



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: June 19, 2018

SUBJECT: COMMUNICATION ITEM - FY 18/19 HUD Annual Action Plan

The U.S. Department of Housing and Urban Development (HUD) requires that communities receiving HUD funding (CDBG, HOME, ESG) undertake a planning process every three to five years to review local affordable housing and community development needs. This process is designed to help communities develop priorities and multi-year goals in coordination with other community plans and resources to make a greater impact within the community. The City of Portland undertakes this planning process every five years. The City is currently in year three of the 2016-2020 Consolidated Plan.

Each year, the City of Portland submits an Annual Action Plan which details the activities and resources that will be used to address the priority needs and goals identified in the Consolidated Plan.

A copy of the FY 18/19 HUD Annual Action Plan can be found on the city's website (<https://www.portlandmaine.gov/Annual-Action-Plan>) and a copy is included in the agenda packet on the Committee's webpage. The document is 141 pages long; paper copies are available upon request.

This plan was submitted to the U.S. Department of Housing and Urban Development on June 18, 2018. The plan includes the projects, activities and resources recommended for funding through the Housing and Community Development annual allocation process including CDBG funding recommendations, Housing Program Budget and ESG Program Budget approved by the City Council on April 18, 2018.

Attachments:

FY 18/19 HUD Annual Action Plan

(electronic copy available as part of the online agenda packet; paper copy available upon request).

PORTLAND MAINE CUMBERLAND COUNTY HOME CONSORTIUM



ANNUAL ACTION PLAN 2018 - 2019

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

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Executive Summary

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

1. Introduction

The City of Portland, Maine receives an annual allocation from the U.S. Department of Housing and Urban Development (HUD) for the following programs: Community Development Block Grant, HOME Investment Partnership, and Emergency Solutions Grants. The City of Portland is the lead entity in a HOME Investment Partnership Consortium with Cumberland County. As a condition of the funds, the City of Portland, Maine must submit a Consolidated Annual Action Plan that describes how these funds will be used to address the needs goals and priorities outlined in the 2016-2020 Consolidated Plan which was approved by HUD for the City of Portland. This Consolidated Annual Action Plan is for program year 2018 (PY18) of the 2016-2020 Consolidated Plan.

The allocation of these funds were vetted through a public process which began in October of 2017. The process is consistent with the City's Citizen Participation Plan and utilizes public outreach, community meetings, citizen review committees, social media and the City's website, and public hearings.

For the 2018 Program Year, the City of Portland and the Cumberland County HOME Consortium expects to receive \$3,204,763 from the three HUD formula grant programs; \$1,895,922 for CDBG, \$1,151,710 for HOME, and \$157,131 for ESG.

A note about the Program Year 2018 budget, while the grant amounts for the CDBG and HOME programs are final, the program income amount is an estimate. The available prior year funds are also an estimate of the amount of grant funds that remain uncommitted (as of 5/30/18) from prior budget year/s. These estimates will be adjusted from time to time as final amounts are known.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The objectives and outcomes identified in this Action Plan are consistent with the 2016-2020 Consolidated Plan and 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 programs and activities funded through the CDBG, HOME and ESG programs will help to fulfill one of these four goals:

1. Neighborhood Investment & Infrastructure- Create strong, safe accessible and vibrant neighborhoods
2. Housing Availability- Increase housing availability and affordability
3. Economic Opportunity – Create Economic opportunities to transition people out of poverty
4. Address the Needs of the Growing Homeless Population - Prevent and Reduce Homelessness

3. Evaluation of past performance

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

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Limited financial resources are the City's biggest constraint to meeting the needs and goals of our community. Year after year, the request for funding far exceeds the amount of funds available through the City's CDBG, HOME, and ESG programs. That being said, the use of the HUD funds allows for an increase in leveraged funds through many of the program's sub-recipients. In order to maximize the effectiveness of the HUD funds distributed within our Community, each sub-recipient's application for HOME and CDBG goes through an extensive evaluation process.

The needs, goals, and priorities identified in this Action Plan represent a continuing evaluation and evolution the City's CDBG, HOME and ESG programs. As new information becomes available about the needs of our community, the HCD staff work with City officials to make sure that the goals of the HUD programs are aligning with the direction and goals of the City. Through the continued evaluation process, the HCD staff is able to make sure that the needs of the City are being address in every funding cycle.

