonathan Rioux, Inspections Director

of existing egress windows” memo dated October, 17, 2013. These windows meet all of the requirements numbered 1-6 on Page 1 of this informational bulletin with the exception of number 2. Number 2 shall be replaced with, “2. provides a net clear opening of at least **3.3 sq. ft.** and an overall opening size of **5.0 sq. ft.** if all window parts are removed”.

Windows installed after 1976 must be replaced by windows meeting all of the requirements numbered 1-6 on Page 1 of this informational bulletin. This includes a net clear opening of not less than **5.7 sq. ft.**

Renovations or projects involving a change of use or occupancy, legalization of nonconforming units, or renovations to exterior walls. Where a renovation or project involves a change of use, the legalization of nonconforming units, or renovations to exterior walls, windows must be installed that meet all of the requirements numbered 1-6 on Page 1 of this informational bulletin.

Other renovations. The replacement window may be the same size as the existing window if:

1. No other renovations to the exterior wall are proposed,
2. No change of use or legalization of a nonconforming unit is proposed,
3. The window has a minimum net clear opening of at least **3.3 sq. ft.** for a double hung or,
4. **5.0 sq. ft.** for a casement-style, and,
5. Meets all of the other requirements numbered 1-6 on Page 1 of this informational bulletin.

However, when the rough opening for the replacement window is large enough to allow installation of a window with a minimum of **5.7 sq. ft.** net clear opening, that requirement must be met, even if the window operation is different than the original window. If it is not possible to meet the **5.7 sq. ft.** net clear opening, the replacement window must be the manufacturer's largest standard size window that will fit within the existing window frame or existing rough opening. The replacement window shall either be of the same operating style as the existing window or a style that provides for a greater window opening area than the existing window.

The City reserves the right to require installation or replacement of any window to meet the safety requirements of NFPA 1 and 101, MUBEC, City Code of Ordinances and any other relevant standards.

[1] Exceptions to this requirement are available where the sleeping room or living area has a door leading directly to the outside at or to the finished ground level, or where the dwelling unit is fully sprinkled.

[2] The City may allow windows to remain that are an “existing approved means of escape.” *Id.* § 24.2.2.3. An approved existing condition is “That which is already in existence on the date [the NFPA code] goes into effect and is acceptable to the authority having jurisdiction.” *Id.* § 3.3.75.1.



Permitting and Inspections Department
Michael A. Russell, MS, Director

Jonathan Rioux, Inspections Director

Helpful Tips to Prepare for Your Rental Inspection

Adopted: 9/18/18

Revised:

This list of questions will help you prepare for your rental inspection. The questions ask about commonly found violations and help ensure your property is as safe and ready as possible. This list is not intended to be exhaustive but a helpful place to start before the Code Enforcement Officer performs an inspection.

The Code Enforcement Officer will ask questions, share violation observations, explain how to correct them, provide a length of time and a written report. Please ask if something is unclear. The Code Enforcement Officer may need to research an issue and follow up with you. Please be aware that the inspector needs access to all units and areas of your building including the owner's unit. We may follow up for quality assurance purposes and ask about your experience. Thank you for your partnership to keep Portland safe!

Fire Safety

- Is there a working smoke alarm (photoelectric) in each room used for sleeping? In each area immediately outside of the sleeping room? On each level, including the basement?
- Is there at least one carbon monoxide alarm on each level?
- Is the hot water heater and furnace clear of flammable materials (at least 3 feet away)?
- Are all exit doors, hallways, and stairwells free of obstructions inside and out?
- Is the Knox Box installed properly (buildings with a fire alarm or suppression system)?

Doors and Windows

- Do exterior doors and windows open and close easily? Are they weathertight? Are the window screens in place?
- Do all rooms used for sleeping or living space have two means of approved escape from each room? If using a window as a means of escape, does at least one window meet the minimum requirements? See our *Secondary Means of Escape and Egress Informational Bulletin* on the Permitting and Inspections homepage for more information.

Walls, Ceilings and Floor

- Are the walls, windows sills and ceiling in good repair?
- Is the surface of the flooring in good condition (free from damage)?



Permitting and Inspections Department
Michael A. Russell, MS, Director

Jonathan Rioux, Inspections Director

Stairs, Porches, Decks, and Handrails

- Is every stairway and porch structurally sound and safe?
- How is your deck or stairs attached to the building? Check for loose or missing bolts or deterioration of the wood surrounding the bolts.
- Is the flashing in place under the deck? Any signs of water damage?
- Do the foundation posts fit solidly into the piers? Do you see rust at the connections?
- Do the fasteners have signs of weakness and corrosion?
- Do you see large splits or areas of rot on the ledger boards, posts, joist and decking?
- Are the railings, handrails, and balusters loose? Capable of supporting the required weight?
- Do the stairs have signs of rot and cracks on stringers, risers or treads? Are the treads loose or uneven?

Heating, Plumbing and Electrical

- Is all fuel burning equipment in good repair, properly installed and connected to chimneys or vents?
- Does the heating system maintain the minimum of 68 degrees Fahrenheit in every habitable room between March 1st and October 31st?
- Does the water heater have a temperature and pressure-relief valve discharge pipe?
- Is the property free of faulty electrical receptacles, outlets or switches, damage to exposed wiring, improper wiring or fuses? Is the electrical panel accessible and properly labeled? Do all of the outlets have covers? Are there listed surge protectors or power strips in place of extension cords?
- Is there a working exhaust fan or operable window in the bathroom for ventilation?
- Are all of the required plumbing fixtures properly installed and maintained? Does the hot water meet the minimum temperature of 110 degrees Fahrenheit?

Sanitation

- Does the premises have a sufficient number of approved containers for disposal of rubbish, ashes, garbage, and waste? Is the trash removed regularly?
- Are the premises free from infestation such as insects, rodents, or vermin?



Permitting and Inspections Department
Michael A. Russell, MS, Director

Jonathan Rioux, Inspections Director

Exterior

- Does each building have address numbers that are clearly visible from the street?
- Does each unit have a clearly marked number?
- Are the exterior surfaces of the building protected from the elements and decay by means of a protective covering or treatment? Is the siding, brick or paint free of deterioration?
- Is the roof in good repair, weather proof and watertight?
- Is the foundation in good repair and level, with no cracking or deterioration?
- Does the property have a swimming pool? Is it protected by a 48" barrier or fence with a self-latching, self-closing gate, or other approved method?
- Are all motor vehicles registered?
- Are accessory structures (garage, sheds, fences) structurally sound and in good repair?
- Are there any cooking or heating devices on a deck, balcony, underneath an overhang or within 10 feet of a structure (for a 3+ Family property)?

Annual Professional Service Required

- Is the sprinkler system in working condition? Does it have a current inspection tag?
- Is your fire alarm system in working condition? Is there a current City of Portland inspection sticker?

All city, state and federal codes must be followed. A few examples of code requirements not specifically mentioned in this list are boiler protection, fire doors, excessive storage, and lead-based paint hazards. These examples are not exhaustive of all potential violations.

Please contact our Licensing & Registration Office in Room 307 of City Hall, by calling (207) 756-8131 or email at housingsafety@portlandmaine.gov with questions. To meet at City Hall, please call (207) 874-8703 to schedule an "Ask the Code Officer" appointment. These are 30-minute appointments and available every Thursday morning.

References:

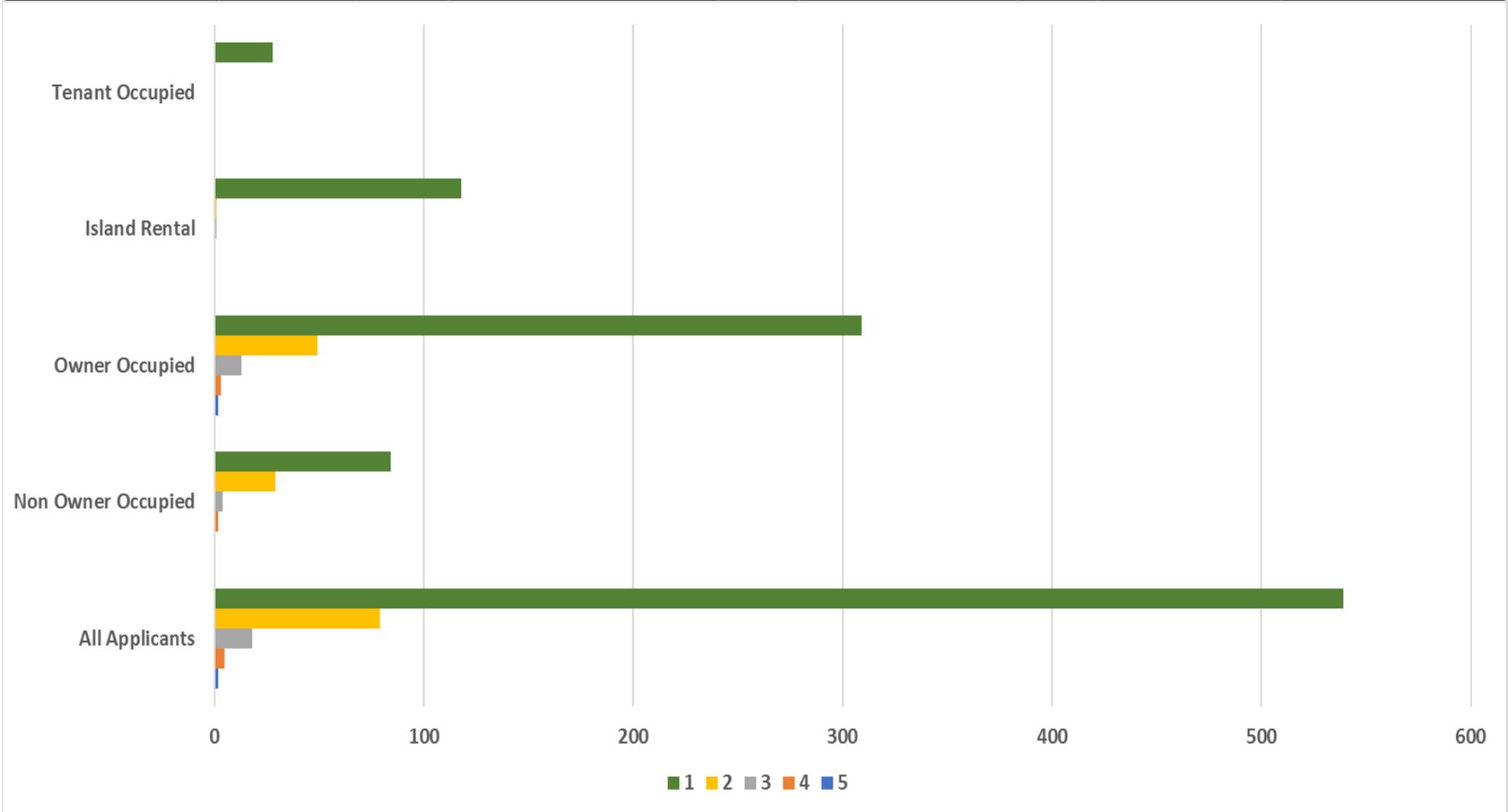
[City of Portland Housing Safety Program](#)

[City of Portland Fire and Home Safety](#)

[City of Portland Code of Ordinances](#)

Table 1. Number of Short Term Rental Units Registered by the Number and Type of Applicants, 2017-18

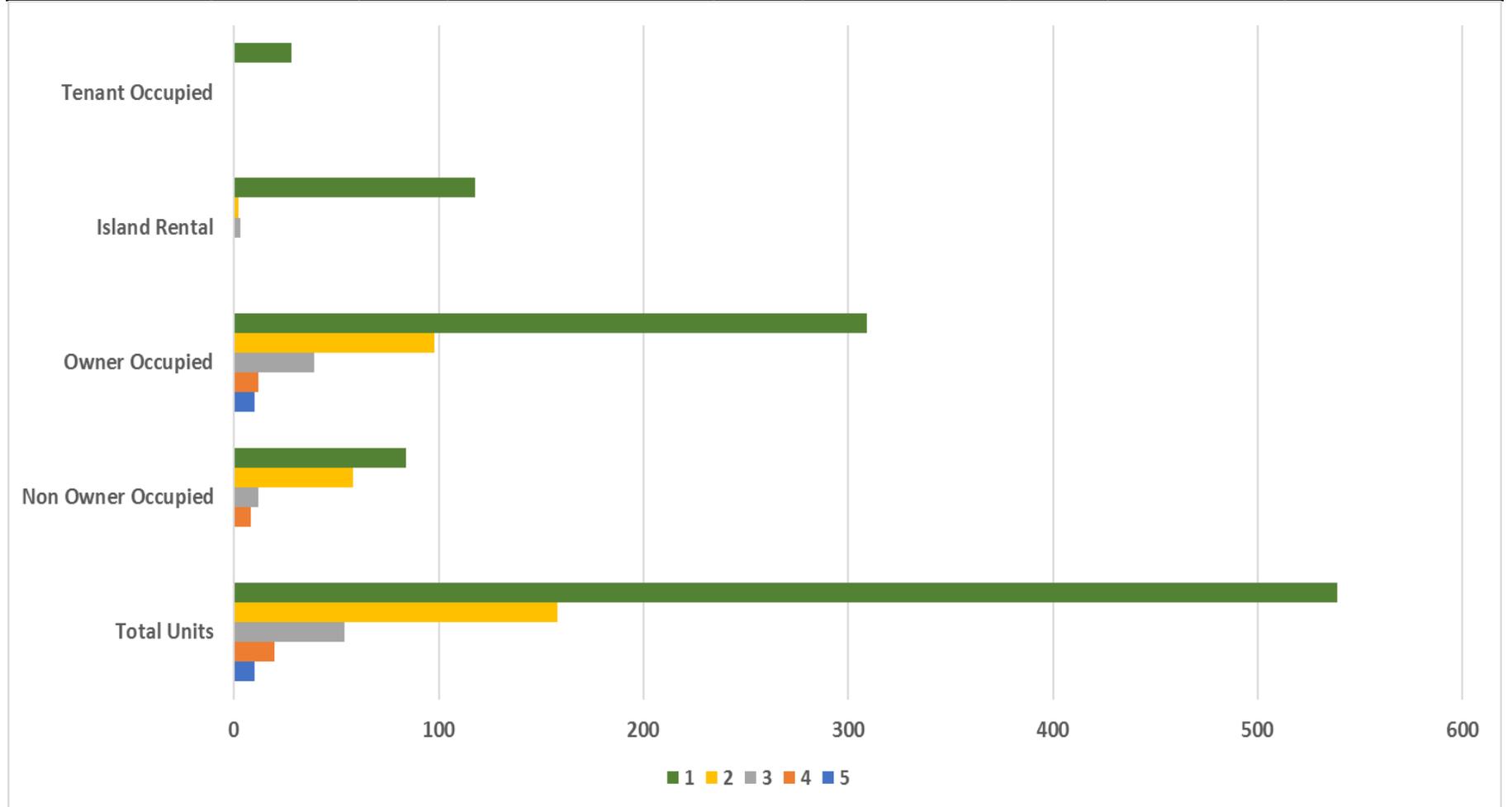
Units Registered	Applicants	%	Non Owner Occupied	%	Owner Occupied	%	Island Rental	Tenant Occupied
5	2	0%	0	0%	2	1%	0	0
4	5	1%	2	2%	3	1%	0	0
3	18	3%	4	3%	13	3%	1	0
2	79	12%	29	24%	49	13%	1	0
1	539	84%	84	71%	309	82%	118	28
Total	643	100%	119	100%	376	100%	120	28



Source: Energov software, City of Portland, September 18, 2018.

Table 2. Number of Short Term Rental Units Registered by the Number and Type, 2017-18

Units Registered	Total Units	%	Non Owner Occupied	%	Owner Occupied	%	Island Rental	Tenant Occupied
5	10	1%	0	0%	10	2%	0	0
4	20	3%	8	5%	12	3%	0	0
3	54	7%	12	7%	39	8%	3	0
2	158	20%	58	36%	98	21%	2	0
1	539	69%	84	52%	309	66%	118	28
Total	781	100%	162	100%	468	100%	123	28



Source: Energov software, City of Portland, September 18, 2018.

Table 3. Owner Occupied Short Term Rental Applicants and Non-Owner Occupied Units (Scenario 1)

Number of Units Registered	Number of Owner Occupied Applicants	Number of Owner Occupied Primary Units	Number of Non Owner Occupied Units	Total Number of Units
5	2	2	8	10
4	3	3	9	12
3	13	13	26	39
2	49	49	49	98
1	309	309	0	309
Total	376	376	92	468

Note: This assumes each owner occupied applicant is registering their own unit (primary).

Source: Energov software, City of Portland, September 18, 2018.

Table 4. Owner Occupied Short Term Rental Applicants and Non-Owner Occupied Units (Scenario 2)

Number of Units Registered	Number of Owner Occupied Applicants	Number of Owner Occupied Primary Units	Number of Non Owner Occupied Units	Total Number of Units
5	2	0	10	10
4	3	0	12	12
3	13	0	39	39
2	49	0	98	98
1	309	0	309	309
Total	376	0	468	468

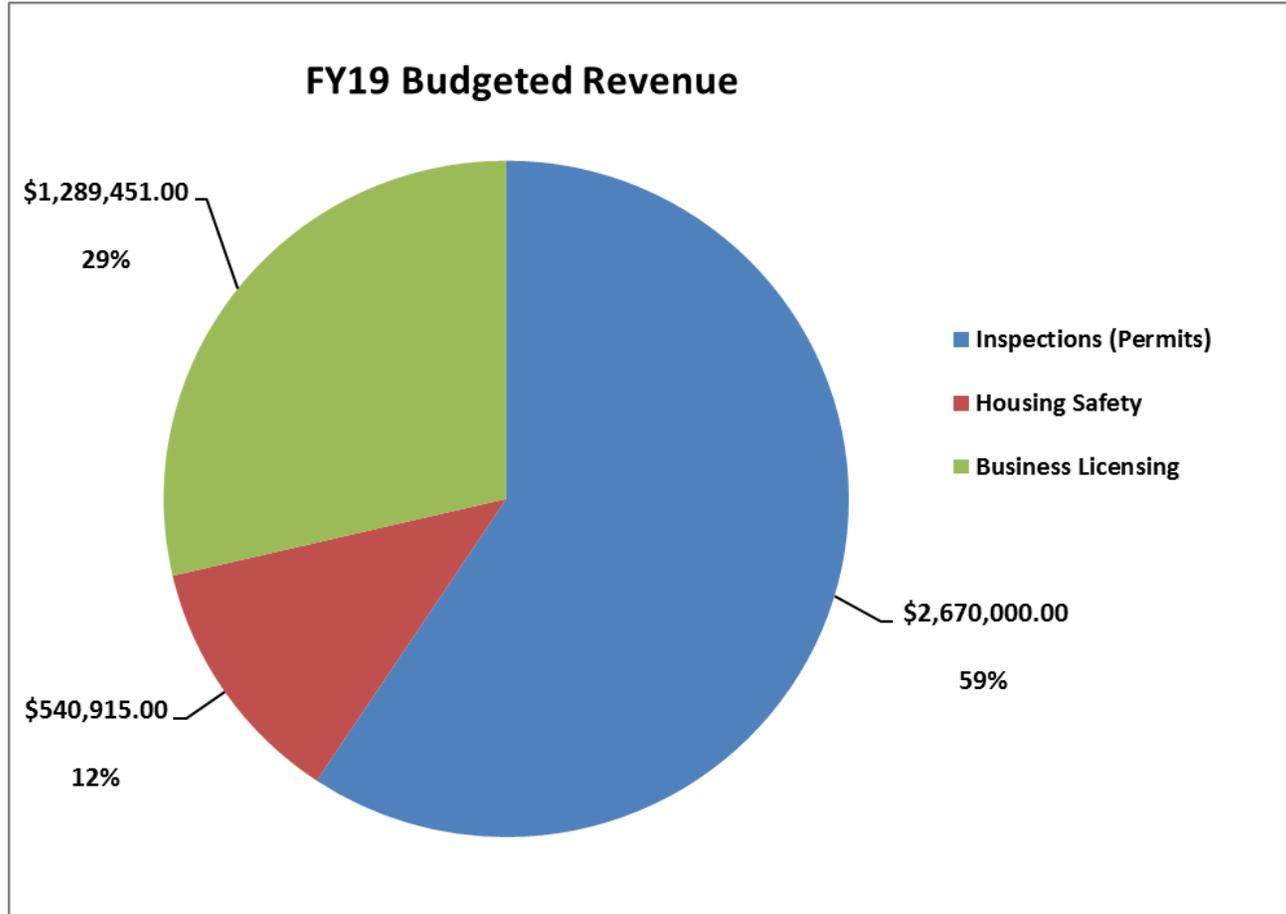
Note: This assumes each owner occupied applicant is not registering their own unit (primary).

Source: Energov software, City of Portland, September 18, 2018.

Tables 3 and 4 provide the range for the number of owner occupied applicants registering their own unit and the number of non-owner occupied units within owner occupied buildings. The true value for the number of owner occupied applicants registering their primary unit is between 0-376. The true value for the number of non owner occupied units within owner occupied buildings is between 92-468. It is challenging to get a more exact estimate during our inaugural year because the rental registration form did not ask which is the owner's unit. This question will be added to the application and will capture this data for the next registration cycle and beyond.

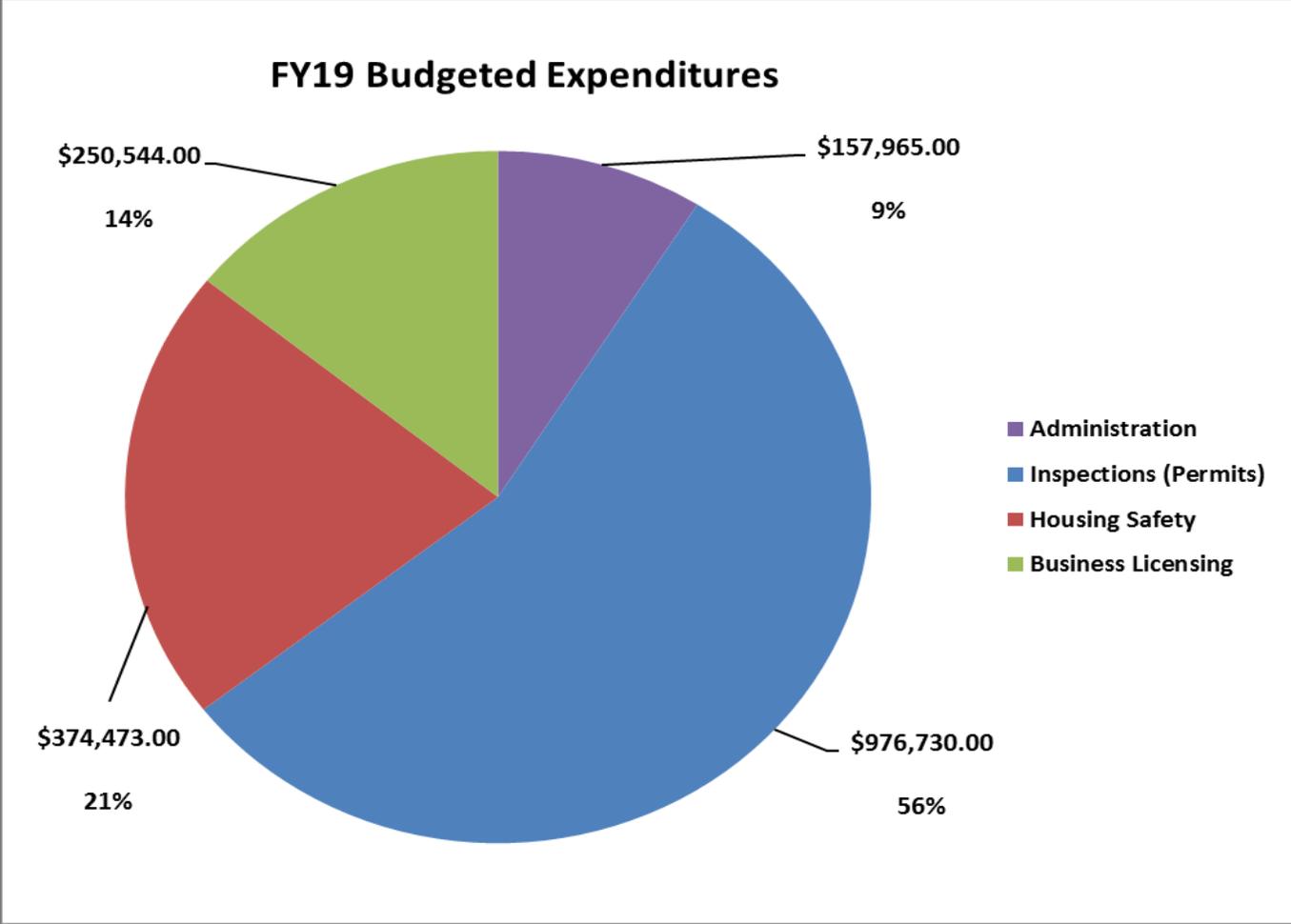
Financial Charts, FY18-19

Chart 1. FY19 Permitting and Inspections Department Budgeted Revenue



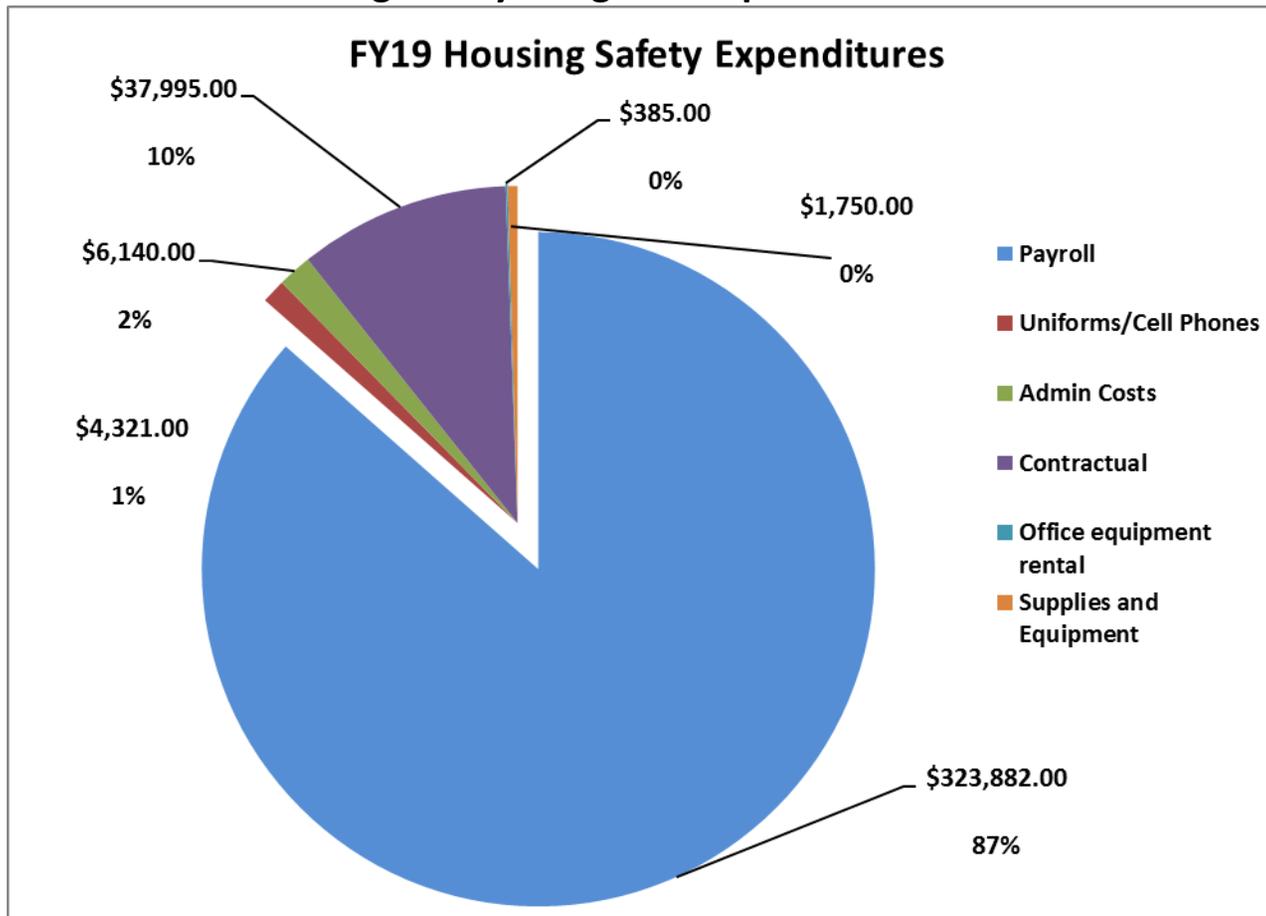
Source: Energov software, City of Portland, September 18, 2018.

Chart 2. FY19 Permitting and Inspections Department Budgeted Expenditures



Source: Energov software, City of Portland, September 18, 2018.

Chart 3. FY19 Housing Safety Budgeted Expenditures

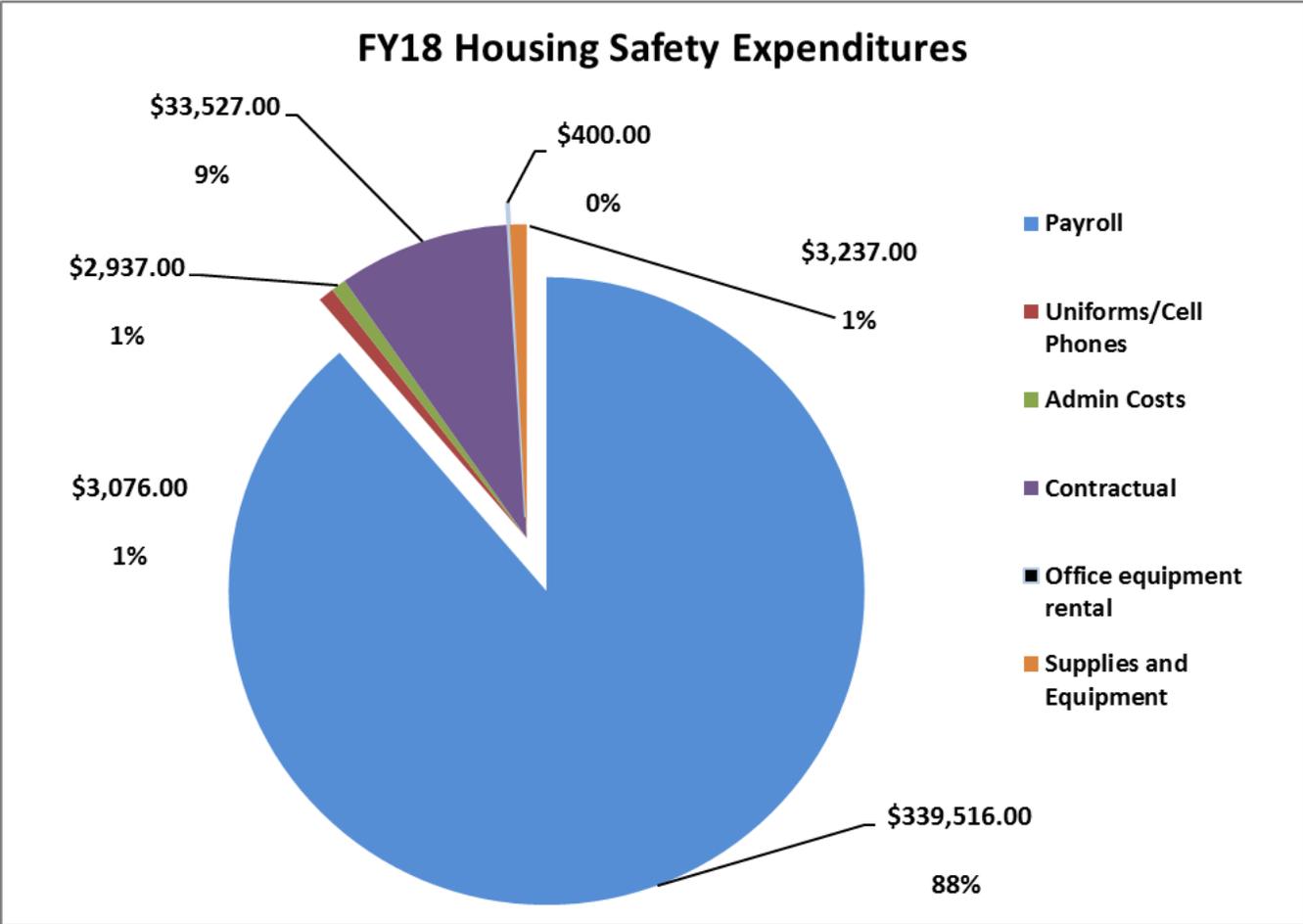


Admin Costs = Training, Postage, Memberships, and Travel.

Contractual = Mileage, Host Compliance, and Printing.

Source: Energov software, City of Portland, September 18, 2018.

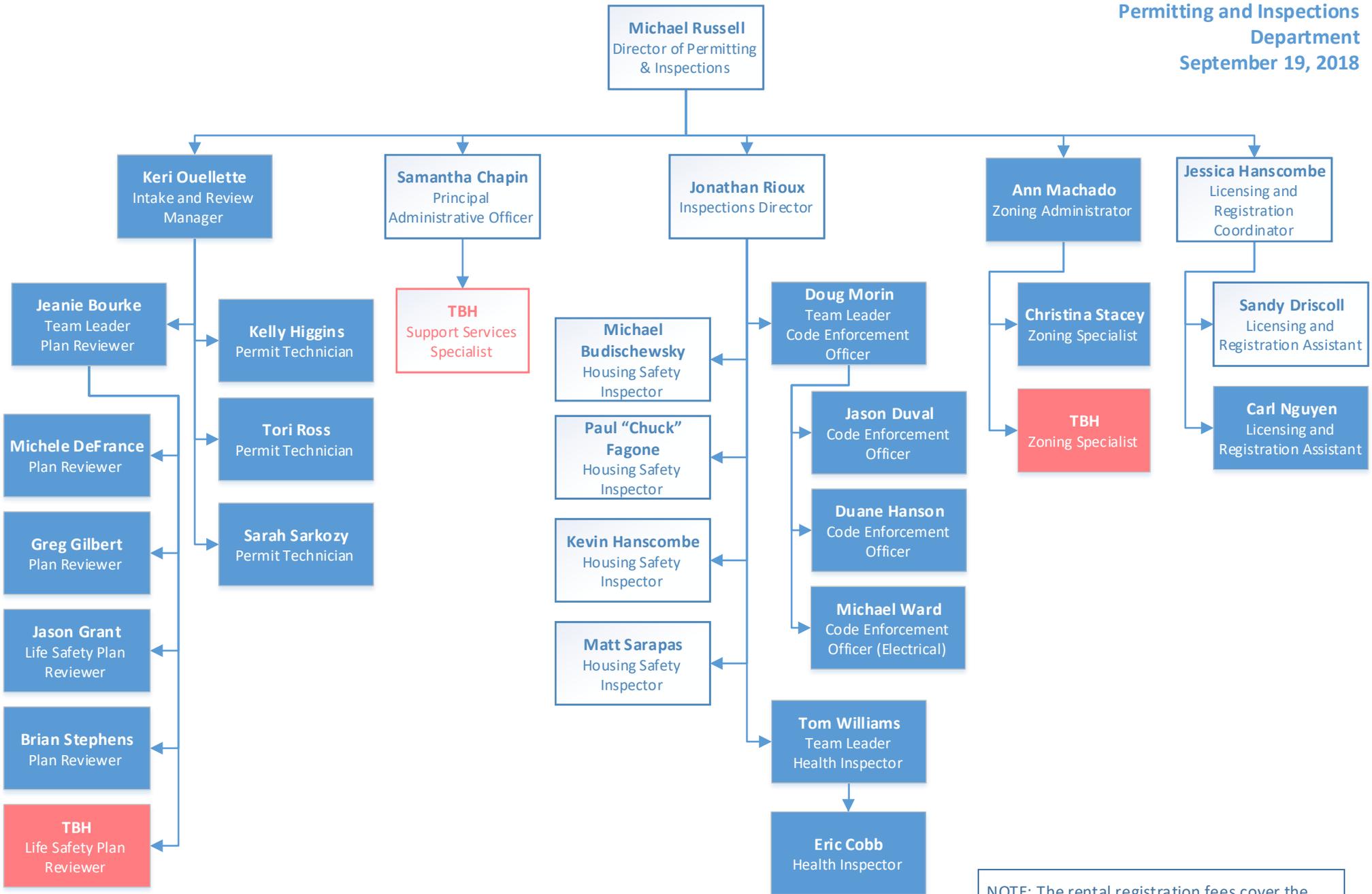
Chart 4. FY18 Housing Safety Budgeted Expenditures



Admin Costs = Training, Postage, Memberships, and Travel.

Contractual = Mileage, Host Compliance, and Printing.

Source: Energov software, City of Portland, September 18, 2018.



NOTE: The rental registration fees cover the direct and indirect costs of those staff assigned with housing safety tasks. These staff are indicated with the lighter colored boxes.



Jeff Levine, AICP
Director, Planning & Urban Development Department

Memorandum

To: Housing Committee, Mayor Strimling
From: Jeff Levine, Director
Date: August 29, 2018
Re: Short Term Rentals and the Rental Housing Market

I have been asked to put together some information on the short-term rental (STR) market in Portland and how it may affect the overall housing market in the City. While there is no easy answer to that question, attached and below are some summary data that frame the debate.

According to Permitting & Inspections, there are currently 17,774 registered rental housing units in the City. There are 726 STR registrations. That means that 4.08% of the registered rental housing stock is registered for STR use as well.

However, there is no easy way to determine how often those units are actually used as STR's, as they are required to register if they are used for even a short period of time over the course of a year. This is a critical piece of data in determining the impact of STR's on the overall housing market. Even a small swing in available rental units can affect a tight housing market. On the other hand, having the ability to use your rental unit for short term use if you wish, or having the flexibility to rent out a room in your unit as an STR, can increase the affordability of your housing as you are able to collect supplemental income to pay the rent.

There are therefore two extreme scenarios we can outline. On the one hand, if all of these STR's were operating full time, the removal of that number of units from the market would have a significant increase on median rents and reduction of available vacancies. On the other hand, if all of these STR registrations are for convenience and flexibility only, the impact on median rents and vacancies would be minimal.

The reality is most likely somewhere in the middle. There is probably some increase in median rents and decrease in vacancies for long-term rentals as a result of the STR market. However, the precise level and overall impact on housing in Portland is difficult to pinpoint.

For additional reference, I attached the report provided by Permitting & Inspections on the registration programs from the July 31st Housing Committee meeting. You may also

want to look back to the work that was done in October of 2016 while the Housing Committee was debating the STR issue and developing the current ordinance.

I hope this background information is helpful.



Permitting and Inspections Department
 Michael A. Russell, MS, Director

Housing Committee Update July 30, 2018

FY18 Financials

	Total	Long term	Short term
Revenue	\$614,266***	\$522,484	\$91,782***
Expenditures	\$484,785*	\$393,003	\$91,782
Tyler Technology	\$129,481**	-	-

*Staff expenditures represent 91% of all expenditures.

**Contribution towards City's \$2 million investment.

***After contributing \$33,139 to the Housing Trust Fund

FY18 Short Term Rental Registration by Number of Properties and Units

	Total	Island*	Non Owner Occupied	Owner Occupied	Tenant Occupied**
Properties	605	116	110	354	25
Units	729	116	149	439	25

* No multi-family properties are currently registered on the islands.

**Tenants are allowed to register only one unit.

FY18 Rental Registration by Total Number of Units and Properties

	Long term	Short term
Units	17,774	726
Properties	4,376	605

FY18 Rental Registration Follow-up Efforts by Number of Landlords

Type of Follow-up*	Total	Long term	Short Term
Email**	4,000	4,000	0
Letter or Notice of Violation	2,168	1,700	468
Summons	39	39	0

*Some landlords own multiple properties and receive one notice for all.

**Approximate number of emails.

FY18 Rental Inspections by Number and Type

	Total
Housing Safety	3,802
Infestation/Insects	68
Legalization of Unit	37
Total	3,907



Permitting and Inspections Department
Michael A. Russell, MS, Director

Successes

- Short term rental registrations far exceeded the initial estimate, however, the non-owner mainland cap is not close to the maximum allowed. The current number registered is 110 properties and 151 units.
- Short term revenue surpassed budgeted estimate by 108.2%.
 - Budgeted \$60,000; collected \$124,921, exceeding projections by \$64,921
- Delinquent rental registrations have been greatly reduced by concentrated outreach efforts during the first half of this calendar year.
- Following up on Two Family properties for a second inspection and collaborating with the Fire Department on 3+ Family properties.
- Egress window informational bulletin to clarify the Office of the State Fire Marshal's policy.