As required by HUD, the City of Portland submits a Consolidated Annual Performance and Evaluation Report (CAPER) at the end of each program year. This report offers a complete evaluation of the performance and accomplishments of all CDBG, HOME and ESG funded activities. The CAPER reports are available in the HCD office as well as the City of Portland's website.

<http://www.portlandmaine.gov/762/Plans-Reports>

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

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.

A copy of the City's Citizen Participation Plan is made available to the public on the City's website and hard copy is available in the HCD Office. As part of our continual evaluation process, HCD Staff periodically review the Citizen Participation Plan to evaluate its consistency with the goals of the City as well as HUD requirements.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The Annual Action Plan public comment period was held from March 16 to April 16, 2018. Two members of the public made appointments with staff to voice their opinions on the CDBG allocations. A summary of their comments is attached.

During the March 19th public hearings, many members of the community as well as organization representatives spoke about the need for CDBG funds for the following programs; CEI Microenterprise Assistant, all four Preble Street programs, Childcare Voucher Program, Milestone HOME team, Amistad Inc and Portland Downtown POW pilot program, YMCA, Catholic Charities and ILAP, Greater Portland Health, and LearningWorks. A full list of public comments is included with the grantee unique appendices. This year staff asked anyone that would like to turn in a written version of their public comments to do so. A copy of these written public comments as well as a summary of the public comments from the March 19th meeting are attached as part of the Grantee Unique Appendices. The video stream of the Council Meeting can be watched here:

http://townhallstreams.com/stream.php?location_id=42&id=14156

During the April 18th public hearing, 18 additional members of the public spoke in support of the following programs: Milestone HOME team, Oxford Street- Housing Assistance for Long Term Shelter Stayers, Amistad & Portland Downtown- Peer Outreach Worker, Catholic Charities & ILAP – Immigrant Legal Services, Preble Street Resource Center, YMCA- New American Welcome Center, Playground at Dougherty Field, Portland Housing Authority- Front Street Rehab, Greater Portland Health- MARP program, and the COP- Business Assistance Program. A summary of the public comments are attached as part of the Grantee Unique Appendices. The video stream of the Council Meeting can be watched here: http://townhallstreams.com/stream.php?location_id=42&id=14158

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

All comments and views were accepted.

7. Summary

The focus of this year's Annual Action plan is to carry out activities that help the City of Portland reach the goals listed in our Five-Year Consolidated plan. Every activity being carried out as part of this year's Annual Action Plan makes strides toward the goals of 'Addressing the Needs of the Growing Homeless Population', 'Housing Availability', 'Economic Opportunity', or 'Neighborhood Investment and Infrastructure'.

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

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	PORTLAND	
CDBG Administrator	PORTLAND	Planning and Urban Development Dept, HCD Division
HOPWA Administrator	PORTLAND	Frannie Peabody Center, ME
HOME Administrator	PORTLAND	Planning and Urban Development Dept, HCD Division
ESG Administrator	PORTLAND	Health and Human Services Department, SS Division
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative

The City of Portland’s Department of Planning and Urban Development, Housing and Community Development Division, is the lead entity for managing and distributing the CDBG and HOME funding. The ESG Grant is distributed through the Health and Human Services Department. HOPWA is managed and administered by the Frannie Peabody Center.

The Annual Action Plan was written by staff in the Housing and Community Development Division (HCD). However, numerous individuals and entities were involved in the process, recommendations, and decision making that defined the details of this Plan.

All CDBG applications for 2018-2019 funding were submitted to the HCD Staff. There were twenty-four (24) requests for social service funding from eighteen (18) different entities, and six (6) requests for development activity funding from six (6) different entities. Staff reviewed each application for threshold eligibility, and prepared and presented the information to the CDBG Allocation Committee. This year the Allocation Committee was comprised of nine (9) community members who were vetted through an application process and appointed by the Portland City Council. The CDBG Allocation Committee read, reviewed, and scored all applications. The Committee recommended funding allocations to the

City Manager based on priorities, information provided, performance, and capacity of the applicants. Allocation Committee meetings were open to the public, the dates and times of which were posted on the City's website in the online calendar.