Challenges

- Unresponsive landlords to registration and inspection requests.

Recommendations

- Automatic renewals for short term rental registrations.
- Allow tenants to register more than one bedroom as a short term rental.



Permitting and Inspections Department
 Michael A. Russell, MS, Director

RENTAL UNIT REGISTRATION APPLICATION

Please use this application to register a rental unit. A rental unit is any portion of a residential structure that is available to rent for any length of time to an individual. The Code of Ordinances (Chapters 6 & 14, Article VI) requires an owner, manager, and a person/entity to register a rental unit. Registration is due annually by January 1 or within thirty (30) days of renting a new property. A registration application is not complete until payment is received.

Please follow these steps to register a rental unit:

1. Fill out this application.
2. Calculate the fee owed with the table below.
3. Estimate applicable discounts.
4. Submit valid supporting documentation for discounts. Please see Page 3 for examples.
5. Invoice provided to the party certifying registration
6. Pay fee owed after staff verifies fee discount documentation.
7. Repeat Steps 1-6 on an annual basis.

Short Term Rentals (STR)

A short-term rental is less than 30 days. The annual registration fee for a short-term rental is listed below minus any discounts of no more than \$20 per unit.

Owner Occupied Single Family Home/Condo or Tenant Occupied		\$ 100.00
Multi-Unit Owner Occupied Building and Island Short Term Rental	First Unit	\$ 100.00
	Second Unit	\$ 250.00
	Third Unit	\$ 500.00
	Fourth Unit	\$ 1,000.00
	Fifth Unit	\$ 2,000.00
Multi-Unit Non-Owner Occupied Building	First Unit	\$ 200.00
	Second Unit	\$ 500.00
	Third Unit	\$ 1,000.00
	Fourth Unit	\$ 2,000.00
	Fifth Unit	\$ 4,000.00

Long Term Rentals (LTR)

A long-term rental is more than 30 days. The annual registration fee for a long-term rental is \$35 per rental unit minus any discounts of no more than \$20 per unit.

389 Congress St. Room 307 • Portland, ME 04101 • (207) 756-8131
www.portlandmaine.gov



Permitting and Inspections Department
 Michael A. Russell, MS, Director

SECTION 1: PROPERTY INFORMATION		
Street Number	Street Name – Unit #	CBL- Chart, Block, Lot Number (e.g. 001A__A001)

SECTION 2: OWNER INFORMATION		
Owner First Name	Owner Last Name	Primary Telephone Numbers
Mailing Address		Email Address
Owner is a/an:		
Individual(s)	Partnership	Corporation
LLC	Other, please explain:	

SECTION 3: AUTHORIZED AGENT (if different than owner)		
All properties must have an authorized agent for purposes of service. If property owner is a partnership, corporation, LLC or any other form of business entity, the authorized agent must be an individual who resides in the State of Maine.		
Registered Agent First Name	Registered Agent Last Name	Telephone Number
Mailing Address		Email Address

SECTION 4: PROPERTY MANAGER (if different than owner)	
Property Manager Name	Telephone Number
Mailing Address	Email Address



Permitting and Inspections Department
 Michael A. Russell, MS, Director

SECTION 5: EMERGENCY CONTACT FOR PROPERTY (if different than owner)	
Emergency Contact Name	Telephone Number

SECTION 6: RENTAL UNIT REGISTRATION								
Please Indicate if the Unit is:								
	# of Units		Mainland	Island		Owner Occupied	Tenant Occupied	Non Owner Occupied
Long Term								
Short Term								

Total Number of Units in Building:	
---	--

SECTION 7: FEE DISCOUNTS*			
Type of Discount	Valid Verification Documents	Discount	Number of Rental Units
Fully Sprinklered Building	Testing or Maintenance Report or Maintenance Contract from Preceding Year	\$10.00/unit	
Off-site Monitored Fire Alarm System	Fire Alarm System Monitoring Annual Contract	\$7.50/unit	
Subsidized Housing Housing Quality Standard (HQS)	HQS Inspection Report from Preceding Year	\$5.00/unit	
Public Housing Uniform Physical Condition Standard (UPCS)	UPCS Inspection Report from Preceding Year	\$10.00/unit	
No Smoking Lease	Copy of Signed Lease Language or Smoking Disclosure Form	\$2.50/unit	

*Please note there is a maximum of \$20 discount per rental unit.



Permitting and Inspections Department
 Michael A. Russell, MS, Director

SECTION 8: TOTAL ANNUAL CHARGES		
	<u>Short Term</u>	<u>Long Term</u>
Number of Rental Units Registering =		
Rental Unit Fees =		
Registration Fees (\$35 x Number of Long-Term Rental Units)		
Fee Discounts =		
Total Annual Rental Registration Fee =		

Did you complete?

- Rental Housing Registration Form
- Provide all fee discount verification documents

Short-Term Rentals Only:

- Provide a notarized primary residence affidavit (unless a non-owner occupied unit).
- Provide a notarized statement of permission from landlord for tenant occupied unit.

Payment Information:

Pay the registration fee:

- in person by cash, check, or credit card;
- online by credit card through MunicIPAY at www.portlandmaine.gov/housingsafety
- mail a check - Make checks payable to “City of Portland” and note the CHART, BLOCK, AND LOT (CBL) on the check.

Please return completed application, documents and fees to:

Permitting and Inspections Department
 Room 307
 389 Congress St
 Portland ME 04101

For More Information:

See www.portlandmaine.gov/housingsafety



Permitting and Inspections Department
 Michael A. Russell, MS, Director

To the best of my knowledge, I certify that the information being registered is true and correct.

Name (print only)		Telephone Number
Relationship to Property	Date	Email Address

*****Office Use Only*****

	Date	Initials		Documents	Received
Application Received:				Primary Affidavit	
Payment Received:				Landlord Affidavit	
Entered in System:				Verification Documents	

MEMORANDUM

TO: City of Portland Housing Committee; Mayor Strimling; Councilor Ray

FROM: Anne Torregrossa

DATE: September 21, 2018

RE: Proposed revisions to Short Term Rental Ordinance

At the Housing Committee Meeting scheduled for September 26, 2018, there will be several proposed amendments to Chapter 6 of the City of Portland Code of Ordinances as it relates to short term rentals. This memo provides a brief summary of each proposed amendment.

1. Amendment Sponsored by Councilor Cook and Mayor Strimling to Adjust the Properties Included in the City-Wide Cap on Non-Owner Occupied Units.

Councilor Cook and Mayor Strimling are jointly proposing an amendment that makes various changes to the short term rental ordinance, including:

- Exempting short term rentals that are rented for fewer than 14 days in a calendar year from registration and other requirements;
- The current short term rental ordinance caps non-owner occupied units that are in a non-owner occupied building at 300 units City-wide. The proposed change would also include non-owner occupied units that are in an owner occupied building in that cap;
- Harmonizes the fees for non-owner occupied units, regardless of whether the units are in an owner occupied building;
- Makes island rental subject to the same fee structure as all other short term rentals, which is determined by whether the rental is owner occupied, tenant occupied, or non-owner occupied;
- Removes the rental registration discounts for short term rentals;
- Effective December 1, 2018, reduces the number of short term rental units that any one person may register in a calendar year from five units to one unit. However, it also “grandfathers” in any individuals who have currently have more than one unit registered;
- Restricts the number of short term rentals per city block;
- Requires that the building authority hold a public hearing before issuing a renewal license to a short term rental owner with two or more complaints;
- Increases the time that a short term rental owner is prohibited from registering a short term rental unit if the unit is determined to be a disorderly house from twelve months to 36 months.

A red-lined version of the proposed changes is included.

2. Amendment Sponsored by Councilor Cook to Change the Documentation Required for Registration.

Owner-occupied units and tenant-occupied units are currently subject to lower registration fees, and the rules surrounding the number of registrations allowed in a building are also more permissive for owner-occupied and tenant-occupied units. In order to prove that a unit is owner-occupied or tenant-occupied, the owner or tenant must produce an affidavit that the unit he or she is registering is his or her primary residence.

The amendment sponsored by Councilor Cook would require additional documentation from owners registering owner-occupied rental units and tenants registering tenant-occupied units to prove that the unit is their primary residence. Specifically, the amendment would require that owners or tenants provide additional proof of residency at the time of registration by showing two of the following: driver's license or other state ID, motor vehicle registration, voter registration, proof of the homestead exemption, or a recent utility bill. It would also require that an applicant who is part of a condominium, subdivision, or other living situation with a condominium or homeowner's association produce a copy of the deed restrictions or bylaws, showing that short term rentals are not prohibited.

The proposed amendment also requires that individuals registering short term rentals disclose the marketing, advertising, and booking services that they intend to use to market and book the rental. Also, where an application is for renewal, the amendment requires that applicants disclose the number of nights that the unit was rented on a short-term basis in the previous year, and also show proof that State of Maine lodging taxes were paid.

Finally, the amendment requires that short term rental information be made available online.

A red-lined version of the ordinance reflecting these changes is included.

3. Amendment Sponsored by Mayor Strimling to Regulate Short Term Rentals Under the Zoning Code.

Mayor Strimline will present a proposed amendment that will incorporate short term rentals into the Zoning Code as a separate land use. The changes will allow only owner-occupied units as permitted uses. Non-owner occupied units will become conditional uses with a requirement that the applicant either replace the unit that is being removed from the long-term market or pay a fee-in-lieu, which will be paid into the Housing Trust Fund. Additionally, there will be a 300 unit cap on such conditional uses in the City. Finally, non-owner occupied units that are currently legally registered will be "grandfathered" and will be lawfully nonconforming.

There is no current draft of this proposed change because of the significant changes that will need to be made to both Chapter 6 and Chapter 14.

4. Study of Impact of Short Term Rentals on the Long-Term Housing Market.

Finally, Mayor Strimling would like to propose a study of the impacts of short term rentals on the long-term housing market, including the number and nature of units that may have been removed from the housing market. The Greater Portland Council of Governments might be one entity to consider engaging for this study. The goal of the study would be to give the Committee and the Council greater clarity around the impacts to the housing market, rather than relying on anecdotal evidence alone. This would allow a more thoughtful and tailored approach to any changes to the short term rental regulations.

ARTICLE VI. RESIDENTIAL RENTAL UNIT REGISTRATION REQUIREMENTS

Sec. 6-150. Purpose.

The proliferation of real estate proprietorships, partnerships, and trusts having undisclosed, anonymous or otherwise unidentifiable principals, owning large numbers of residential Long term rental properties, sometimes managed through unresponsive property management companies, has impeded the proper enforcement of this chapter, chapter 12 and other ordinances of the city. The proliferation of non-owner occupied short term units has taken housing units off the Long term rental market and thereby contributed to the increase in the cost of rental housing in the City.

This article is intended to require the disclosure of the ownership of such property, to regulate the renting of property within the City, ~~and~~ to make owners and persons responsible for the maintenance of property more accessible and accountable with respect to the premises, to ensure that housing units remain available for rent to those who reside or seek to reside within the City, and to ensure that owners and tenants comply with chapters 6 and 10 of the City Code.

(Ord. No. 443-89, 6-7-89; Ord. No. 53-89, 7-17-89; Ord. 298-14/15, 7-6-2015; Ord. 179-16/17, 3-27-2017)

Sec. 6-150.1. Definitions.

The definitions in 6-106 apply to this Article. The following words and phrases, when used in this article, shall have the meanings respectively ascribed to them:

Island Short Term Rental shall mean a short term rental located on one of the following islands in the City of Portland: Peaks Island, Great Diamond Island, Cushing Island, Little Diamond Island, House Island, and/or Cliff Island.

Long Term Rental shall mean the letting of a rental unit in whole or in part for thirty (30) days or more.

Mainland Short Term Rental shall mean a short term rental located within the limits of the City of Portland, but not on Peaks Island, Long Island, Great Diamond Island, Cushing Island, Little Diamond Island, House Island and/or Cliff Island.

Multi-Unit shall mean a single, detached building in common ownership interest containing more than one (1) residential or commercial unit, as determined by the Director of the Permitting and Inspections Department.

Owner-Occupied shall mean a rental unit owned and occupied by the registrant as his or her primary residence.

Owner shall mean each individual person or entity including, without limitation, all partners, officers, or trustees of any real estate trust; all members or managers of a limited liability company; and all officers and directors of a corporation; that is the record owner of a building or property.

Primary Residence shall mean the dwelling in which a person resides as his or her legal residence for more than one half of a year and registers as his or her address for tax and government identification purposes.

Registrant shall mean the owner of a rental unit, or a tenant, with permission from the owner, seeking to register a rental unit.

Rental unit is a portion of any residential structure that is rented or available for rent to any individual or individuals for any length of time. Any portion of a Single-Family Home, Condominium, or Apartment that is rented or available to be rented to an individual or individuals who are not the owner or owners shall be considered a *rental unit*. *Dwelling units* and *rooming units* as defined in §6-106 are, without limitation, *rental units*. A Single-Family Home, Condominium, or Apartment that is occupied by the owner or owners, and of which no portion is rented or available for rent, is not a *rental unit*.

Short Term Rental is the letting of a rental unit, in whole or in part, for less than thirty (30) days.

Single Family Home shall mean a detached residential dwelling or a single condominium unit containing one dwelling unit.

Tenant-Occupied shall mean a rental unit in which the registrant is not the record owner of the rental unit, but lawfully occupies the rental unit as his or her primary residence.
(Ord. 179-16/17, 3-27-2017)

Sec. 6-151. Registration required.

(a) *Registration of Ownership.*

1. Rental units must be registered in accordance with this article by January 1st of each year. Registration must

be renewed annually, on or before January 1st, including updating all changes in previously submitted registration information.

2. If a rental unit is rented as both a short term and long term rental, it must be separately registered for each type of rentals.
3. Each owner, manager, or person/entity otherwise responsible for the rental unit, such as a property manager, shall be obligated under this article. Any new owner, manager, or responsible person/entity must register within thirty (30) days of purchase of the rental unit or transfer of management or responsibility. A new owner of a registered short term rental unit that does not comply with this subsection, shall follow the process and be bound by the limitations on short term rental registrations in effect on the purchase date.
4. A rental unit shall not be considered registered until all information and fees are provided to the satisfaction of the City's Permitting and Inspections Department or its designee.
5. As a condition of registration, all owners must allow onsite inspections of their property including, without limitation, all rental units.
- 5-6. An owner occupied unit that is rented for not more than 14 days in a calendar year while the owner is not present in the unit is exempt from this Article. [FOR DISCUSSION. TRYING TO ADDRESS THE SITUATION WHERE FULL TIME PORTLAND RESIDENTS, RENT THEIR HOME/APARTMENT/CONDO WHEN THEY ARE AWAY ON A SHORT TRIP.]

(b) *Information/Documentation Required.* Registration must be completed on forms supplied by the City's Permitting and Inspections Department or their designee and must provide, at a minimum, the following information:

1. The street address of the building;
2. The unit number of the rental unit;
3. The tax assessor's chart, block and lot of the property on which the building is located;

4. The owner of the property, including the owners' name, address, telephone number, and email address. If the owner is anything other than a natural person, the following information must also be included:
 - a. Each individual person that has an ownership interest in any entity that is the record owner. This includes, without limitation, all partners, officers, or trustees of any real estate trusts; any members or managers of a limited liability company; and all officers and directors of a corporation; and
 - b. The residential street address, e-mail address and home phone number of at least one (1) such individual person;
5. The manager of the property or the person or persons responsible for its regular maintenance or repair, as well as a name, address, telephone number, and email address for that person or entity.
6. The person designated as the agent of the owner or owners for the service of notices and civil process by the city, as well as their name, address, telephone number, and e-mail address. Service of notice and process upon the person so designated shall be deemed conclusive service upon the owner or owners.

(c) *Additional Information Required for Short Term Rentals.* A short term rental shall not be considered registered unless and until the registrant has submitted a complete application together with all information required by this article, paid the fee required by Sec. 6-152, and a registration number has been issued.

In addition to the information required in Section 6-151(b), a Short Term Rental registrant must provide at a minimum the following information and any other information requested by the City's Permitting and Inspections Department or their designee:

1. A short term rental application;
2. Whether the rental unit is owner-occupied, tenant-occupied, or non-owner occupied;
 - a. For Short Term Rental units that are owner-occupied, the registrant must provide a notarized

primary residence affidavit, on forms provided by the City.

b. For Short Term Rental units that are tenant-occupied, the registrant must provide a notarized primary residence affidavit, a notarized statement of permission by his/her landlord, both on forms supplied by the City.

3. The address and tax assessor's chart, block, and lot number of all other short term rentals in the City in which the registrant has an ownership interest;

(d) *Display of Short Term Rental Registration Number Required.*

Once registration is approved by the City, each short term rental shall be given a registration number, which must be displayed in the rental unit and in any and all advertisements for the rental unit.

(e) Upon request by the City, at any time, all registrants and/or agents of short term rental units must provide the City with their registration information, rental history, and upcoming reservation information. Failure of short term rental unit owners, tenants, and/or their representatives to adequately respond to inquiries by the City within a forty-eight (48) hour period shall be considered a violation under this ordinance.

(Ord. No. 443-89, 6-7-89; Ord. No. 53-89, 7-17-89; Ord. No. 246-97, 4-9-97; Ord. 298-14/15, 7-6-2015; Ord. 69-15/16, 10/5/2015; Ord. 179-16/17, 3-27-2017)

Sec. 6-152. Registration Fees.

(a) *Annual Registration Fee.* Upon initial registration and by January 1st of each year, registrants shall pay the City a registration fee for each rental unit, in the amounts set forth below. A rental unit shall not be considered registered unless and until this fee is paid in full.

(b) *Long Term Rental Registration Fee.* The registrant of a long term rental shall pay thirty five dollars (\$35.00) to the City by January 1st of each year.

(c) *Short Term Rental Registration Fee Structure.* The registrant of a short term rental shall pay the fee specified in the chart below. All fees will be cumulative and will increase based on the number of total units registered by the owner. The fee total will accumulate first by counting any owner occupied or tenant occupied units ~~short term rental units operating in a single~~

~~family home or owner occupied multi-family buildings~~ and then fees will be attributed at the higher rate for any non owner occupied units ~~units located in non owner occupied buildings~~. If an owner registers units ~~in~~ both in the owner occupied and non-owner occupied buildings categories then the owner occupied fees will be considered the first unit under the fee structure ~~starting with the 1st unit fee~~ as described in the chart below regardless of the order in which the units are registered.

Owner Occupied Single Family Home or Tenant Occupied <u>Units</u>	\$100
Multi-Unit Owner Occupied Building Island Short Term Rentals	1st Unit - \$100 2nd Unit - \$250 3rd Unit - \$500 4th Unit - \$1,000 5th Unit - \$2,000
Multi-Unit Non-Owner Occupied <u>Building Units</u>	1 st Unit - \$200 2 nd Unit - \$500 3 rd Unit - \$1,000 4 th Unit - \$2,000 5 th Unit - \$4,000

(d) Registration and Renewal Fee Discounts for Long term rentals. The following discounts shall apply to the registration and renewal fees:

- (1) \$10 discount for each rental unit within a fully-sprinkled building as verified by a testing report, maintenance report or a maintenance contract, which shall be provided at the time of registration and upon each registration renewal;
- (2) \$7.50 discount for each rental unit within a building with a centrally-monitored fire alarm as verified by Fire Department logs or an alarm contract, which shall be provided at the time of registration and upon each registration renewal;
- (3) \$5.00 for a rental unit that has been subject to and has passed a Housing and Urban Development Housing Quality Standard (HQS) inspection within the preceding year as verified by the HQS inspection report, which

shall be provided at the time of registration and upon each registration renewal;

- (4) \$10.00 for a rental unit that has been subject to and has passed a Housing and Urban Development Uniform Physical Condition Standard (UPCS) inspection within the preceding year as verified by the UPCS inspection report, which shall be provided at the time of registration and upon each registration renewal;
- (5) \$2.50 for a rental unit that is subject to a signed lease which prohibits smoking by tenants as verified by a copy of the current lease, which shall be provided at the time of registration and upon each registration renewal. The existence of and enforcement of this provision may be verified through an inspections of each rental unit.

The total amount of discounts from the annual registration or renewal fee as described above shall not exceed \$20.00, and the minimum annual fee for registration or renewal shall be \$15.00 per Long Term Rental unit.

(Ord. No. 443-89, 6-7-89; Ord. No. 53-89, 7-17-89; Ord. 298-14/15, 7-6-2015; Ord. 179-16/17, 3-27-2017)

Sec. 6-153. Violations Limitations on Short Term Rental Units.

(a) *Occupancy Limit.* Overnight short term rental guest occupancy in each rental unit will be limited to two (2) guests per bedroom plus no more than two (2) additional guests.

(b) *Limitation on Total Number of Short Term Rentals.* No more than 300 non-owner occupied mainland short term rental units shall be registered in any one calendar year.

~~Limitations on number of Short Term Rentals an Individual or Entity May Register.~~ An individual or entity may only register up to five (5) short term rentals units in the City, including the Islands, in any one (1) calendar year. For purposes of this section, short term rental units registered by an entity in which the registrant has an ownership interest shall be counted towards this limit. Except for registrants with more than one registered short term rental units as of December 1, 2018, an individual or entity may only register one (1) short term rental unit in the City, including the Islands, in any one (1) calendar year.

Notwithstanding the requirements of this section, individuals

[owners? What if an entity?] who have more than one (1) short term rental unit registered as of December 1, 2018 may apply to renew the registration for those units, so long as the individual retains ownership of that unit.

(c) No individual or entity may register a short term rental in any single family home unless it is owner-occupied; tenant-occupied with permission of the owner; or located on an Island.

(e) The number of short term rental units that may be operated in a multi-unit building are as follows:

Total # of Units in a Building	# of Short Term Rental Units Allowed in a Building	
	Owner-Occupied	Non-Owner-Occupied
2	2	1
3	3	2
4	4	2
5	5	2
6-9	5	4
10+	5	5

Owner-occupied units and tTenant-occupied units , where the tenant is the registrant, shall not be counted towards these limits.

f. Where the number of mainland non-owner occupied short term rental units on a city block exceeds 3 units, no new registrations shall be issued for non-owner occupied short term rental units on that city block. [FOR DISCUSSION PURPOSES. TRYING TO ADDRESS THE ISSUE OF CERTAIN AREAS SUCH AS MUNJOY HILL WHERE THERE ARE MANY NON-OWNER OCCUPIED STRS PER BLOCK]

g. Where more than two [complaints/confirmed disturbances/police reports] are filed regarding the same Short term rental unit or multi-unit building, that unit or any unit in the multi-unit building may not be renewed until and unless the Building Authority holds a hearing and finds that the continued operation of the short term rental unit does not unduly disrupt the purpose of the zone in which it is located. [FOR DISCUSSION PURPOSES. TRYING TO ADDRESS WHERE THERE ARE RECURRENT DISTURBANCES]

(Ord. No. 443-89, 6-7-89; Ord. No. 53-89, 7-17-89; Ord. 298-14/15, 7-6-2015; Ord. 179-16/17, 3-27-2017)

Sec. 6-154. Allocation of Short Term Rentals.

The limitations on the allocation of short term rental units identified in section 6-153(b) shall be allocated each year on a first come, first registered basis. Once the total number of units identified in section 6-153(b) has been reached, a waitlist will be formed to help gauge market demand. The City Manager or his or her designee, may institute a lottery process at his or her discretion. (Ord. 179-16/17, 3-27-2017)

Sec. 6-155. Violations.

Specific violations of this article, subject to the provisions of section 6-1, include, but are not limited to:

- (a) Any person, business entity, or other organization failing to timely register a rental unit, including providing all required information and paying the required registration fee;
- (b) Any person, business entity, or other organization providing false information with respect to registration. Notwithstanding the provisions of § 6-1, the penalty for such violation shall be \$1,000.00;
- (c) Any person, business entity, or other organization renting any rental unit that is not registered under this article, or to permitting the occupancy of such premises without registration;
- (d) Failure of short term rental unit owners, tenants, and/or their representatives to adequately respond to inquiries by the City pursuant to 6-152(e) within a forty-eight (48) hour period;
- (e) Any person, business entity or other organization failing to timely file the required registration, acquire and/or display the required Short Term Rental registration number, or failing to timely pay, in full, the registration fee or annual renewal fee, or failing to timely file any required update to the registration ~~shall be~~ in violation of this Article for which a fine of \$100.00 per day each day the violation continues shall be assessed;
- (f) Any person providing false information with respect to registration shall be in violation of this article for which a fine of \$1,000.00 shall be assessed;

(Ord. 179-16/17, 3-27-2017)

Sec. 6-156. Enforcement.

(a) The building authority as defined in section 6-1 or his or her designee is authorized to institute or cause to be instituted by and through the office of the corporation counsel, in the name of the city, any and all actions, legal or equitable, that may be appropriate or necessary for the enforcement of the provisions of this article.

(b) No certificate of occupancy shall be issued for property that is subject to the registration requirements of this article, but is not registered in accordance with this article.

(c) Any short term rental at a property that is designated by the City as a disorderly house and fails to remedy the disorderly house as required by section 6-202, shall, at the discretion of the City Manager or his or her designee, have its registration revoked and be ineligible for registration for a period of ~~twelve—36~~ (1236) months. Any registration after revocation shall be considered a new registration and not a renewal. Upon the second designation of the short term rental property as a disorderly house, the City shall, at the discretion of the City Manager or his or her designee, prohibit the registered owner from operating the property as a short term rental or post the property against occupancy pursuant to section 6-201.

(d) Fines may be attributed to Property Management firms found operating short term rental units in violation of this article. These fines may be in addition to fines levied against owners of property.

(Ord. 179-16/17, 3-27-2017; Ord. No. 29-17/18, 9-18-2017)

Sec. 6-157. Revenue Allocation.

Notwithstanding section 6-1(b), all revenue generated from short term rental registration fees and penalties shall be used to first fund short term rental related administrative costs. Any remaining revenue shall be deposited in the Housing Trust Fund, as defined in Section 14-489.

(Ord. 179-16/17, 3-27-2017)

Sec. 6-158. Reserved.

Sec. 6-159. Reserved.

Sec. 6-160. Reserved.

Sec. 6-161. Reserved.

City of Portland
Code of Ordinances
Sec. 6-157

Buildings and Building Regulations
Chapter 6
Rev. 3-27-2017

Sec. 6-162. Reserved.

Sec. 6-163. Reserved.

Sec. 6-164. Reserved.

DRAFT

PROPOSED AMENDMENTS TO CHAPTER 6, ARTICLE VI, § 6-151
SPONSORED BY COUNCILOR COOK

Sec. 6-151. Registration required.

(a) *Registration of Ownership.*

1. Rental units must be registered in accordance with this article by January 1st of each year. Registration must be renewed annually, on or before January 1st, including updating all changes in previously submitted registration information.
2. If a rental unit is rented as both a short term and long term rental, it must be separately registered for each type of rentals.
3. Each owner, manager, ~~and/or~~ person/entity otherwise responsible for the rental unit, such as a property manager, shall be obligated under this article. Any new owner, manager, or responsible person/entity must register within thirty (30) days of purchase of the rental unit or transfer of management or responsibility.
4. A rental unit shall not be considered registered until all information and fees are provided to the satisfaction of the City's Permitting and Inspections Department or its designee.
5. As a condition of registration, all owners must allow onsite inspections of their property including, without limitation, all rental units.

(b) *Information/Documentation Required.* Registration must be completed on forms supplied by the City's Permitting and Inspections Department or their designee and must provide, at a minimum, the following information:

1. The street address of the building;
2. The unit number of the rental unit;
3. The tax assessor's chart, block and lot of the property on which the building is located;
4. The owner of the property, including the owners' name,

address, telephone number, and email address. If the owner is anything other than a natural person, the following information must also be included:

- a. The name of ~~Each~~ individual person that has an ownership interest in any entity that is the record owner. This includes, without limitation, all partners, officers, or trustees of any real estate trusts; any members or managers of a limited liability company; and all officers and directors of a corporation; and
 - b. The residential street address, e-mail address and home phone number of at least one (1) such individual person;
5. The manager of the property or the person or persons responsible for its regular maintenance or repair, as well as a name, address, telephone number, and email address for that person or entity.
 6. The person designated as the agent of the owner or owners for the service of notices and civil process by the city, as well as their name, address, telephone number, and e-mail address. Service of notice and process upon the person so designated shall be deemed conclusive service upon the owner or owners.

(c) *Additional Information Required for Short Term Rentals.* A short term rental shall not be considered registered unless and until the registrant has submitted a complete application together with all information required by this article, paid the fee required by Sec. 6-152, and a registration number has been issued.

In addition to the information required in Section 6-151(b), a Short Term Rental registrant must provide at a minimum the following information and any other information requested by the City's Permitting and Inspections Department or their designee:

1. A short term rental application;
2. Whether the rental unit is owner-occupied, tenant-occupied, or non-owner occupied;
 - a. For Short Term Rental units that are owner-occupied, the ownerregistrant must provide a notarized primary residence affidavit, on forms

provided by the City, and must also produce for review two of the following demonstrating residency at the owner-occupied unit:

- i. Valid driver's license or other state-issued identification;
- ii. Valid motor vehicle registration;
- iii. Current voter registration;
- iv. Proof of homestead exemption; or
- ~~i.v.~~ Recent utility bill.

b. For Short Term Rental units that are tenant-occupied, the tenant ~~registrant~~ must provide a notarized primary residence affidavit, and a notarized statement of permission by his/her landlord, both on forms supplied by the City, and must also produce for review two of the following demonstrating residency at the tenant-occupied unit:

- i. Valid driver's license or other state-issued identification;
- ii. Valid motor vehicle registration;
- iii. Current voter registration; or
- iv. Recent utility bill.

3. The address and tax assessor's chart, block, and lot number of all other short term rentals in the City in which the registrant has an ownership interest;

4. The names of any and all marketing or booking services, where the unit will be available for booking as a short term rental and other methods of advertising the unit.

5. For Short term rental units that are within a condominium or homeowner's association, a copy of the relevant documents to verify that short term rental activity is not prohibited or otherwise limited.

6. If the application is for renewal, the following:

(a) The number of nights the unit was rented on a short-term basis in the previous reporting year. For purposes of reporting this information, November 1 through October 31 is the reporting period for a renewal of January 1, and

(b) Produce for review, proof that state lodging taxes were paid for the year prior to the renewal date.

(d) *Display of Short Term Rental Registration Number Required.* Once registration is approved by the City, each short term rental shall be given a registration number, which must be displayed in the rental unit and in any and all advertisements for the rental unit.

(e) Upon request by the City, at any time, all registrants and/or agents of short term rental units must provide the City with their registration information, rental history, and upcoming reservation information. Failure of short term rental unit owners, tenants, and/or their representatives to adequately respond to inquiries by the City within a forty-eight (48) hour period shall be considered a violation under this ordinance.

(Ord. No. 443-89, 6-7-89; Ord. No. 53-89, 7-17-89; Ord. No. 246-97, 4-9-97; Ord. 298-14/15, 7-6-2015; Ord. 69-15/16, 10/5/2015; Ord. 179-16/17, 3-27-2017)

(f) The City shall make available on its website a way for the public to query by address whether there are any short term rental registrations, and if so how many there are at a given address. City staff shall produce a map of all short term registrations that will be included in the annual review of the Short Term Rental Program.

[Alternativley]

(f) Public Information. The City shall make available on its website a publicly available map or list of all short term rental registrations including the physical address of the registered unit and whether it is an owner-occupied, tenant occupied or non-owner occupied unit.

RAY AMENDMENT TO ORDER XXX-17/18

RE: SHORT TERM RENTAL ALLOCATION AND REGISTRATION REQUIREMENTS

Overview of Amendment's Changes to Current Regulations

SECTION	CHANGE	REASON
6-150.1 Definitions	Adds definition for "Short Term Property Manager"	To allow us to limit the number of properties that can be managed by one individual/entity in Section 6-153(d), below.
6-152 Registration Fees	Eliminates language around single family homes/owner-occupied multi-family buildings	To simplify language and allow for a simplification of the fee structure.
6-153 (b) Limitations	Keeps the cap at 300. Adds language specifying that non-owner occupied units in owner-occupied buildings shall be regulated as non-owner occupied units.	To ensure that the number of non-owner occupied STRs in the city remains below 1% of our overall number of housing units, thereby reducing their impact on the housing market. To ensure that we are meeting the original intent of the 300 unit cap, as expressed above.
6-153 (d) Limitations	Adds language limiting the number of STRs that may be managed by a single individual or entity.	To discourage large property management companies from moving into the STR management business and marketing their services to owners who may not otherwise consider converting units from LTR to STR.

SECTION	CHANGE	REASON
<p data-bbox="217 663 418 726">6-153(f) Limitations</p>	<p data-bbox="451 310 721 338">Adds "mainland"</p> <p data-bbox="451 449 834 793">Eliminates tiered approach to number of units allowed in multi-unit buildings, bringing number allowed in owner-occupied units in alignment with number allowed in non-owner occupied units.</p> <p data-bbox="451 835 834 1066">Also adds language clarifying that tenant occupied and owner occupied STR units DO count toward the number of STR units in a building</p>	<p data-bbox="862 302 1295 401">To ensure Island rentals are not affected by the chart change</p> <p data-bbox="862 443 1354 716">To ensure that the number of STR units in a building remains proportional to the number or LTR units in the building, and to ensure that no building can ever be completely composed of STR units</p> <p data-bbox="862 821 1360 1062">Again, to make sure that no multi-unit can ever comprise solely STR units and that the number of STRs remain proportional to the number of LTRs in a multi-unit.</p>
<p data-bbox="289 1430 380 1457">6-154</p>	<p data-bbox="461 1079 808 1142">Eliminates language about lottery.</p> <p data-bbox="461 1352 792 1415">Added auto-renewal language.</p> <p data-bbox="461 1493 850 1766">Added language to clarify what will happen if counting non-owner occupied STRs in owner-occupied buildings toward the cap causes us to exceed the cap.</p>	<p data-bbox="873 1073 1365 1304">To ensure that if/when space becomes available under the cap, the waitlist is used to allow the "next person in line" the opportunity to take that space.</p> <p data-bbox="873 1346 1333 1409">To allow for auto-renewal of units.</p> <p data-bbox="873 1482 1377 1724">To respect STR operators who legitimately registered their units in 2017 while also keeping our cap at 300, even if we have to get back to it through attrition.</p>

RAY AMENDMENT TO ORDER XXX-17/18

**RE: SHORT TERM RENTAL ALLOCATION AND REGISTRATION
REQUIREMENTS**

ARTICLE VI. RESIDENTIAL RENTAL UNIT REGISTRATION REQUIREMENTS

Sec. 6150. Purpose.

The proliferation of real estate proprietorships, partnerships, and trusts having undisclosed, anonymous or otherwise unidentifiable principals, owning large numbers of residential rental properties, sometimes managed through unresponsive property management companies, has impeded the proper enforcement of this chapter, chapter 12 and other ordinances of the city. This article is intended to require the disclosure of the ownership of such property, to regulate the renting of property within the City, and to make owners and persons responsible for the maintenance of property more accessible and accountable with respect to the premises, and to ensure that owners and tenants comply with chapters 6 and 10 of the City Code.

(Ord. No. 44389, 6789; Ord. No. 5389, 71789; Ord. 298-14/15, 7-6-2015; Ord. 179-16/17, 3-27-2017)

Sec. 6150.1. Definitions.

The definitions in 6-106 apply to this Article. The following words and phrases, when used in this article, shall have the meanings respectively ascribed to them:

Island Short Term Rental shall mean a short term rental located on one of the following islands in the City of Portland: Peaks Island, Great Diamond Island, Cushing Island, Little Diamond Island, House Island, and/or Cliff Island.

Long Term Rental shall mean the letting of a rental unit in whole or in part for thirty (30) days or more.

Mainland Short Term Rental shall mean a short term rental located within the limits of the City of Portland, but not on Peaks Island, Long Island, Great Diamond Island, Cushing Island, Little Diamond Island, House Island and/or Cliff Island.

Multi-Unit shall mean a single, detached building in common ownership interest containing more than one (1) residential or commercial unit, as determined by the Director of the Permitting and Inspections Department.

Owner-Occupied shall mean a rental unit owned and occupied by the registrant as his or her primary residence.

Owner shall mean each individual person or entity including, without limitation, all partners, officers, or trustees of any real estate trust; all members or managers of a limited liability company; and all officers and directors of a corporation; that is the record owner of a building or property. —

Primary Residence shall mean the dwelling in which a person resides as his or her legal residence for more than one half of a year and registers as his or her address for tax and government identification purposes.

Registrant shall mean the owner of a rental unit, or a tenant, with permission from the owner, seeking to register a rental unit.

Rental unit is a portion of any residential structure that is rented or available for rent to any individual or individuals for any length of time. Any portion of a Single-Family Home, Condominium, or Apartment that is rented or available to be rented to an individual or individuals who are not the owner or owners shall be considered a *rental unit*. *Dwelling units* and *rooming units* as defined in §6-106 are, without limitation, *rental units*. A Single-Family Home, Condominium, or Apartment that is occupied by the owner or owners, and of which no portion is rented or available for rent, is not a *rental unit*.

Short Term Rental is the letting of a rental unit, in whole or in part, for less than thirty (30) days.

Short Term Rental Property Manager shall mean the manager of the Short Term Rental Unit or the person or persons responsible for its regular maintenance or repair.

Single Family Home shall mean a detached residential dwelling or a single condominium unit containing one dwelling unit.

Tenant-Occupied shall mean a rental unit in which the registrant is not the record owner of the rental unit, but

lawfully occupies the rental unit as his or her primary residence.

(Ord. 179-16/17, 3-27-2017)

Sec. 6151. Registration required.

(a) Registration of Ownership.

1. Rental units must be registered in accordance with this article by January 1st of each year. Registration must be renewed annually, on or before January 1st, including updating all changes in previously submitted registration information.
2. If a rental unit is rented as both a short term and long term rental, it must be separately registered for each type of rentals.
3. Each owner, manager, or person/entity otherwise responsible for the rental unit, such as a property manager, shall be obligated under this article. Any new owner, manager, or responsible person/entity must register within thirty (30) days of purchase of the rental unit or transfer of management or responsibility.
4. A rental unit shall not be considered registered until all information and fees are provided to the satisfaction of the City's Permitting and Inspections Department or its designee.
5. As a condition of registration, all owners must allow onsite inspections of their property including, without limitation, all rental units.

(b) Information/Documentation Required. Registration must be completed on forms supplied by the City's Permitting and Inspections Department or their designee and must provide, at a minimum, the following information:

1. The street address of the building;
2. The unit number of the rental unit;

3. The tax assessor's chart, block and lot of the property on which the building is located;
4. The owner of the property, including the owners' name, address, telephone number, and email address. If the owner is anything other than a natural person, the following information must also be included:
 - a. Each individual person that has an ownership interest in any entity that is the record owner. This includes, without limitation, all partners, officers, or trustees of any real estate trusts; any members or managers of a limited liability company; and all officers and directors of a corporation; and
 - b. The residential street address, e-mail address and home phone number of at least one (1) such individual person;
5. The manager of the property or the person or persons responsible for its regular maintenance or repair, as well as a name, address, telephone number, and email address for that person or entity.
6. The person designated as the agent of the owner or owners for the service of notices and civil process by the city, as well as their name, address, telephone number, and e-mail address. Service of notice and process upon the person so designated shall be deemed conclusive service upon the owner or owners.

(c) *Additional Information Required for Short Term Rentals.* A short term rental shall not be considered registered unless and until the registrant has submitted a complete application together with all information required by this article, paid the fee required by Sec. 6-152, and a registration number has been issued.

In addition to the information required in Section 6-151(b), a Short Term Rental registrant must provide at a minimum the following information and any other information requested by the City's Permitting and Inspections Department or their designee:

1. A short term rental application;
2. Whether the rental unit is owner-occupied, tenant-occupied, or non-owner occupied;
 - a. For Short Term Rental units that are owner-occupied, the registrant must provide a notarized primary residence affidavit, on forms provided by the City.
 - b. For Short Term Rental units that are tenant-occupied, the registrant must provide a notarized primary residence affidavit, a notarized statement of permission by his/her landlord, both on forms supplied by the City.
3. The address and tax assessor's chart, block, and lot number of all other short term rentals in the City in which the registrant has an ownership interest;

(d) *Display of Short Term Rental Registration Number Required.* Once registration is approved by the City, each short term rental shall be given a registration number, which must be displayed in the rental unit and in any and all advertisements for the rental unit.