The City Manager reviewed the applications and recommendations from the Allocation Committee. Based on this information, the City Manager made his own recommendations. Both the Committee's and the City Manager's recommendations were presented to the City Council.

The HOME Budget is developed by HCD staff and presented to the Housing Committee. The Housing Committee consists of three of the nine City Councilors. This is a public meeting which is advertised on the City website with notices sent to housing partners, neighborhood organizations and other interested parties who have registered to receive notice of these meetings. Public Comment is taken at the meeting.

The Emergency Solutions Grant was presented to the Continuum of Care and the Emergency Shelter Assessment Committee. The Continuum of Care and the Emergency Shelter Assessment Committees reviewed the allocation and both committees voted unanimously to approve the budget and activities that are included in this Annual Action Plan.

The entire Action Plan, including the estimated budgets for CDBG, HOME and ESG, were presented and discussed at two public hearings on March 19 and April 18 consistent with the Citizen Participation Plan. Public comment was taken at both Council meetings. The Council unanimously approved the program allocations and estimated budget for the CDBG, HOME and ESG programs.

Consolidated Plan Public Contact Information

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Housing and Community Development Division

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

1. Introduction

The City of Portland Housing and Community Development Division works with other City divisions and departments, regional coalitions, state programs, community stakeholders, and county partners to set and achieve its goals. Also, the City's Citizen Participation Plan ensures that the City undertakes an effective public process that encourages input and participation from all citizens, non-profit organizations and other interested parties. The plan also guarantees access to meetings, information and public hearings on the Annual Action Plan. Technical assistance is provided, upon request, to any organization that would like to develop proposals for funding under the City's Housing and Community Development Programs.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

In the City of Portland, 33% of CDBG funds support public service programs. These public service programs work in collaboration with ESG, HOME and CDBG development programs to create a continuum of care and economic opportunities for all LMI Portland residents. During the CDBG application review process, addition points are awarded to organization that show strong collaboration with other housing and public service providers.

The City & the Portland Housing Authority (PHA) have a history of cooperation in several areas including community policing, development of affordable housing, recreational activities for at-risk youth, the Family Self-Sufficiency Program, Family Investment Center and applications to HUD for Section 8 certificates and vouchers for families, homeless, and disabled persons. City of Portland and PHA staff communicate regularly and provide each other with data for plans and reports. The City of Portland and Cumberland County also collaborate with the other Public Housing Authorities in Cumberland County.

Housing and Community Development staff also serve on or participate in several committees and coalitions that support the goal of collaboration between housing providers, mental health services and other social service providers. Staff serve on or attend the following: Maine Affordable Housing Coalition, Age Friendly Portland Steering Committee, Maine Continuum of Care, Emergency Shelter Assessment Committee, and United Way's Thrive 2027.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

This year \$415,953 CDBG public service funds will go directly to efforts to address the needs of homeless persons or persons at risk of homelessness. An addition \$58,559 will go to housing follow up services for chronically homeless individuals who have recently been housed.

The City of Portland also allocated \$162,000 in HOME Program Funds to continue a Tenant Based Rental Assistance Program. Staff modeled the program on the *Maine Housing Stability through Engagement Program*. The short term rental assistance program will provide security deposits and/or first month's rent and will be available to currently homeless or those in danger of becoming homeless.

City staff from the Health and Human Services Department and Housing & Community Development Division coordinate with other members of the Emergency Shelter Assessment Committee (ESAC) and the United Way of Greater Portland to support the Homeless Continuum of Care, respond to the McKinney Vento NOFA and monitor shelter bed usage for single adults, adolescents, and families. ESAC members include shelter providers for singles, adolescents, mentally ill, women, families with children, and victims of domestic violence, supported housing providers, mental health service providers, substance abuse service providers, health service providers and general services, including day shelter providers for the homeless population. ESAC also produces monthly and quarterly statistics on shelter usage and provides a forum to discuss new programs, resource availability, emerging trends and to resolve problems within the continuum that may arise from time to time. City staff also coordinate the Point in Time Survey each year.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

In 2017 the Portland Continuum of Care and the Maine Continuum of Care voted to merge and become one continuum of care for the entire state. Staff participate in monthly Continuum of Care meetings. Continuum of Care evaluated and unanimously voted to approve Portland's 2018-2019 ESG estimated budget.

Additionally, the City was awarded 20 hours of training time with Cloudburst in order to evaluate our current ESG process and create an updated set of policies of procedures that align with the goals of the City and Maine Continuum of Care. The updated policies and procedures manual is expected to be finished by June 2018.

City staff have also taken the lead in scripting the universal intake forms that will be used by 211 and shelter's across the state as part of the HMIS data entry system.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	City of Portland
	Agency/Group/Organization Type	Housing Services-Elderly Persons Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Economic Development Anti-poverty Strategy Lead-based Paint Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Portland includes the Planning and Urban Development Department, which is responsible for housing and community development needs and strategy in addition to anti-poverty barriers to affordable housing, and lead based paint remediation. The Economic Development Department is responsible for the economic strategies for the City. The Health and Human Services Department is responsible for homeless needs, specifically families with children, single adults, and chronically homeless individuals. The Public Works Department is responsible for infrastructure needs and projects. The Recreation and Facilities Department is responsible for building maintenance and renovations. The Executive Department, which includes the City Manager, is responsible for providing policy guidance and an interdepartmental vision and budget for the City.
2	Agency/Group/Organization	CUMBERLAND COUNTY
	Agency/Group/Organization Type	Housing Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Portland and Cumberland County are partners in the HOME Consortium. The two entities work collaboratively to distribute resources and address affordable housing needs, residential rehabilitation needs for residents of Portland and Cumberland County.
3	Agency/Group/Organization	Portland Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Portland Housing Authority was consulted to provide information regarding housing and public housing needs.
4	Agency/Group/Organization	Community Housing of Maine
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Community Housing of Maine provides housing to vulnerable populations including the elderly, disabled, people experiencing mental illness, people with developmental and intellectual disabilities, people recovering from addiction, veterans, victims of domestic violence and persons living with HIV/Aids.
5	Agency/Group/Organization	Westbrook Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Westbrook Housing Authority was consulted to provide information regarding housing and public housing needs.
6	Agency/Group/Organization	South Portland Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The South Portland Housing Authority was consulted to provide information regarding housing and public housing needs.
7	Agency/Group/Organization	Brunswick Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Brunswick Housing Authority was consulted to provide information regarding housing and public housing needs.
8	Agency/Group/Organization	Milestone Foundation
	Agency/Group/Organization Type	Services-homeless Services-Health
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Milestone provides health and basic needs outreach to the most vulnerable populations including the disabled, people experiencing mental illness, people with developmental and intellectual disabilities, and people suffering from addiction. Milestone coordinates with HCD Staff, the City's Police Department, and other social service and health providers in the City.
9	Agency/Group/Organization	Preble Street
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Services-homeless Services-Health

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Preble Street is seen by the City as an integral partner in the shelter and basic needs of the City's most vulnerable population. Preble Street is consulted by the City on a regular basis due the their teen shelter, women's shelter, food program, and resource center.

Identify any Agency Types not consulted and provide rationale for not consulting

All agencies pertaining to public services available in the City Portland and housing services available in Cumberland County and the City of Portland were consulted.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Maine Continuum of Care	The Maine Continuum of Care, which merged with the Portland CoC in 2017 has a goal of ending homelessness
Portland's Plan 2030	City of Portland Planning and Urban Development Department	The City of Portland's new comprehensive plan will guide the planning and design decisions of the City of Portland. Future housing initiatives will align with the new comprehensive plan for the City.

Table 3 – Other local / regional / federal planning efforts

Narrative

The City of Portland strives to consider all applicable local, regional, state, and federal planning efforts when preparing the Annual Action Plan and Five year consolidated plan. The list above is a representation of the most prominent strategic planning efforts that directly impact the goals and priorities of this Annual Action Plan.

There are four public housing authorities in the Consortium; Westbrook Housing Authority, South Portland Housing Authority, Portland Housing Authority, and Brunswick Housing Authority. In 2016, Portland Housing Authority (PHA), the largest of the four housing authorities, developed their five year plan, annual agency plan, and capital fund plan; the City worked closely with the PHA to collaboratively develop housing goals for the City's five year consolidated plan.