(e) Upon request by the City, at any time, all registrants and/or agents of short term rental units must provide the City with their registration information, rental history, and upcoming reservation information. Failure of short term rental unit owners, tenants, and/or their representatives to adequately respond to inquiries by the City within a forty-eight (48) hour period shall be considered a violation under this ordinance.

(Ord. No. 44389, 6789; Ord. No. 5389, 71789; Ord. No. 24697, 4997; Ord. 298-14/15, 7-6-2015; Ord. 69-15/16, 10/5/2015; Ord. 179-16/17, 3-27-2017)

Sec. 6152. Registration Fees.

(a) *Annual Registration Fee.* Upon initial registration and by January 1st of each year, registrants shall pay the City a registration fee for each rental unit, in the amounts set forth below. A rental unit shall not be considered registered unless and until this fee is paid in full.

(b) *Long Term Rental Registration Fee.* The registrant of a long term rental shall pay thirty five dollars (\$35.00) to the City by January 1st of each year.

(c) *Short Term Rental Registration Fee Structure.* The registrant of a short term rental shall pay the fee specified in the chart below. All fees will be cumulative and will increase based on the number of total units registered by the owner. The fee total will accumulate first by counting any owner occupied or tenant occupied units short term rental units operating in a single family home or owner occupied multi-family buildings and then fees will be attributed at the higher rate for any non owner occupied units units located in non-owner occupied buildings. ~~If an owner registers units in both owner occupied and non-owner occupied buildings then the owner occupied fees will be considered the first unit under the fee structure starting with the 1st unit fee as described in the chart below regardless of the order in which the units are registered.~~

Owner Occupied Single Family Home or <u>Tenant Occupied Units</u>	\$100
Multi-Unit Owner Occupied Building Island Short Term Rentals, Owner-occupied units; Tenant-occupied units	1 st Unit - \$100 2 nd Unit - \$250 3 rd Unit - \$500 4 th Unit - \$1,000 5 th Unit - \$2,000
Multi-Unit Non-Owner Occupied Building <u>Mainland Short Term Rental Units</u>	1 st Unit - \$200 2 nd Unit - \$500 3 rd Unit - \$1,000 4 th Unit - \$2,000 5 th Unit - \$4,000

~~(d)~~ (e) *Registration and Renewal Fee Discounts.* The following discounts shall apply to the registration and renewal fees:

- (1) \$10 discount for each rental unit within a fully-sprinkled building as verified by a testing report, maintenance report or a maintenance contract, which shall be provided at the time of registration and upon each registration renewal;
- (2) \$7.50 discount for each rental unit within a building with a centrally-monitored fire alarm as verified by Fire Department logs or an alarm contract, which shall be provided at the time of registration and upon each registration renewal;
- (3) \$5.00 for a rental unit that has been subject to and has passed a Housing and Urban Development Housing Quality Standard (HQS) inspection within the preceding year as verified by the HQS inspection report, which shall be provided at the time of registration and upon each registration renewal;
- (4) \$10.00 for a rental unit that has been subject to and has passed a Housing and Urban Development Uniform Physical Condition Standard (UPCS) inspection within the preceding year as verified by the UPCS inspection report, which shall be provided at the time of registration and upon each registration renewal;
- (5) \$2.50 for a rental unit that is subject to a signed lease which prohibits smoking by tenants as verified by a copy of the current lease, which shall be provided at the time of registration and upon each registration renewal. The existence of and enforcement of this provision may be verified through an inspections of each rental unit.

The total amount of discounts from the annual registration or renewal fee as described above shall not exceed \$20.00, and the minimum annual fee for registration or renewal of Long Term Rentals shall be \$15.00 per unit.

(Ord. No. 44389, 6789; Ord. No. 5389, 71789; Ord. 298-14/15, 7-6-2015; Ord. 179-16/17, 3-27-2017)

Sec. 6153. ~~Violations~~Limitations.

(a) *Occupancy Limit.* Overnight short term rental guest occupancy in each rental unit will be limited to two (2) guests per bedroom plus no more than two (2) additional guests.

(b) *Limitation on Total Number of Short Term Rentals.* No more than 300 non-owner occupied mainland short term rental units shall be registered in any one calendar year.

As of December 1, 2018, Mainland Short Term Rental Units in Owner-Occupied Multi-units that are not the Primary Residence of the registrant shall be understood to be Non-Owner occupied units and regulated as such.

(c) *Limitations on number of Short Term Rentals an Individual or Entity May Register.* An individual or entity may only register up to five (5) short term rentals in the City, including the Islands, in any one (1) calendar year. For purposes of this section, short term rentals registered by an entity in which the registrant has an ownership interest shall be counted towards this limit.

(d) *Limitations on number of Short Term Rentals for which an Individual or Entity may be the Short Term Rental Property Manager.* No individual or entity may be the Short Term Rental Property Manager for more than five (5) mainland short term rental units in the City. -

(e) No individual or entity may register a short term rental in any single family home unless it is owner-occupied; tenant-occupied with permission of the owner; or located on an Island.

~~(f) *Where the number of mainland non-owner occupied short term rental units on a city block exceeds 3 5 units, no new registrations shall be issued for non-owner occupied short term rental units on that city block. For discussion purposes. Trying to address the issue of certain areas such as Munjoy Hill where there are many non-owner occupied STRs per block* [Stole this from the Cook/Strimling amendment; changed 3 to 5. -bsr]~~

~~(g)-(e)~~ The number of mainland short term rental units that may be operated in a multi-unit building are as follows:

Total # of Units in - Building	# of <u>Non Owner Occupied Short Term Rental</u> Units Allowed in Building	
	<u>Owner-Occupied</u>	<u>Non-Owner-Occupied</u>
2	<u>2</u>	1
3	<u>3</u>	2
4	<u>4</u>	2
5	<u>5</u>	2
6-9	<u>5</u>	4
10+	<u>5</u>	5

~~Owner-occupied units and Tenant-occupied units, where the tenant is the registrant,~~ shall ~~not~~ be counted towards these limits.

(Ord. No. 44389, 6789; Ord. No. 5389, 71789; Ord. 298-14/15, 7-6-2015; Ord. 179-16/17, 3-27-2017)

Sec. 6-154. Allocation of Short Term Rentals.

~~The limitations on the allocation of Non-owner occupied mainland short term rental units identified in registrations, which are limited by section 6-153(b) shall be allocated each year on a first come, first registered basis. Once the total number of units identified in section 6-153(b) (the "Cap") has been reached, a waitlist will be formed to help gauge market demand. The City Manager or his or her designee, may institute a lottery process at his or her discretion.~~

(Ord. 179-16/17, 3-27-2017)

~~As of December 1, 2018, Mainland Short Term Rental Units in Owner-Occupied Multi-units that are not the Primary Residence of the Registrant shall count toward the Cap.~~

~~Valid non-owner occupied mainland registrations may be automatically renewed each year upon application and payment of the registration fee, so long as the renewal is complete by January 1 of that year. Failure to renew by January 1 shall result in the forfeiture of the automatic right to renew the registration of a unit, and re-registration shall be available only if the limitations in 6-153(b) have not been reached, or if the applicant is chosen off of the waitlist. If this automatic right to renew~~

~~Should this counting clarification causes the number of Non-Owner Occupied Mainland Short Term Rentals to exceed the Cap, no new Non-Owner Occupied Mainland Short Terms Rentals shall be~~

registered until the number of Non-Owner Occupied Mainland Rentals falls below the Cap.

However, any Non-Owner Occupied Mainland Short Term Rental units that were registered as Mainland Short Term Rentals as of October 31, 2018 shall be allowed to re-register annually unless they are in violation of the number of mainland short term rental units that may be operated in a multi-unit building as identified in 6-153 (g); and/or unless the ownership of the Multi-Unit changes.

Sec. 6-155. Violations.

Specific violations of this article, subject to the provisions of section 6-1, include, but are not limited to:

- (a) Any person, business entity, or other organization failing to timely register a rental unit, including providing all required information and paying the required registration fee;
- (b) Any person, business entity, or other organization providing false information with respect to registration. Notwithstanding the provisions of § 6-1, the penalty for such violation shall be \$1,000.00;
- (c) Any person, business entity, or other organization renting any rental unit that is not registered under this article, or to permitting the occupancy of such premises without registration;
- (d) Failure of short term rental unit owners, tenants, and/or their representatives to adequately respond to inquiries by the City pursuant to 6-152(e) within a forty-eight (48) hour period;
- (e) Any person business entity or other organization failing to timely file the required registration or failing to timely pay, in full, the registration fee or annual renewal fee, or failing to timely file any required update to the registration shall be in violation of this Article for which a fine of \$100.00 per day each day the violation continues shall be

assessed;

- (f) Any person providing false information with respect to registration shall be in violation of this article for which a fine of \$1,000.00 shall be assessed;

(Ord. 179-16/17, 3-27-2017)

Sec. 6-156. Enforcement.

(a) The building authority as defined in section 6-1 or his or her designee is authorized to institute or cause to be instituted by and through the office of the corporation counsel, in the name of the city, any and all actions, legal or equitable, that may be appropriate or necessary for the enforcement of the provisions of this article.

(b) No certificate of occupancy shall be issued for property that is subject to the registration requirements of this article, but is not registered in accordance with this article.

(c) Any short term rental at a property that is designated by the City as a disorderly house and fails to remedy the disorderly house as required by section 6-202, shall, at the discretion of the City Manager or his or her designee, have its registration revoked and be ineligible for registration for a period of twelve (12) months. Any registration after revocation shall be considered a new registration and not a renewal. Upon the second designation of the short term rental property as a disorderly house, the City shall, at the discretion of the City Manager or his or her designee, prohibit the registered owner from operating the property as a short term rental or post the property against occupancy pursuant to section 6-201.

(d) Fines may be attributed to Property Management firms found operating short term rental units in violation of this article. These fines may be in addition to fines levied against owners of property.

(Ord. 179-16/17, 3-27-2017; Ord. No. 29-17/18, 9-18-2017)

Sec. 6-157. Revenue Allocation.

Notwithstanding section 6-1(b), all revenue generated from

City of Portland
Code of Ordinances
Sec. 6-157

Buildings and Building Regulations
Chapter 6
Rev. 3-27-2017

short term rental registration fees and penalties shall be used to first fund short term rental related administrative costs. Any remaining revenue shall be deposited in the Housing Trust Fund, as defined in Section 14-489.
(Ord. 179-16/17, 3-27-2017)

- Sec. 6-158. Reserved.**
- Sec. 6-159. Reserved.**
- Sec. 6-160. Reserved.**
- Sec. 6-161. Reserved.**
- Sec. 6-162. Reserved.**
- Sec. 6-163. Reserved.**
- Sec. 6-164. Reserved.**

Portland, Maine



Yes. Life's good here.

Mary Davis

Division Director, Housing & Community Development Division

TO: Councilor Duson, Chair
Members of the Housing and Community Development Committee

FROM: Mary Davis, Division Director
Housing and Community Development Division

DATE: September 21, 2018

SUBJECT: Communication Item
Draft 2017-2018 HUD Consolidated Annual Performance Evaluation Report (CAPER)

Attached is the draft CAPER for FY 2017-2018. The CAPER is a report required by HUD in which the City of Portland reports accomplishments for the CDBG, HOME and ESG Programs. The CAPER must be submitted to HUD by September 30.

The entire draft CAPER report is over 200 pages. Paper copies of the report will be provided upon request. A complete pdf file is available in the electronic committee packet and can also be accessed on the City's website at <http://www.portlandmaine.gov/DocumentCenter/View/22681/DRAFT-2017-2018-CAPER-Report-92118>

This is presented as a communication item. No Committee action is required.

CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT

PORTLAND MAINE Program Year 2017-2018



JULY 1, 2017 through June 30, 2018

City of Portland, Maine
Planning and Urban Development Department
Housing and Community Development Division
Community Development Program
389 Congress Street, Room 312 and 313
Portland, ME 04101
www.portlandmaine.gov

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

This CAPER is for Year 2 of the City of Portland's 2016-2020 Five-Year Consolidated Plan. In preparation for the 2016-2020 Consolidated Plan, the City of Portland created a new set of goals and priorities to address the needs in our community. The City placed these needs, goals, and priorities into four categories: Addressing the Needs of the Growing Homeless Population; Housing Availability; Economic Opportunity; and Neighborhood Investment and Infrastructure. The four categories of needs, goals and priorities that are guiding our Consolidated Plan are based on a combination of HUD-provided data, independent research, community outreach, consultation with various agencies and service providers, and the established goals and priorities of the City of Portland and the Cumberland County HOME Consortium.

All projects and activities funded during PY2017 were selected in order to help address a need in one of the four categories. The vast majority projects, particularly in the CDBG social services category, met or exceeded their project goals. While Portland, like many cities, is continuing to struggle with a shortage of affordable housing, in addition to a social service Opioid crisis, the City is carefully administering the HOME, ESG, and CDBG to maximize the impact of these funds within our community.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Address the Needs for Growing Homeless Population	Homeless	CDBG: \$ / ESG: \$ / Competitive McKinney-Vento Homeless Assistance Act: \$ / Section 8: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	78250	9366	11.97%	16445	9366	56.95%
Address the Needs for Growing Homeless Population	Homeless	CDBG: \$ / ESG: \$ / Competitive McKinney-Vento Homeless Assistance Act: \$ / Section 8: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	172		0	172	

Address the Needs for Growing Homeless Population	Homeless	CDBG: \$ / ESG: \$ / Competitive McKinney-Vento Homeless Assistance Act: \$ / Section 8: \$	Homeless Person Overnight Shelter	Persons Assisted	3500	201	5.74%	795	201	25.28%
Address the Needs for Growing Homeless Population	Homeless	CDBG: \$ / ESG: \$ / Competitive McKinney-Vento Homeless Assistance Act: \$ / Section 8: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Economic Opportunity	Economic Development	CDBG: \$ / Section 108: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	62		0	62	
Economic Opportunity	Economic Development	CDBG: \$ / Section 108: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Economic Opportunity	Economic Development	CDBG: \$ / Section 108: \$	Jobs created/retained	Jobs	115	10	8.70%	11	10	90.91%

Economic Opportunity	Economic Development	CDBG: \$ / Section 108: \$	Businesses assisted	Businesses Assisted	35	9	25.71%	6	9	150.00%
Housing Availability	Affordable Housing Public Housing	CDBG: \$ / HOME: \$ / ESG: \$ / Housing Trust Fund: \$ / LIHTC: \$ / Lead Safe Housing Program Income: \$170866 / Program Income: \$	Brownfield acres remediated	Acre	1	0	0.00%			
Housing Availability	Affordable Housing Public Housing	CDBG: \$ / HOME: \$ / ESG: \$ / Housing Trust Fund: \$ / LIHTC: \$ / Lead Safe Housing Program Income: \$170866 / Program Income: \$	Rental units constructed	Household Housing Unit	75	0	0.00%	5	0	0.00%

Housing Availability	Affordable Housing Public Housing	CDBG: \$ / HOME: \$ / ESG: \$ / Housing Trust Fund: \$ / LIHTC: \$ / Lead Safe Housing Program Income: \$170866 / Program Income: \$	Rental units rehabilitated	Household Housing Unit	75	6	8.00%	19	6	31.58%
Housing Availability	Affordable Housing Public Housing	CDBG: \$ / HOME: \$ / ESG: \$ / Housing Trust Fund: \$ / LIHTC: \$ / Lead Safe Housing Program Income: \$170866 / Program Income: \$	Homeowner Housing Added	Household Housing Unit	10	0	0.00%			

Housing Availability	Affordable Housing Public Housing	CDBG: \$ / HOME: \$ / ESG: \$ / Housing Trust Fund: \$ / LIHTC: \$ / Lead Safe Housing Program Income: \$170866 / Program Income: \$	Homeowner Housing Rehabilitated	Household Housing Unit	125	9	7.20%	19	9	47.37%
Housing Availability	Affordable Housing Public Housing	CDBG: \$ / HOME: \$ / ESG: \$ / Housing Trust Fund: \$ / LIHTC: \$ / Lead Safe Housing Program Income: \$170866 / Program Income: \$	Direct Financial Assistance to Homebuyers	Households Assisted	10	0	0.00%			

Housing Availability	Affordable Housing Public Housing	CDBG: \$ / HOME: \$ / ESG: \$ / Housing Trust Fund: \$ / LIHTC: \$ / Lead Safe Housing Program Income: \$170866 / Program Income: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	1000	0	0.00%	255	0	0.00%
Housing Availability	Affordable Housing Public Housing	CDBG: \$ / HOME: \$ / ESG: \$ / Housing Trust Fund: \$ / LIHTC: \$ / Lead Safe Housing Program Income: \$170866 / Program Income: \$	Housing for Homeless added	Household Housing Unit	0	0		0	0	

Housing Availability	Affordable Housing Public Housing	CDBG: \$ / HOME: \$ / ESG: \$ / Housing Trust Fund: \$ / LIHTC: \$ / Lead Safe Housing Program Income: \$170866 / Program Income: \$	Housing for People with HIV/AIDS added	Household Housing Unit	0	0		0	0	
Housing Availability	Affordable Housing Public Housing	CDBG: \$ / HOME: \$ / ESG: \$ / Housing Trust Fund: \$ / LIHTC: \$ / Lead Safe Housing Program Income: \$170866 / Program Income: \$	Buildings Demolished	Buildings	1	0	0.00%			

Neighborhood Investment & Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	75000	127	0.17%	9176	127	1.38%
Neighborhood Investment & Infrastructure	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	9112		5000	9112	182.24%
Neighborhood Investment & Infrastructure	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	15	0	0.00%			
Neighborhood Investment & Infrastructure	Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	1	0	0.00%			

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

CDBG funds were directly used to address the priority and specific objectives identified in the 5 year consolidated plan and year 2 annual action plan. As mentioned above all of the CDBG activities funded in program year 2017 address at least one need, goal and priority in our community. All the planning/administration and public service projects were completed within the program year, these included Community Policing, Preble Street's Teen Shelter, Florence House Women's shelter, Resource Center, and Emergency Food programs, Catherine Morrill Day Nursery Child Care Voucher Program, Milestone Foundation, Wayside Foods Program, Amistad Peer Coaching Initiative, Portland Opportunity Crew, and the Family Shelter After Hours Program.

Similar to last year several of the City's social services programs served more units of service (bed nights, meals, interventions, etc.) than their anticipated goal, yet they served a smaller number of unduplicated individuals while others. After discussing this with several of the social service providers, it became clear that the affordable housing shortage in the greater Portland area is causing there to be less turn over in what should be emergency only services. For this reason, the City fell short of the estimated number of people served for 'Public service activities other than Low/Moderate Income Housing Benefit' field, even though the social service providers were running at full capacity and completed their estimated units of service.

During FY2017 the City funded a microenterprise assistance program that created a total of 6 new Portland based businesses. The PY2017 funded economic development, 7 businesses received financial assistance and were able to expand their businesses to create 13 net new full time jobs, all filled by low or moderate income Portland residence

While the one public infrastructure projected funded through PY2017 is still in the design phase, the City completed four prior year infrastructure projects; Anderson Street, North Boyd Street, Elm Street, and a bike rack installation project. There is an additional two prior year projects that will be finishing up before the end of PY2018; Greenleaf Street and Cumberland Avenue. Finally, the City also completed one non-profit rehab project for a historic building, the Learning Works building on Brackett Street.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME	ESG
White	6,554	380	98
Black or African American	2,563	143	94
Asian	159	8	1
American Indian or American Native	148	1	1
Native Hawaiian or Other Pacific Islander	46	0	0
Total	9,470	532	194
Hispanic	360	19	3
Not Hispanic	9,110	513	191

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

According to the ACS estimates for 2016, the City of Portland is 76.9% white, 13.3% Black/ African American, 5.7% Asian, and less than 3% of all other races/multiracial. The CDBG program served 69% white, 27% African American, 2% Asian, and 2% other races/multiracial. The higher percentage of African American's served by the CDBG program, which compared the City makeup, is due to several CDBG programs that are targeting Portland's immigrant and refugee population, most of who are coming from central and northern African nations.

The HOME program serves all of Cumberland County. According to the ACS estimates for 2016, 92.4% of Cumberland County is white, 3% are black/African American, 2.3% are Asian, and less than 1% are other races/multiracial. Like the CDBG program, the HOME program serves a larger percentage of black/African American than the general makeup for Cumberland County, with 71% white, 27% black/African American, 1.5% Asian, and less than 1% of all other races/multiracial.

The ESG race and ethnicity data is pulled directly from the eCart/Sage Report. The eCart/Sage Report breaks down race and ethnicity into more categories than are listed in the CAPER report, causing a mismatch between the totals for Hispanic/non-Hispanic and race/ethnicity. The racial makeup of the City's family shelter is very different than the racial makeup of the Oxford Street shelter. The majority of clients at family shelter are refugees and asylum seekers from other nations, whereas the Oxford Street shelter serves a racial population similar to the make-up for Portland as a whole.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	2,302,578	1,742,144
HOME	HOME	1,024,856	1,558,597
HOPWA	HOPWA		
ESG	ESG	161,280	161,262
Housing Trust Fund	Housing Trust Fund	468,551	0
Section 108	Section 108	7,928,179	0
Other	Other	1,199,999	

Table 3 - Resources Made Available

Narrative

Community Development Block Grant funds were spent on a combination of current year's allocation of administration and planning activities, social services programs, economic development projects, and a select number of infrastructure improvement projects. Funding was also expended during this fiscal year on past years funded economic development, non-profit rehabilitation, and infrastructure improvement projects.

Of the CDBG funds expended in the past fiscal year \$373,437.91 was spent on Administration and Planning, \$490,511.35 was spent on Infrastructure projects located in the City of Portland's eligible areas, \$176,257.83 was spent on Economic Development projects including Business Assistance, façade improvements, job creation, and microenterprise assistance, and \$90,486.83 was spent on nonprofit rehabilitation including expansion of a childcare facility, boiler replacement at the YMCA and the installation of the Libbytown Community Garden. Finally \$611,450.30 was spent on social service programs including community policing, childcare, shelters, homeless resource centers, peer center and support services for persons with mental illness, food programs, and assistance to homeless individuals.

HOME Funds are divided by program and by location. HOME is spent on Administration, owner-occupied rehabilitation, tenant based rental assistance, and affordable housing development. In this fiscal year \$97,503.25 was spent on administration, \$200,221.48 on owner occupied rehabilitation (\$107,199.09 within the City of Portland and \$82,287.56 in Cumberland County), \$200,221.48 on tenant based rental assistance and \$1,071,385.14 on affordable housing development. The affordable housing development projects underway or completed this year include Motherhouse which will create 88 new rental units, Bartlett Woods which will create 28 new rental units, Westbrook Riverview Terrace which will include the renovation of 83 rental units, Westbrook Larrabee Commons which will create 38 new rental units, 58 Boyd Street will create 55 new units, Avesta Deering Place which will create 62 new and rehabilitate 13 rental units, Blackstone which will create 39 units. These projects will create or maintain 418 units of rental housing of which 355 will be affordable to households earning at or below 60% of the area median income.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Bayside Neighborhoods	12	0	Planned Percentage and Actual Percentage differ due to on-going public improvement projects
CDBG Target Neighborhoods	24	42	Planned Percentage and Actual Percentage differ due to completion of prior year projects
Cumberland County	11	0	Planned Percentage and Actual Percentage differs due to on-going housing projects
Eligible Census Tracts	0	0	N/A
PORTLAND, MAINE	52	58	Planned Percentage and Actual Percentage differ due to completion of prior year projects.

Table 4 – Identify the geographic distribution and location of investments

Narrative

The actual percentage of the allocation is higher than the planned percentage for PY2017. With that said, the percentage of actual funds spent in each target area during PY2017 does not match these numbers because of the build out time for public infrastructure, HOME Affordable Housing and Homeowner Rehabilitation projects. Over the course of the 2016-2020 consolidated plan, we estimate that the planned percentages and actual funds spent in each target area will match quite closely.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	48,836,037
2. Match contributed during current Federal fiscal year	981,155
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	49,817,192
4. Match liability for current Federal fiscal year	185,303
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	49,631,889

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
Ga062018	06/30/2018	981,155	0	0	0	0	0	981,155

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
186,504	405,991	315,734	173,583	276,761

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	134,119	0	0	0	0	134,119
Number	9	0	0	0	0	9
Sub-Contracts						
Number	2	0	0	0	0	2
Dollar Amount	13,349	0	0	0	0	13,349
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	13,650	13,650	0			
Number	1	1	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	1	0	0	0	0	1
Dollar Amount	35,275	0	0	0	0	35,275

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition

Parcels Acquired		0	0			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	0			
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	255	329
Number of Non-Homeless households to be provided affordable housing units	43	17
Number of Special-Needs households to be provided affordable housing units	0	0
Total	298	346

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	255	329
Number of households supported through The Production of New Units	5	2
Number of households supported through Rehab of Existing Units	38	15
Number of households supported through Acquisition of Existing Units	0	0
Total	298	346

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City of Portland/Cumberland County HOME Consortium had two projects from previous years that were completed in PY17. Four projects are under construction. New construction projects have a delay of 12-months or more from when the construction loan closing occurs and when the project is complete and leased. This often creates a discrepancy between annual goals and accomplishments. Bartlett Woods in Yarmouth and Blackstone in Falmouth were completed. Renovations at St. Dominics and

construction at the Motherhouse project in Portland, and Larrabee Commons and Riverview Terrace in Westbrook are underway.

The one-year goal numbers noted in Table 11 above include Rapid Re-housing efforts at the Oxford Street Shelter utilizing ESG program funds that cover staffing costs. Actual numbers for the ESG program are included in the SAGE report included as an appendix to this CAPER. The numbers reported in Tables 11 and 12 above include households assisted through the TBRA and housing placements through the Oxford Street Shelter (which may in some cases overlap), housing rehab and affordable housing development programs.

Discuss how these outcomes will impact future annual action plans.

The City of Portland/Cumberland County HOME Consortium will continue to allocate a portion of our future HOME entitlement towards the development of new affordable rental housing. Since 2001 the City of Portland and the Cumberland County HOME Consortium have contributed more than \$11 million dollars towards the creation of 36 new rental housing developments with 1326 new units of which 1156 were available to households earning at or below 60% of the area median income. In addition, it is likely that the City will continue to fund the Tenant Based Rental Assistance Program. The TBRA Program has proven to be a successful tool in the City's efforts to prevent and end homelessness.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	6	151
Low-income	0	3
Moderate-income	0	2
Total	6	156

Table 13 – Number of Households Served

Narrative Information

Portland is blessed with many assets. It is a community that offers a balance between urban living and the outdoors. This has helped drive development. The City of Portland is experiencing a housing boom, with several hundred housing units permitted over the last several years. This demand is driving up the cost of existing housing and producing new housing priced for the more affluent. In 1999, six in 10 households who rented were able to find homes that did not cost more than 30 percent of their income. By 2012, the number had reversed, with six in 10 households spending more than they can afford to rent in Portland. The 2015 Portland Economic Scorecard issued by the Portland Community Chamber also highlighted housing affordability as a "lagging" indicator that needs to be addressed.

While gentrification is an issue, it is a far better challenge to have than disinvestment. However the City needs to respond to the trend with proactive planning.

The City is utilizing many tools towards this effort, such as recent updates to the zoning code to allow for more residential density and a mandate for inclusionary zoning which requires new housing developments to keep a fraction of the units priced right for the middle-class working families. The City also revised its zoning code to allow construction of additional housing units that would have been very difficult to build under previous zoning. These changes have allowed for significant housing growth to occur organically, in ways that match the existing fabric of the City's neighborhoods. As developers profit from building high-end housing, the City instituted a new inclusionary zoning ordinance mandating 10% of all new projects of ten units or more be reserved as workforce housing. Several projects have been approved under inclusionary zoning and are now beginning to reach the start of construction. The City has several non-profit partners who build affordable and work force housing. City leaders are working with staff to identify city-owned parcels where housing for middle-class families could be developed.

The City is exploring ways to better capitalize its Housing Trust Fund, which provides funds for projects that may not meet the requirements of federal programs but are nonetheless worthy of City support. The City is also working on ways to inspire the creation of additional units outside of its downtown by revising zoning along transportation corridors and transit nodes. The City has a dedicated housing program manager that works with the City Council's Housing Committee, other agencies and the community to build on our existing housing programs and provide a consistent resource to continue to move housing policy forward.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Portland continues to be a leader in responding to the needs of people experiencing homelessness. The City's Health & Human Services Dept. operates the Oxford Street Shelter, the Family Shelter and the Community Overflow Shelter(s). Our shelter programs provide a safe haven on a temporary basis for Portland's homeless population as well as efficient and effective support services to promote rapid re-stabilization and the achievement of permanent housing.

The City meets the HUD recommendation for a centralized or coordinated homeless assessment and intake process that includes a comprehensive and standardized assessment process with a client centered plan focused on locating and retaining housing. This approach reflects our belief that early intervention and immediate connection to housing and casework services can make a difference in reducing the number and length of homeless occurrences, resulting in an overall reduction in the need for emergency shelter and allowing for a more focused effort and increased resources to assist those in the shelter with the longest lengths of stay and leads to permanent housing and ultimately self-sufficiency.

Shelter staff assist each new client through the Intake Process. A new client is a any person who has never been to the shelter or who has been away for more than 90 consecutive days. During intake staff will:

- Welcome the client, acknowledge the extreme stress and possible resulting trauma that the person is experiencing having to resort to accessing a shelter and provide the client with a copy of the Welcome to the Shelter document
- Inform the client that the shelter is intended to provide temporary emergency shelter and professional support and services will be available to help them through the process
- Reassure the client that Housing Counselors are available to assist in locating housing
- Whenever possible, introduce the client to a Housing Counselor
- Explain the purpose of the daily Orientation Meeting
- Inform the client of the date, time and location of the next Orientation Meeting
- Review the weekly open access hours for Housing Triage so that the client and Triage Counselor can develop a self-sufficiency/housing plan
- Assess the client for vulnerability using the Vulnerability Index Service Prioritization Decision Assistance Tool (Vi-SPDAT)

The Intake Worker or Housing Counselor will then make a referral to community mental health services

for diagnostic assessment, as needed, in order to help the person gain housing and access community resources such as housing subsidies and mental health or recover treatment and/or counseling. Every attempt will be made to have clients engage in orientation within seven (7) days after the initial intake.

The Family Shelter also serves as a Welcome House for New Mainers or refugees/immigrants. New Mainers often arrive in Maine without resources or housing, speaking limited or no English. New Mainers initially present themselves to the Family Shelter as homeless. In FY17, a total of 460 of the 660 individuals served by the Family Shelter are of Refugee/Immigrant status. Refugees/Immigrants present from a variety of nations, but the majority of New Mainers are from Angola, the Democratic Republic of Congo, Burundi, Rwanda and Djibouti.

The Family Shelter was successful in acquiring another building for shelter and operating a Warming Center. Additionally the family shelter has been running a warming center (sometimes more locations are needed) on a nightly basis for an average of 50 individuals. The Family Shelter provided 11,396 bed nights to those residing in our Warming Center.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Portland's Health and Human Services Department, Social Services Division operates two shelters, the Oxford Street Shelter and Family Shelter.

The Oxford Street Shelter is the largest emergency shelter in the State of Maine. This low-barrier shelter provides safe, temporary housing for homeless adults. The Shelter offers a variety of support services to assist homeless individuals enhance their self-esteem, secure housing, and work towards a self-sufficiency plan. The shelter has a capacity of one hundred and fifty-four (154) mats and raised beds. This year the shelter housing staff has worked hard to house many vulnerable, medically compromised clients. This has allowed the shelter to maximize its space and accommodate 154 people at the main Oxford Street location. The Oxford Street Shelter reaches full capacity on a regular basis, requiring staff to operate up to two additional facilities. The Preble Street Resource Center is currently used as an emergency overflow for men when Oxford Street reaches full capacity for 75 additional mats. When this is full, staff opens the General Assistance lobby for 16 more beds or opens up for a warming center which can serve up to 75 individuals in chairs depending on need. The Oxford Street Shelter served 1,380 men, 469 women and 8 transgender individuals for a total of 1,857 individuals (unduplicated numbers) in PY2017. This represents a decrease of around 1% compared to last year. The shelter provided 77,166 bed nights in PY2017, which represents a decrease of 1% in bed usage compared to last year.

The Family Shelter is the largest shelter for families in the State of Maine. The Family Shelter provides temporary housing to families with children under the age of 18. It offers both preventative services for families at risk of experiencing homelessness and support services to assist families in locating housing

and achieve stability. Combined, there is a total capacity of 151 beds in an apartment style living environment. The Family Shelter provided shelter for 183 families consisting of 660 individuals for a total of 52,257 bed nights.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Foster Care: Maine DHHS oversees foster care and contract with The Opportunity Alliance (TOA) to help youth & families develop healthy transition plans to help youth aging out obtain TH, PH, PSH, or remain in care until they finish their education. TOA & the Teen Shelter work to prevent & actively monitor whether teens are discharged from foster care to the streets or shelters & advocate with Maine DHHS for improved policies and resources. Youth can remain with their foster parents past age 18 to complete their education.

Health Care: Preble Street, through a collaboration with Maine Medical, has opened a triage medical clinic whose goal it is to bring unserved homeless and low-income individuals into low barrier medical care (wound management, basic screenings, etc.) and connect them with primary care. Portland's FQHC, Greater Portland Health, has also opened an office near the shelter that offers primary and mental health care for unserved, homeless populations which include walk in hours every day at 9am and 1pm. Additionally, the Oxford Street Shelter has collaborated with the Portland Fire Department to create a Paramedicine program to assist guests with medical needs within the shelter and the neighborhood. The paramedic on duty also helps triage medical emergencies and assists with administering Narcan and addressing overdoses.

Mental Health: 2 of Maine's publicly-funded MH hospitals have a discharge planning process that begins at admission & is pursued during the hospital stay to connect clients back to community supports & housing. A treatment team works with clients and community partners to identify community-based housing & services needed. Maine DHHS' top priority is to use BRAP (TH vouchers) to house those being discharged from psych hospitals. Portland homeless providers have regular d/c meetings with hospitals for "difficult to discharge" patients.

Corrections: The Portland CoC and the Statewide Homeless Council (SHC) oppose any policy language allowing release to a shelter or the streets, for any length of time. Maine Department of Corrections (DOC) goal is to not release to shelters but no written policy exists yet.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Homeless prevention: The Family Shelter utilizes crisis intervention, case management and advocacy, to prevent homelessness for 7 families, or 25 individuals. Likewise at Oxford Street Shelter through the Emergency Shelter Grant prevented they prevented 109 individuals from becoming homeless.

Permanent Housing: The Family shelter placed 126 families into permanent housing without a subsidy, 6 families were reunified with other family, 13 families secured a Shelter+Care Subsidy, 9 families secured a subsidy of other type, and 7 families secured a STEP Voucher. Of the 183 families that entered the Family shelter in 2017, 161 were successfully placed into permanent housing. Likewise the Oxford Street Shelter staff located permanent housing for 263 homeless individuals, 192 men and 71 women, (including 13 Veterans and 90 chronically homeless individuals). The intensive outreach approach is very successful in terms of the long-term outcomes. An estimated 85% will remain stably housed within a year of moving into permanent housing.

Initiatives:

The Long Term Stayer Initiative is a State-wide effort to end homelessness for those individuals who have been homeless 180 days or more during the year. The Long Term Stayer Initiative is based on the theory that if the program is successful in securing housing for individuals who are chronically homeless, it will create capacity in the shelters and free up resources that can be made available for others. At OSS, a significant portion of housing resources are prioritized for those who have been in the shelter the longest and those that are assessed to be more vulnerable.

The goal of the Emergency Solutions Grant program is to help people who become homeless by quickly moving them into permanent housing and to also prevent individuals and families living in the City of Portland from becoming homeless in the first place. By using ESG in the shelters, and in the community it helps ensure individuals and families do not become Long Term Stayers. When a family or individual is enrolled in ESG, we work rapidly to identify any barriers to self-sufficiency. Once barriers are identified they are addressed. In PY2017, 194 individuals received a wide range of comprehensive housing related services, including: full assessments to identify barriers to housing and housing stability, connection to appropriate mainstream resources in the community, employment and training opportunities, as well as at least three months of follow-up services after housing placement. Of the 194 enrolled in the program this year: 162 were rapidly re-housed, and 12 were prevented from becoming homeless.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

Public Housing Program & Facilities The Public Housing Program housed 101 new families (21 qualified as previously homeless) & administered 14 unit transfers. PHA remained a Standard Performer under HUD's Public Housing Assessment System. HUD REAC physical inspection scores were lower than expected. To improve quality & physical inspections, PHA reorganized the maintenance depart., increased the number of staff, implemented new procedures & established a safety committee for regular property reviews. 488 applicants were called in off the waiting list, 156 were determined eligible. 1135 applicants remain on the Public Housing waiting list. 71 evictions were filed resulting in 35 tenants moving out & 36 placed on probation. **Public Housing Renovation & Redevelopment:** The 58 Boyd St. development received LIHTC; final design & budgeting are underway for closing in 2018. The Front St. project continued with planning, design work, budgeting & financing. Preliminary work for the relocation of tenants began with household surveys. The project received CDBG, AHP & TD Bank Foundation funding. Approvals are pending for City HUD HOME & Housing Trust funds. Preliminary work began on future redevelopment at Sagamore Village & 165 Anderson St. PHA began purchasing rental properties to add to the affordable housing inventory or to preserve affordability. PHA began to look for new office space; current headquarters at 14 Baxter Blvd will be a priority for redevelopment. PHA submitted a Letter of Interest to HUD to participate in the Rental Assistance Demonstration Program (RAD). The purpose of converting public housing under RAD is to leverage resources for major renovations & redevelopment activities. FY19 operating budget includes funding for additional development staff. **Safety & Security:** The safety & security of PHA residents is a priority. Franklin Towers continued to be a challenge. Private security & aggressive lease enforcement improved conditions. PHA applied for a HUD Safety & Security Grant for safety improvements. Installation began on a new fire alarm system in Franklin Towers & new security cameras in Harbor Terrace. PHA continues a strong partnership with the Portland Police Dept. meeting quarterly to discuss issues. Community policing substations at Kennedy Park & Riverton Park have a positive impact on the safety & security of residents. **Capital Improvements in Public Housing:** Focused on new roofs, new siding, apartment renovations, paving & waterline replacements. **Public Transit:** Over 80 Public Housing residents utilized PHA's bus pass program which provides discount monthly bus passes to encourage greater use of the METRO bus system. The program is subsidized by revenue from the vehicle registration fee charged to tenants. **Resident Services:** Family Programming: FY18 was the first full year implementing PHA's new emPOWERme Program, a comprehensive approach to services & referrals. PHA renewed its 3-year HUD ROSS Grant to continue family case management services in public housing, received United Way funding for Section 8 family case management & John T. Gorman Foundation funding to expand Family Self Sufficiency Program for 3 years. Head Start Programs: The plan to move the Head Start Program from Sagamore Village to Riverton Park was delayed. The program will move from Sagamore to Riverton when renovations are complete. Youth Programming: PHA Study Centers served 475 youth in the academic year with 15,000 hours of educational support programming, hosted 93 volunteers for 1000 hours of service. The summer lunch program served hundreds of youth daily with meals provided by The Opportunity Alliance. \$15000 in scholarships donated by KeyBank were awarded to 9 candidates starting

or continuing post-secondary education.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

Board Meetings: The PHA Board of Commissioners continued its effort to hold Board meetings at the developments in order to hear comments and concerns directly from residents. In May 2018 the Board met at Bayside East. Several other resident meetings were held with staff to discuss concerns, formulate resident councils and plan strategies.

Portland Invest Health: PHA is a participant in the National Invest Health Initiative. Working with the Portland Invest Health Leadership team of PHA, United Way of Greater Portland, City of Portland and Maine Health, PHA and residents of Sagamore Village have undertaken a process to identify areas and develop strategies to increase health outcomes for the neighborhood. Several meetings were held and a major strategy is the need to redevelop the community building in Sagamor Village to allow more program space and facilitate resident participation.

Actions taken to provide assistance to troubled PHAs

N/A

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

Within the past two years the Planning Department has created or revised a wide variety of ordinances to help promote additional housing development and preserve housing affordability. Several zoning changes were approved to help minimize the barriers to building affordable housing. These include changes to the B2 zone to increase allowed housing densities to 100 units/acre and revisions to the R6 zone that would increase density from 45 to 60 units per acre, reduce parking requirements, and reducing minimum lot size. Parking requirements were also reduced for residential uses in the B3, B5, B6 and B7 business zones in an effort to allow for more housing density and reduce the financial costs associated with new developments. Recent revisions to the code eliminated residential density limits in B1 and B2 business zones. Allow the use of fee-in-lieu of parking in off-peninsula business zones. Amendments were made to the downtown height overlay map to increase housing height limits from 45' to 65' in certain areas of the City. Revised the use of accessory dwelling units in island residential zones provided they limit occupancy to year round tenants whose income qualifies them as workforce households. Similar revisions were made for ADU's in the R5 zone within existing structures as long as the units were restricted to households earning up to 80% of AMI. In addition, the City expanded projects that qualify for density bonuses associated with the creation of affordable housing.

In 2016, the City Council passed a new Tenant Housing Rights Ordinance aimed at providing additional education and protections for tenants. The ordinance established a new tenant/landlord committee, required landlords provide a City issued document describing tenancy at will to tenants, and extended minimum rent increase notices to 75 days.

Following the implementation of the City's new Comprehensive Plan in 2017, the City is in the process of rewriting the land use zoning code. Portland's Land Use Code includes zoning, historic preservation, site plan and subdivision standards, environmental regulations, affordable housing provisions, and more.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

In the City of Portland the majority of allocations for PY2017 addressed underserved needs of the City, including:

- Food- 629,366 soup kitchen meals to 2,583 persons and 101,208 community meals to 3,260 community members.
- Safety- community policing coordinators served four neighborhoods which assisted 9,112 persons through 7,313 hours of service providing 216 health, safety, and education presentations, 305 community meetings, and 270 youth programs.

- Shelter- 1,146 persons served in a day shelter and provided 737,645 client contacts to those persons. 14,375 bed nights to 201 women and 4,979 bed nights to 172 to homeless teens
- Child care- 40 low to moderate income families providing 364 weeks of subsidized child care.
- Support for persons with Mental Illness- 946 people received 6,333 support sessions with a peer coach.
- Homeless Outreach- 454 intoxicated homeless persons received support and resources from an outreach team 10,314 times
- Tenant Based Rental Assistance – 153 families received short term rental assistance, security deposits and utility payments.
- Microenterprise assistance: 113 people received assistance in starting their own businesses, of which 6 business were created.
- Job creation- 11 net new jobs were created by a local for-profit businesses through the City's business assistance program.

Residential Rehab – 12 owner occupied Single family homes were rehabilitated assisting low to moderate income families.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The City of Portland has been committed to eliminating lead poisoning in children since 1995 when it received its first HUD Lead Hazard Control Grant. The control and elimination of lead-based paint remains a critical focus of the City of Portland in the housing rehabilitation program and over the years, 450 units have been made lead-safe in Portland. Within the Lead Hazard Control grant program, Portland has effectively and successfully addressed lead hazards prevalent in the City's older housing stock. These efforts will continue through the housing rehabilitation program.

In addition, this program is geared to benefit low and moderate-income families and households. A grant applicant who is in an owner-occupied building in the City of Portland must prove that their income is less than 80% of the median area income with a child under six years of age residing in the unit. In multi-unit, non-owner-occupied buildings, 50% of the units must qualify at 50% of the area median income. Priority is given to rental units where there is an active abatement order or where young children reside. Projects outside the City of Portland need to meet HUD income eligibility limits established for Cumberland County. Wherever possible, the City will utilize housing rehab program funds in combination with lead program income funds to complete additional units.

The 2016-2019 Lead Hazard Control grant from HUD will complete lead hazard control work in 88 units. A Healthy Homes inspection is also performed on all qualifying units, and in conjunction with HOME and CDBG funds, the program is able to address code violations, and health and safety issues.

Portland also addresses lead-safe practices by leveraging funds as the lead entity for the Cumberland County HOME Consortium (CCHC). The Consortium allows both programs to reach a much wider audience with their lead outreach and education efforts, as well as produce a number of lead-safe units

in other communities across Cumberland County. This joint effort results from a desire to provide cost-effective, efficient programs to benefit all communities of the region.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

Through the City's HOME program housing opportunities are provided for individuals and families at varying income levels. CDBG funds are used to focus on child care, mental health, and future employment opportunities.

For those who own their own homes, we have an Owner Occupied Rehabilitation program. This program is targeted to low and moderate-income homeowners many of whom are elderly and/or disabled. Rehabilitation enables owners to remain in their homes. Over the last year \$192,8174.93 in HOME funds and were spent on the owner-occupied rehabilitation program in the City of Portland and throughout Cumberland County; \$109,887.37 were spent in the City of Portland and \$82,287.56 were spent in Cumberland County.

HOME funding was made available for tenant based rental assistance targeted at individuals or households residing in homeless shelters earning less than 30% of the area median income and is designed to prevent homelessness or rehouse those in need. \$200,221.48 was expended on short term tenant based rental assistance (rent, security deposits, utility deposits) for 153 households who were either homeless or in danger of becoming homeless.

Portland and Cumberland County have a shortage of affordable rental units. For that reason HOME funds are used to build new and rehab existing units to create affordable rental housing for low and moderate-income families and individuals. Two construction projects were completed during the program year and provided 67 units affordable to individuals earning 60% or less of the area median income. Four other developments were underway and should be completed before the end of PY 2018.

In order to climb out of poverty an individual needs more than just housing, they need stable work and families need child care. During the PY2017, CDBG funds were used to provide child care vouchers which served 40 families and provided 364 weeks of subsidized child care. This assistance helped provide a stable environment for the child while the parent obtains or maintains employment, applies for a state funded voucher, seeks mental health and substance abuse services, or other challenge that could jeopardize other program subsidies or their ability to maintain employment.

The City of Portland is dedicated to economic development through the job training, job creation, business assistance and façade improvements. The City has put policies in place that will help to increase the coordination between employers, job seekers, and employment training services. Although the CDBG program no longer has a set-aside specifically for economic development, the economic development applications tend to score high and receive full funding during the CDBG allocation process. This year, the City completed business assistance and microenterprise creation programs that created 17 net new jobs. Additionally the City of Portland's new Office of Economic Opportunity,

continued its efforts specifically targeted at helping New Americans and those who are hard to employ find work.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City is continually evaluating and improving our priority setting process by engaging various community members, stakeholders, applicants and experts. In the development of the 2016-2020 Consolidated Plan the City held several meetings with community members, social service providers, various stakeholders, and industry experts. The purpose of these meetings was create a cohesive set of needs, goals, and priorities for the next five years. These goals and priorities were approved by the City Council in the fall of 2015 and implemented into the City's 2016-2020 Consolidated Plan. Since this time, City staff have continued to work with community members and other stakeholders to monitor the success of these goals and offer minor priority changes in order to keep with City on track toward its 2020 goals. Prior to the 2015 reorganization of goals and priorities, the City had done extensive work to evaluate the needs of our community. A Working Group in 2013 focused and improving the City's use of CDBG funds. Prior groups such as the Priorities Task Force of 2012, the Priorities Task Force of 2008, the HCD Task Force of 2007, and the Shapiro-Boxer Memo to the City Manager in June of 2006 were all part of an ongoing process that has been examining and improving how Portland utilizes CDBG funds.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

Over the last year the City of Portland carried out its Housing and Community Development Plan in partnership with the other management and delivery entities for housing and community development activities. These organizations include the City's Housing and Community Development Division, Social Services Division, the Portland Housing Authority and a network of individual non-profit housing and social service providers.

City of Portland Housing and Community Development Division administers the City's housing rehabilitation, new construction and homebuyer programs and was responsible for overseeing the budget and distribution of the City's CDBG, HOME and ESG entitlement funds, and development of the Five-Year Consolidated Plan, Annual Action Plan and CAPER.

City of Portland Social Services Division administers the General Assistance Program, the City's emergency shelters for single male adults and families, transitional housing facilities, housing location services, job readiness training and employment services and several other support activities in coordination with non-profit housing and social service agencies. The Social Services director manages the Continuum of Care.

Portland Housing Authority owns and manages numerous public housing developments with over a 1,174 dwelling units and administers over 1,934 HUD Section 8 rental subsidies. PHA is a partner in the Family Investment Center and funds other resident initiatives to improve residents' skills and education.

PHA also oversees the modernization of its developments to improve their livability.

Non-Profit Housing and Social Service Agencies play a large role in directly providing housing and services to low income and special needs populations throughout Portland and Cumberland County. Many outside organizations are funded through the City of Portland's CDBG Program or part of the Continuum of Care, managed by the Social Service Division.

Working collaboratively, these entities implemented the City's Housing and Community Development Plan. The system's strengths include the collaborative manner in which these diverse groups work together to maximize available resources. Portland is a large enough City to have many institutional resources, yet small enough to be able effectively communicate and collaborate.

Currently there are no gaps in types of housing and services, but there is a lack of adequate amounts of both due to insufficient resources. The City and its partners will continue to seek additional resources to improve the system's ability to meet community needs.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

During the past year, the City of Portland has been collecting information from other jurisdictions on the methods, successes and struggles they have had with analyzing and complying with the new Affirmatively Furthering Fair Housing (AFFH) requirements. The City was reaching out to other jurisdictions as a way to prepare for the AFFH undertaking the City will be doing in the coming years. The City is committed to minimizing the impediments to fair housing choices and will continue to work with housing developers and housing providers to address any found impediments. Prior to the AFFH, in 2013, the City Council approved an updated Analysis of Impediments (AI) to Fair Housing which identified the following impediments to fair housing choice: Geographic concentrations of race and poverty in certain neighborhoods of the city, Landlords in need of information regarding fair housing/accommodations for persons with disabilities, and High cost of both rental and home ownership housing.

Recommended Actions included: Actively pursue regional partnerships that work to widen the public transportation network and provide housing opportunities for a diversity of people throughout the region, Prioritize mixed income housing developments, Promote the development of affordable housing in a variety of locations in Portland and work to encourage other communities in the region to develop affordable housing, Set-up a City tenant-based rental assistance program, Create a partnership with the Cumberland County Community Development Office and local landlord associations to provide landlord awareness workshops, Set up a housing liaison system to resolve landlord/tenant issues. The City then worked with Regional partners to create and adopt a regional Analysis of Impediments. As a result Portland benefited from the assistance and collaboration of the communities and partners and better met its requirements under the Federal Fair Housing Act.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

For social service programs, our staff ensures compliance on a monthly or quarterly basis through Performance Reporting and Fund Requisitions or Invoices from each Agency. Staff tracks the units of service, number of clients served, and the income level of those clients. Staff also tracks the disbursements and revenues of each agency. This ensures that each agency is using the Grant for the proposed use in the signed contract.

For development activity projects, federal requirements are included in every contracts. Staff conducts environmental reviews for all projects, and where applicable receives the appropriate approval from the State Historic Preservation Office. Davis Bacon requirements, and Section 3 when applicable, are explained to each sub-recipient and staff presents the information and reporting requirements to contractors and sub-contractors. Before payment is released each project must submit a request for payment, supporting invoices from subcontractors and correct Davis Bacon paperwork. Onsite inspections are also typical prior to the release of funds.

CDBG & HOME housing projects are monitored regularly to ensure that rent levels, income guidelines and occupancy are being met. Owner occupied properties are monitored through an annual mailing to ensure occupancy and tenant requirements are being met. Large rental projects are monitored through annual contact with property management staff. Site inspections are conducted every two-three years. Typically tenant income certifications are completed in the spring and site inspections are completed in the fall. Site inspections are completed by the City's Housing Rehabilitation Specialist and include inspection of all HOME assisted units as well as common areas and exterior of each property.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City continues to use the traditional method of providing reasonable notice and opportunity to comment on performance reports or participate in public meetings through advertisements in the newspaper and postcard mailings. Given that more and more people are using social media and

technology to gather public information, City Staff have also started to use Facebook, twitter, and the City's website as a way to get reach a larger audience. Staff also work with the City's communications director to do press releases and appearances on the local cable access channel. City staff also strive to provide a documents in multiple languages, an interpreter, or technical assistance when needed.

The City of Portland strongly encourages citizen participation in the CDBG, HOME and ESG allocation process. The City follows the guidelines written in our Citizen Participation plan. The public is given an opportunity to learn about the programs and budgets as well as speak at the following meetings: District meetings in the fall, CDBG Allocation Committee meetings, ESG meetings at the Maine Continuum of Care and Emergency Shelter Assessment Committees, Housing program budget meeting at the Council's Housing Committee, and two public hearings in March and April with the full City Council. Additionally, staff encourage any member of the public that has questions about the programs or budgets to set up a meeting with staff.

This year staff teamed up with the City's executive branch to host the well-established district meetings. The decision was made to co-host these meetings as a way to reach residents that do not normally attend the community development meetings.

To promote the district meetings, a postcard was sent to every resident in the City. Over 400 residents attended the District Meetings. The meetings informed the public of CDBG and HOME programs and services available to them. The meetings also helped to gather public comment and input on the needs in our community, plus ideas for CDBG and HOME projects and ways we can improve the effectiveness of our CDBG and HOME funds.

For CDBG, there was a mandatory applicants meeting to inform all potential CDBG applicants of the information needed to apply for CDBG funding. The CDBG Allocation Committee met eight times. Each meeting was advertised on the City calendar and website. The committee reviewed and discussed CDBG applications at these meetings. HOME funds were reviewed and discussed at the Housing Committee. Priorities and funding allocations were reviewed and approved at these meetings. Public comment, if any, was taken. The Emergency Solutions Grant was presented and discussed at the Portland Continuum of Care meetings and also the Emergency Shelter Assessment Committee meetings. The Continuum of Care voted to approve the funding allocations and priorities unanimously. The funding allocations and action plan were advertised in the paper. The entire Action Plan, including estimated budgets for CDBG, HOME and ESG were presented to the City Council at the March 19 and April 18 Council Meetings.

Prior to submission of the Consolidated Annual Performance Evaluation Reports (CAPER), the City makes it available to citizens and public agencies, such as the Cumberland County Community Development office, the Continuum of Care, Portland Housing Authority, etc., as well as other interested parties, a summary of the report which is published on the City web site. A notice of availability of the report is published in the local daily newspaper. A reasonable number of free hard copies are made available for review at City Hall in the Housing and Community Development Office, Room 312. There is a 15 day comment period for the Consolidated Annual Performance Evaluation Reports (CAPER).

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

In the past, the City of Portland has spread its federal funds thinly between social service agencies and sidewalk and park projects, balanced between the eligible districts. While this method succeeded in keeping neighborhoods and District Councilors relatively content by distributing a small amount of money for a multitude of projects, it dilutes the effectiveness of available funding, and has not allowed the Community Development grant to make a significant impact in any one area of need or area of the city. The program would have a bigger impact if funds were focused by strategic issues and by geographic location.

For the reasons listed above the City has created a public infrastructure target area. The first target area was identified as the Bayside and East Bayside Neighborhoods. The goal is to improve sidewalks, lighting, safety, and street scape aesthetic in a concentrated areas that was in much need of improvements before moving on to another neighborhood. By concentrating the public infrastructure funds in one area, the City has been able to leverage more private investment and economic development in this section of the City.

While the City's HOME program, CDBG economic development programs and social service programs are not targeted as specific neighborhood, many of the funds from these programs are being utilized in Bayside and East Bayside. For example, the 58 Boyd Street new construction affordable housing project will create 44 new units in the East Bayside neighborhood, and, the Façade improvement program is currently serving businesses along the commercial corridor in the East Bayside neighborhood.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

Yes

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

In 2007, the City of Portland applied for HUD funds in an amount of \$1.8 million in Brownfields Economic Development Initiative (BEDI) and \$10.2 million in Section 108 loan funding. The funds were awarded in February 2008. The combined \$12 million will revitalize the distressed area of Bayside by stimulating residential and commercial economic development activities and creating jobs. To date, Portland has invested \$1,993,000 of combined BEDI/108 funds in the following types of activities:

a.) Acquire and relocate one scarp yard

b.) Public infrastructure upgrades to support Whole Foods, a large scale specialty grocery store.

In 2007 the City of Portland applied for 108/BEDI funds in an amount of \$1.2 million in Brownfields Economic Development Initiative (BEDI) and \$10.8 million in Section 108 loan. The funds were awarded in February 2008. The combined \$12 million will revitalize the distressed area of Bayside by stimulating residential and commercial economic development activities and creating jobs.

As part of the revitalization efforts in Bayside, in 2012, the City underwent negotiations with Federated Companies for the purchase and sale of seven parcels of land. The Section 108 funds are slated for the construction of an 840 parking space garage with 43,000 sq ft of retail/commercial space on the ground level. The construction of the parking garage will leverage the creation of three new buildings consisting of approximately 715,000 square feet, including 90,000 square feet of direct street access retail space at the ground level, and 445 new apartments (from 400 sq. ft studios to 1050 sq. ft. two-bedroom units).

The project received Portland Planning Board approval in January 2014. A legal appeal filed by opponents of the project has been settled. In March 2015, the Portland Planning Board approved revisions to the original plan. Despite unanticipated delays, the city is hopeful that the parking garage will be under construction during FY2019.

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

CDBG and HOME Housing Projects are monitored regularly to ensure that rent levels, income guidelines and occupancy are being met. Owner Occupied properties are monitored through annual mailing to ensure owner occupancy and tenant occupancy requirements are being met. Large rental projects are monitored through annual contact with the property management staff at each project. Site inspections for large rental projects are conducted every two to three years. Typically, tenant income certifications are completed in the spring and site inspections are completed in the fall and early winter. Site inspections were completed at 409 Cumberland Avenue, Peninsula Community LP I, II and III, Logan Place, Unity Village, Iris Park, and Thomas Heights. There were no issues detected in these inspections. The City of Portland utilizes a database to track HOME-assisted affordable housing development projects. The database tracks all project data from project name and address, to developer and property manager contact information, as well as tenant monitoring and site inspection completion dates. It is sorted by date to identify the projects due for a site inspection.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

The City of Portland/Cumberland County HOME Consortium (CCHC) requires developers receiving HOME funds for new construction to provide a copy of their Affirmative Marketing Policy. Additionally, the Housing and Community Development office is updating its Policies and Procedures and will be recommending a new Affirmative Marketing Policy with other program policy and procedure updates in 2019.

The City/CCHC will continue its efforts to serve minority and female-heads of households with its programs. The City/CCHC broadly markets its housing rehabilitation programs by advertising in local newspapers, radio public service announcements, press releases, and the local cable access channel and on the city's website, the County Community Development Office website, and the websites of several of the CCHC member communities. Technical assistance for small, woman or minority owned businesses is available through the City's Economic Development Department.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

During the PY 2017-2108 \$405,991 in HOME program income was receipted in IDIS for both the City HOME funds and the County HOME funds. The attached Schedule of HOME Program income details the program income received on a monthly basis for both the City and County. Program income funds are tracked on a monthly basis through the City's accounting system. Program income is budgeted yearly as a part of the annual budget process and budget allocations are reported to HUD in the Annual Action Plan. \$315,733.99 of program income was expended throughout 2017-2018. This expenditure is reflected in various housing rehabilitation projects completed during the program year. Four projects were funded in whole or in part with HOME program income in our Owner Occupied Rehab Program. Of those projects, two were white female headed households, and two were white male headed households.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

Portland administers housing programs for housing rehabilitation and new construction of rental housing throughout Cumberland County. The Cumberland County HOME Consortium (CCHC) is a partnership between the City of Portland and the communities of Cumberland County. The goal of the consortium is to expand financial resources for various eligible affordable housing activities in the region. While the City of Portland has traditionally received an annual allocation of HUD HOME funds, those funds have not been available to the communities of Cumberland County. The City of Portland retains independent operation of its HUD HOME program and acts as lead entity for consortium activities. A priority of our housing rehabilitation program, which provides forgivable and low interest loans to assist low/moderate income homeowners with housing rehabilitation needs, is to provide each applicant with an energy audit and to incorporate energy efficient improvements into each project. By providing this service, we help the homeowners who participate in our program with property improvements that help to lower their home energy expenses.

The City of Portland and the Cumberland County HOME Consortium provides a significant portion of its annual HOME allocation for affordable housing development. Funds are made available through an application process. Two projects were completed this year Bartlett Woods in Yarmouth and Blackstone in Falmouth for a total of 67 units. The City is committed to the creation of new affordable housing. The goal is to encourage housing development by removing barriers to traditional urban housing types while ensuring the inclusion of workforce housing in significant development projects.

Within the past two years the Planning Department has created or revised a wide variety of ordinances to help promote additional housing development and preserve housing affordability. Several zoning changes were approved to help minimize the barriers to building affordable housing, including changes to the B2 zone to increase allowed housing densities to 100 units/acre and revisions to the R6 zone that would increase density from 45 to 60 units/acre, reduced parking requirements and reduced minimum lot sizes. Parking requirements were reduced for residential uses in the B3, B5, B6 and B7 business zones. Revisions in the B1 and B2 business zones eliminated residential density limits. Housing height

limits were increased from 45' to 60' in certain areas of the City. In addition the City expanded projects that qualify for density bonuses associated with the creation of affordable housing.

In 2016 the City Council passed a Tenant Housing Rights Ordinance aimed at providing additional education and protections for tenants. The ordinance established a new tenant/landlord committee, required landlords provide a City issued document describing tenancy at will to tenants, and extended minimum rent increase notices to 75 days.

Following the implementation of the City's new Comprehensive Plan in 2017, the City is in the process of rewriting the land use zoning code. Portland's Land Use Code includes zoning, historic preservation, site plan and subdivision standards, environmental regulations, affordable housing provisions, and more.

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	PORTLAND
Organizational DUNS Number	071747802
EIN/TIN Number	016000032
Identify the Field Office	BOSTON
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Portland CoC

ESG Contact Name

Prefix	Mr
First Name	David
Middle Name	E
Last Name	MacLean
Suffix	0
Title	Social Services Administrator

ESG Contact Address

Street Address 1	196 Lancaster Street
Street Address 2	0
City	Portland
State	ME
ZIP Code	04101-
Phone Number	2074825124
Extension	0
Fax Number	0
Email Address	DEM@portlandmaine.gov

ESG Secondary Contact

Prefix	Ms
First Name	Mary
Last Name	Davis
Suffix	0
Title	HCD Director
Phone Number	2078748711
Extension	0
Email Address	mpd@portlandmaine.gov

2. Reporting Period—All Recipients Complete

Program Year Start Date	07/01/2017
Program Year End Date	06/30/2018

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name
City
State
Zip Code
DUNS Number
Is subrecipient a victim services provider
Subrecipient Organization Type
ESG Subgrant or Contract Award Amount

CR-65 - Persons Assisted

**THIS DATA IS INCLUDED IN THE SAGE REPORT TO
BE ATTACHED TO FINAL REPORT TO HUD**

4. Persons Served

4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 16 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 17 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 18 – Shelter Information

4d. Street Outreach

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 19 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 20 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	0
Female	0
Transgender	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 21 – Gender Information

6. Age—Complete for All Activities

	Total
Under 18	0
18-24	0
25 and over	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 22 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households

Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans	0	0	0	0
Victims of Domestic Violence	0	0	0	0
Elderly	0	0	0	0
HIV/AIDS	0	0	0	0
Chronically Homeless	0	0	0	0
Persons with Disabilities:				
Severely Mentally Ill	0	0	0	0
Chronic Substance Abuse	0	0	0	0
Other Disability	0	0	0	0
Total (Unduplicated if possible)	0	0	0	0

Table 23 – Special Population Served

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	111,325
Total Number of bed-nights provided	129,423
Capacity Utilization	116.26%

Table 24 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

Oxford Street Shelter: Year six of the Oxford Street Shelter’s (OSS) Emergency Solutions Grant (ESG) program was successful. City staffers worked diligently to ensure that program participants were connected to services, created a housing stability plan, and had positive outcomes. The ESG program is divided into two categories, homeless prevention and rapid re-housing. In total, the OSS ESG program enrolled 97 clients into the program.

Prevention (Oxford Street Shelter): 7 households were provided with prevention services. Of the 7 households served, 7 remained housed due to case management services, Landlord mediation, and linkage and referrals to mainstream benefits (SNAP, Mainecare and General Assistance).

Rapid Re-housing (Oxford Street Shelter): 90 individuals were enrolled in the ESG rapid re-housing program. Of the 90 individuals enrolled, 89 individuals did not return to homelessness.

Family Shelter (ESG essential): The Family Shelter assisted 20 families for a total of 72 individuals for this reporting year. 17 families secured permanent housing, one family exited to another area shelter, and 2 families remain in shelter working towards permanent housing.

Prevention (Family Shelter): The Family Shelter assisted 7 families, consisting of 25 individuals with prevention services. 2 of the households were successful with not returning to the shelter. The remainder of the households (7) either had to enter the shelter or did not follow up for services.

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	52,401	66,169	65,613
Subtotal Homelessness Prevention	52,401	66,169	65,613

Table 25 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	48,953	55,200	55,200
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
Subtotal Rapid Re-Housing	48,953	55,200	55,200

Table 26 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Essential Services	28,327	28,327	28,327
Operations	0	0	0
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
Subtotal	28,327	28,327	28,327

Table 27 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Street Outreach	0	0	0
HMIS	12,138	12,092	12,092
Administration	0	0	0

Table 28 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2015	2016	2017
	141,819	161,788	161,232

Table 29 - Total ESG Funds Expended

11f. Match Source

	2015	2016	2017
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	0
Local Government	360,817	478,106	1,142,387
Private Funds	0	0	0
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
Total Match Amount	360,817	478,106	1,142,387

Table 30 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2015	2016	2017
	502,636	639,894	1,303,619

Table 31 - Total Amount of Funds Expended on ESG Activities

City of Portland/Cumberland County HOME Consortium
 Schedule of HOME Program Income Received FY2018

2018:	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
Principal	4,548.69	5,151.94	3,654.20	2,202.45	24,721.54	1,481.12	1,381.09	4,009.40	1,843.93	314.31	8,583.13	1,173.89	59,066
Interest	452.17		226.78	99.11	435.20	189.14	155.23	1,057.13	168.15	49.18	741.55	168.74	3,742
Grant/Misc	6,332.00	7,731.75		2,261.70				1,350.00			3,937.50	-	21,613
Rcptrd funds	2,987.00			28,260.00							20,000.00		51,247
County	27.79	28.00	27.79	27.79	27.79	27.79	27.79	27.79	27.79	27.79	27.79	27.79	334
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Mo.Total	14,348	12,912	3,909	32,851	25,185	1,698	1,564	6,444	2,040	391	33,290	1,370	136,002

**HDF Program Income
 FYE 6/30/18**

2018	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	
Principal	3,764	2,140	2,755	2,197	2,330	7,885	2,528	3,951	2,173	3,016	20,315	2,244	55,297
Interest	511	293	792	445	636	637	1,279	123	670	281	746		6,414
Grant/Misc				5,390									5,390
UDAG 60-10													0
UDAG 10-10													0
	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
Mo.Total	4,276	2,433	3,547	8,033	2,966	8,522	3,807	4,074	2,842	3,297	21,061	2,244	67,100.65
Cum. Total	4,276	6,709	10,255	18,288	21,254	29,776	33,583	37,657	40,499	43,796	64,857	67,101	

Cotton Street Proceeds
 6/30/2018

Beginning Balance	1,129,132.70
FY18 Projects	(100,000.00)
	<u>1,029,132.70</u>
Preble St Florence	(20,000.00) Funded in FY19
New Balance	1,009,132.70

HOME
Owner Occupied Loans (City)
Expenditure Summary
Fiscal Year July 1, 2017 through June 30, 2018 (HUD FY 2017)

Project Number	AMI %	Owner Race/Gender	Units Committed FY17	Date Closed	Date Completed	Completed Units FY17	HOME \$ Committed FY17	HOME \$ Spent	Total Project Cost	Amount Leveraged	Percent HOME
QM1602	42%	White/Fe	0	Withdrawn	Withdrawn	0	\$0.00	\$0.00	\$0.00	\$0.00	100%
QM1603	42%	White/M & Fe	0	09/01/16	09/20/17	1	\$0.00	\$140.00	\$22,892.00	\$0.00	100%
QM1606	61%	White/Fe	0	12/01/16	09/08/17	1	\$0.00	\$3,500.00	\$18,950.00	\$18,950.00	100%
QM1703	51%	White/Fe	0	04/20/17	05/08/17	0	\$0.00	\$750.00	\$7,821.34	\$0.00	100%
QM1702	39%	White/Fe	1	4/20/2017	11/29/2017	1	\$24,730.00	\$24,430.00	\$24,730.00	\$0.00	100%
QM1705	67%	White/Fe	1	05/31/17	10/17/17	1	\$24,875.00	\$23,900.00	\$24,875.00	\$0.00	100%
QM1706	32%	White/Fe	1	5/3/2017	1/19/2018	1	\$24,762.00	\$19,621.00	\$24,762.00	\$0.00	100%
QM1801	58%	White/M & Fe	1	06/02/17	04/18/18	1	\$18,417.58	\$18,417.58	\$18,417.58	\$0.00	100%
QM1802	53%	White/Fe	1	7/7/2017	3/6/2018	1	\$14,803.79	\$14,803.79	\$14,803.79	\$0.00	100%
QM1803	60%	White/Fe	1	4/25/2018	ongoing	0	\$20,775.00	\$4,325.00	\$20,775.00	\$0.00	100%
CITY TOTALS			6			7	\$128,363.37	\$109,887.37	\$178,026.71	\$18,950.00	

funds committed under previous year but expended this year

HOME
Owner-Occupied Loans (County)
Expenditure Summary
Fiscal Year July 1, 2017 through June 30, 2018 HUD FY 2017

Project Number	AMI %	Owner Race/Gender	Units Committed FY17	Date Closed	Date Completed	Completed Units FY17	HOME \$ Committed FY17	HOME \$ Spent	Total Project Cost	Amount Leveraged	Percent HOME
QP1705	56%	White/M&Fe	1	6/19/2017	10/19/2017	1	\$14,773.58	\$14,754.00	\$24,673.58	\$9,900.00	59.88%
QP1706	17%	White/Fe	1	12/7/2017	12/7/2017	1	\$19,721.79	\$19,712.00	\$19,721.79	\$0.00	100%
QP1801	73%	White/ M&Fe	1	6/30/2017	11/13/2017	1	\$15,276.00	\$15,276.00	\$15,276.00	\$0.00	100%
QP1802	36%	White/M	1	4/26/2018	ongoing	0	\$23,700.00	\$0.00	\$23,700.00	\$0.00	100%
QP1803	38%	White/M&Fe	1	9/4/2018	ongoing	0	\$21,649.00	\$21.48	\$21,649.00	\$0.00	100%
QP1804	50%	White/ M&Fe	1	2/27/2018	5/24/2018	1	\$26,203.04	\$26,203.04	\$31,203.04	\$5,000.00	84%
QP1805	75%	White/ Fe	2	5/11/2018	ongoing	0	\$35,275.00	\$7.04	\$35,275.00	\$0.00	100%
QP1806	38%	Black/Fe	1	12/6/2018	3/9/2018	1	\$6,314.00	\$6,314.00	\$6,314.00	\$0.00	100%
COUNTY Totals			9			5	\$162,912.41	\$82,287.56	\$177,812.41	\$14,900.00	

funds committed under previous year but expended this year

HOME
Affordable Housing Development
Expenditure Summary
Fiscal Year July 1, 2017 - June 30, 2018 (HUD FY 2017)

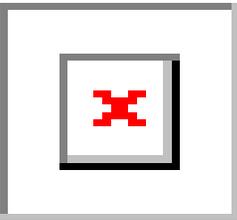
Owner/Project Address	Project Number	Low/Mod Units	Total Units	HOME-Assisted Units	HDF Units	Completed Units	Date Closed	Date Completed	FY 17/18 HOME \$ Committed	FY 17/18 HOME \$ Spent	FY17/18 HDF \$ Committed	FY 17/18 HDF \$ Spent	Total New Project Cost	Amount New Leveraged	Percent New HOME/HDF	Total New HDF/ HOME Funds
CITY																
Motherhouse	QK1601	66	88	5	0	0	06/01/17	underway	\$0.00	\$564,500.70	\$0.00	\$0.00	\$18,070,801.00	\$18,070,801.00	0%	\$0.00
St. Dominics Apartments	QB1802	12	12	0	12	0	07/27/17	underway	\$0.00	\$0.00	\$0.00	\$0.00	\$176,500.00	\$176,500.00	0%	\$0.00
58 Boyd Street	QK1801	44	55	2	0	0		underway	\$200,000.00	\$2,711.50	\$0.00	\$0.00	\$11,308,899.00	\$11,108,899.00	2%	\$200,000.00
Deering Place*	QK1802	45	75	2	0	0		under review	\$500,000.00	\$6,882.75	\$0.00	\$0.00	\$14,314,258.00	\$13,814,258.00	3%	\$500,000.00
COUNTY																
Avesta Bartlett Woods	QD1601	28	28	1	0	28	09/13/16	Completed	\$0.00	\$161,236.00	\$0.00	\$0.00	\$5,764,631.00	\$5,603,395.00	0%	\$0.00
Avesta Blackstone Apartments	QR1601	39	39	1	0	39	4/3/2017	Completed	\$0.00	\$123,125.00	\$0.00	\$0.00	\$5,430,930.00	\$5,307,805.00	0%	\$0.00
Westbrook Riverview Terrace	QR1701	83	83	3	0	0	1/19/2018	underway	\$240,000.00	\$7,534.68	\$0.00	\$0.00	\$6,898,877.00	\$6,651,342.32	3%	\$240,000.00
Westbrook Larrabee Commons	QD1702	38	38	2	0	0	10/24/2017	underway	\$220,000.00	205394.51	\$0.00	\$0.00	\$6,376,711.00	\$5,951,316.49	3%	\$220,000.00
Totals =		355	418	16	12	67			\$1,160,000.00	\$1,071,385.14	\$0.00	\$0.00	\$68,341,607.00	\$66,684,316.81	2%	\$1,160,000.00

*= Conditional Commitment

HOUSING DEVELOPMENT FUND (HDF)*
Housing Rehabilitation Program
Expenditure Summary
Fiscal Year July 1, 2017 through June 30, 2018 (HUD FY 2017)

Project	AMI	Owner	Units	Date	Date	Completed	HDF \$	HDF \$	Total	Amount	Percent
Number	%	Race/Gender	Enrolled FY15	Closed	Completed	Units FY15	Committed FY15	Spent	Project Cost	Leveraged	HDF
QB1802	N/A		0	ongoing	ongoing	0	\$0	\$0.00	\$0.00	\$0.00	\$0.00
QB1804	N/A	White/Fe	3	1/29/2018	6/24/2016	3	\$8,752.00	8,752.00	\$18,827.00	\$10,075.00	54%
QB1805	N/A	White/M	5	5/16/2018	3/14/2016	0	\$23,380.00	0.00	52,395.00	\$29,015.00	45%
Subtotals =			8			3	\$32,132.00	\$8,752.00	\$71,222.00	\$39,090.00	

*HDF is CDBG Housing Program Income



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PGM Year: 2002
Project: 0043 - HOME & CDBG Housing Development Fund
IDIS Activity: 1393 - ST. DOMINIC'S FAMILY HOUSING

Status: Completed 9/5/2017 12:00:00 AM
Location: 34 Gray St Portland, ME 04102-3817

Objective: Provide decent affordable housing
Outcome: Sustainability
Matrix Code: Construction of Housing (12)

National Objective: LMH

Initial Funding Date: 06/07/2005

Description:
 DEVELOPMENT OF NEW RENTAL HOUSING
Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	PI			\$260,000.00	\$0.00	\$260,000.00
Total	Total			\$260,000.00	\$0.00	\$260,000.00

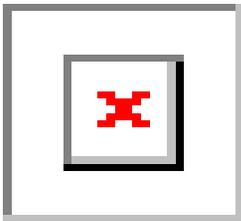
Proposed Accomplishments

Housing Units : 24

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	6	0	6	0	0	0
Black/African American:	0	0	6	0	6	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	12	0	12	0	0	0
Female-headed Households:	0		6		6			



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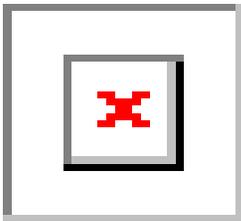
Date: 12-Sep-2018
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	9	9	0
Low Mod	0	3	3	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	12	12	0
Percent Low/Mod		100.0%	100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
1111		
2002	CONSTRUCTION/COMPLETION OF 12 UNITS OF FAMILY HOUSING IN HISTORIC CATHOLIC SCHOOL BUILDING	
2004	12 UNITS OF AFFORDABLE HOUSING IN CONVERTED GIRLS SCHOOL BUILDING 8 OF 12 UNITS WILL BE OCCUPIED BY HOUSEHOLDS AT OR BELOW 50% AMI; REMAINING 4 UNITS WILL BE OCCUPIED BY HOUSEHOLDS AT OR BELOW 60% AMI. AFFORDABILITY RESTRICTIONS IN PLACE FOR LIFE OF ANY MORTGAGE & SECURITY AGREEMENTS, AND PROMISSORY NOTE COVERING THE PROPERTY - 30 YEARS. \$157637 OF LEAD SAFE HOUSING FUNDS INVESTED AS WELL	



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PGM Year: 2013
Project: 0005 - Anderson Street Byway
IDIS Activity: 2224 - Anderson Street Byway (2013)

Status: Completed 8/8/2017 12:00:00 AM
Location: Anderson Street Portland, ME 04101

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Street Improvements (03K) **National Objective:** LMA

Initial Funding Date: 09/30/2013

Description:

Bicycle and pedestrian and streetscapeneighborhood livability improvements. Byways use local local streets to create a network of biking and walking routes connecting schools, parks and open spaces, pathways and trails, neighborhood commercial centers and residential neighborhoods. 1335 feet of sidewalk, pedestrian crossings, curb ramps, byways signs and pavements markings, 6 bike racks, 30 street trees, Gould Street neighborhood connection, neighborhood art. Project CD1211 or IDIS 2042 closed, with a \$199,375 balance transferred to this account. Projects to be bid and constructed together. The scope of that project includes: Implementation of the American Institute of Architects (AIA) Sustainable Design Assessment team (SDAT) Report(2010) recommendation to reconfigure the intersection of Fox-Anderson Streets to create a gateway & transition from the industrialcommercial area to high density residential neighborhood. The reconfiguration will greatly facilitate the area's transition from an automobile-oriented area to a much more pedestrian-scaled area.

Financing

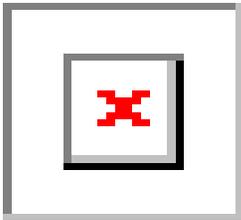
	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$444,985.00	\$0.00	\$0.00
		2012	B12MC230003		\$0.00	\$24,732.70
		2013	B13MC230003		\$0.00	\$154,305.93
		2014	B14MC230003		\$0.00	\$265,946.37
Total	Total			\$444,985.00	\$0.00	\$444,985.00

Proposed Accomplishments

People (General) : 2,543
 Total Population in Service Area: 2,199
 Census Tract Percent Low / Mod: 77.00

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2014	Project Cd1211 or IDIS 2042 closed, balance \$199,375 transferred to this account CD1405 or IDIS 2224. Projects will be designed and bid together.	
2016	The Anderson Street sidewalk project and road redesign project is complete. A total of 1335 feet of sidewalk, pedestrian crossings, curb ramps, byways signs and pavements markings were installed.	



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PGM Year: 2013
Project: 0007 - Cumberland Avenue
IDIS Activity: 2229 - Cumberland Avenue

Status: Open
Location: 320 Cumberland Ave Portland, ME 04101-4928

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Sidewalks (03L)

National Objective: LMA

Initial Funding Date: 09/30/2013

Description:

Sidewalks, lighting and street trees along Cumberland Avenue to improve safety and accessibility for pedestrians and motorists.

Financing

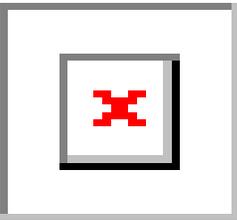
	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$296,551.56	\$0.00	\$0.00
		2012	B12MC230003		\$0.00	\$16,671.11
		2013	B13MC230003		\$0.00	\$6,518.97
		2014	B14MC230003		\$62,551.38	\$270,320.10
Total	Total			\$296,551.56	\$62,551.38	\$293,510.18

Proposed Accomplishments

People (General) : 2,680
 Total Population in Service Area: 1,709
 Census Tract Percent Low / Mod: 67.90

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2016	Cumberland Ave sidewalk improvements are currently under construction. The work is expected to be complete by the end of summer 2018.	