Social Service and homeless shelter staff were consulted to include input on housing the city's most vulnerable populations. Housing and Community Development staff have attend Continuum of Care and Emergency Shelter Assessment Committee meetings to stay updated on shelter bed usage, housing successes and needs for this population, and to receive input from Homeless Voices for Justice, a local grassroots effort involved in affecting change for Portland's homeless populations.

City of Portland Public Works Department was consulted on the need for public services in the city, specifically within CDBG eligible neighborhoods. Additionally, several CDBG-funded non-profit social service and basic needs providers are consulted because of their expertise in assisting the city's most vulnerable populations.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

HCD staff strive to make every effort to encourage public comment and participation. 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.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/ broad community	Over 400 people attended the 5 District meetings held in November and December of 2017. Approximately 13 people requested additional information about CDBG and HOME related programs.	Approximately 13 people requested additional information about CDBG and HOME related programs. Many other residents took informational flyers. No formal public comments were submitted, though several members of the public asked questions about eligibility and status of ongoing projects.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Non-targeted/ broad community	Two City wide Public meetings were held on March 19 and April 18, over 50 people attended each meeting. 48 people gave public comment.	A summary of comments are attached in the unique grantee appendices. A video stream of the meetings can be watched here: March 19 http://townhallstreams.com/stream.php?location_id=42&id=14156 and April 18 http://townhallstreams.com/stream.php?location_id=42&id=14158	All comments were accepted	
3	Newspaper Ad	Non-targeted/ broad community	Placement of Legal Notice notifying citizens of the Action Plan key dates and deadlines, contact information, and two citywide hearings on 3/19 and 4/18.	Please see attachment	All public comments were accepted	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Email	Non-targeted/ broad community	<p>Emails were sent to 331 individuals soliciting their comments and inviting their participation at public hearings. Emails were sent 3 times: (1) When the City Managers recommendations were released, (2) three days before the first public hearing, (3) 1 day before the second public hearing.</p>	Please see attachments	All public comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Internet Outreach	Non-targeted/broad community	A 'City News Flash' was emailed to 850 subscribers soliciting their comments and inviting their participation at public hearings.	Please see attachment	All public comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Public Meeting	Non-targeted/ broad community	The Maine CoC and ESAC committees met on March 15th to discuss the ESG budget. Both meetings were open to the public, a total of 4 members of the public attended the ESAC meeting and no members of the public attended the CoC meeting. A total of 1 member of the public commented on the ESG budget	The public comment was about the general lack of funding for ESG. The member of the public wanted to know if we could apply for additional ESG funding.	All public comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	Public Meeting	Non-targeted/ broad community	On 2/28/2018 The Housing Committee reviewed the HCD Housing budget which includes CDBG program income and HOME funds. A total of 2 members of the public gave public comments.	Please see attachments	All public comments were accepted.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

For the Year 3 Annual Action Plan, the anticipated resources include federal CDBG, HOME, and ESG funds. The amount of each of these resources is dependent on their respective federal allocations, which can be unpredictable. The HOME and CDBG program saw an increase in funding for Year 3. Estimates assume level funding for the next two years. The Year 3 Annual Action Plan also includes resources from a Section 108 loan, a local housing trust fund, and program income from two former HUD programs; UDAG and Healthy Home/Lead Safe Housing. The Section 108 funding is to build a parking garage in the Bayside neighborhood through a project called Midtown. Once funds are expended no more are expected. The Local Housing Trust Fund is funded through various City Programs such as the Housing Replacement Ordinance, Short Term Rental registration, and Inclusionary Zoning fee in lieu. In 2017, the City sold a parking garage that was originally purchased with UDAG funds, the sale was a onetime payment, \$20,000 from the proceeds from the sale will be used for a CDBG eligible activity each year. Finally, payments on the healthy home/Lead Safe Housing are typically made when owners sell or refinance their homes and are therefore unpredictable. Estimates are based on past years income.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,895,922	50,000	188,982	2,134,904	3,971,844	\$10,000 is program income from the Housing Rehab Program along with \$11,886 in reprogrammed funds will go toward the CDBG allocation. An Additional \$40,000 is program income from the housing rehab program and \$177,096 in previously reported program income will be recirculated into Housing Rehab Program for project costs.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,151,710	151,247	587,000	1,889,957	2,303,420	Program income is generated by repayment of HOME program loans. \$587,000 in reprogrammed HOME funds will go toward Affordable Housing Development in Portland.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	157,131	0	0	157,131	314,262	Due to a staffing vacancy, prior year ESG funds were not fully expended. All annual allocation funds plus prior year resources will be expended in 2018-2019