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PGM Year: 2007
Project: 0070 - Section 108 Loan
IDIS Activity: 2282 - midtown/Federated

Status: Open
Location: Somerset Street Portland, ME 04101

Objective: Create economic opportunities
Outcome: Sustainability
Matrix Code: ED Direct Financial Assistance to For-Profits (18A) **National Objective:** LMJ

Initial Funding Date: 08/29/2014

Description:
 midtownFederated

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	SL	2007	B07MC230003	\$8,732,000.00	\$0.00	\$8,732,000.00
Total	Total			\$8,732,000.00	\$0.00	\$8,732,000.00

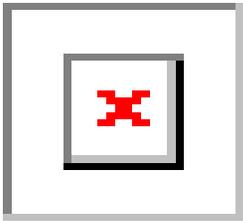
Proposed Accomplishments

Jobs : 40

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0		0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	0	0
Female-headed Households:	0		0		0			



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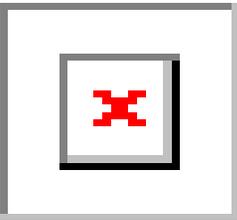
Page: 6

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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Date: 12-Sep-2018
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PGM Year: 2014
Project: 0027 - CDBG Non-Profit Rehabilitation
IDIS Activity: 2292 - LearningWorks Renovation of 181 Brackett Street

Status: Completed 11/21/2017 12:00:00 AM
Location: 181 Brackett St Portland, ME 04102-3857

Objective: Create economic opportunities
Outcome: Availability/accessibility
Matrix Code: Youth Centers (03D)

National Objective: LMC

Initial Funding Date: 10/03/2014

Description:

Renovation of LearningWorks facility, which provides education and youth programs, including roofing, window replacement, heating system upgrade, and facade improvements.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$70,700.00	\$0.00	\$0.00
		2014	B14MC230003		\$7,960.83	\$70,700.00
Total	Total			\$70,700.00	\$7,960.83	\$70,700.00

Proposed Accomplishments

Public Facilities : 1

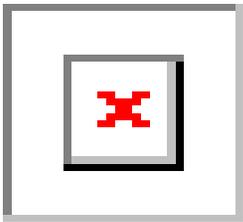
Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	913	152
Black/African American:	0	0	0	0	0	0	928	18
Asian:	0	0	0	0	0	0	91	0
American Indian/Alaskan Native:	0	0	0	0	0	0	4	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	45	16
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	1,983	186

Female-headed Households:

0 0 0 0 0 0



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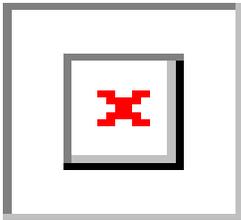
Page: 8

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	1,411
Low Mod	0	0	0	311
Moderate	0	0	0	261
Non Low Moderate	0	0	0	0
Total	0	0	0	1,983
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2015	The historic preservation and renovation project at 181 Brackett Street is complete. The building is owned and operated by a local non-profit that runs a number of programs serving primarily New Americans and at-risk youth. The renovation project included replacing portions of the mansard roof, redesign of the entrance way, window replacements, exterior ramp replacement, and new entrance way steps.	



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PGM Year: 2014
Project: 0028 - CDBG Infrastructure Projects
IDIS Activity: 2296 - North Boyd Street Trail Phase II

Status: Completed 10/6/2017 12:00:00 AM
Location: 130 N Boyd St Portland, ME 04101-2544

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Parks, Recreational Facilities (03F) **National Objective:** LMA

Initial Funding Date: 10/03/2014

Description:

Completion of pedestrianbicycle trail connecting a low income neighborhood to the Bayside multi-use trail.

Financing

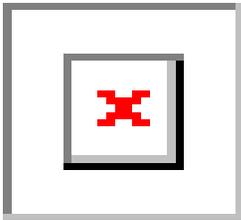
	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$151,796.00	\$0.00	\$0.00
		2014	B14MC230003		\$5,950.95	\$151,796.00
Total	Total			\$151,796.00	\$5,950.95	\$151,796.00

Proposed Accomplishments

Public Facilities : 1
 Total Population in Service Area: 2,425
 Census Tract Percent Low / Mod: 88.20

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2016	The North Boyd Trail Project is complete. This project was necessary to connect the Bayside trail with the neighboring low income community. The trail connect is approximately 480 feet long and consists of asphalt paving, striping, landscaping, a protective guardrail and light basins for future lighting.	



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PGM Year: 2014
Project: 0028 - CDBG Infrastructure Projects
IDIS Activity: 2298 - Oxford and Elm Street Sidewalk

Status: Completed 11/3/2017 12:00:00 AM
Location: 74 Elm St Portland, ME 04101-3045

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Sidewalks (03L) **National Objective:** LMA

Initial Funding Date: 01/09/2015

Description:

Improve pedestrian crossings on Oxford Street and rehab sidewalks on Elm Street from Lancaster Street to Cumberland Avenue.

Financing

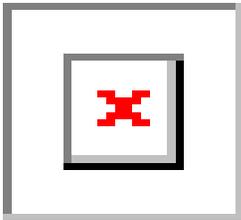
	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$158,685.87	\$0.00	\$0.00
		2014	B14MC230003		\$56,225.71	\$158,685.87
	PI			\$106,022.07	\$0.00	\$106,022.07
Total	Total			\$264,707.94	\$56,225.71	\$264,707.94

Proposed Accomplishments

Public Facilities : 4
 Total Population in Service Area: 2,175
 Census Tract Percent Low / Mod: 77.93

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2016	As of September 2017, the project is complete. The delay in project completion was due to a back order of a specific type of lighting. This project consisted of concrete sidewalk reconstruction, 3 curb extensions along Elm Street at Oxford and Lancaster streets, 8 new tree wells and street trees, 3 landscaped areas, 11 street lights, 5 ADA- Compliant curb ramps, 2 one-way rectangular rapid flashing beacons, and the removal of drainage basin and provision of 2 new basins.	



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PGM Year: 2015
Project: 0005 - Bike Parking in East Bayside, Munjoy & Parkside
IDIS Activity: 2338 - Bike Parking in East Bayside, Munjoy and Parkside

Status: Completed 8/16/2017 12:00:00 AM **Objective:** Create suitable living environments
Location: 389 Congress St Portland, ME 04101-3566 **Outcome:** Availability/accessibility
Matrix Code: Neighborhood Facilities (03E) **National Objective:** LMA

Initial Funding Date: 09/14/2015

Description:

Installation of 30 bicycle parking spaces in appropriate locations in low and moderate income areas of East Bayside, Munjoy Hill, Libbytown and Parkside.

Financing

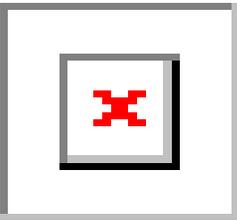
	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC230003	\$5,866.89	\$0.00	\$5,866.89
Total	Total			\$5,866.89	\$0.00	\$5,866.89

Proposed Accomplishments

Public Facilities : 100
 Total Population in Service Area: 15,890
 Census Tract Percent Low / Mod: 72.59

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2015	The bike parking equipment has been purchased and installed in various locations on Munjoy Hill, Parkside and East Bayside. The locations include 118 Washington Ave, Portland Adult Education, 135 Congress Street, 155 Brackett Street, 100 Congress Street, and the corner of Eastern promenade and Congress Street.	



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PGM Year: 2015
Project: 0001 - CDBG Administration
IDIS Activity: 2357 - CDBG Administration 2015

Status: Completed 8/8/2017 12:00:00 AM
Location: ,

Objective:
Outcome:
Matrix Code: General Program Administration (21A) **National Objective:**

Initial Funding Date: 09/09/2015

Description:
 CDBG program administration
Financing

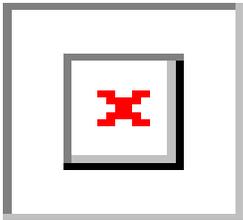
	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC230003	\$239,028.93	\$0.00	\$239,028.93
	PI			\$33,488.80	\$0.00	\$33,488.80
Total	Total			\$272,517.73	\$0.00	\$272,517.73

Proposed Accomplishments

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0
Female-headed Households:					0			



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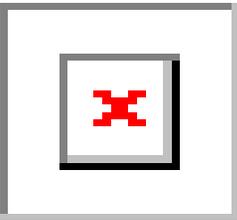
Page: 13

Income Category:

	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2015
Project: 0017 - CDBG Employment Development Project
IDIS Activity: 2381 - CEI- Job Creation- DA

Status: Completed 3/23/2018 12:00:00 AM
Location: 30 Federal St Brunswick, ME 04011-1510

Objective: Create economic opportunities
Outcome: Availability/accessibility
Matrix Code: ED Technical Assistance (18B)

National Objective: LMJ

Initial Funding Date: 12/29/2015

Description:

CDBG Employment Development Program

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC230003	\$234,598.71	\$2,181.00	\$234,598.71
Total	Total			\$234,598.71	\$2,181.00	\$234,598.71

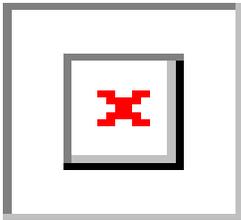
Proposed Accomplishments

Jobs : 25

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	11	0
Black/African American:	0	0	0	0	0	0	14	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	25	0
Female-headed Households:	0		0		0			



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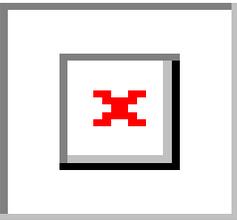
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	25
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	25
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2015	As of the 5th quarter, the CEI Portland Jobs Alliance - Job Creation has assisted 25 extremely low income Portlanders in getting a newly created job located in Portland.	



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PGM Year: 2015
Project: 0017 - CDBG Employment Development Project
IDIS Activity: 2382 - CEI Job Creation - SS

Status: Completed 7/19/2017 12:00:00 AM
Location: 30 Federal St Brunswick, ME 04011-1510

Objective: Create economic opportunities
Outcome: Availability/accessibility
Matrix Code: Employment Training (05H)

National Objective: LMC

Initial Funding Date: 12/29/2015

Description:

Support services for the Employment Development Program

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC230003	\$99,354.01	\$0.00	\$99,354.01
Total	Total			\$99,354.01	\$0.00	\$99,354.01

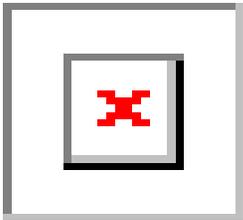
Proposed Accomplishments

People (General) : 100

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	41	1
Black/African American:	0	0	0	0	0	0	86	0
Asian:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	1	1
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	129	2
Female-headed Households:	0		0		0			



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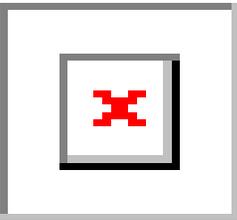
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	126
Low Mod	0	0	0	3
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	129
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2015	As of the 4th quarter, the Portland Jobs Alliance assisted a total of 129 extremely low and low income persons through job training and job skills programs. Of the 129 persons assisted, 91% secured job placements during the program year.	



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PGM Year: 2014
Project: 0014 - HDF Housing Rehab
IDIS Activity: 2390 - 40 Waterville St

Status: Completed 7/18/2017 12:00:00 AM
Location: 40 Waterville St Portland, ME 04101-5503

Objective: Provide decent affordable housing
Outcome: Sustainability
Matrix Code: Rehab; Multi-Unit Residential (14B) **National Objective:** LMH

Initial Funding Date: 03/31/2016

Description:
 Multi-Family rehab for a three unit building.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	PI			\$35,573.31	\$0.00	\$35,573.31
Total	Total			\$35,573.31	\$0.00	\$35,573.31

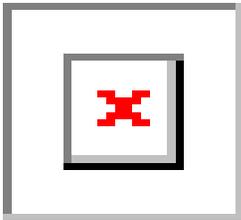
Proposed Accomplishments

Housing Units : 3

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	2	0	2	0	0	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	2	0	2	0	0	0
Female-headed Households:	0		0		0			



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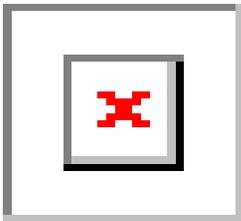
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	1	1	0
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	1	1	0
Total	0	2	2	0
Percent Low/Mod		50.0%	50.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2016	Project included; attach decks with proper lag bolts to meet code, installed fire 6 doors, installed hand rails and replaced sheetrock in rear common stair way & enclosed smoke & draft penetrations in units and installed electric panel to meet code.	



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PGM Year: 2015
Project: 0006 - Greenleaf Street Reconstruction
IDIS Activity: 2391 - Greenleaf Street Reconstruction (2015)

Status: Open
Location: 39 Greenleaf St Portland, ME 04101-2534

Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Street Improvements (03K) **National Objective:** LMA

Initial Funding Date: 04/12/2016

Description:

The project will reconstruct the block of Greenleaf Street between Everett Street and Madison Street as a shared street. The project seeks to improve the quality of life in the neighborhood by designing a street for people, not just for motor vehicles. The project also seeks to improve the neighborhood by transforming a neglected and unattractive street into an asset that enhances the neighborhood.

Financing

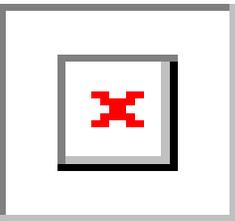
	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC230003	\$218,000.00	\$25,321.66	\$29,231.78
Total	Total			\$218,000.00	\$25,321.66	\$29,231.78

Proposed Accomplishments

People (General) : 1
 Total Population in Service Area: 1,130
 Census Tract Percent Low / Mod: 84.07

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2016	Due to budget adjustments from the matching funding source, this project is still in the design phase, it is expected to be completed by Fall 2017	



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PGM Year: 2013
Project: 0016 - Business Asst Pgm Job Creation
IDIS Activity: 2408 - Portland Business Assistance - Vinbar d.b.a Trattoria Fanny

Status: Completed 8/8/2017 12:00:00 AM **Objective:** Create economic opportunities
Location: 3 Deering Ave Portland, ME 04101-2105 **Outcome:** Availability/accessibility
Matrix Code: ED Direct Financial Assistance to For-Profits (18A) **National Objective:** LMJ

Initial Funding Date: 07/22/2016

Description:

Vinbar LLC (DBA Trattoria Fanny) is a new restaurant that will hire two full time employees that are LMI Portland residents. 1 prep-cook and 1 dishwasher.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC230003	\$20,000.00	\$0.00	\$20,000.00
Total	Total			\$20,000.00	\$0.00	\$20,000.00

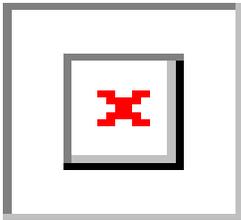
Proposed Accomplishments

Jobs : 2

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	2	0
Black/African American:	0	0	0	0	0	0	1	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	3	0
Female-headed Households:	0		0		0			



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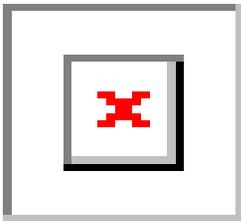
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	2
Low Mod	0	0	0	0
Moderate	0	0	0	1
Non Low Moderate	0	0	0	0
Total	0	0	0	3
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2016	Vinbar LLC d.b.a. Trattoria Fanny is a newly opened restaurant in Portland. In addition to the two full time LMI employees required as part of the job agreement, Trattoria Fanny has hired a third full time LMI Portland resident.	



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PGM Year: 2016
Project: 0005 - Libbytown Community Gardens
IDIS Activity: 2414 - Libbytown Community Garden
Status: Open
Location: 165 Douglass St Portland, ME 04102-2524

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Parks, Recreational Facilities (03F) **National Objective:** LMA

Initial Funding Date: 10/21/2016

Description:

The Libbytown Community Garden Project will create a new community garden in an LMI area of the City. The construction of the Libbytown Community Garden consists of the installation of 24 garden beds, a fence, water line extension, and a garden shed. Additionally, there will be a scholarship fund for low income families.

Financing

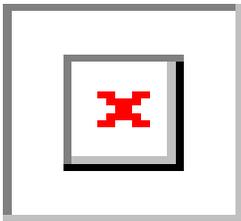
	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$3,041.38	\$0.00	\$0.00
		2014	B14MC230003		\$3,041.38	\$3,041.38
		2016	B16MC230003	\$10,458.62	\$6,116.62	\$9,454.10
Total	Total			\$13,500.00	\$9,158.00	\$12,495.48

Proposed Accomplishments

Public Facilities : 1
 Total Population in Service Area: 1,430
 Census Tract Percent Low / Mod: 58.04

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2016	The Libbytown Community Garden project is complete. The project included the creation of garden beds and installation of a fence and picnic tables. The community garden is full and has a waitlist for plots, priority is given to LMI residents.	



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PGM Year: 2016
Project: 0017 - Amistad Peer Coaching
IDIS Activity: 2420 - Amistad Peer Coaching Initiative

Status: Completed 8/9/2017 12:00:00 AM
Location: 66 State St Portland, ME 04101-3751

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Substance Abuse Services (05F) **National Objective:** LMC

Initial Funding Date: 10/21/2016

Description:
 The Initiative intervenes in the lives of Portland's hardest to serve individuals, those who live with the symptoms of severe and persistent mental illness, as well as addiction, homelessness or other life challenges.
 These individuals are the most frequent users of area emergency rooms and other crisis services, and are often in contact with the police.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$32,947.66	\$0.00	\$32,947.66
Total	Total			\$32,947.66	\$0.00	\$32,947.66

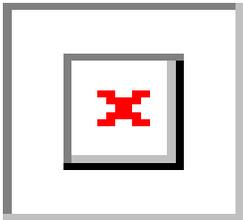
Proposed Accomplishments

People (General) : 50

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	1,348	0
Black/African American:	0	0	0	0	0	0	52	27
Asian:	0	0	0	0	0	0	22	7
American Indian/Alaskan Native:	0	0	0	0	0	0	2	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	11	4
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	25	22
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	22	11
Other multi-racial:	0	0	0	0	0	0	4	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	1,486	71



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Female-headed Households:

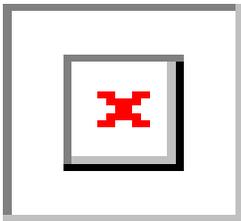
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	1,486
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	1,486
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2016	As of the end of the 4th quarter, the Amistad Peer Coaching Initiative program served 1,486 new extremely low income clients, the peer coaches conducted 4,101 peer coaching sessions with these clients.	



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PGM Year: 2016
Project: 0016 - Amistad Peer Support and Recovery Center
IDIS Activity: 2421 - Amistad Peer Support and Recovery Center

Status: Completed 8/9/2017 12:00:00 AM
Location: 66 State St Portland, ME 04101-3751
Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Mental Health Services (05O) **National Objective:** LMC

Initial Funding Date: 10/21/2016

Description:

Amistad Peer Center is a low barrier community center, which invites membership from adults in Portland who live with the symptoms of severe and persistent mental illness, as well as addiction, homelessness or other life challenges. CDBG funding allows Amistad to continue operating the center on Saturdays, a day when few other services are available.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$34,909.97	\$0.00	\$34,909.97
Total	Total			\$34,909.97	\$0.00	\$34,909.97

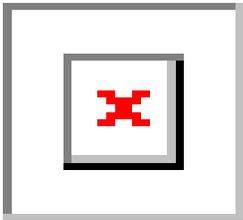
Proposed Accomplishments

People (General) : 240

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	541	0
Black/African American:	0	0	0	0	0	0	80	80
Asian:	0	0	0	0	0	0	27	27
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	649	107



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Female-headed Households:

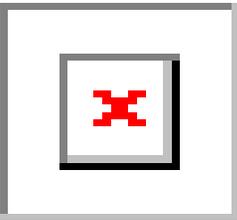
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	506
Low Mod	0	0	0	135
Moderate	0	0	0	8
Non Low Moderate	0	0	0	0
Total	0	0	0	649
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2016	As of the end of the 4th quarter, Amistad peer coaching and recovery center had a total of 6,322 Saturday visits by 649 low and moderate income clients.	



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PGM Year: 2016
Project: 0015 - Wayside Food Programs
IDIS Activity: 2422 - Wayside Food Programs

Status: Completed 7/31/2017 12:00:00 AM
Location: PO Box 1278 Portland, ME 04104-1278

Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Food Banks (05W) **National Objective:** LMC

Initial Funding Date: 10/21/2016

Description:

Wayside's Direct Services are provided in collaboration to increase accessibility of nutritious food for residents of the Greater Portland area underserved by existing resources, via Mobile Food Pantries & Community Meals. These programs improve current conditions by supporting healthy eating habits and reducing food insecurity.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$26,100.00	\$0.00	\$26,100.00
Total	Total			\$26,100.00	\$0.00	\$26,100.00

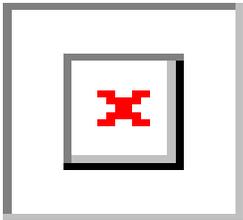
Proposed Accomplishments

People (General) : 2,500

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	1,913	87
Black/African American:	0	0	0	0	0	0	1,388	8
Asian:	0	0	0	0	0	0	137	0
American Indian/Alaskan Native:	0	0	0	0	0	0	49	2
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	22	6
American Indian/Alaskan Native & White:	0	0	0	0	0	0	38	5
Asian White:	0	0	0	0	0	0	13	0
Black/African American & White:	0	0	0	0	0	0	8	1
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	1	0
Other multi-racial:	0	0	0	0	0	0	130	11
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	3,699	120



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Female-headed Households:

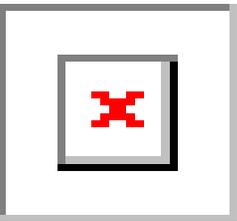
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	871
Low Mod	0	0	0	1,993
Moderate	0	0	0	55
Non Low Moderate	0	0	0	780
Total	0	0	0	3,699
Percent Low/Mod				78.9%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2016	As of the end of the fourth quarter, Wayside Foods has served 131,519 meals to 3,699 clients, of which 2,919 are low to moderate income clients.	



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PGM Year: 2016
Project: 0014 - Milestone Homeless Outreach and Mobile Engagement Team (HOME Team)
IDIS Activity: 2423 - Milestone H.O.M.E. Team

Status: Completed 7/19/2017 12:00:00 AM **Objective:** Create suitable living environments
Location: 65 India St Portland, ME 04101-4209 **Outcome:** Availability/accessibility
Matrix Code: Substance Abuse Services (05F) **National Objective:** LMC

Initial Funding Date: 10/21/2016

Description:

The Milestone HOME team provides street outreach, interventions, referrals, and transportation to highly intoxicated homeless individuals. The HOME Team's Navigator assists Milestone's long-term shelter stayers with securing and maintaining housing.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$54,084.00	\$0.00	\$54,084.00
Total	Total			\$54,084.00	\$0.00	\$54,084.00

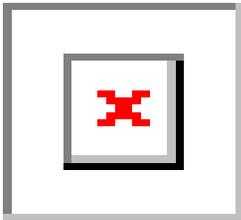
Proposed Accomplishments

People (General) : 400

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	413	7
Black/African American:	0	0	0	0	0	0	52	2
Asian:	0	0	0	0	0	0	6	0
American Indian/Alaskan Native:	0	0	0	0	0	0	5	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	3	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	4	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	483	9
Female-headed Households:	0		0		0			



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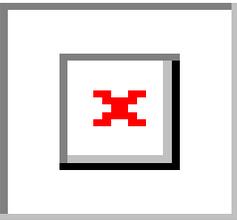
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	483
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	483
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2016	As of the end of the 4th quarter, Milestone HOME team has completed 13,512 encounters, interventions, and referrals for 483 homeless and intoxicated Portland residents.	



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PGM Year: 2016
Project: 0013 - Preble Street Joe Kreisler Teen Shelter
IDIS Activity: 2424 - Preble Street Teen Center 2016-17

Status: Completed 8/21/2017 12:00:00 AM
Location: 38 Preble St Portland, ME 04101-4952
Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Youth Services (05D) **National Objective:** LMC

Initial Funding Date: 10/21/2016

Description:
 Overnight emergency shelter open 365 days a year for 16-24 homeless and runaway youth 12-20 years old.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$15,000.00	\$0.00	\$15,000.00
Total	Total			\$15,000.00	\$0.00	\$15,000.00

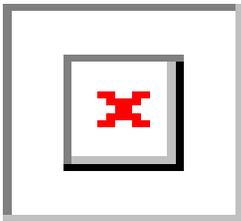
Proposed Accomplishments

People (General) : 200

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	109	7
Black/African American:	0	0	0	0	0	0	27	1
Asian:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	2	0
Asian White:	0	0	0	0	0	0	1	0
Black/African American & White:	0	0	0	0	0	0	5	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	1	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	146	8
Female-headed Households:	0		0		0			



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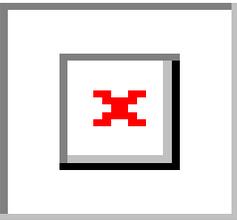
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	146
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	146
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2016	As of the end of the 4th quarter, the Preble Street Teen Shelter has served 146 unaccompanied homeless youth for a total of 7,069 bed nights.	



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PGM Year: 2016
Project: 0012 - Preble Street Florence House Women's Shelter
IDIS Activity: 2425 - Preble Street Florence House 2016-17

Status: Completed 8/22/2017 12:00:00 AM
Location: 190 Valley St Portland, ME 04102-3076

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Operating Costs of Homeless/AIDS Patients Programs (03T) **National Objective:** LMC

Initial Funding Date: 10/21/2016

Description:
 Preble Street's women's shelter

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$26,562.00	\$0.00	\$26,562.00
Total	Total			\$26,562.00	\$0.00	\$26,562.00

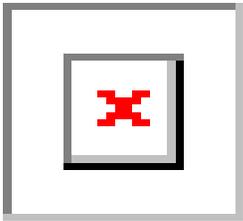
Proposed Accomplishments

People (General) : 200

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	137	1
Black/African American:	0	0	0	0	0	0	28	0
Asian:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native:	0	0	0	0	0	0	5	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	5	1
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	2	1
Other multi-racial:	0	0	0	0	0	0	4	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	183	3
Female-headed Households:	0		0		0			



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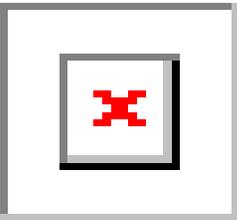
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	183
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	183
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2016	As of the end of the 4th quarter, the Preble Street Florence House women's shelter has served 183 homeless women for a total of 14,362 bed nights. They have also provided basic necessities, such as 12,410 showers, 12,043 loads of laundry, and 39,726 meals.	



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PGM Year: 2016
Project: 0011 - Preble Street Resource Center
IDIS Activity: 2426 - Preble Street Resource Center 2016-17

Status: Completed 8/21/2017 12:00:00 AM
Location: 5 Portland St Portland, ME 04101-2911
Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Operating Costs of Homeless/AIDS Patients Programs (03T)
National Objective: LMC

Initial Funding Date: 10/21/2016

Description:

Preble Street Resource Center which provides a drop-in service center for homeless adults and families with essential services, including bathrooms, showers, clothes, phones, and assistance with links to resources to help them move beyond homelessness.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$40,500.00	\$0.00	\$40,500.00
Total	Total			\$40,500.00	\$0.00	\$40,500.00

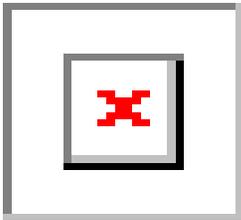
Proposed Accomplishments

People (General) : 1,440

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	483	36
Black/African American:	0	0	0	0	0	0	91	2
Asian:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native:	0	0	0	0	0	0	14	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	13	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	3	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	1	0
Other multi-racial:	0	0	0	0	0	0	13	1
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	622	39
Female-headed Households:	0		0		0			



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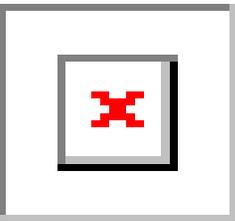
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	622
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	622
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2016	As of the end of the 4th quarter, the Preble Street Resource Center conducted a total of 631,276 meetings with 622 extremely low income clients. The resource center also provided 359 unique daily check-ins, access to 4 phone lines, 6,825 loads of laundry, allow over 250 people use the address as their mailing address.	



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PGM Year: 2016
Project: 0010 - Preble Street Food Program
IDIS Activity: 2427 - Preble Street Food Programs

Status: Completed 8/22/2017 12:00:00 AM
Location: 252 Oxford St Portland, ME 04101-2917

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Food Banks (05W) **National Objective:** LMC

Initial Funding Date: 10/21/2016

Description:

Funding for Preble Street's Food Programs.
 Three soup kitchens serving 3 meals a day, 365 days a year at the Resource Center, Florence House, and Teen Center plus a weekly food pantry distributing emergency food boxes to meet the nutrition needs of people who are homeless and living in poverty.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$42,999.00	\$0.00	\$42,999.00
Total	Total			\$42,999.00	\$0.00	\$42,999.00

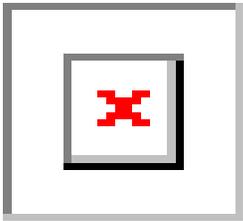
Proposed Accomplishments

People (General) : 4,600

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	1,166	74
Black/African American:	0	0	0	0	0	0	233	5
Asian:	0	0	0	0	0	0	8	0
American Indian/Alaskan Native:	0	0	0	0	0	0	30	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	3	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	32	2
Asian White:	0	0	0	0	0	0	2	0
Black/African American & White:	0	0	0	0	0	0	12	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	5	2
Other multi-racial:	0	0	0	0	0	0	29	2
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	1,520	85



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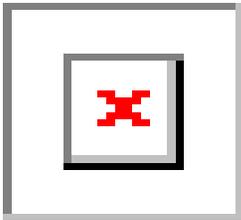
Female-headed Households: 0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	1,520
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	1,520
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2016	As of the end of the 4th quarter, Preble Street Food Programs has served 602,034 meals to 1,687 individuals, of which 1,520 are extremely low income, most are also homeless.	



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PGM Year: 2016
Project: 0009 - COP Community Policing
IDIS Activity: 2428 - Community Policing 2016-17

Status: Completed 8/8/2017 12:00:00 AM
Location: 109 Middle St Portland, ME 04101-4104

Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Crime Awareness (05I) **National Objective:** LMA

Initial Funding Date: 10/21/2016

Description:

Five community policing coordinators to HCD eligible neighborhoods. They work closely with residents, social service agencies, community stakeholders, and other city departments and government agencies to identify problems and develop suitable and effective programs and strategies to effect long term changes.

Financing

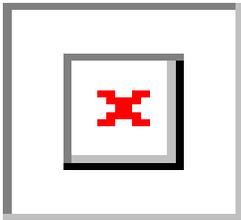
	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$150,000.00	\$0.00	\$150,000.00
Total	Total			\$150,000.00	\$0.00	\$150,000.00

Proposed Accomplishments

People (General) : 5,000
 Total Population in Service Area: 22,305
 Census Tract Percent Low / Mod: 73.06

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2016	As of the end of the fourth quarter, the Community Policing program has served a total of 7,283 people, of which 6,497 are low/mod income Portland Residents. The program has completed a total of 9,825 hours of community policing, 197 health, safety, and education presentations, 367 hours of community meetings, and conducted 294 hours of youth programs.	



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PGM Year: 2016
Project: 0018 - Catherine Morrill Childcare Voucher Program
IDIS Activity: 2429 - Catherine Morrill Childcare Vouchers 2016-17

Status: Completed 8/21/2017 12:00:00 AM
Location: 96 Danforth St Portland, ME 04101-4523

Objective: Create economic opportunities
Outcome: Affordability
Matrix Code: Child Care Services (05L) **National Objective:** LMC

Initial Funding Date: 10/21/2016

Description:

This partnership will provide subsidized child care services in our high quality programs to Portland LMI families looking for work, working, participating in educational, vocational or social services, or waiting for a state voucher. Social services will help families ameliorate barriers to employment as well as to help them navigate DHHS child car subsidy application process.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$50,000.00	\$0.00	\$50,000.00
Total	Total			\$50,000.00	\$0.00	\$50,000.00

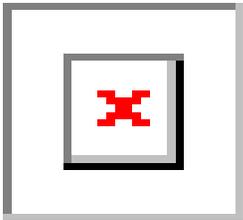
Proposed Accomplishments

People (General) : 25

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	17	1
Black/African American:	0	0	0	0	0	0	20	0
Asian:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	1	1
American Indian/Alaskan Native & White:	0	0	0	0	0	0	1	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	42	2



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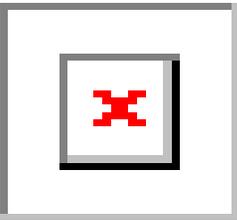
Female-headed Households: 0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	24
Low Mod	0	0	0	5
Moderate	0	0	0	13
Non Low Moderate	0	0	0	0
Total	0	0	0	42
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2016	As of the end of the 4th quarter, Catherine Morrill Day Nursery and their partner childcare providers, have completed a total of 214.99 units (weeks) of childcare for 24 extremely low, 5 low, and 13 moderate income children.	



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PGM Year: 2016
Project: 0019 - COP Family Shelter After Hours Program
IDIS Activity: 2430 - Family Shelter After Hours Program

Status: Completed 8/8/2017 12:00:00 AM
Location: 54 Chestnut St Portland, ME 04101-3038

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Operating Costs of Homeless/AIDS Patients Programs (03T) **National Objective:** LMC

Initial Funding Date: 10/24/2016

Description:
 The Family Shelter After Hours Program provides emergency access to services for low income "at risk" individuals and families, including placing homeless individuals in the appropriate shelter and assisting with basic needs such as medication, food, baby formula, diapers, and #2 fuel oil. The program offers a hotline service 365 days a year after all Social Services Agencies are closed. The program serves families, singles, elderly, refugees, asylum seekers, homeless and working poor.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$46,850.00	\$0.00	\$46,850.00
Total	Total			\$46,850.00	\$0.00	\$46,850.00

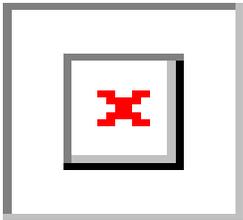
Proposed Accomplishments

People (General) : 1,000

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	66	2
Black/African American:	0	0	0	0	0	0	289	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	356	2



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Female-headed Households:

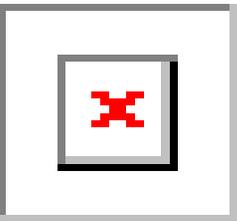
0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	301
Low Mod	0	0	0	45
Moderate	0	0	0	10
Non Low Moderate	0	0	0	0
Total	0	0	0	356
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2016	As of the end of the 4th quarter, the City of Portland Family Shelter- After Hours Program has served a total of 356 clients who are low and moderate income Portland residents for a total of 1,848 occurrences of emergency assistance	



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PGM Year: 2016
Project: 0020 - COP Oxford Shelter Housing Assistance Program
IDIS Activity: 2431 - Oxford Street Shelter - Housing Assistance Program

Status: Completed 8/8/2017 12:00:00 AM
Location: 203 Oxford St Portland, ME 04101-3012
Objective: Provide decent affordable housing
Outcome: Availability/accessibility
Matrix Code: Operating Costs of Homeless/AIDS Patients Programs (03T) **National Objective:** LMC

Initial Funding Date: 10/25/2016

Description:

The Housing Assistance Program will provide follow up services to long term stayers (LTS) being placed into permanent housing from homelessness. All services provided will focus on the goal of LTS maintaining stable housing and reducing returns to homelessness. Services provided will include connection with mainstream resources (mental health substance abuse services, employment, SSI, Food Stamps, Maine Care), LandlordTenant Mediation and advocacy and teaching and promoting life skills (budgeting, daily maintenance of home, etc) and utilization of Rent Smart Curriculum. Program will collaborate with community agencies and assist in warm hand offs to long term care providers when appropriate.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$47,702.00	\$0.00	\$47,702.00
Total	Total			\$47,702.00	\$0.00	\$47,702.00

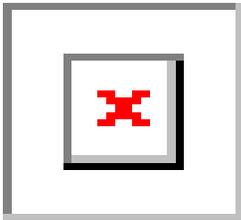
Proposed Accomplishments

People (General) : 70

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	77	2
Black/African American:	0	0	0	0	0	0	11	0
Asian:	0	0	0	0	0	0	3	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	1	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0



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Total: 0 0 0 0 0 0 92 2

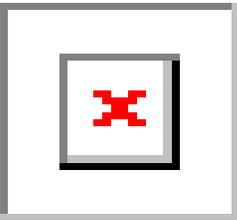
Female-headed Households: 0 0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	92
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	92
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2016	As of the end of the 4th quarter, the Oxford Street Shelter - Follow Up Housing Services for Long Term Shelter Stayers Program has served a total of 92 extremely low income clients for a total of 5,837 hours of client service.	



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PGM Year: 2016
Project: 0008 - CDBG Economic Development Projects
IDIS Activity: 2432 - CEI Microenterprise Assistance 2016-17

Status: Completed 8/21/2017 12:00:00 AM **Objective:** Create economic opportunities
Location: 2 Portland Fish Pier Ste 201 Portland, MD 04101-4633 **Outcome:** Sustainability
Matrix Code: Micro-Enterprise Assistance (18C) **National Objective:** LMC

Initial Funding Date: 10/25/2016

Description:

CEI and Cultivating Communities will help at least 50 New Americans and/or female low to moderate income Portland residents start six microenterprise businesses in Portland by providing intensive business advising and farm training.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$42,000.00	\$0.00	\$42,000.00
Total	Total			\$42,000.00	\$0.00	\$42,000.00

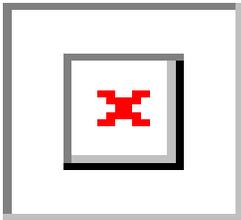
Proposed Accomplishments

Businesses : 6

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	18	4
Black/African American:	0	0	0	0	0	0	46	0
Asian:	0	0	0	0	0	0	5	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	17	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	86	4
Female-headed Households:	0		0		0			



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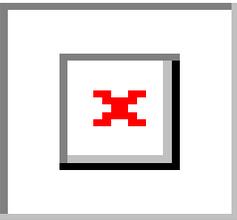
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	47
Low Mod	0	0	0	22
Moderate	0	0	0	17
Non Low Moderate	0	0	0	0
Total	0	0	0	86
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2016	As of the end of the 4th quarter, the CEI - Portland Micro-enterprise Assistance Program has helped a total of 86 low and moderate income Portland residents in opening or improving their micro-enterprise business. A total of 6 new micro-enterprise businesses have been created.	



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PGM Year: 2016
Project: 0008 - CDBG Economic Development Projects
IDIS Activity: 2433 - CEI Portland Jobs Alliance Employment Development Initiative (EDI)

Status: Open **Objective:** Create economic opportunities
Location: 2 Portland Fish Pier Ste 201 Portland, MD 04101-4633 **Outcome:** Sustainability
Matrix Code: ED Technical Assistance (18B) **National Objective:** LMJ

Initial Funding Date: 10/25/2016

Description:

The Portland Jobs Alliance Economic Development Initiative will invest in businesses to create new jobs in Portland, and will refer, train and place job seekers with a focus on low to moderate income New Americans, homeless individuals, and single heads of households, 85% will be LMI Portland Residents, and the vast majority will qualify as extremely low income.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$135,000.00	\$21,070.95	\$134,026.25
Total	Total			\$135,000.00	\$21,070.95	\$134,026.25

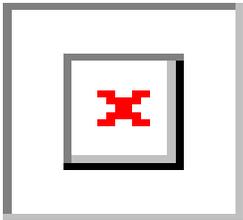
Proposed Accomplishments

Jobs : 25

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	5	0
Black/African American:	0	0	0	0	0	0	17	0
Asian:	0	0	0	0	0	0	3	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	25	0



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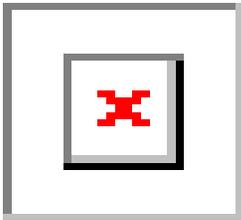
Female-headed Households: 0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	22
Low Mod	0	0	0	2
Moderate	0	0	0	1
Non Low Moderate	0	0	0	0
Total	0	0	0	25
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2016	The CEI- Portland Jobs Alliance- Economic Development Initiative program have served a total of 59 low and moderate income individuals, of which 45 are Portland residents. A total of 25 people have been placed into a net new jobs. This project is complete	



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PGM Year: 2016
Project: 0008 - CDBG Economic Development Projects
IDIS Activity: 2434 - Living with Peace - Portland Micros

Status: Completed 8/8/2017 12:00:00 AM **Objective:** Create economic opportunities
Location: 500 Forest Ave Portland, ME 04101-1541 **Outcome:** Sustainability
Matrix Code: Micro-Enterprise Assistance (18C) **National Objective:** LMCMC

Initial Funding Date: 10/25/2016

Description:

Assistance to immigrantrefugee microenterprise business owners in Portland, including training, counseling, networking, and business services.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$8,683.21	\$0.00	\$8,683.21
Total	Total			\$8,683.21	\$0.00	\$8,683.21

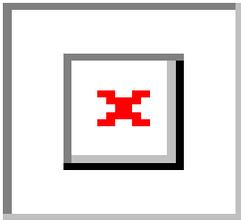
Proposed Accomplishments

Businesses : 10

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0		0
Black/African American:	0	0	0	0	0	0	10	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	10	0
Female-headed Households:	0		0		0			



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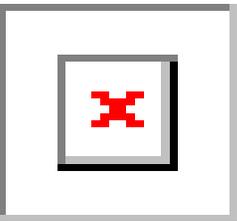
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	1
Low Mod	0	0	0	5
Moderate	0	0	0	4
Non Low Moderate	0	0	0	0
Total	0	0	0	10
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2016	A total of 10 micro-enterprise businesses were created by 10 New American's through the Living with Peace Micro-enterprise business program.	



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PGM Year: 2016
Project: 0001 - HCD Grant Administration
IDIS Activity: 2435 - CDBG Administration 2016-17

Status: Completed 8/22/2017 12:00:00 AM
Location: ,
Objective:
Outcome:
Matrix Code: General Program Administration (21A) **National Objective:**

Initial Funding Date: 10/25/2016

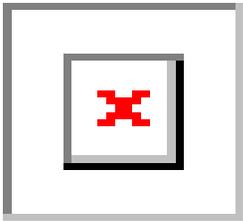
Description:
 CDBG program administration
Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$234,099.47	\$0.00	\$234,099.47
	PI			\$47,263.36	\$0.00	\$47,263.36
Total	Total			\$281,362.83	\$0.00	\$281,362.83

Proposed Accomplishments

Actual Accomplishments

<i>Number assisted:</i>	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0
Female-headed Households:					0			



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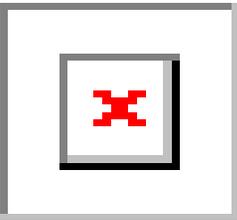
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Income Category:

	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2016
Project: 0002 - CDBG Planning
IDIS Activity: 2436 - COP Planning 2016-2017

Status: Completed 8/22/2017 12:00:00 AM
Location: ,

Objective:
Outcome:
Matrix Code: Planning (20) **National Objective:**

Initial Funding Date: 10/25/2016

Description:
 City of Portland Planning Division

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$56,529.15	\$0.00	\$56,529.15
Total	Total			\$56,529.15	\$0.00	\$56,529.15

Proposed Accomplishments

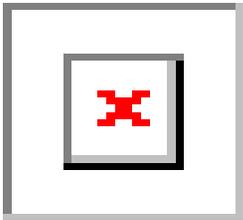
Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0
Female-headed Households:					0			

Income Category:

Owner Renter Total Person



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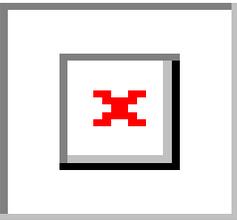
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Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2016
Project: 0001 - HCD Grant Administration
IDIS Activity: 2438 - Citizen Participation 2016-17

Status: Completed 8/8/2017 12:00:00 AM
Location: ,

Objective:
Outcome:
Matrix Code: General Program Administration (21A) **National Objective:**

Initial Funding Date: 10/25/2016

Description:
 Citizen participation costs for the CDBG program.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$10,552.99	\$0.00	\$10,552.99
Total	Total			\$10,552.99	\$0.00	\$10,552.99

Proposed Accomplishments

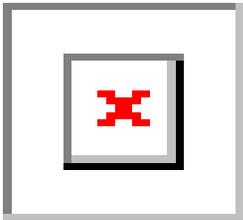
Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0
Female-headed Households:					0			

Income Category:

Owner Renter Total Person



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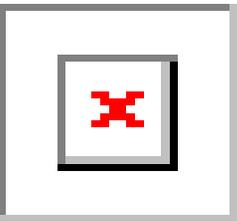
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Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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Date: 12-Sep-2018
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PGM Year: 2016
Project: 0001 - HCD Grant Administration
IDIS Activity: 2439 - Finance & Audit 2016-17

Status: Completed 8/8/2017 12:00:00 AM
 Location: ,

Objective:
 Outcome:
 Matrix Code: General Program Administration (21A) National Objective:

Initial Funding Date: 10/25/2016

Description:
 Finance and audit for the CDBG program.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$5,000.00	\$0.00	\$5,000.00
Total	Total			\$5,000.00	\$0.00	\$5,000.00

Proposed Accomplishments

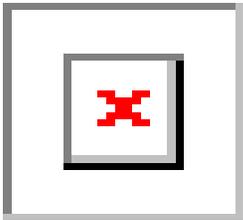
Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0							
Female-headed Households:					0			

Income Category:

Owner Renter Total Person



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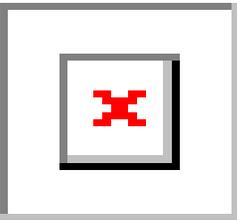
Time: 15:25

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Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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 PORTLAND

Date: 12-Sep-2018
 Time: 15:25
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PGM Year: 2016
Project: 0002 - CDBG Planning
IDIS Activity: 2440 - Planning with Historic Preservation 2016-2017

Status: Completed 8/22/2017 12:00:00 AM
Location: ,
Objective:
Outcome:
Matrix Code: Planning (20) **National Objective:**

Initial Funding Date: 10/25/2016

Description:
 Historic Preservation staff for the Planning division.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$24,544.59	\$0.00	\$24,544.59
Total	Total			\$24,544.59	\$0.00	\$24,544.59

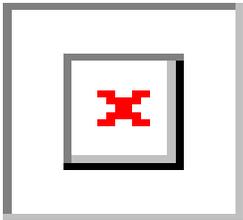
Proposed Accomplishments

Actual Accomplishments

<i>Number assisted:</i>	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0
Female-headed Households:					0			

Income Category:

Owner Renter Total Person



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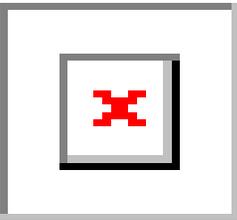
Time: 15:25

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Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2016
Project: 0001 - HCD Grant Administration
IDIS Activity: 2441 - HCD Housing Staff 2016-17

Status: Completed 8/21/2017 12:00:00 AM
Location: ,

Objective:
Outcome:
Matrix Code: HOME Admin/Planning Costs of PJ (21H) **National Objective:**

Initial Funding Date: 10/25/2016

Description:
 HCD Housing Staff Administration

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$5,647.00	\$0.00	\$5,647.00
Total	Total			\$5,647.00	\$0.00	\$5,647.00

Proposed Accomplishments

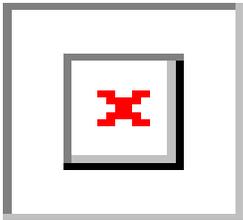
Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0
Female-headed Households:					0			

Income Category:

Owner Renter Total Person



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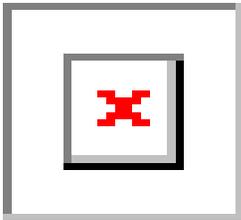
Time: 15:25

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Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2016
Project: 0021 - Learning Works English Language Program
IDIS Activity: 2442 - LearningWorks English Language Program

Status: Completed 7/12/2017 12:00:00 AM
Location: 181 Brackett St Portland, ME 04102-3857

Objective: Create economic opportunities
Outcome: Availability/accessibility
Matrix Code: Employment Training (05H)

National Objective: LMC

Initial Funding Date: 10/25/2016

Description:

LearningWorks English Language and Literacy Program provides year round ESL classroom and tutoring instruction for non-english speaking residents of Portland. The program focuses on imparting language, literacy, and job readiness, and cultural competency skills that will ready immigrants and refugees to complete in Maine's workforce.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$43,061.00	\$0.00	\$43,061.00
Total	Total			\$43,061.00	\$0.00	\$43,061.00

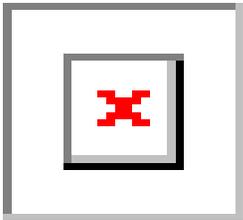
Proposed Accomplishments

People (General) : 275

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	86	20
Black/African American:	0	0	0	0	0	0	153	0
Asian:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	241	20
Female-headed Households:	0		0		0			



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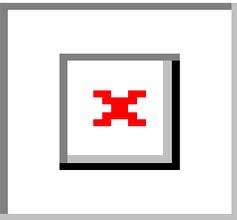
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	180
Low Mod	0	0	0	55
Moderate	0	0	0	6
Non Low Moderate	0	0	0	0
Total	0	0	0	241
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2016	As of the end of the fourth quarter, the LearningWorks English Language program conducted a total of 19,740 instructional hours of English language lessons to 241 LMI Portland Residents.	



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PGM Year: 2015
Project: 0003 - Business Assistance Program
IDIS Activity: 2448 - Business Assistance - Bella Maine LLC

Status: Completed 7/12/2017 12:00:00 AM
Location: 533 Congress St Portland, ME 04101-3306

Objective: Create economic opportunities
Outcome: Sustainability
Matrix Code: ED Direct Financial Assistance to For-Profits (18A) **National Objective:** LMJ

Initial Funding Date: 05/26/2017

Description:
 Business assistance funds for the creation of 2 full time job

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$20,000.00	\$0.00	\$0.00
		2014	B14MC230003		\$0.00	\$20,000.00
Total	Total			\$20,000.00	\$0.00	\$20,000.00

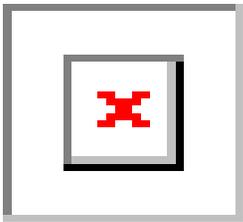
Proposed Accomplishments

Jobs : 1

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	2	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	2	0
Female-headed Households:	0		0		0			



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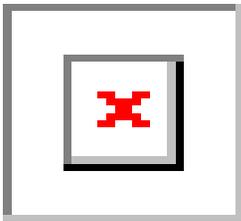
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	1
Moderate	0	0	0	1
Non Low Moderate	0	0	0	0
Total	0	0	0	2
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2016	Bella Corp LLC, hired two full time cooks, these are net new positions filled by one low and one moderate income Portland resident.	



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PGM Year: 2016
Project: 0024 - Housing Development Fund Project Staff Costs
IDIS Activity: 2457 - HDF Rehab Project Staff Costs (2016)

Status: Completed 8/18/2017 12:00:00 AM
Location: 389 Congress St Portland, ME 04101-3566
Objective: Create suitable living environments
Outcome: Affordability
Matrix Code: Rehabilitation Administration (14H) **National Objective:** LMH

Initial Funding Date: 06/12/2017

Description:
 HDF Project Costs
Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	PI			\$45,176.00	\$0.00	\$45,176.00
Total	Total			\$45,176.00	\$0.00	\$45,176.00

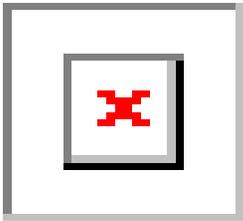
Proposed Accomplishments

Housing Units : 5

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	6	0	6	0	0	0
Black/African American:	0	0	6	0	6	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	12	0	12	0	0	0
Female-headed Households:	0		8		8			



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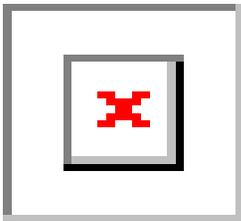
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	2	2	0
Low Mod	0	10	10	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	12	12	0
Percent Low/Mod		100.0%	100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2016	housing staff project costs for housing rehab program	



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PGM Year: 2017
Project: 0013 - Preble Street Food Program
IDIS Activity: 2467 - Preble Street Food Programs

Status: Completed 9/5/2018 12:00:00 AM
Location: 38 Preble St 38 Preble St Portland, ME 04101-4952

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Food Banks (05W) **National Objective:** LMC

Initial Funding Date: 11/06/2017

Description:

Funding for Preble Street's Food Programs.
 Three soup kitchens serving 3 meals a day, 365 days a year at the Resource Center, Florence House, and Teen Center plus a weekly food pantry distributing emergency food boxes to meet the nutrition needs of people who are homeless and living in poverty.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$43,568.00	\$43,568.00	\$43,568.00
Total	Total			\$43,568.00	\$43,568.00	\$43,568.00

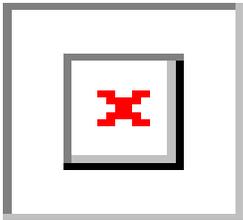
Proposed Accomplishments

People (General) : 4,600

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	1,963	99
Black/African American:	0	0	0	0	0	0	422	24
Asian:	0	0	0	0	0	0	29	2
American Indian/Alaskan Native:	0	0	0	0	0	0	72	12
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	9	2
American Indian/Alaskan Native & White:	0	0	0	0	0	0	37	2
Asian White:	0	0	0	0	0	0	5	2
Black/African American & White:	0	0	0	0	0	0	21	4
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	7	0
Other multi-racial:	0	0	0	0	0	0	18	2
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	2,583	149



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Female-headed Households:

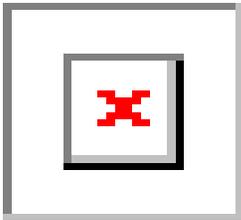
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	2,583
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	2,583
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2017	The Preble Street food program has served 629,366 meals to 2,583 extremely low income (mostly homeless) clients.	



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PGM Year: 2017
Project: 0014 - Preble Street Resource Center
IDIS Activity: 2468 - Preble Street Resource Center 2017-18

Status: Completed 9/5/2018 12:00:00 AM
Location: 38 Preble St 38 Preble St Portland, ME 04101-4952
Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Operating Costs of Homeless/AIDS Patients Programs (03T) **National Objective:** LMC

Initial Funding Date: 11/06/2017

Description:

Preble Street Resource Center which provides a drop-in service center for homeless adults and families with essential services, including bathrooms, showers, clothes, phones, and assistance with links to resources to help them move beyond homelessness.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$39,210.74	\$39,210.74	\$39,210.74
Total	Total			\$39,210.74	\$39,210.74	\$39,210.74

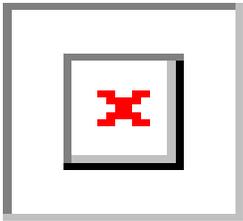
Proposed Accomplishments

People (General) : 1,500

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	887	48
Black/African American:	0	0	0	0	0	0	179	9
Asian:	0	0	0	0	0	0	14	0
American Indian/Alaskan Native:	0	0	0	0	0	0	28	5
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	5	1
American Indian/Alaskan Native & White:	0	0	0	0	0	0	17	1
Asian White:	0	0	0	0	0	0	1	0
Black/African American & White:	0	0	0	0	0	0	9	2
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	4	0
Other multi-racial:	0	0	0	0	0	0	2	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	1,146	66
Female-headed Households:	0		0		0			



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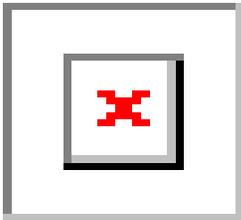
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	1,146
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	1,146
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	The Preble Street Resource Center has served a total of 1146 homeless individuals in Portland. The Resource Center has completed 737,645 client contacts.	



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PGM Year: 2017
Project: 0015 - Preble Street Florence House Women's Shelter
IDIS Activity: 2469 - Preble Street Florence House 2017-2018

Status: Completed 9/5/2018 12:00:00 AM
Location: 190 Valley St 190 Valley Street Portland, ME 04102-3076
Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Operating Costs of Homeless/AIDS Patients Programs (03T) **National Objective:** LMC

Initial Funding Date: 11/06/2017

Description:
 Preble Street's women's shelter

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$10,683.33	\$10,683.33	\$10,683.33
	PI			\$15,456.67	\$15,456.67	\$15,456.67
Total	Total			\$26,140.00	\$26,140.00	\$26,140.00

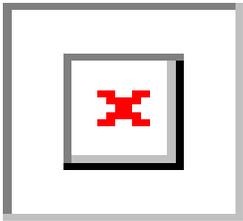
Proposed Accomplishments

People (General) : 200

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	149	4
Black/African American:	0	0	0	0	0	0	31	2
Asian:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native:	0	0	0	0	0	0	11	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	1	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	8	1
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	201	7
Female-headed Households:	0		0		0			



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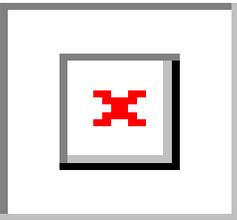
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	201
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	201
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2017	The Preble Street Florence House has served 201 homeless women for a total of 14,375 bednights.	



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PGM Year: 2017
Project: 0016 - Preble Street Joe Kreisler Teen Shelter
IDIS Activity: 2470 - Preble Street Teen Center 2017-2018

Status: Completed 9/5/2018 12:00:00 AM
Location: 38 Preble St 38 Preble St Portland, ME 04101-4952
Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Youth Services (05D) **National Objective:** LMC

Initial Funding Date: 11/06/2017

Description:

Overnight emergency shelter open 365 days a year, 24 hours a day, for 16-24 homeless and runaway youth 12-20 years old.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$26,140.00	\$26,140.00	\$26,140.00
Total	Total			\$26,140.00	\$26,140.00	\$26,140.00

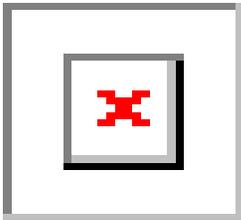
Proposed Accomplishments

People (General) : 200

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	120	6
Black/African American:	0	0	0	0	0	0	38	3
Asian:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native:	0	0	0	0	0	0	1	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	6	2
Asian White:	0	0	0	0	0	0	2	1
Black/African American & White:	0	0	0	0	0	0	3	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	172	12
Female-headed Households:	0		0		0			



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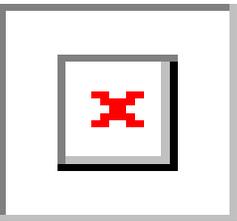
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	172
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	172
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	The Preble Street Teen Shelter has served 172 homeless teens for a total of 4,979 bed nights.	



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PGM Year: 2017
Project: 0017 - Milestone Homeless Outreach and Mobile Engagement Team (HOME Team)
IDIS Activity: 2471 - Milestone H.O.M.E. Team & Medical Outreach

Status: Completed 9/5/2018 12:00:00 AM **Objective:** Create suitable living environments
Location: 65 India St 65 India Street Portland, ME 04101-4209 **Outcome:** Sustainability
Matrix Code: Substance Abuse Services (05F) **National Objective:** LMC

Initial Funding Date: 11/06/2017

Description:

The HOME Team & Medical Outreach will provide daily street outreach, interventions, medical services, housing placement assistance, and transportation to adults experiencing homelessness, health issues, and mental and substance use disorders living on the streets of Portland.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$113,275.00	\$113,275.00	\$113,275.00
Total	Total			\$113,275.00	\$113,275.00	\$113,275.00

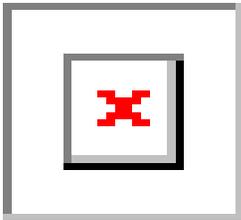
Proposed Accomplishments

People (General) : 400

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	393	6
Black/African American:	0	0	0	0	0	0	50	1
Asian:	0	0	0	0	0	0	5	0
American Indian/Alaskan Native:	0	0	0	0	0	0	2	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	2	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	2	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	454	7
Female-headed Households:	0		0		0			



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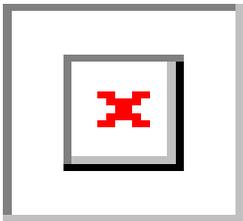
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	454
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	454
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	The Milestone HOME team has helps 454 extremely low income (mostly homeless) clients. The Milestone HOME team has completed 10,314 encounters and interventions with these clients.	



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Female-headed Households:

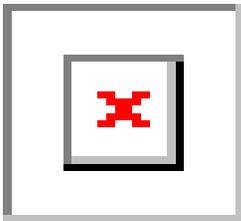
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	452
Low Mod	0	0	0	1,667
Moderate	0	0	0	280
Non Low Moderate	0	0	0	861
Total	0	0	0	3,260
Percent Low/Mod				73.6%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2017	Wayside Foods has served 101,08 meals to 2,399 LMI Portland residents and 3,260 persons totals.	



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PGM Year: 2017
Project: 0020 - Amistad Peer Coaching
IDIS Activity: 2473 - Amistad Peer Coaching Initiative

Status: Completed 9/5/2018 12:00:00 AM
Location: 66 State St 66 State St Portland, ME 04101-3751

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Substance Abuse Services (05F) **National Objective:** LMC

Initial Funding Date: 11/06/2017

Description:
 The Initiative intervenes in the lives of Portland's hardest to serve individuals, those who live with the symptoms of severe and persistent mental illness, as well as addiction, homelessness or other life challenges.
 These individuals are the most frequent users of area emergency rooms and other crisis services, and are often in contact with the police.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$50,292.00	\$50,292.00	\$50,292.00
Total	Total			\$50,292.00	\$50,292.00	\$50,292.00

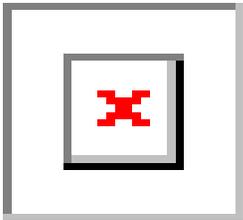
Proposed Accomplishments

People (General) : 75

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	907	25
Black/African American:	0	0	0	0	0	0	32	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	3	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	4	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	946	25



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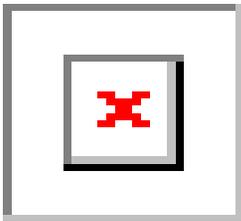
Female-headed Households: 0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	946
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	946
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	The Amistad Peer Coaching program helped 946 extremely low income (mostly homeless) clients in Portland. The program has completed 6,333 peer coaching sessions with these clients.	



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PGM Year: 2017
Project: 0021 - Catherine Morrill Childcare Voucher Program
IDIS Activity: 2474 - Catherine Morrill Childcare Vouchers

Status: Completed 9/5/2018 12:00:00 AM **Objective:** Create economic opportunities
Location: 96 Danforth St 96 Danforth Street Portland, ME 04101-4523 **Outcome:** Sustainability
Matrix Code: Child Care Services (05L) **National Objective:** LMC

Initial Funding Date: 11/06/2017

Description:

This partnership will provide subsidized child care services in our high quality programs to Portland LMI families looking for work, working, participating in educational, vocational or social services, or waiting for a state voucher. Social services will help families ameliorate barriers to employment as well as to help them navigate DHHS child car subside application process.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$77,298.00	\$77,298.00	\$77,298.00
Total	Total			\$77,298.00	\$77,298.00	\$77,298.00

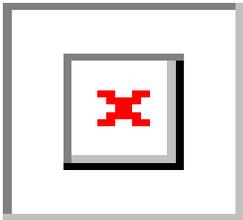
Proposed Accomplishments

People (General) : 25

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	18	2
Black/African American:	0	0	0	0	0	0	18	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	2	1
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	1	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	40	3



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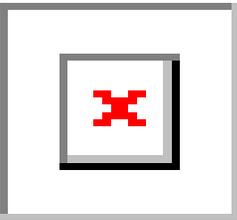
Female-headed Households: 0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	22
Low Mod	0	0	0	13
Moderate	0	0	0	5
Non Low Moderate	0	0	0	0
Total	0	0	0	40
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	The Portland Childcare Voucher collaborative has helped 40 low/mod income children for a total of 363.53 hours of quality childcare.	



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PGM Year: 2017
Project: 0022 - COP Family Shelter After Hours Program
IDIS Activity: 2475 - Family Shelter After Hours Program

Status: Completed 9/5/2018 12:00:00 AM **Objective:** Create suitable living environments
Location: 203 Oxford St 203 Oxford St Portland, ME 04101-3012 **Outcome:** Availability/accessibility
Matrix Code: Operating Costs of Homeless/AIDS Patients Programs (03T) **National Objective:** LMC

Initial Funding Date: 11/06/2017

Description:
 The Family Shelter After Hours Program provides emergency access to services for low income "at risk" individuals and families, including placing homeless individuals in the appropriate shelter and assisting with basic needs such as medication, food, baby formula, diapers, and #2 fuel oil. The program offers a hotline service 365 days a year after all Social Services Agencies are closed. The program serves families, singles, elderly, refugees, asylum seekers, homeless and working poor.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$42,891.00	\$42,891.00	\$42,891.00
Total	Total			\$42,891.00	\$42,891.00	\$42,891.00

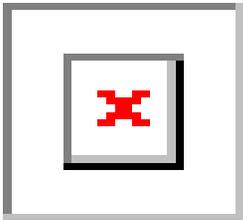
Proposed Accomplishments

People (General) : 1,000

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	88	0
Black/African American:	0	0	0	0	0	0	596	0
Asian:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	19	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	704	0



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Female-headed Households:

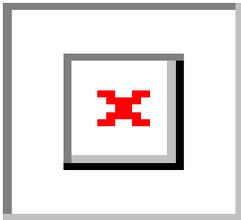
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	566
Low Mod	0	0	0	97
Moderate	0	0	0	41
Non Low Moderate	0	0	0	0
Total	0	0	0	704
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	The After Hours Program has helped 704 low/moderate income Portland residents for a total of 1,982 hours of emergency assistance. This emergency assistance provides help with emergency fuel or oil, providing shelter, formula, diapers and medications.	



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PGM Year: 2017
Project: 0010 - CEI- Portland Microenterprise assistance program
IDIS Activity: 2476 - CEI Microenterprise Assistance 2017-2018

Status: Open
Location: 2 Portland Fish Pier Ste 201 Portland, MD 04101-4633
Objective: Create economic opportunities
Outcome: Availability/accessibility
Matrix Code: Micro-Enterprise Assistance (18C) **National Objective:** LMCMC

Initial Funding Date: 11/06/2017

Description:

CEI and Cultivating Communities will help at least 50 New Americans and/or female low to moderate income Portland residents start six microenterprise businesses in Portland by providing intensive business advising and farm training.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$44,004.00	\$43,402.76	\$43,402.76
Total	Total			\$44,004.00	\$43,402.76	\$43,402.76

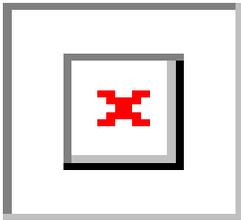
Proposed Accomplishments

Businesses : 6

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	18	5
Black/African American:	0	0	0	0	0	0	32	0
Asian:	0	0	0	0	0	0	4	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	10	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	64	5
Female-headed Households:	0		0		0			



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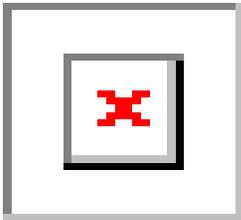
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	33
Low Mod	0	0	0	13
Moderate	0	0	0	18
Non Low Moderate	0	0	0	0
Total	0	0	0	64
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	As of the end of the 2nd quarter, CEI- Portland Microenterprise Assistance Program (PMAP) has helped 64 low/moderate income Portland residents. Of the 64 helped 52 are New Americans, 8 are single parents, and 3 have created new microenterprise businesses.	



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PGM Year: 2017
Project: 0012 - COP Community Policing
IDIS Activity: 2477 - Community Policing 2017-2018

Status: Completed 9/5/2018 12:00:00 AM **Objective:** Create suitable living environments
Location: 109 Middle St 109 Middle Street Portland, ME 04101-4104 **Outcome:** Availability/accessibility
Matrix Code: Crime Awareness (05I) **National Objective:** LMA

Initial Funding Date: 11/09/2017

Description:
 Five community policing coordinators to HCD eligible neighborhoods. They work closely with residents, social service agencies, community stakeholders, and other city departments and government agencies to identify problems and develop suitable and effective programs and strategies to effect long term changes.

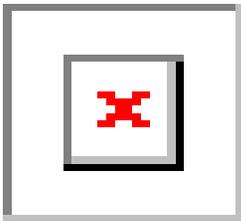
Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$50,192.31	\$50,192.31	\$50,192.31
	PI			\$99,807.69	\$99,807.69	\$99,807.69
Total	Total			\$150,000.00	\$150,000.00	\$150,000.00

Proposed Accomplishments
 People (General) : 5,000
 Total Population in Service Area: 21,765
 Census Tract Percent Low / Mod: 72.32

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2017	Community Policing has completed 7313 hours of community policing, including 216 hours of health, safety, and education presentations, 305 community meetings, and 270 youth programs. Community Policing has served 9,112 individuals of which 92% are low/moderate income Portland Residents	



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PGM Year: 2017
Project: 0019 - COP Portland Opportunity Crew
IDIS Activity: 2478 - COP- Portland Opportunity Crew

Status: Completed 9/5/2018 12:00:00 AM
Location: 196 Lancaster St Portland, ME 04101-2418

Objective: Create economic opportunities
Outcome: Availability/accessibility
Matrix Code: Employment Training (05H)

National Objective: LMC

Initial Funding Date: 11/06/2017

Description:

The Portland Opportunity Crew is a pilot program that will offer panhandlers on the streets of Portland the opportunity to participate in a landscape and City beautification job training program.

The program participants will receive breakfast, lunch, snacks, a work stipend, and the opportunity to be connected to other job training and social service programs.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$16,496.00	\$16,496.00	\$16,496.00
Total	Total			\$16,496.00	\$16,496.00	\$16,496.00

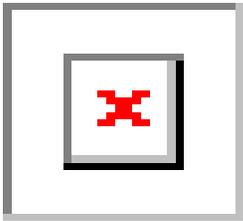
Proposed Accomplishments

People (General) : 45

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	22	1
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	22	1



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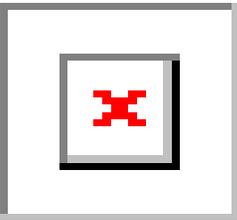
Female-headed Households: 0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	22
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	22
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	The Portland Opportunity Crew has helped 22 extremely low income Portland residents, 5 of which have found employment.	



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PGM Year: 2017
Project: 0001 - HCD Grant Administration
IDIS Activity: 2479 - HCD Housing Staff 2017-2018

Status: Completed 9/5/2018 12:00:00 AM
Location: ,

Objective:
Outcome:
Matrix Code: HOME Admin/Planning Costs of PJ (21H) **National Objective:**

Initial Funding Date: 11/06/2017

Description:
 HCD Housing Staff Costs

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$12,587.00	\$12,587.00	\$12,587.00
Total	Total			\$12,587.00	\$12,587.00	\$12,587.00

Proposed Accomplishments

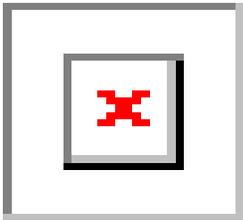
Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0
Female-headed Households:					0			

Income Category:

Owner Renter Total Person



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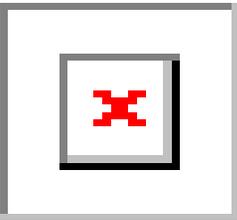
Time: 15:25

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Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2017
Project: 0001 - HCD Grant Administration
IDIS Activity: 2480 - CDBG Administration 2017-2018

Status: Completed 9/5/2018 12:00:00 AM
Location: ,

Objective:
Outcome:
Matrix Code: General Program Administration (21A) **National Objective:**

Initial Funding Date: 11/06/2017

Description:
 CDBG program administration
Financing

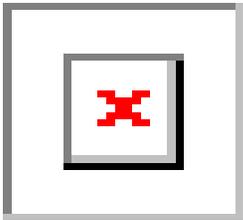
	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$257,232.50	\$257,232.50	\$257,232.50
	PI			\$41,786.98	\$41,786.98	\$41,786.98
Total	Total			\$299,019.48	\$299,019.48	\$299,019.48

Proposed Accomplishments

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0
Female-headed Households:					0			



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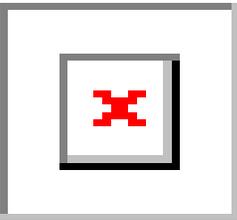
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Income Category:

	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2017
Project: 0001 - HCD Grant Administration
IDIS Activity: 2481 - Citizen Participation 2017-2018

Status: Completed 9/5/2018 12:00:00 AM
Location: ,

Objective:
Outcome:
Matrix Code: General Program Administration (21A) **National Objective:**

Initial Funding Date: 11/06/2017

Description:
 Citizen participation costs for the CDBG program.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$881.43	\$881.43	\$881.43
Total	Total			\$881.43	\$881.43	\$881.43

Proposed Accomplishments

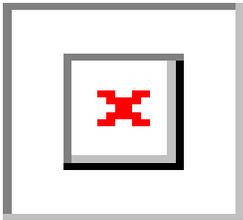
Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0
Female-headed Households:					0			

Income Category:

Owner Renter Total Person



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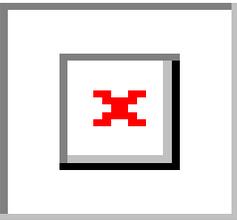
Time: 15:25

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Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2017
Project: 0001 - HCD Grant Administration
IDIS Activity: 2482 - Finance & Audit 2017-2018

Status: Completed 9/5/2018 12:00:00 AM
Location: ,

Objective:
Outcome:
Matrix Code: General Program Administration (21A) **National Objective:**

Initial Funding Date: 11/06/2017

Description:
 Finance and audit for the CDBG program.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$5,000.00	\$5,000.00	\$5,000.00
Total	Total			\$5,000.00	\$5,000.00	\$5,000.00

Proposed Accomplishments

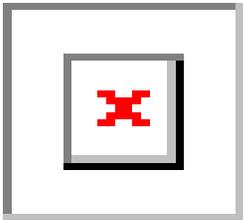
Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0
Female-headed Households:					0			

Income Category:

Owner Renter Total Person



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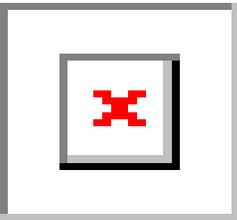
Time: 15:25

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Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2017
Project: 0002 - Planning Division
IDIS Activity: 2483 - Planning Division 2017-2018

Status: Completed 9/5/2018 12:00:00 AM
Location: ,

Objective:
Outcome:
Matrix Code: Planning (20) **National Objective:**

Initial Funding Date: 11/06/2017

Description:
 City of Portland Planning Division

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$55,950.00	\$55,950.00	\$55,950.00
Total	Total			\$55,950.00	\$55,950.00	\$55,950.00

Proposed Accomplishments

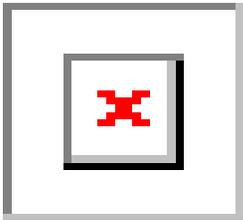
Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0
Female-headed Households:					0			

Income Category:

Owner Renter Total Person



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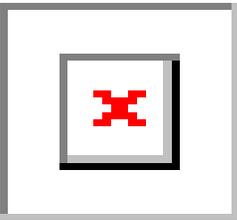
Time: 15:25

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Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2017
Project: 0005 - YMCA Boiler Replacement
IDIS Activity: 2484 - YMCA Boiler Replacement

Status: Completed 11/21/2017 12:00:00 AM
Location: 70 Forest Ave Portland, ME 04101-2813

Objective: Provide decent affordable housing
Outcome: Affordability
Matrix Code: Neighborhood Facilities (03E) **National Objective:** LMC

Initial Funding Date: 11/06/2017

Description:
 YMCA will be replace a 54 year old boiler that is inefficient and does not work properly.
 The old boiler will be replaced by two new energy efficient boilers, one of which will heat the men's dormitory, of which 100% are low/moderate income Portland residents.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$73,368.00	\$73,368.00	\$73,368.00
Total	Total			\$73,368.00	\$73,368.00	\$73,368.00

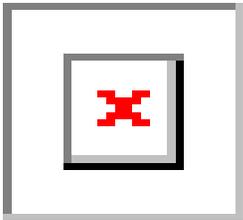
Proposed Accomplishments

Public Facilities : 1

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	83	7
Black/African American:	0	0	0	0	0	0	43	0
Asian:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	127	7
Female-headed Households:	0		0		0			



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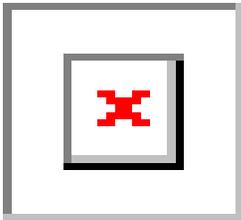
Page: 105

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	127
Non Low Moderate	0	0	0	0
Total	0	0	0	127
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	The YMCA has successfully completed the boiler replacement project. The 54 year old boiler was removed and replaced by two new energy efficient boilers. One of which serves at the winter heating source for the men's dormitory.	



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PGM Year: 2013
Project: 0010 - Facade Improvement Program
IDIS Activity: 2485 - Facade Improvement - 54 Washington Ave - Izakaya Minato

Status: Completed 7/6/2018 12:00:00 AM **Objective:** Create economic opportunities
Location: 54 Washington Ave Portland, ME 04101-2622 **Outcome:** Sustainability
Matrix Code: Rehab; Publicly or Privately-Owned **National Objective:** LMA
 Commercial/Industrial (14E)

Initial Funding Date: 06/21/2018

Description:

Facade Improvement in an eligible Lowmod area for a restaurant that serves affordable food to the surrounding neighborhood.

Financing

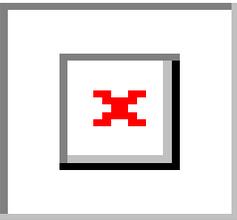
	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$3,776.25	\$0.00	\$0.00
		2014	B14MC230003		\$3,776.25	\$3,776.25
Total	Total			\$3,776.25	\$3,776.25	\$3,776.25

Proposed Accomplishments

Businesses : 1
 Total Population in Service Area: 3,050
 Census Tract Percent Low / Mod: 77.70

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	Izakaya Minato is a locally owned Japanese restaurant in a Low/Mod Income Area. The restaurant used the facade improvement program to complete a \$8,950 facade renovation, of which CDBG paid half. The facade improvements included new siding and new windows.	



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PGM Year: 2017
Project: 0025 - Housing Development Fund Project Staff Costs
IDIS Activity: 2488 - HDF Housing Rehab Staff Costs

Status: Completed 9/5/2018 12:00:00 AM **Objective:** Create suitable living environments
Location: 389 Congress St Rm 312 389 Congress Street Room 312 **Outcome:** Affordability
 Portland, ME 04101-3571 **Matrix Code:** Rehabilitation Administration (14H) **National Objective:** LMH

Initial Funding Date: 12/18/2017

Description:
 HDF Project Admin Costs
Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	PI			\$50,348.26	\$50,348.26	\$50,348.26
Total	Total			\$50,348.26	\$50,348.26	\$50,348.26

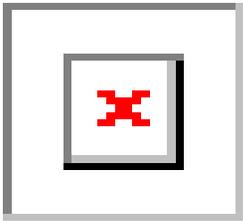
Proposed Accomplishments

Housing Units : 5

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	1	0	1	0	0	0
Black/African American:	0	0	2	0	2	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	3	0	3	0	0	0
Female-headed Households:	0		0		0			



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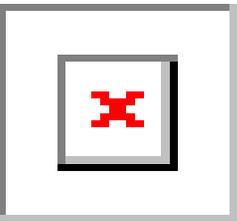
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	3	3	0
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	3	3	0
Percent Low/Mod		100.0%	100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	housing staff project costs for housing rehab program	



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PGM Year: 2017
Project: 0027 - City Housing Rehabilitation
IDIS Activity: 2490 - St. Dominics Apartments

Status: Open
Location: 42 Gray St Portland, ME 04102-3800
Objective: Provide decent affordable housing
Outcome: Affordability
Matrix Code: Rehab; Multi-Unit Residential (14B) **National Objective:** LMH

Initial Funding Date: 12/18/2017

Description:
 Rehab of affordable rental housing

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	PI			\$178,518.00	\$108,812.83	\$108,812.83
Total	Total			\$178,518.00	\$108,812.83	\$108,812.83

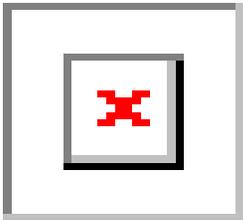
Proposed Accomplishments

Housing Units : 12

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0		0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	0	0
Female-headed Households:	0		0		0			



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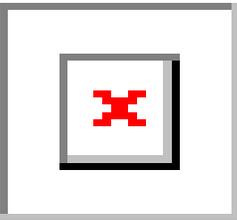
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	Rehab of existing 12 unit affordable rental housing	



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PGM Year: 2017
Project: 0011 - City of Portland- Business Assistance Program
IDIS Activity: 2493 - Wallace James Clothing Co. - BAP 2018

Status: Completed 7/6/2018 12:00:00 AM
Location: 54 Cove St Portland, ME 04101-2514
Objective: Create economic opportunities
Outcome: Sustainability
Matrix Code: ED Direct Financial Assistance to For-Profits (18A) **National Objective:** LMJ

Initial Funding Date: 04/12/2018

Description:

Wallace James Clothing Company- a small new Portland based Clothing Design, Patterning and Manufacturing business.
 This grant will create 2 net-new full time positions.
 1 FTE- Assistant pattern maker, 1 FTE Sample seamstress.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$20,180.00	\$20,180.00	\$20,180.00
Total	Total			\$20,180.00	\$20,180.00	\$20,180.00

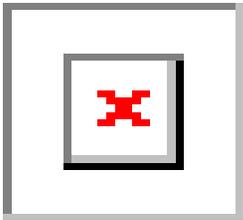
Proposed Accomplishments

Jobs : 2

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	2	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	2	0



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Female-headed Households:

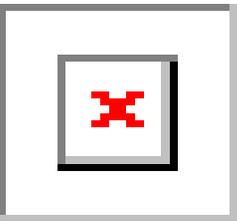
0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	1
Low Mod	0	0	0	0
Moderate	0	0	0	1
Non Low Moderate	0	0	0	0
Total	0	0	0	2
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	Wallace James has created 2 net new full time positions. The filled positions are an assistant pattern maker and production seamstress.	