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Housing Trust Fund	public - local	Acquisition Homeowner rehab Housing Multifamily rental new construction Multifamily rental rehab New construction for ownership	913,502	0	0	913,502	0	Local Housing Trust Funds allocated under an annual plan that is approved by the City Council. The Housing Trust Funds are available for affordable and workforce housing development, up to 120 AMI.
Section 108	public - federal	Economic Development	7,983,999	0	0	7,983,999	0	Section 108 loan funds slated for the construction of a 840 parking space garage to support a million square foot mixed use development including market rate housing and retail/commercial space.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Acquisition Admin and Planning Economic Development Housing Overnight shelter Public Improvements Public Services	0	0	0	0	0	
Other	public - federal	Homeowner rehab Multifamily rental rehab	170,866	0	0	170,866	0	Program Income from prior HUD Healthy Home/Lead Safe Housing Grants. Wherever possible, the City will utilize rehab program funds in combination with lead program income funds to complete additional lead-safe units.

Table 2 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

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

Over the past several years the Housing Committee has tasked staff with identifying publicly owned land and property located within the jurisdiction that can be used for affordable housing. The City recently sold 4 parcels of land in the Bayside Neighborhood that will be include affordable housing. The parcels are:

- 1) 60 Parris Street: 20 condominiums will be priced for affordability to households earning 120% AMI for the initial sale. 3 units will be sold at market price.
- 2) 178 Kennebec Street: Of the proposed 46 rental units, 78% of the units will be priced at 60% AMI or less. 22% will be at market rate.
- 3) 65 Hanover Street: Approximately 25 proposed total units of which at least 25 units will be affordable to low and moderate income households.
- 4) 44 Hanover Street: Proposing 16 rental units (total number of units is unknown as of yet) priced at \$1,000 per month (which is approximately 80% AMI).

The City also passed new provisions governing tax acquired property in Portland wherein any profits from subsequent sales will be allocated to the City's Housing Trust Fund. Over the next few years, the HCD staff will continue to identify additional city-owned properties for affordable housing development.

Additionally, the City has created shelter over-lay zones as a first step in creating a new city shelter that will hold 200 beds and be open 24 hours a day. This new shelter aligns with the City's 10 year plan to end homelessness and the City's Continuum of Care plan. The new shelter also aligns with the "Addressing the Needs of the Growing Homeless Population" goal in our Five Year Consolidated Plan.

Finally, the City works with social service providers and housing developers that would like to address the need for additional types of housing in our community, such as: housing for physical and mental disabilities; substance use disorders; and seniors.

Discussion

The City of Portland secured HUD 108/BEDI funds in an amount of \$1.2 million in Brownfields Economic Development Initiative (BEDI) and \$10.8 million in Section 108 loan to support revitalization of the distressed area of Bayside by stimulating residential and commercial economic development activities and creating jobs.

One of the catalysts to support the Bayside area-wide revitalization is a public-private partnership to construct an 800 space parking garage with ground level commercial space. Despite unanticipated delays, the city is hopeful that the parking garage will be under construction during FY2019.