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PGM Year: 2017
Project: 0011 - City of Portland- Business Assistance Program
IDIS Activity: 2494 - Maine and Loire - BAP 2018

Status: Completed 7/6/2018 12:00:00 AM
Location: 59 Washington Ave Portland, ME 04101-2617
Objective: Create economic opportunities
Outcome: Sustainability
Matrix Code: ED Direct Financial Assistance to For-Profits (18A) **National Objective:** LMJ

Initial Funding Date: 04/12/2018

Description:

Maine & Loire is a local wine shop and restaurant. They will be create one net new full time position, the position will either be a prep cook or Front House Supervisor.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$10,120.00	\$0.00	\$0.00
		2014	B14MC230003		\$10,120.00	\$10,120.00
Total	Total			\$10,120.00	\$10,120.00	\$10,120.00

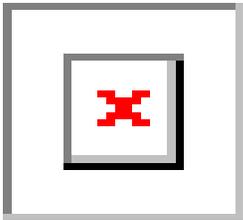
Proposed Accomplishments

Jobs : 1

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	1	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	1	0



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Female-headed Households:

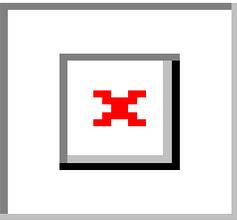
0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	1
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	1
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	Maine and Loire has created 1 net new cook position. This position has been filled by an LMI Portland resident	



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PGM Year: 2017
Project: 0011 - City of Portland- Business Assistance Program
IDIS Activity: 2495 - Greater Portland Home Health Care LLC - BAP 2018

Status: Completed 7/6/2018 12:00:00 AM
Location: 500 Forest Ave Portland, ME 04101-1541
Objective: Create economic opportunities
Outcome: Sustainability
Matrix Code: ED Direct Financial Assistance to For-Profits (18A) **National Objective:** LMJ

Initial Funding Date: 04/12/2018

Description:

Greater Portland Home Health Care (GPHHC) is an expanding in-home non-medical care business located in Portland. GPHHC will be creating 1 net new full time Personal Care Assistant position.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$10,180.00	\$10,180.00	\$10,180.00
Total	Total			\$10,180.00	\$10,180.00	\$10,180.00

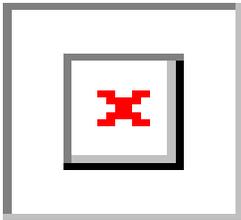
Proposed Accomplishments

Jobs : 1

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0		0
Black/African American:	0	0	0	0	0	0	1	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	1	0
Female-headed Households:	0		0		0			



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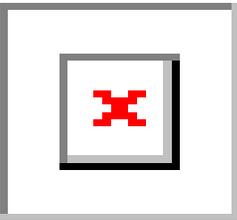
Page: 116

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	1
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	1
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	Greater Portland Home Health Care has created one net new full time Person Care Support Assistant. This person is a LMI Portland resident that was previously unemployed.	



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PGM Year: 2017
Project: 0027 - City Housing Rehabilitation
IDIS Activity: 2500 - 27 Greenleaf St

Status: Completed 9/5/2018 12:00:00 AM
Location: 27 Greenleaf St Portland, ME 04101-2506

Objective: Provide decent affordable housing
Outcome: Sustainability
Matrix Code: Rehab; Multi-Unit Residential (14B) **National Objective:** LMH

Initial Funding Date: 04/12/2018

Description:
 Rehab of a multi-family rental property with three units.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	PI			\$8,752.00	\$8,752.00	\$8,752.00
Total	Total			\$8,752.00	\$8,752.00	\$8,752.00

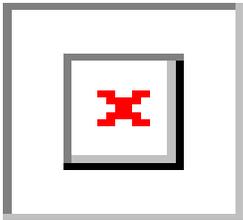
Proposed Accomplishments

Housing Units : 3

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	1	0	1	0	0	0
Black/African American:	0	0	2	0	2	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	3	0	3	0	0	0
Female-headed Households:	0		0		0			



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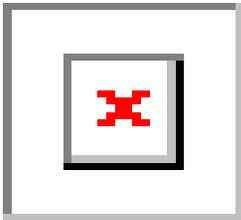
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	3	3	0
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	3	3	0
Percent Low/Mod		100.0%	100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2017	The 3 unit rehab project at 27 Greenleaf Street is complete. The project included fire doors, smoke detectors, and addressed safety concerns.	



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PGM Year: 2016
Project: 0004 - State Street Pedestrian Safety Improvements
IDIS Activity: 2503 - State Street Pedestrian Safety

Status: Open
Location: 278 State St Portland, ME 04101-2343

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Sidewalks (03L)

National Objective: LMA

Initial Funding Date: 04/12/2018

Description:

The State Street Pedestrian Safety and Related Work project will address pedestrian crossing and safety concerns along State Street between Cumberland Ave and Deering Oaks Park and will complement and coordinate with the City's CSOsewer separation project in this area. This work will include installation of ADA accessible curb ramps at all major crossings along State Street between Cumberland Ave and Deering Oaks Park.

Financing

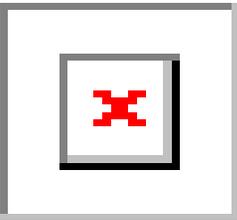
	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$152,706.02	\$0.00	\$0.00
		2014	B14MC230003		\$152,706.02	\$152,706.02
		2015	B15MC230003	\$47,939.50	\$47,939.50	\$47,939.50
		2016	B16MC230003	\$206,715.48	\$139,816.13	\$139,816.13
Total	Total			\$407,361.00	\$340,461.65	\$340,461.65

Proposed Accomplishments

Public Facilities : 1
 Total Population in Service Area: 3,150
 Census Tract Percent Low / Mod: 80.00

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2017
Project: 0011 - City of Portland- Business Assistance Program
IDIS Activity: 2508 - Head Games BAP 2018

Status: Completed 9/5/2018 12:00:00 AM
Location: 116 Free St Portland, ME 04101-3925
Objective: Create economic opportunities
Outcome: Sustainability
Matrix Code: ED Direct Financial Assistance to For-Profits (18A) **National Objective:** LMJ

Initial Funding Date: 06/21/2018

Description:

Head Games is a local hair salon business that is expanding. They will create two net new full time hair dresser position for LMI individuals.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$20,180.00	\$20,180.00	\$20,180.00
Total	Total			\$20,180.00	\$20,180.00	\$20,180.00

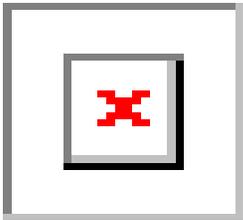
Proposed Accomplishments

Jobs : 2

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	2	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	2	0
Female-headed Households:	0		0		0			



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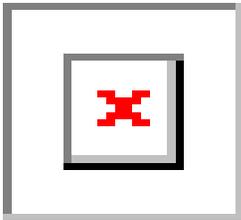
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	1
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	1
Total	0	0	0	2
Percent Low/Mod				50.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	Head Games - a local hair salon has created 2 net new full time positions. Both positions are paid \$12/hr and come with a year of on the job training.	



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PGM Year: 2017
Project: 0011 - City of Portland- Business Assistance Program
IDIS Activity: 2509 - Gateway Community Services LLC - BAP 2018

Status: Completed 9/5/2018 12:00:00 AM
Location: 501 Forest Ave Portland, ME 04101-1503

Objective: Create economic opportunities
Outcome: Sustainability
Matrix Code: ED Direct Financial Assistance to For-Profits (18A) **National Objective:** LMJ

Initial Funding Date: 06/21/2018

Description:
 Gateway Community Services LLC is a local business that is expanding. They will create 2 net new full time case management positions.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$20,240.00	\$20,240.00	\$20,240.00
Total	Total			\$20,240.00	\$20,240.00	\$20,240.00

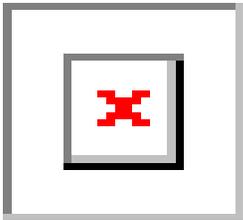
Proposed Accomplishments

Jobs : 2

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	1	0
Black/African American:	0	0	0	0	0	0	1	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	2	0
Female-headed Households:	0		0		0			



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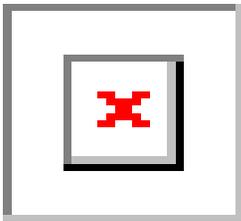
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	1
Low Mod	0	0	0	0
Moderate	0	0	0	1
Non Low Moderate	0	0	0	0
Total	0	0	0	2
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	Gateway Community Services- a local health-based business has created 2 net new full time position. Both positions are health case management positions.	



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PGM Year: 2017
Project: 0011 - City of Portland- Business Assistance Program
IDIS Activity: 2510 - On Time Transportation - BAP 2018

Status: Open
Location: 68 Bishop St Ste 2 Bldg, 2 Portland, ME 04103-2681
Objective: Create economic opportunities
Outcome: Sustainability
Matrix Code: ED Direct Financial Assistance to For-Profits (18A)
National Objective: LMJ

Initial Funding Date: 06/21/2018

Description:

On Time Transportation is a local transportation business that is expanding. They will creating 2 net new full time transportation driving positions for LMI individuals.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	B17MC230003	\$20,180.00	\$19,743.87	\$19,743.87
Total	Total			\$20,180.00	\$19,743.87	\$19,743.87

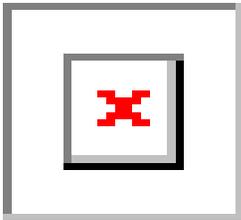
Proposed Accomplishments

Jobs : 2

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0		0
Black/African American:	0	0	0	0	0	0	2	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	2	0
Female-headed Households:	0		0		0			



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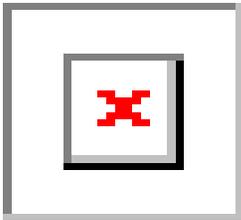
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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	2
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	2
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	On Time transportation, a local transportation company has filled 2 net new full time positions. Both positions are transportation drivers.	



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PGM Year: 2013
Project: 0010 - Facade Improvement Program
IDIS Activity: 2511 - 34 Washington Ave Facade Improvement

Status: Open
Location: 34 Washington Ave Portland, ME 04101-2622

Objective: Create economic opportunities
Outcome: Sustainability
Matrix Code: Rehab; Publicly or Privately-Owned Commercial/Industrial (14E)

National Objective: LMA

Initial Funding Date: 07/31/2018

Description:

Facade Improvement of 34 Washington Ave.
 The project includes restoring the storefront to match a 1924 photo of the building.
 The trim and windows will be replaced and dentil work will be added.
 The store is located in an LowMod Area and sells affordable local craftsjewelry.

Financing

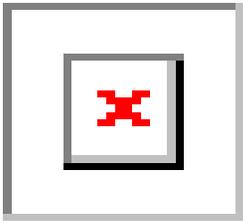
	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MC230003	\$5,183.00	\$5,183.00	\$5,183.00
Total	Total			\$5,183.00	\$5,183.00	\$5,183.00

Proposed Accomplishments

Businesses : 1
 Total Population in Service Area: 1,130
 Census Tract Percent Low / Mod: 84.07

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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Total Funded Amount:	\$14,222,641.27
Total Drawn Thru Program Year:	\$13,891,211.51
Total Drawn In Program Year:	\$1,910,057.31



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 CDBG Summary of Accomplishments
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Count of CDBG Activities with Disbursements by Activity Group & Matrix Code

Activity Group	Activity Category	Open Count	Open Activities Disbursed	Completed Count	Completed Activities Disbursed	Program Year Count	Total Activities Disbursed
Economic Development	Rehab; Publicly or Privately-Owned Commercial/Industrial (14E)	1	\$5,183.00	1	\$3,776.25	2	\$8,959.25
	ED Direct Financial Assistance to For-Profits (18A)	2	\$19,743.87	7	\$80,900.00	9	\$100,643.87
	ED Technical Assistance (18B)	1	\$21,070.95	1	\$2,181.00	2	\$23,251.95
	Micro-Enterprise Assistance (18C)	1	\$43,402.76	2	\$0.00	3	\$43,402.76
	Total Economic Development	5	\$89,400.58	11	\$86,857.25	16	\$176,257.83
Housing	Construction of Housing (12)	0	\$0.00	1	\$0.00	1	\$0.00
	Rehab; Multi-Unit Residential (14B)	1	\$108,812.83	2	\$8,752.00	3	\$117,564.83
	Rehabilitation Administration (14H)	0	\$0.00	2	\$50,348.26	2	\$50,348.26
	Total Housing	1	\$108,812.83	5	\$59,100.26	6	\$167,913.09
Public Facilities and Improvements	Youth Centers (03D)	0	\$0.00	1	\$7,960.83	1	\$7,960.83
	Neighborhood Facilities (03E)	0	\$0.00	2	\$73,368.00	2	\$73,368.00
	Parks, Recreational Facilities (03F)	1	\$9,158.00	1	\$5,950.95	2	\$15,108.95
	Street Improvements (03K)	1	\$25,321.66	1	\$0.00	2	\$25,321.66
	Sidewalks (03L)	2	\$403,013.03	1	\$56,225.71	3	\$459,238.74
	Total Public Facilities and Improvements	4	\$437,492.69	6	\$143,505.49	10	\$580,998.18
Public Services	Operating Costs of Homeless/AIDS Patients Programs (03T)	0	\$0.00	7	\$108,241.74	7	\$108,241.74
	Youth Services (05D)	0	\$0.00	2	\$26,140.00	2	\$26,140.00
	Substance Abuse Services (05F)	0	\$0.00	4	\$163,567.00	4	\$163,567.00
	Employment Training (05H)	0	\$0.00	3	\$16,496.00	3	\$16,496.00
	Crime Awareness (05I)	0	\$0.00	2	\$150,000.00	2	\$150,000.00
	Child Care Services (05L)	0	\$0.00	2	\$77,298.00	2	\$77,298.00
	Mental Health Services (05O)	0	\$0.00	1	\$0.00	1	\$0.00
	Food Banks (05W)	0	\$0.00	4	\$69,707.56	4	\$69,707.56
	Total Public Services	0	\$0.00	25	\$611,450.30	25	\$611,450.30
General Administration and Planning	Planning (20)	0	\$0.00	3	\$55,950.00	3	\$55,950.00
	General Program Administration (21A)	0	\$0.00	7	\$304,900.91	7	\$304,900.91
	HOME Admin/Planning Costs of PJ (21H)	0	\$0.00	2	\$12,587.00	2	\$12,587.00



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Activity Group	Activity Category	Open Count	Open Activities Disbursed	Completed Count	Completed Activities Disbursed	Program Year Count	Total Activities Disbursed
General Administration and Planning	Total General Administration and Planning	0	\$0.00	12	\$373,437.91	12	\$373,437.91
Grand Total		10	\$635,706.10	59	\$1,274,351.21	69	\$1,910,057.31



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CDBG Sum of Actual Accomplishments by Activity Group and Accomplishment Type

Activity Group	Matrix Code	Accomplishment Type	Open Count	Completed Count	Program Year Totals
Economic Development	Rehab; Publicly or Privately-Owned Commercial/Industrial (14E)	Business	0	3,050	3,050
	ED Direct Financial Assistance to For-Profits (18A)	Jobs	2	13	15
	ED Technical Assistance (18B)	Jobs	25	25	50
	Micro-Enterprise Assistance (18C)	Business	64	96	160
	Total Economic Development			91	3,184
Housing	Construction of Housing (12)	Housing Units	0	12	12
	Rehab; Multi-Unit Residential (14B)	Housing Units	0	5	5
	Rehabilitation Administration (14H)	Housing Units	0	15	15
Total Housing			0	32	32
Public Facilities and Improvements	Youth Centers (03D)	Public Facilities	0	1,983	1,983
	Neighborhood Facilities (03E)	Public Facilities	0	16,017	16,017
	Parks, Recreational Facilities (03F)	Public Facilities	1,430	2,425	3,855
	Street Improvements (03K)	Persons	1,130	4,398	5,528
	Sidewalks (03L)	Persons	1,709	0	1,709
		Public Facilities	0	2,175	2,175
Total Public Facilities and Improvements			4,269	26,998	31,267
Public Services	Operating Costs of Homeless/AIDS Patients Programs (03T)	Persons	0	3,304	3,304
	Youth Services (05D)	Persons	0	318	318
	Substance Abuse Services (05F)	Persons	0	3,369	3,369
	Employment Training (05H)	Persons	0	392	392
	Crime Awareness (05I)	Persons	0	44,070	44,070
	Child Care Services (05L)	Persons	0	82	82
	Mental Health Services (05O)	Persons	0	649	649
	Food Banks (05W)	Persons	0	11,062	11,062
Total Public Services			0	63,246	63,246
Grand Total			4,360	93,460	97,820



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CDBG Beneficiaries by Racial / Ethnic Category

Housing-Non Housing	Race	Total Persons	Total Hispanic		Total Hispanic Households
			Persons	Total Households	
Housing	White	0	0	16	0
	Black/African American	0	0	16	0
	Total Housing	0	0	32	0
Non Housing	White	13,902	681	0	0
	Black/African American	6,089	193	0	0
	Asian	471	36	0	0
	American Indian/Alaskan Native	257	19	0	0
	Native Hawaiian/Other Pacific Islander	78	11	0	0
	American Indian/Alaskan Native & White	199	22	0	0
	Asian & White	40	3	0	0
	Black/African American & White	113	29	0	0
	Amer. Indian/Alaskan Native & Black/African Amer.	42	14	0	0
	Other multi-racial	320	41	0	0
	Total Non Housing	21,511	1,049	0	0
	Grand Total	White	13,902	681	16
Black/African American		6,089	193	16	0
Asian		471	36	0	0
American Indian/Alaskan Native		257	19	0	0
Native Hawaiian/Other Pacific Islander		78	11	0	0
American Indian/Alaskan Native & White		199	22	0	0
Asian & White		40	3	0	0
Black/African American & White		113	29	0	0
Amer. Indian/Alaskan Native & Black/African Amer.		42	14	0	0
Other multi-racial		320	41	0	0
Total Grand Total		21,511	1,049	32	0



PORTLAND

CDBG Beneficiaries by Income Category

	Income Levels	Owner Occupied	Renter Occupied	Persons
Housing	Extremely Low (<=30%)	0	6	0
	Low (>30% and <=50%)	0	0	0
	Mod (>50% and <=80%)	0	0	0
	Total Low-Mod	0	6	0
	Non Low-Mod (>80%)	0	0	0
	Total Beneficiaries	0	6	0
Non Housing	Extremely Low (<=30%)	0	0	6,602
	Low (>30% and <=50%)	0	0	1,792
	Mod (>50% and <=80%)	0	0	473
	Total Low-Mod	0	0	8,867
	Non Low-Mod (>80%)	0	0	862
	Total Beneficiaries	0	0	9,729



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 HOME Summary of Accomplishments

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Program Year: 2017
 Start Date 01-Jul-2017 - End Date 30-Jun-2018
 PORTLAND CONSORTIUM
 Home Disbursements and Unit Completions

Activity Type	Disbursed Amount	Units Completed	Units Occupied
Rentals	\$162,236.00	1	1
TBRA Families	\$181,257.47	152	152
Existing Homeowners	\$305,344.63	15	15
Total, Rentals and TBRA	\$343,493.47	153	153
Total, Homebuyers and Homeowners	\$305,344.63	15	15
Grand Total	\$648,838.10	168	168

Home Unit Completions by Percent of Area Median Income

Activity Type						Units Completed	
	0% - 30%	31% - 50%	51% - 60%	61% - 80%	Total 0% - 60%	Total 0% - 80%	
Rentals	0	0	1	0	1	1	
TBRA Families	151	1	0	0	152	152	
Existing Homeowners	1	5	3	6	9	15	
Total, Rentals and TBRA	151	1	1	0	153	153	
Total, Homebuyers and Homeowners	1	5	3	6	9	15	
Grand Total	152	6	4	6	162	168	

Home Unit Reported As Vacant

Activity Type	Reported as Vacant
Rentals	0
TBRA Families	0
Existing Homeowners	0
Total, Rentals and TBRA	0
Total, Homebuyers and Homeowners	0
Grand Total	0



Program Year: 2017

Start Date 01-Jul-2017 - End Date 30-Jun-2018

PORTLAND CONSORTIUM

Home Unit Completions by Racial / Ethnic Category

	Rentals		TBRA Families		Existing Homeowners	
	Units Completed	Units Completed - Hispanics	Units Completed	Units Completed - Hispanics	Units Completed	Units Completed - Hispanics
White	1	0	129	2	15	0
Black/African American	0	0	23	1	0	0
Total	1	0	152	3	15	0

	Total, Rentals and TBRA		Total, Homebuyers and Homeowners		Grand Total	
	Units Completed	Units Completed - Hispanics	Units Completed	Units Completed - Hispanics	Units Completed	Units Completed - Hispanics
White	130	2	15	0	145	2
Black/African American	23	1	0	0	23	1
Total	153	3	15	0	168	3

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Home Matching Liability Report

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PORTLAND, ME

Fiscal Year	Match Percent	Total Disbursements	Disbursements Requiring Match	Match Liability Amount
1997	25.0%	\$235,616.00	\$235,616.00	\$58,904.00
1998	25.0%	\$87,227.00	\$87,227.00	\$21,806.75
1999	25.0%	\$727,835.65	\$627,819.00	\$156,954.75
2000	25.0%	\$446,747.00	\$385,762.00	\$96,440.50
2001	25.0%	\$382,178.84	\$325,464.00	\$81,366.00
2002	25.0%	\$755,454.29	\$676,528.13	\$169,132.03
2003	25.0%	\$1,058,307.60	\$944,730.76	\$236,182.69
2004	25.0%	\$748,957.89	\$664,596.22	\$166,149.05
2005	25.0%	\$381,267.49	\$304,753.82	\$76,188.45
2006	25.0%	\$1,057,847.00	\$978,026.44	\$244,506.61
2007	25.0%	\$436,391.37	\$366,415.90	\$91,603.97
2008	25.0%	\$1,078,168.23	\$986,419.11	\$246,604.77
2009	25.0%	\$482,063.48	\$415,879.70	\$103,969.92
2010	25.0%	\$859,629.72	\$795,889.14	\$198,972.28
2011	25.0%	\$621,810.20	\$544,195.86	\$136,048.96
2012	25.0%	\$1,324,125.30	\$1,217,480.83	\$304,370.20
2013	25.0%	\$643,830.15	\$510,290.62	\$127,572.65

IDIS - PR33

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2014	25.0%	\$750,685.73	\$631,317.08	\$157,829.27
2015	25.0%	\$928,846.12	\$779,040.30	\$194,760.07
2016	25.0%	\$1,393,262.83	\$1,286,071.67	\$321,517.91
2017	25.0%	\$853,990.76	\$741,212.94	\$185,303.23



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PR91 - ESG Financial Summary
PORTLAND, ME
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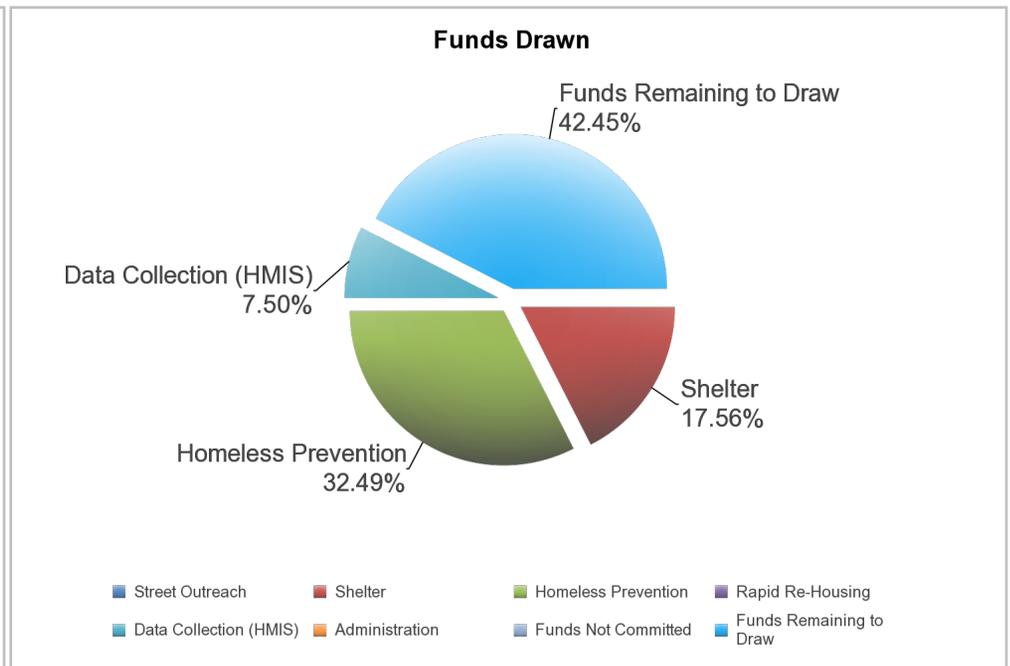
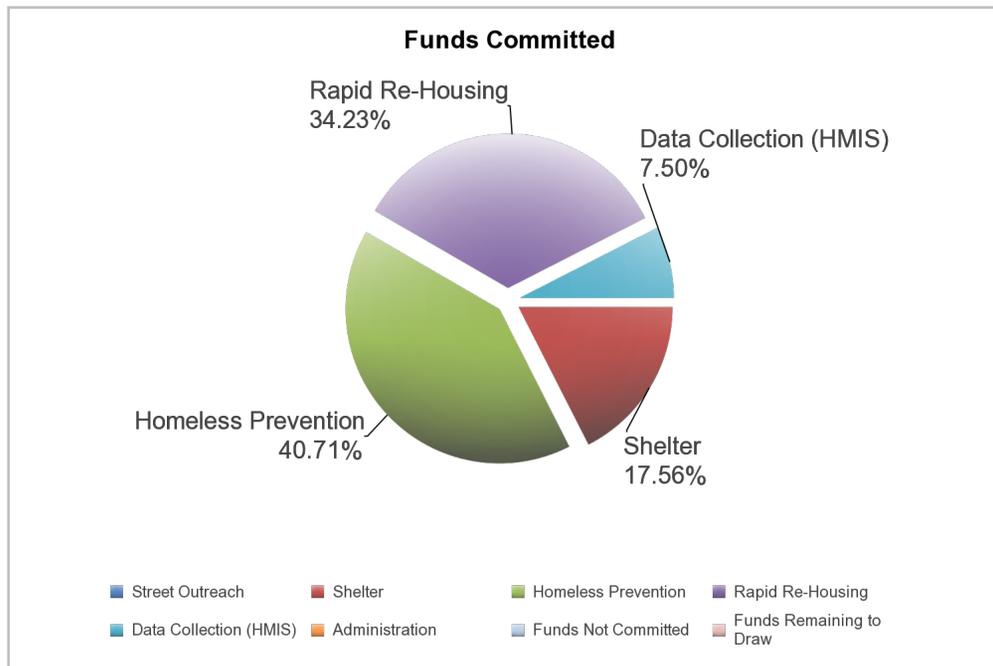
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ESG Program Level Summary

Grant Number	Total Grant Amount	Total Funds Committed	Total Funds Available to Commit	% of Grant Funds Not Committed	Grant Funds Drawn	% of Grant Funds Drawn	Available to Draw	% Remaining to Draw
E17MC230003	\$161,280.00	\$161,280.00	\$0.00	0.00%	\$92,818.00	57.55%	\$68,462.00	42.45%

ESG Program Components

Activity Type	Total Committed to Activities	% of Grant Committed	Drawn Amount	% of Grant Drawn
Street Outreach	\$0.00	0.00%	\$0.00	0.00%
Shelter	\$28,327.00	17.56%	\$28,327.00	17.56%
Homeless Prevention	\$65,657.00	40.71%	\$52,395.00	32.49%
Rapid Re-Housing	\$55,200.00	34.23%	\$0.00	0.00%
Data Collection (HMIS)	\$12,096.00	7.50%	\$12,096.00	7.50%
Administration	\$0.00	0.00%	\$0.00	0.00%
Funds Not Committed	\$0.00	0.00%	\$0.00	0.00%
Funds Remaining to Draw	\$0.00	0.00%	\$68,462.00	42.45%
Total	\$161,280.00	100.00%	\$161,280.00	100.00%





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24-Month Grant Expenditure Deadline

All of the recipient's grant must be expended for eligible activity costs within 24 months after the date HUD signs the grant agreement with the recipient. Expenditure means either an actual cash disbursement for a direct charge for a good or service or an indirect cost or the accrual of a direct charge for a good or service or an indirect cost. This report uses draws in IDIS to measure expenditures. HUD allocated Fiscal Year 2011 ESG funds in two allocations. For FY2011, this Obligation Date is the date of the first allocation. This report does not list the Obligation Date, does not calculate the Expenditure Deadline, and does not track the Days Remaining for the FY 2011 second allocation.

Grant Amount: \$161,280.00

Grant Number	Draws to Date	HUD Obligation Date	Expenditure Deadline	Days Remaining to Meet Requirement Date	Expenditures Required
E17MC230003	\$92,818.00	10/19/2017	10/19/2019	402	\$68,462.00

60% Cap on Emergency Shelter and Street Outreach

The cap refers to the total amount of the recipient's fiscal year grant, allowed for emergency shelter and street outreach activities, is capped at 60 percent. This amount cannot exceed the greater of: (1) 60% of the overall grant for the year; or, (2) the amount of Fiscal Year 2010 ESG funds committed for homeless assistance activities.

Amount Committed to Shelter	Amount Committed to Street Outreach	Total Amount Committed to Shelter and Street Outreach	% Committed to Shelter and Street Outreach	2010 Funds Committed to Homeless Assistance Activities	Total Drawn for Shelter and Street Outreach	% Drawn for Shelter and Street Outreach
\$28,327.00	\$0.00	\$28,327.00	17.56%	\$65,769.00	\$28,327.00	17.56%

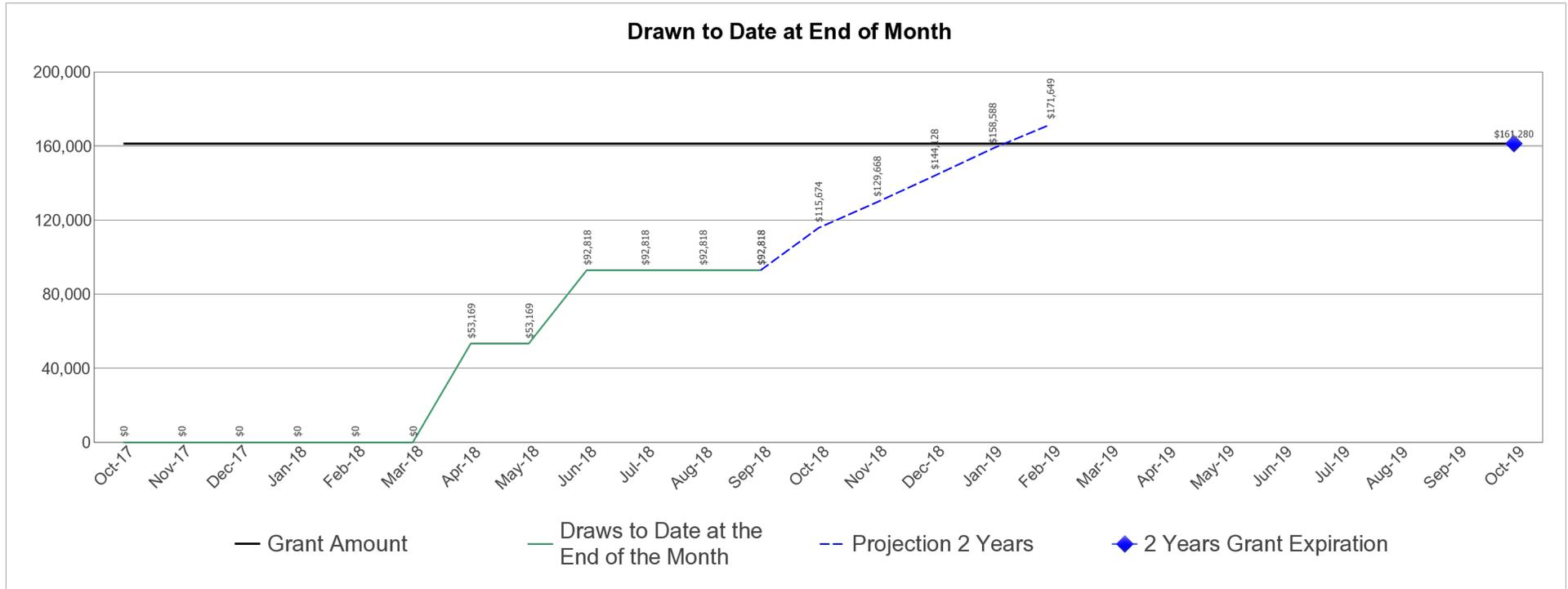


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ESG Draws By Month (at the total grant level):

Grant Amount: 161,280.00



ESG Draws By Quarter (at the total grant level):

Quarter End Date	Draws for the Quarter	Draws to Date at the End of the Quarter	% Drawn for the Quarter	% Drawn to Date at End of Quarter
12/31/2017	\$0.00	\$0.00	0.00%	0.00%
03/31/2018	\$0.00	\$0.00	0.00%	0.00%
06/30/2018	\$92,818.00	\$92,818.00	57.55%	57.55%
09/30/2018	\$0.00	\$92,818.00	0.00%	57.55%

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ESG Subrecipient Commitments and Draws by Activity Category :

Subrecipient	Activity Type	Committed	Drawn
PORTLAND	Shelter	\$28,327.00	\$28,327.00
	Homeless Prevention	\$65,657.00	\$52,395.00
	Rapid Re-Housing	\$55,200.00	\$0.00
	Data Collection (HMIS)	\$12,096.00	\$12,096.00
	Total	\$161,280.00	\$92,818.00
	Total Remaining to be Drawn		\$68,462.00
	Percentage Remaining to be Drawn		42.45%



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ESG Subrecipients by Activity Category

Activity Type	Subecipient
Shelter	PORTLAND
Homeless Prevention	PORTLAND
Rapid Re-Housing	PORTLAND
Data Collection (HMIS)	PORTLAND



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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	8,319,300.99
02 ENTITLEMENT GRANT	1,745,465.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	275,985.89
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	55,375.01
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	(67,100.65)
08 TOTAL AVAILABLE (SUM, LINES 01-07)	10,329,026.24

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	1,536,619.40
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	1,536,619.40
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	373,437.91
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,910,057.31
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	8,418,968.93

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	116,092.18
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	1,368,706.31
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	1,484,798.49
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	96.63%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2015 PY: 2016 PY: 2017
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	5,279,241.71
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	4,872,416.31
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	92.29%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	611,450.30
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	611,450.30
32 ENTITLEMENT GRANT	1,745,465.00
33 PRIOR YEAR PROGRAM INCOME	278,768.53
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	2,024,233.53
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	30.21%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	373,437.91
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	373,437.91
42 ENTITLEMENT GRANT	1,745,465.00
43 CURRENT YEAR PROGRAM INCOME	331,360.90
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	(67,100.65)
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	2,009,725.25
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	18.58%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Plan Year	IDIS Project	IDIS Activity	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	27	2490	St. Dominics Apartments	14B	LMH	\$108,812.83
2017	27	2500	27 Greenleaf St	14B	LMH	\$8,752.00
				14B	Matrix Code	\$117,564.83
2017	25	2488	HDF Housing Rehab Staff Costs	14H	LMH	\$50,348.26
				14H	Matrix Code	\$50,348.26
Total						\$167,913.09

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2014	27	2292	6094896	LearningWorks Renovation of 181 Brackett Street	03D	LMC	\$7,960.83
					03D	Matrix Code	\$7,960.83
2017	5	2484	6094896	YMCA Boiler Replacement	03E	LMC	\$73,368.00
					03E	Matrix Code	\$73,368.00
2014	28	2296	6084610	North Boyd Street Trail Phase II	03F	LMA	\$5,950.95
2016	5	2414	6084610	Libbytown Community Garden	03F	LMA	\$3,041.38
2016	5	2414	6185964	Libbytown Community Garden	03F	LMA	\$6,116.62
					03F	Matrix Code	\$15,108.95
2015	6	2391	6084610	Greenleaf Street Reconstruction (2015)	03K	LMA	\$1,073.08
2015	6	2391	6094896	Greenleaf Street Reconstruction (2015)	03K	LMA	\$50.63
2015	6	2391	6126875	Greenleaf Street Reconstruction (2015)	03K	LMA	\$12,480.29
2015	6	2391	6142854	Greenleaf Street Reconstruction (2015)	03K	LMA	\$4,301.29
2015	6	2391	6155169	Greenleaf Street Reconstruction (2015)	03K	LMA	\$876.85
2015	6	2391	6164875	Greenleaf Street Reconstruction (2015)	03K	LMA	\$3,760.00
2015	6	2391	6185964	Greenleaf Street Reconstruction (2015)	03K	LMA	\$2,779.52
					03K	Matrix Code	\$25,321.66
2013	7	2229	6084610	Cumberland Avenue	03L	LMA	\$62,551.38
2014	28	2298	6084610	Oxford and Elm Street Sidewalk	03L	LMA	\$56,225.71
2016	4	2503	6142854	State Street Pedestrian Safety	03L	LMA	\$229,244.27
2016	4	2503	6164875	State Street Pedestrian Safety	03L	LMA	\$76.58
2016	4	2503	6188968	State Street Pedestrian Safety	03L	LMA	\$111,140.80
					03L	Matrix Code	\$459,238.74
2017	14	2468	6094896	Preble Street Resource Center 2017-18	03T	LMC	\$9,756.74
2017	14	2468	6126875	Preble Street Resource Center 2017-18	03T	LMC	\$12,698.00
2017	14	2468	6155169	Preble Street Resource Center 2017-18	03T	LMC	\$13,817.00
2017	14	2468	6185964	Preble Street Resource Center 2017-18	03T	LMC	\$2,939.00
2017	15	2469	6094896	Preble Street Florence House 2017-2018	03T	LMC	\$6,741.00
2017	15	2469	6126875	Preble Street Florence House 2017-2018	03T	LMC	\$6,666.00
2017	15	2469	6155169	Preble Street Florence House 2017-2018	03T	LMC	\$6,474.00
2017	15	2469	6185964	Preble Street Florence House 2017-2018	03T	LMC	\$6,259.00
2017	22	2475	6094896	Family Shelter After Hours Program	03T	LMC	\$9,566.45
2017	22	2475	6106101	Family Shelter After Hours Program	03T	LMC	\$389.35
2017	22	2475	6126875	Family Shelter After Hours Program	03T	LMC	\$10,715.20
2017	22	2475	6155169	Family Shelter After Hours Program	03T	LMC	\$13,245.46
2017	22	2475	6185964	Family Shelter After Hours Program	03T	LMC	\$8,974.54
					03T	Matrix Code	\$108,241.74
2017	16	2470	6094896	Preble Street Teen Center 2017-2018	05D	LMC	\$6,091.00
2017	16	2470	6126875	Preble Street Teen Center 2017-2018	05D	LMC	\$5,550.00
2017	16	2470	6155169	Preble Street Teen Center 2017-2018	05D	LMC	\$4,378.00