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Neighborhood Investment & Infrastructure	2016	2020	Non-Housing Community Development	PORTLAND, MAINE Eligible Census Tracts CDBG Target Neighborhoods Bayside Neighborhoods	Neighborhood Investment & Infrastructure	CDBG: \$579,019	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1448 Persons Assisted Public service activities other than Low/Moderate Income Housing Benefit: 5000 Persons Assisted
2	Economic Opportunity	2016	2020	Economic Development	PORTLAND, MAINE Eligible Census Tracts CDBG Target Neighborhoods Bayside Neighborhoods	Economic Opportunity	CDBG: \$312,805	Public service activities other than Low/Moderate Income Housing Benefit: 1378 Persons Assisted Jobs created/retained: 14 Jobs Businesses assisted: 6 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Housing Availability	2016	2020	Affordable Housing Public Housing	PORTLAND, MAINE Cumberland County	Housing Availability	CDBG: \$250,000 HOME: \$1,201,220 ESG: \$55,200 Housing Trust Fund: \$913,502	Rental units constructed: 10 Household Housing Unit Rental units rehabilitated: 8 Household Housing Unit Homeowner Housing Rehabilitated: 10 Household Housing Unit
4	Address the Needs for Growing Homeless Population	2016	2020	Homeless	PORTLAND, MAINE Eligible Census Tracts CDBG Target Neighborhoods Bayside Neighborhoods	Address the Needs for Growing Homeless Population	CDBG: \$406,799 ESG: \$93,940	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 200 Households Assisted Public service activities other than Low/Moderate Income Housing Benefit: 11650 Persons Assisted

Table 3 – Goals Summary

Goal Descriptions

1	Goal Name	Neighborhood Investment & Infrastructure
	Goal Description	Create strong, safe, accessible and vibrant neighborhoods- Invest in infrastructure to improve neighborhood assets and build strong, safe, accessible and vibrant neighborhoods. Improve accessibility and livability through age-friendly designs and ADA compliance. Build sidewalks and trails to improve connectivity, increase the use of bicycles as a mode of transportation, and redevelop streetscapes to create shared streets for cars, bikes, and pedestrians that integrate with the fabric of the neighborhood. Support programs that increase safety in neighborhoods for residents and visitors.
2	Goal Name	Economic Opportunity
	Goal Description	Create economic opportunities to transition people out of poverty. Invest in Portland businesses to enable them to expand to create jobs. Invest in persons wanting to create microenterprises. Engage job seekers in a continuum of services to increase their professional capacity, financial stability, and ability to maintain employment. Focus on difficult to employ populations including homeless, new Americans and single parent head of households. Combine resources and build partnerships between public and private entities to provide opportunities to transition Portland residents out of poverty to sustainable employment and financial stability.
3	Goal Name	Housing Availability
	Goal Description	Increase housing availability & affordability. Increase housing availability and affordability to all Portland residents regardless of income, race, ethnicity, and family size. Encourage housing development by removing barriers to traditional urban housing types while ensuring the inclusion of workforce and age-friendly housing in significant development projects
4	Goal Name	Address the Needs for Growing Homeless Population
	Goal Description	Prevent and Reduce Homelessness. Prevent individuals and families from becoming homeless and entering into the shelter system. Rapidly rehouse those who enter the shelter system. Provide necessary resources to assist vulnerable population's transition out of homelessness, including housing opportunities for chronically homeless or long-term stayers at homeless shelters.

AP-35 Projects - 91.420, 91.220(d)

Introduction

The City of Portland's Housing and Community Development Program will enter into the PY 2018-2019 budget cycle with the following funding allocations: \$1,922,808 in CDBG which consists of \$1,895,922 in direct HUD allocation, \$11,886 in reprogrammed funds, and \$15,000 in CDBG housing program income; \$157,131 in Emergency Solutions Grant funding; and \$1,302,957 HOME allocation as part of the Cumberland County HOME Consortium, which consists of \$1,151,710 in direct HUD allocation; \$120,000 in program income, and \$31,247 in recaptured funds. \$856,911 is designated for City of Portland use and \$446,046 is designated for the County. An additional \$60,000 in Housing Development Funds/CDBG housing program income is available.

#	Project Name
1	HCD Grant Administration
2	CDBG Planning
3	Preble Street Corridor Sidewalk Project
4	City of Portland- Business Assistance Program
5	CEI- Portland Microenterprise assistance program
6	Portland Housing Authority - Front Street Redevelopment Phase 1
7	North Woods Adventure Playground at Dougherty Field
8	Port Resources - Hot Water Heater replacement project
9	COP Community Policing
10	Wayside Food Programs
11	Preble Street Joe Kreisler Teen Shelter
12	Catherine Morrill Childcare Voucher Program
13	COP - Mobile Medical Outreach
14	Preble Street Food Program
15	Peer Outreach Worker (POW) Program
16	Immigrant Legal Services
17	COP- Housing Follow Up Services for Long Term Shelter Stayers
18	Milestone Homeless Outreach and Mobile Engagement Team (HOME Team)
19	Preble Street Resource Center
20	Homeless Programs HESG
21	HOME Administration
22	Housing Development Fund Project Staff Costs
23	Tenant Based Rental Assistance
24	City Housing Rehabilitation
25	City Affordable Housing Development
26	County HOME Housing Rehabilitation
27	County HOME Affordable Housing Development