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	16	2470	6185964	Preble Street Teen Center 2017-2018	05D	LMC	\$10,121.00
					05D	Matrix Code	\$26,140.00
2017	17	2471	6094896	Milestone H.O.M.E. Team & Medical Outreach	05F	LMC	\$27,503.71
2017	17	2471	6126875	Milestone H.O.M.E. Team & Medical Outreach	05F	LMC	\$28,521.46
2017	17	2471	6155169	Milestone H.O.M.E. Team & Medical Outreach	05F	LMC	\$28,669.90
2017	17	2471	6185964	Milestone H.O.M.E. Team & Medical Outreach	05F	LMC	\$28,579.93
2017	20	2473	6094896	Amistad Peer Coaching Initiative	05F	LMC	\$10,187.93
2017	20	2473	6126875	Amistad Peer Coaching Initiative	05F	LMC	\$12,954.00
2017	20	2473	6155169	Amistad Peer Coaching Initiative	05F	LMC	\$14,071.85
2017	20	2473	6185964	Amistad Peer Coaching Initiative	05F	LMC	\$13,078.22
					05F	Matrix Code	\$163,567.00
2017	19	2478	6094896	COP- Portland Opportunity Crew	05H	LMC	\$2,880.32
2017	19	2478	6106101	COP- Portland Opportunity Crew	05H	LMC	\$380.00
2017	19	2478	6185964	COP- Portland Opportunity Crew	05H	LMC	\$13,235.68
					05H	Matrix Code	\$16,496.00
2017	12	2477	6094908	Community Policing 2017-2018	05I	LMA	\$37,500.00
2017	12	2477	6106101	Community Policing 2017-2018	05I	LMA	\$12,692.31
2017	12	2477	6126875	Community Policing 2017-2018	05I	LMA	\$12,692.31
2017	12	2477	6142854	Community Policing 2017-2018	05I	LMA	\$49,615.38
2017	12	2477	6155169	Community Policing 2017-2018	05I	LMA	\$12,115.38
2017	12	2477	6164875	Community Policing 2017-2018	05I	LMA	\$13,269.23
2017	12	2477	6185964	Community Policing 2017-2018	05I	LMA	\$12,115.39
					05I	Matrix Code	\$150,000.00
2017	21	2474	6094896	Catherine Morrill Childcare Vouchers	05L	LMC	\$17,998.20
2017	21	2474	6106101	Catherine Morrill Childcare Vouchers	05L	LMC	\$8,368.60
2017	21	2474	6126875	Catherine Morrill Childcare Vouchers	05L	LMC	\$21,266.98
2017	21	2474	6142854	Catherine Morrill Childcare Vouchers	05L	LMC	\$10,549.42
2017	21	2474	6155169	Catherine Morrill Childcare Vouchers	05L	LMC	\$10,647.80
2017	21	2474	6185964	Catherine Morrill Childcare Vouchers	05L	LMC	\$8,467.00
					05L	Matrix Code	\$77,298.00
2017	13	2467	6094896	Preble Street Food Programs	05W	LMC	\$11,921.00
2017	13	2467	6126875	Preble Street Food Programs	05W	LMC	\$11,982.00
2017	13	2467	6155169	Preble Street Food Programs	05W	LMC	\$11,936.00
2017	13	2467	6185964	Preble Street Food Programs	05W	LMC	\$7,729.00
2017	18	2472	6094896	Wayside Food Programs	05W	LMC	\$5,397.91
2017	18	2472	6126875	Wayside Food Programs	05W	LMC	\$5,820.77
2017	18	2472	6155169	Wayside Food Programs	05W	LMC	\$4,495.88
2017	18	2472	6185964	Wayside Food Programs	05W	LMC	\$10,425.00
					05W	Matrix Code	\$69,707.56
2013	10	2485	6164875	Facade Improvement - 54 Washington Ave - Izakaya Minato	14E	LMA	\$3,776.25
2013	10	2511	6185964	34 Washington Ave Facade Improvement	14E	LMA	\$5,183.00
					14E	Matrix Code	\$8,959.25
2017	11	2493	6142854	Wallace James Clothing Co. - BAP 2018	18A	LMJ	\$10,180.00
2017	11	2493	6155169	Wallace James Clothing Co. - BAP 2018	18A	LMJ	\$6,509.15
2017	11	2493	6164875	Wallace James Clothing Co. - BAP 2018	18A	LMJ	\$3,490.85
2017	11	2494	6142854	Maine and Loire - BAP 2018	18A	LMJ	\$10,120.00
2017	11	2495	6142854	Greater Portland Home Health Care LLC - BAP 2018	18A	LMJ	\$10,180.00
2017	11	2508	6164875	Head Games BAP 2018	18A	LMJ	\$8,800.75
2017	11	2508	6185964	Head Games BAP 2018	18A	LMJ	\$11,379.25
2017	11	2509	6164875	Gateway Community Services LLC - BAP 2018	18A	LMJ	\$240.00
2017	11	2509	6185964	Gateway Community Services LLC - BAP 2018	18A	LMJ	\$20,000.00
2017	11	2510	6164875	On Time Transportation - BAP 2018	18A	LMJ	\$11,211.93
2017	11	2510	6185964	On Time Transportation - BAP 2018	18A	LMJ	\$8,531.94
					18A	Matrix Code	\$100,643.87
2015	17	2381	6094896	CEI- Job Creation- DA	18B	LMJ	\$2,181.00



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	8	2433	6094896	CEI Portland Jobs Alliance Employment Development Initiative (EDI)	18B	LMJ	\$18,420.55
2016	8	2433	6126875	CEI Portland Jobs Alliance Employment Development Initiative (EDI)	18B	LMJ	\$1,260.00
2016	8	2433	6155169	CEI Portland Jobs Alliance Employment Development Initiative (EDI)	18B	LMJ	\$1,390.40
					18B	Matrix Code	\$23,251.95
2017	10	2476	6094896	CEI Microenterprise Assistance 2017-2018	18C	LMCMC	\$5,530.89
2017	10	2476	6126875	CEI Microenterprise Assistance 2017-2018	18C	LMCMC	\$10,431.72
2017	10	2476	6185964	CEI Microenterprise Assistance 2017-2018	18C	LMCMC	\$13,324.80
2017	10	2476	6188968	CEI Microenterprise Assistance 2017-2018	18C	LMCMC	\$14,115.35
					18C	Matrix Code	\$43,402.76
Total							\$1,368,706.31

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	14	2468	6094896	Preble Street Resource Center 2017-18	03T	LMC	\$9,756.74
2017	14	2468	6126875	Preble Street Resource Center 2017-18	03T	LMC	\$12,698.00
2017	14	2468	6155169	Preble Street Resource Center 2017-18	03T	LMC	\$13,817.00
2017	14	2468	6185964	Preble Street Resource Center 2017-18	03T	LMC	\$2,939.00
2017	15	2469	6094896	Preble Street Florence House 2017-2018	03T	LMC	\$6,741.00
2017	15	2469	6126875	Preble Street Florence House 2017-2018	03T	LMC	\$6,666.00
2017	15	2469	6155169	Preble Street Florence House 2017-2018	03T	LMC	\$6,474.00
2017	15	2469	6185964	Preble Street Florence House 2017-2018	03T	LMC	\$6,259.00
2017	22	2475	6094896	Family Shelter After Hours Program	03T	LMC	\$9,566.45
2017	22	2475	6106101	Family Shelter After Hours Program	03T	LMC	\$389.35
2017	22	2475	6126875	Family Shelter After Hours Program	03T	LMC	\$10,715.20
2017	22	2475	6155169	Family Shelter After Hours Program	03T	LMC	\$13,245.46
2017	22	2475	6185964	Family Shelter After Hours Program	03T	LMC	\$8,974.54
					03T	Matrix Code	\$108,241.74
2017	16	2470	6094896	Preble Street Teen Center 2017-2018	05D	LMC	\$6,091.00
2017	16	2470	6126875	Preble Street Teen Center 2017-2018	05D	LMC	\$5,550.00
2017	16	2470	6155169	Preble Street Teen Center 2017-2018	05D	LMC	\$4,378.00
2017	16	2470	6185964	Preble Street Teen Center 2017-2018	05D	LMC	\$10,121.00
					05D	Matrix Code	\$26,140.00
2017	17	2471	6094896	Milestone H.O.M.E. Team & Medical Outreach	05F	LMC	\$27,503.71
2017	17	2471	6126875	Milestone H.O.M.E. Team & Medical Outreach	05F	LMC	\$28,521.46
2017	17	2471	6155169	Milestone H.O.M.E. Team & Medical Outreach	05F	LMC	\$28,669.90
2017	17	2471	6185964	Milestone H.O.M.E. Team & Medical Outreach	05F	LMC	\$28,579.93
2017	20	2473	6094896	Amistad Peer Coaching Initiative	05F	LMC	\$10,187.93
2017	20	2473	6126875	Amistad Peer Coaching Initiative	05F	LMC	\$12,954.00
2017	20	2473	6155169	Amistad Peer Coaching Initiative	05F	LMC	\$14,071.85
2017	20	2473	6185964	Amistad Peer Coaching Initiative	05F	LMC	\$13,078.22
					05F	Matrix Code	\$163,567.00
2017	19	2478	6094896	COP- Portland Opportunity Crew	05H	LMC	\$2,880.32
2017	19	2478	6106101	COP- Portland Opportunity Crew	05H	LMC	\$380.00
2017	19	2478	6185964	COP- Portland Opportunity Crew	05H	LMC	\$13,235.68
					05H	Matrix Code	\$16,496.00
2017	12	2477	6094908	Community Policing 2017-2018	05I	LMA	\$37,500.00
2017	12	2477	6106101	Community Policing 2017-2018	05I	LMA	\$12,692.31
2017	12	2477	6126875	Community Policing 2017-2018	05I	LMA	\$12,692.31
2017	12	2477	6142854	Community Policing 2017-2018	05I	LMA	\$49,615.38
2017	12	2477	6155169	Community Policing 2017-2018	05I	LMA	\$12,115.38
2017	12	2477	6164875	Community Policing 2017-2018	05I	LMA	\$13,269.23

Contract and Subcontract Activity

U.S. Department of Housing and Urban Development

OMB Approval No.: 2577-0088

OMB Approval No.: 2502-0355

Public reporting burden for this collection of information is estimated to average .5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The Information is voluntary. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB Control Number.

Executive Orders dated July 14, 1983, directs the Minority Business Development Plans shall be developed by each Federal Agency and the these annual plans shall establish minority business development objectives. The information is used by HUD to monitor and evaluate MBE activities against the total program activity and the designated minority business enterprise (MBE) goals. The Department requires the information to provide guidance and oversight for programs for the development of minority business enterprise concerning Minority Business Development. If the information is not collected HUD would not be able to establish meaningful MBE goals nor evaluate MBE performance against these goals.

Privacy Act Notice = The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the Information requested in this form by virtue of Title 12, United States Code, Section 1701 et seq., and regulation. It

1. Grantee/Project Owner/Developer/Sponsor/Builder/Agency		Check if:		2. Location (City, State Zip Code)	
City of Portland, Maine/Cumberland County HOME Consortium		PH		389 Congress Street, Rm 312	
		IH		Portland, ME 04101	
		CPD	X		
		Housing			

3b. Phone Number			4. Reporting Period			5. Program Code (Not applicable for CPD programs.)			6. Date Submitted to Field Office		
(207) 874-8711			x Oct. 1 - Sept. 30 (Annual -FY)						9/30/2017		

3a. Name of Contact Person	Grant/Project Number or HUD Case Number or other identification of property, subdivision, dwelling unit, etc.	Amount of Contract or Subcontract	Type of Trade Code	Contractor or Subcontract or Business Racial/Ethnic (See below)	Woman Owned Business (Yes or No)	Prime Contractor Identification (ID) Number	Sec. 3 7g.	Subcontract or Identification (ID) Number	Sec. 3 7i.	Contractor/Subcontractor Name and Address				7j.	
										Name	Street	City	State	Zip	
Mary Davis															
		\$26,126	3	1	No	811680170	YES	PRIME	n/a	ARTHUR DAVIGNON HOME MAINT.	360 GRAY RD	FALMOUTH	ME	04105	
		\$13,570	3	1	No	46-3707733	No	PRIME	n/a	NORTHERN ENERGY SERVICES, LLC	11 SOUTH ST.	TOPSHAM	ME	04086	
		\$8,079	3	1	No	372581410	No	SUB	n/a	GARY WILKINS d/b/a ALPHA HEATING	P.O. BOX 200	STANDISH	ME	04084	
		\$2,250	3	1	No	811680170	No	PRIME	n/a	RAY CORPORATION	571 SABATTUS ST.	LEWISTON	ME	04240	
		\$9,250	3	1	No	811680170	No	PRIME	n/a	RAY CORPORATION	571 SABATTUS ST.	LEWISTON	ME	04240	
		\$2,750	3	1	No	811680170	No	PRIME	n/a	RAY CORPORATION	571 SABATTUS ST.	LEWISTON	ME	04240	
		\$5,270	2	1	No	45-4937664	No	Sub	n/a	DOG HOUSE ENERGY SERVICES	P.O. BOX 405	FREEPORT	ME	04032	
		\$13,650	5	1	Yes	01-0467600	No	PRIME	n/a	HANSEN'S WELL DRILLING	68 PHINNEY ST.	GORHAM	ME	04038	
		\$35,275	3	1	No	005863981	No	PRIME	n/a	KEVIN BOUTIN BUILDERS, LLC	47 OLD PUMP ROAD	LYMAN	ME	04002	
		\$12,010	3	1	No		No	PRIME	n/a	BANGOR ABATEMENT, INC.	P.O. BOX 248	HAMPDEN	ME	04444	
		\$5,000	3	1	No		No	PRIME	n/a	BANGOR ABATEMENT, INC.	P.O. BOX 248	HAMPDEN	ME	04444	
		\$13,500	3	1	No	040648906	No	PRIME	n/a	HENRY SOUZA	69 DAVIS ST.	SOUTH PORTLAND	ME	04106	
		\$17,748	3	1	No	46-3707733	No	PRIME	n/a	NORTHERN ENERGY SERVICES, LLC	11 SOUTH ST.	TOPSHAM	ME	04086	
		\$13,910	3	1	No	811680170	No	PRIME	n/a	RAY CORPORATION	571 SABATTUS ST.	LEWISTON	ME	04240	
		\$11,140	3	1	No	811680170	No	PRIME	n/a	RAY CORPORATION	571 SABATTUS ST.	LEWISTON	ME	04240	
		\$42,700	3	1	No	811680170	No	PRIME	n/a	RAY CORPORATION	571 SABATTUS ST.	LEWISTON	ME	04240	
		\$27,700	3	1	No	811680170	No	PRIME	n/a	RAY CORPORATION	571 SABATTUS ST.	LEWISTON	ME	04240	
		\$5,725	3	1	No	811680170	No	PRIME	n/a	RAY CORPORATION	571 SABATTUS ST.	LEWISTON	ME	04240	
		\$10,000	3	1	No	811680170	No	PRIME	n/a	RAY CORPORATION	571 SABATTUS ST.	LEWISTON	ME	04240	
		\$20,030	3	1	No	811680170	No	PRIME	n/a	RAY CORPORATION	571 SABATTUS ST.	LEWISTON	ME	04240	
		\$7,050	3	1	No	811680170	No	PRIME	n/a	RAY CORPORATION	571 SABATTUS ST.	LEWISTON	ME	04240	

MELHB0613-16	\$2,050	3	1	No	46-5712956	No	PRIME	n/a	SAFE ENVIRONMENTAL SOLUTIONS, INC.	62 DARLING AVE.	SOUTH PORTLAND	ME	04106
MELHB0613-16	\$19,125	3	1	No	811680170	No	PRIME	n/a	RAY CORPORATION	571 SABATTUS ST.	LEWISTON	ME	04240
MELHB0613-16	\$20,950	3	1	No	811680170	No	PRIME	n/a	RAY CORPORATION	571 SABATTUS ST.	LEWISTON	ME	04240
MELHB0613-16	\$6,350	3	1	No	46-5712956	No	PRIME	n/a	SAFE ENVIRONMENTAL SOLUTIONS, INC.	62 DARLING AVE.	SOUTH PORTLAND	ME	04106
MELHB0613-16	\$44,100	3	1	No	811680170	No	PRIME	n/a	RAY CORPORATION	571 SABATTUS ST.	LEWISTON	ME	04240
MELHB0613-16	\$23,650	3	1	No	811680170	No	PRIME	n/a	RAY CORPORATION	571 SABATTUS ST.	LEWISTON	ME	04240
MELHB0613-16	\$26,845	3	1	No	47-3219160	No	PRIME	n/a	RENOVATE RIGHT CONSTRUCTION, LLC	107 EASTERN DRIVE	WALES	ME	04280
MELHB0613-16	\$2,230	3	1	No	47-3219160	No	PRIME	n/a	RENOVATE RIGHT CONSTRUCTION, LLC	107 EASTERN DRIVE	WALES	ME	04280
MELHB0613-16	\$29,015	3	1	No		No	PRIME	n/a	BANGOR ABATEMENT, INC.	P.O. BOX 248	HAMPDEN	ME	04444
MELHB0613-16	\$13,750	3	1	No		No	PRIME	n/a	BANGOR ABATEMENT, INC.	P.O. BOX 248	HAMPDEN	ME	04444
MELHB0613-16	\$15,650	3	1	No		No	PRIME	n/a	BANGOR ABATEMENT, INC.	P.O. BOX 248	HAMPDEN	ME	04444
MELHB0613-16	\$11,950	3	1	No	46-5712956	No	PRIME	n/a	SAFE ENVIRONMENTAL SOLUTIONS, INC.	62 DARLING AVE.	SOUTH PORTLAND	ME	04106
B-17-MC-23-0003	\$151,400	3	1	No	01-0485751	No	PRIME	n/a	DOTEN'S CONSTRUCTION, INC.	175 SOUTH ST	FREEPORT	ME	04032
B-17-MC-23-0003	\$5,925	3	1	No	007-54-4369	No	SUB	n/a	MARK NOLETTE	201 MAST ROAD	LYMAN	ME	04002
B-17-MC-23-0003	\$25,560	3	1	No	27-44972040			n/a	CASCO BAY ELECTRIC	94 AUBURN ST	PORTLAND	ME	04103
B-17-MC-23-0003	\$5,000	3	1	No	04-3718606			n/a	EAGLE ACOUSTICS	376 SPURWINK AVE.	CAPE ELIZABETH	ME	04107
B-17-MC-23-0003	\$17,680	3	1	No	02-0768598	No	SUB	n/a	BRIAN WITHAM	942 BRIDGTON RD.	WESTBROOK	ME	04092
B-17-MC-23-0003	\$6,500	3	1	No		No	SUB	n/a	ADVANCED FIRE PROTECTION	55 WOODMAN HILL RD.	MINOT	ME	04258
B-17-MC-23-0003		3	1	No	006-64-4553	No	SUB	n/a	GEORGE KNIGHTS	32 BWON AVE	CASCO	ME	04015
B-14-MC-23-0003	\$7,800				811680170	YES	PRIME	n/a	ARTHUR DAVIGNON HOME MAINT.	360 GRAY RD	FALMOUTH	ME	04105
M-16/17-DC230200	\$2,174,312	1	1	NO	01-0479628	No	PRIME	n/a	BENCHMARK	34 THOMAS DRIVE	WESTBROOK	ME	04092
M-16/17-DC230200	\$51,000	4	1	NO	81-3406441	No	SUB	n/a	A&D Painters	62 WHITNEY AVE.	PORTLAND	ME	04103
M-16/17-DC230200	\$26,280	4	1	YES	01-037623-3	NO	SUB	n/a	CONCRETE CRAFTSMEN, INC	225 WILSON POND RD	N. MONMOUTH	ME	04268
M-16/17-DC230200	\$368,198	1	1	YES	01-0422077	NO	SUB	n/a	DDI CONSTRUCTION	166 NARRAGANSETT ST	GORHAM	ME	04038
M-16/17-DC230200	\$9,530	4	1	YES	01-0399013	NO	SUB	n/a	DECORATING PLUS	53 WATERFORD RD	HARRISON	ME	04040
M-16/17-DC230200	\$15,402	4	1	YES	20-5768597	NO	SUB	n/a	E CARRIER SHELVING, LLC	2149 BELGRADE RD.	SIDNEY	ME	04330
M-16/17-DC230200	\$230,000	4	1	NO	01-13719351	NO	SUB	n/a	EAST COAST BUILDERS, LLC	125 HARDY RD	WESTBROOK	ME	04092
M-16/17-DC230200	\$108,000	4	1	NO	01-0539761	NO	SUB	n/a	ED HODSON MASONRY, INC.	53 TURNER DRIVE	N. MONMOUTH	ME	04268
M-16/17-DC230200	\$125,182	4	1	NO	01-0463435	NO	SUB	n/a	GLIDDEN ROOFING	27 WASHINGTON AVE	SCARBOROUGH	ME	04074
M-16/17-DC230200	\$685,875	4	1	NO	41-2036364	NO	SUB	n/a	GRANITE CORP	PO BOX 370	OAKLAND	ME	04963
M-16/17-DC230200	\$74,951	4	1	NO	20-3364724	NO	SUB	n/a	HIGH TECH FIRE PROTECTION	PO BOX 156	MINOT	ME	04258
M-16/17-DC230200		4	1	NO	01-0541974	NO	SUB	n/a	HUFF FOUNDATION, INC	38 BONE DOG RD.	LYMAN	ME	04002
M-16/17-DC230200	\$41,750	4	1	NO	137-04-9981	NO	SUB	n/a	J&E Builders	13 WILSON ST.	LEWISTON	ME	04240
M-16/17-DC230200	\$162,500	4	1	NO	01-0433102	NO	SUB	n/a	LOCBID CONSTRUCTION, INC.	P.O. BOX 607	SABATTUS	ME	04280
M-16/17-DC230200	\$10,246	4	1	YES	46-3711356	NO	SUB	n/a	SABRA PROPERTY CARE, CONNORS LANDS	10 WELLSTONE DR	PORTLAND	ME	04103
M-16/17-DC230200	\$2,500	4	1	YES	01-0399620	NO	SUB	n/a	STANDARD WATERPROOFING, INC.	55 GROVE ST.	WATERVILLE	ME	04901
M-16/17-DC230200	\$357,000	4	1	NO	36-4616949	NO	SUB	n/a	YANKEE ELECTRIC & CO. LLC	172 SOUTH MAIN ST.	ROCHESTER	NH	03867
M-16/17-DC230200	\$2,988,043	2	1	NO	01-0440836	NO	PRIME	n/a	ZACCHAU CONSTRUCTION	P.O. BOX J	FREEPORT	ME	04032
M-16/17-DC230200	\$4,400	4	1	YES	01-0399620	NO	SUB	n/a	STANDARD WATERPROOFING, INC.	55 GROVE ST.	WATERVILLE	ME	04901
M-16/17-DC230200	\$49,500	4	1	YES	01-0323025	NO	SUB	n/a	SPRINKLER SYSTEMS, INC.	P. O. BOX 1285	LEWISTON	ME	04243
M-16/17-DC230200	\$137,250	4	1	NO	81-1401550	NO	SUB	n/a	YANKEE THERMAL IMAGING	75 ALLEN ST	ROCHESTER	NH	03867
M-16/17-DC230200	\$14,295	4	1	NO	01-0434345	NO	SUB	n/a	WELCH SIGNAGE	7 LINCOLN AVE.	SCARBOROUGH	ME	04074
M-16/17-DC230200	\$607,481	4	1	NO	01-0528522	NO	SUB	n/a	TITAN MECHANICAL	232 RIVERSIDE IND. PKWY	PORTLAND	ME	04103
M-16/17-DC230200	\$297,500	4	1	NO	20-3473489	NO	SUB	n/a	STONE SURFACE	247 MAIN ST.	BRIDGTON	ME	04009
M-16/17-DC230200	\$21,000	4	1	NO	02-0226586	NO	SUB	n/a	STANLEY ELEVATOR	9 HENRY CLAY DR.	MERRIMACK	NH	03054
M-16/17-DC230200	\$229,582	4	1	NO	01-0476287	NO	SUB	n/a	RE COLEMAN	126 INDUSTRIAL WAY	PORTLAND	ME	04103
M-16/17-DC230200	\$505,245	4	1	NO	04-3838715	NO	SUB	n/a	PERRY ELECTRIC, INC.	40 GAGNON RD.	OAKLAND	ME	04963
M-16/17-DC230200	\$64,000	4	1	NO	04-52965000	NO	SUB	n/a	GLASS SOLUTIONS, INC.	23 EVERGREEN DR.	PORTLAND	ME	04103
M-16/17-DC230200	\$60,000	4	1	NO	82-4245480	NO	SUB	n/a	ELITE BUILDERS, LLC	126 LORING AVE.	AUBURN	ME	04210

M-16/17-DC230200	\$13,286	4	1	YES	20-5768597	NO	SUB	n/a	E CARRIER SHELVING, LLC	2149 BELGRADE RD.	SIDNEY	ME	04330
M-16/17-DC230200	\$44,500	4	1	NO	01-4964575	NO	SUB	n/a	ACCENDO FIRE PROTECTION, LLC	38 ADDISON RD.	GREENE	ME	

7c: Type of Trade Codes:

Codes:

5: Program Codes (Complete for Housing and Public and Indian Housing programs only):

CPD:

Housing/Public Housing:

- 1 = New Construction
- 2 = Education/Training
- 3 = Other

- 8 =
- 1 = New Construction
- 2 = Education/Training
- Substantial Rehab.
- = Project Mangt.
- 9 = Arch./Engrg. Appraisal
- 6 =
- 7 = Tenant Professional Services
- 0 = Other

- 1 = White Americans
- 2 = Black Americans
- 3 = Native American
- 4 = Hispanic Americans
- 5 = Asian/Pacific Americans
- 6 = Hasidic Jews

- 1 = All Insured, including Section 8
- 2 = Flexible Subsidy
- 3 = Section 8 Noninsured, Non-HFDA
- 4 = Insured (Management)

- 5 = Section 202
- 6 = HUD-Held (Management)
- 7 = Public/India Housing
- 8 = Section 811

Previous editions are obsolete.

form **HUD-2516** (8/98)

Section 3 Summary Report
Economic Opportunities for Low – and Very Low-Income Persons

HUD Field Office

Boston, MA

1. Recipient/ Project Name: City of Portland, Maine	2. Federal Identification Number B-17-MC-230003	3. Total Amount of Award: \$1,745,465
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Project Address/ Location: 389 Congress Street	4. Contact Person: Mary P Davis	5. Phone: (Include area code) 207-874-8711
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Email: mpd@portlandmaine.gov	6. Length of Grant One year	7. Report Period Begin Date: 7/1/2017	Report Period End Date: 6/30/2018
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8. Date Report Submitted: Friday, September 28, 2018	9. Program Code*: (Use separate sheet for each program code.) 7- CDBG Entitlement	10. Funding Program Name: CDBG Entitlement
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Part I: Employment and Training (Columns B, C and F are mandatory fields. Include New Hires in E &F)**

A	B	C	D	E			F
Job Category	Number of New Hires	Number of New Hires that are Sec. 3 Residents	% of Aggregate Number of Staff Hours of New Hires that are Sec. 3 Residents	% of Total Staff Hours for Section 3 Employees and Trainees* S3E&TH / TSH = %			Number of Section 3 Trainees
Professional	0	0	0.0%	0.0%	0.0%	0.0%	0
Technician	0	0	0.0%	0.0%	0.0%	0.0%	0
Foreman/ Supervisor	0	0	0.0%	0.0%	0.0%	0.0%	0
Office/ Clerical	0	0	0.0%	0.0%	0.0%	0.0%	0
Cleaning/ maintenance	0	0	0.0%	0.0%	0.0%	0.0%	0
Demolition	0	0	0.0%	0.0%	0.0%	0.0%	0
Construction by Trade	0	0	0	0	0	0	0
Trade	0	0	0.0%	0.0%	0.0%	0.0%	0
Trade	0	0	0.0%	0.0%	0.0%	0.0%	0
Trade	0	0	0.0%	0.0%	0.0%	0.0%	0
Total	0	0	0.0%	0	0	0.0%	0

*Use column E if necessary to compare groups containing both full and part-time workers, and those working overtime. Show Section 3 Employees' and Trainees' hours worked, divided by Total staff hours worked.

Part II: Contracts Awarded during the period of this report (item 7, above)

1. Construction Contracts:

A. Total dollar amount of construction contracts awarded on the project	\$	206,466.50
B. Dollar amount of construction contracts awarded to Section 3 businesses	\$	-
C. Percentage of construction contract dollar amount awarded to Section 3 businesses		0.0%
D. Number of Section 3 businesses receiving construction contracts		0

2. Non-Construction Contracts:

A. Total dollar amount of non-construction contracts awarded on the project/activity		
B. Dollar amount of non-construction contracts awarded to Section 3 businesses		
C. Percentage of non-construction dollar amount awarded to Section 3 businesses		0.0%
D. Number of Section 3 businesses receiving non-construction contracts		

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site,
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below (Include any obstacles that prevented achieving program goals).

Failure to meet hiring and contracting goals requires a description of obstacles that prevented achievement.

Narrative:

In PY 2017 only one CDBG funded public infrastructure project was awarded; this was for the reconstruction of Greenleaf Street.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Section 3 Summary Report
Economic Opportunities for Low – and

HUD Field Office

Boston, MA

1. Recipient/ Project Name: City of Portland, Maine	2. Federal Identification Number M-17DC230200	3. Total Amount of Award: \$824,856
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Project Address/ Location: 389 Congress Street	4. Contact Person: Mary P. Davis	5. Phone: (Include area code) 207-874-8711
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Email: mpd@portlandmaine.gov	6. Length of Grant One year	7. Report Period Begin Date: 7/1/2017	Report Period End Date: 6/30/2018
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8. Date Report Submitted: Friday, September 28, 2018	9. Program Code*: (Use separate sheet for each program code.) 5 HOME	10. Funding Program Name: HOME Entitlement
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Part I: Employment and Training (Columns B, C and F are mandatory fields. Include New Hires in E &F)**

A	B	C	D	E			F
Job Category	Number of New Hires	Number of New Hires that are Sec. 3 Residents	% of Aggregate Number of Staff Hours of New Hires that are Sec. 3 Residents	% of Total Staff Hours for Section 3 Employees and Trainees* TSH = % S3E&TH /			Number of Section 3 Trainees
Professional	0	0	0.0%	0.0%	0.0%	0.0%	0
Technician	0	0	0.0%	0.0%	0.0%	0.0%	0
Foreman/ Supervisor	0	0	0.0%	0.0%	0.0%	0.0%	0
Office/ Clerical	0	0	0.0%	0.0%	0.0%	0.0%	0
Cleaning/ maintenance	0	0	0.0%	0.0%	0.0%	0.0%	0
Demolition	0	0	0.0%	0.0%	0.0%	0.0%	0
Construction by Trade	0	0					0
Trade	0	0	0.0%	0.0%	0.0%	0.0%	0
Trade	0	0	0.0%	0.0%	0.0%	0.0%	0
Trade	0	0	0.0%	0.0%	0.0%	0.0%	0
Total	0	0	0.0%	0	0	0.0%	0

*Use column E if necessary to compare groups containing both full and part-time workers, and those working overtime.

Show Section 3 Employees' and Trainees' hours worked, divided by Total staff hours worked.

Part II: Contracts Awarded during the period of this report (item 7, above)

1. Construction Contracts:

A. Total dollar amount of construction contracts awarded on the project	605,218.00
B. Dollar amount of construction contracts awarded to Section 3 businesses	26,126.00
C. Percentage of construction contract dollar amount awarded to Section 3 businesses	4%
D. Number of Section 3 businesses receiving construction contracts	0.00

2. Non-Construction Contracts:

A. Total dollar amount of non-construction contracts awarded on the project/activity	0.00
B. Dollar amount of non-construction contracts awarded to Section 3 businesses	0.00
C. Percentage of non-construction dollar amount awarded to Section 3 businesses	0%
D. Number of Section 3 businesses receiving non-construction contracts	0.00

Part III: Summary

community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below (Include any obstacles that prevented achieving program goals).

Failure to meet hiring and contracting goals requires a description of obstacles that prevented achievement.

Narrative: In this fiscal year \$145,218 was awarded in HOME funded owner-occupied rehab projects in varying amounts up to \$35,275, with one Section 3 contractor. Two new construction projects received a combined total of \$460,000 in HOME funding with a combined total construction contract amount of \$15,582,461, with no Section 3 contractors.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Section 3 Summary Report
Economic Opportunities for Low – and Very Low-Income Persons

HUD Field Office

Boston, MA

1. Recipient/ Project Name: City of Portland, Maine	2. Federal Identification Number E-17-MC-23-0003	3. Total Amount of Award: \$161,280
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Project Address/ Location: 389 Congress Street	4. Contact Person: Mary P Davis	5. Phone: (Include area code) 207-874-8711
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Email: mpd@portlandmaine.gov	6. Length of Grant One year	7. Report Period Begin Date: 7/1/2017	Report Period End Date: 6/30/2018
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8. Date Report Submitted: Friday, September 28, 2018	9. Program Code*: (Use separate sheet for each program code.) 7- ESG	10. Funding Program Name: ESG Entitlement
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Part I: Employment and Training (Columns B, C and F are mandatory fields. Include New Hires in E &F)**

A	B	C	D	E			F
Job Category	Number of New Hires	Number of New Hires that are Sec. 3 Residents	% of Aggregate Number of Staff Hours of New Hires that are Sec. 3 Residents	% of Total Staff Hours for Section 3 Employees and Trainees* S3E&TH / TSH = %			Number of Section 3 Trainees
Professional	0	0	0.0%	0.0%	0.0%	0.0%	0
Technician	0	0	0.0%	0.0%	0.0%	0.0%	0
Foreman/ Supervisor	0	0	0.0%	0.0%	0.0%	0.0%	0
Office/ Clerical	0	0	0.0%	0.0%	0.0%	0.0%	0
Cleaning/ maintenance	0	0	0.0%	0.0%	0.0%	0.0%	0
Demolition	0	0	0.0%	0.0%	0.0%	0.0%	0
Construction by Trade	0	0	0	0	0	0	0
Trade	0	0	0.0%	0.0%	0.0%	0.0%	0
Trade	0	0	0.0%	0.0%	0.0%	0.0%	0
Trade	0	0	0.0%	0.0%	0.0%	0.0%	0
Total	0	0	0.0%	0	0	0.0%	0

*Use column E if necessary to compare groups containing both full and part-time workers, and those working overtime. Show Section 3 Employees' and Trainees' hours worked, divided by Total staff hours worked.

Part II: Contracts Awarded during the period of this report (item 7, above)

1. Construction Contracts:

A. Total dollar amount of construction contracts awarded on the project	\$	-
B. Dollar amount of construction contracts awarded to Section 3 businesses	\$	-
C. Percentage of construction contract dollar amount awarded to Section 3 businesses		0.0%
D. Number of Section 3 businesses receiving construction contracts		0

2. Non-Construction Contracts:

A. Total dollar amount of non-construction contracts awarded on the project/activity		
B. Dollar amount of non-construction contracts awarded to Section 3 businesses		
C. Percentage of non-construction dollar amount awarded to Section 3 businesses		0.0%
D. Number of Section 3 businesses receiving non-construction contracts		

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site,
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below (Include any obstacles that prevented achieving program goals).

Failure to meet hiring and contracting goals requires a description of obstacles that prevented achievement.

Narrative:

No new staff were hired in this fiscal year. 100% of grant funds expended on staffing.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

DRAFT

2018 Housing Committee Work Plan

September 26, 2018

September 26, 2018

1. Review and Discussion of Permitting and Inspections' response to questions from the July 31 meeting regarding rental housing safety and inspections program, and short and long term rental registration program
2. Review and Discussion of Proposed Policy Changes to Chapter 6, Article VI, Residential Rental Unit Registration Requirements, as it applies to short-term rental units.
3. Communication Item: FY18 HUD Consolidated Annual Performance Report
4. 2018 Work Plan Discussion

October 11, 2018

1. Presentation, Overview and Integrated Report from Permitting and Inspections and Fire Department re: Short-term and Long-term Safety Inspections, and Program Budgets (Public Comment)
2. (Action Item) Review, Discussion and Possible Recommendation regarding Proposed Policy Changes to Chapter 6, Article VI, Residential Rental Unit Registration Requirements, as it applies to short-term rental units. (Public Comment)
3. (Action Item) Review, Discussion and Possible Recommendation regarding Proposed Policy Changes to Chapter 6, Article VI, Residential Rental Unit Requirements, as it applies to long-term rental units. (Public Comment)
4. 2018 Work Plan Discussion

October 24, 2018

1. Presentation of Key Updates to the 2017 Housing Report
2. Presentation and Discussion of Community Land Trust model
3. Tentative PHA RAD presentation
4. 2018 Work Plan Discussion

November 14, 2018

1. 2018 Work Plan Discussion

November 28, 2018

1. Review of 2018 Annual Committee Report
2. 2018 and 2019 Work Plan Discussion

December 26, 2018 – canceled

COMPLETED WORK

January 24, 2018

1. Review 2017 Housing Policy Proposals.
2. Review 2017 Housing Committee Report; Goals, Work Plan, and Accomplishments.
3. Review Summary of Feedback of Housing Policy Proposals.
4. First Review of Developer Feedback on the Inclusionary Zoning Ordinance.
5. Update on 2018 Short Term Rental registration process.
6. 2018 Work Plan Discussion

February 12, 2018

1. Review Housing Policy Proposals
2. Review Public Feedback on Housing Policy Proposals
3. 2018 Work Plan Discussion

February 28, 2018

1. Housing Program Budget - Review and Recommendation to the City Council
2. Overview of the Housing and Community Development Division

3. Overview of the Housing Trust Fund
4. Communication Items: Community Land Trust Information; City-owned property information; Text Analysis of Housing Report Survey
5. 2018 Work Plan Discussion

March 28, 2018

1. 14-403
2. HomeStart
3. Affordable Housing Development HOME Fund Application - Review and Approval to Issue by the Committee
4. Franklin Reserve Massing Study/GPCOG overview of Brownfields Planning Grant
5. 2018 Work Plan Discussion – including a discussion of the Council’s goal setting session

April 25, 2018

1. Rental Market Survey results presentation
2. Review and Vote to Recommend to the City Council Amendments to Chapter 6 re: Disorderly House Ordinance.
3. Housing Trust Fund Annual Plan
4. Tax Acquired and City-Owned Property – Westbrook Street
5. 2018 Work Plan Discussion

Communication Items:

Portland Water District water efficiency and repair services program

Inclusionary Zoning Workflow Update

May 23, 2018

1. Review Funding Requests Received from the Affordable Housing Development HOME Fund Application
2. (Action Item) Review and Recommendation to the City Council of the 2018 Housing Trust Fund Annual Plan
3. Review of Amendments to Ordinance: Section 6-225 of the Tenant Housing Rights Ordinance. (Housing Advisory Board) (Pubic Comment)
4. Communication Item: HUD FY18/19 Funding Update
5. 2018 Work Plan Discussion

June 5, 2018

1. (Action Item) 5:30 pm to 6:30 pm - Joint meeting with the Economic Development Committee to Review and Recommend to the City Council Affordable Housing TIF Requests
2. (Action Item) Review and Recommendation to the City Council – Funding Requests Received from the Affordable Housing Development HOME Fund Application
3. (Action Item) Review and Recommendation to City Council of Amendments to Ordinance: Section 6-225 of the Tenant Housing Rights Ordinance. (Housing Advisory Board)
4. Hotel Linkage Fee Discussion
5. 2018 Work Plan Discussion

June 27, 2018

1. Presentation of City-Owned Property Map - housing development potential
2. (Action Item) Review and Recommendation to the City Council – HOME Affordable Housing Development Funding Requests Received from the Affordable Housing Development HOME Fund Application
3. (Action Item) Review and Recommendation to the Planning Board - Hotel Linkage Fee
4. 2018 Amended Housing Committee Schedule
5. Communication Item: FY19 HUD Annual Allocation Plan
6. Communication Item: Accessory Dwelling Units – site page review
7. 2018 Work Plan Discussion

July 31, 2018

1. Rental Housing Safety & Inspection Program - Implementation and Financial Report
2. Short Term Rental Registration Program – Implementation, Financial Report and possible Ordinance revisions
3. Initial Discussion of Order 225-17/18 Referring an Increase in Short Term Rental Registration Fees to the Housing Committee

4. (Action Item) Reconsideration of the Committee’s HOME Funding Recommendation
5. (Action Item) Review and Recommendation to the City Council Housing Trust Fund Allocation(s)
6. Public Comment Received since the last meeting: topics include allowing housing in “Franklin Reserve” and the City’s short term rental policy
7. Communication Item: Accessory Dwelling Units
8. Communication Item: Site Walk 622 Auburn Street
9. Communication Item: Map of City Owned Property
10. 2018 Work Plan Discussion

August 22, 2018 – canceled

September 6, 2018

1. Overview of Legal Framework for Municipal Fees, Land Use Controls, and Exactions
2. (Action Item) Review and Recommendation to the Housing Committee re: Order 225-17/18 Referring an Increase in Short Term Rental Registration Fees to the Housing Committee
3. Review and Discussion of possible changes to the Condominium Conversion Ordinance Section 14-565 to 14-571.
4. Review and discussion of a proposed ordinance addressing new hotel developments and affordable housing demand
5. Communication Item: Review of Map of City-Owned Property
6. Communication Item: Accessory Dwelling Units
7. 2018 Work Plan Discussion