#	Project Name
28	Section 108 Loan

Table 4 – Project Information

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

Nearly all of the City’s CDBG, HOME and ESG funds go to addressing underserved needs in Portland. The allocation process and priorities for CDBG, HOME and ESG is described below. The largest obstacle to addressing the underserved needs is limited funding. The needs of the underserved continue to increase in the City of Portland, but the funding resources remain limited.

Community Development Block Grant: CDBG funds are allocated through a competitive application process. To apply, organizations must attend a mandatory application meeting. Applications are available through the Housing and Community Development Office in City Hall and on the City's webpage. Applications are reviewed by a volunteer citizen allocation committee appointed by the City Council. The Allocation Committee sends its recommendations to the City Manager who forwards the funding recommendations to the City Council. The City Council conducts two public hearings before deciding on the final funding recommendations. This year the only funds that are not directly going to serve low to moderate income persons are the funds are for administration and planning. As mentioned under the 'AP-15 Expected Resources', the City of Portland sold the Cotton Street Parking garage in 2017, which was originally purchased with UDAG funds. As part of this sale, the City Council has decided to spend \$20,000 from the proceeds each year on a CDBG eligible activity. This year the Council has decided to spend this \$20,000 on the Preble Street Florence House Women’s shelter. This is a program that has received CDBG funding in the past and offers a safe place for homeless women, many of who have experience domestic violence or assault.

HOME: The HOME Program budget is formulated by staff, endorsed by the City Council's Housing Committee and Cumberland County's Municipal Oversight Committee. The City Council conducts two public hearings before deciding on the final HOME Program budget. Program guidelines and applications are available through the Housing and Community Development Office in City Hall and on the City's webpage.

Emergency Solutions Grant: The Emergency Solutions Grant funding is formulated by staff and presented to the Maine Continuum of Care and the City’s Emergency Shelter Assessment Committee. The funding supports shelter operations, homeless prevention, rapid rehousing, and HMIS.

AP-38 Project Summary

Project Summary Information

1	Project Name	HCD Grant Administration
	Target Area	PORTLAND, MAINE
	Goals Supported	Neighborhood Investment & Infrastructure Housing Availability Economic Opportunity Address the Needs for Growing Homeless Population
	Needs Addressed	Neighborhood Investment & Infrastructure Housing Availability Economic Opportunity Address the Needs for Growing Homeless Population
	Funding	CDBG: \$366,986
	Description	CDBG funds to help administer the program and report to HUD.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	These funds are for the administration of the CDBG program, not funds will directly benefit families.
	Location Description	389 Congress Street, Room 312 and 313 Portland, ME 04101
	Planned Activities	Manage the Grant. Comply with grant requirements and reporting. Follow federal regulations
2	Project Name	CDBG Planning
	Target Area	PORTLAND, MAINE
	Goals Supported	Neighborhood Investment & Infrastructure Housing Availability Economic Opportunity Address the Needs for Growing Homeless Population
	Needs Addressed	Neighborhood Investment & Infrastructure Housing Availability Economic Opportunity Address the Needs for Growing Homeless Population
	Funding	CDBG: \$22,198

	Description	CDBG Eligible planning activities
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	These funds are for long range CDBG eligible planning. No funds will directly benefits families in portland.
	Location Description	389 Congress Street, Floor 4 Portland, ME 04101
	Planned Activities	Long Range Planning efforts, including transportation planning.
3	Project Name	Preble Street Corridor Sidewalk Project
	Target Area	Bayside Neighborhoods
	Goals Supported	Neighborhood Investment & Infrastructure
	Needs Addressed	Neighborhood Investment & Infrastructure
	Funding	CDBG: \$279,515
	Description	The Preble Street Corridor Sidewalk Project will design and construct approximately 750 linear feet of concrete sidewalk, 6 ADA Ramps, driveway aprons, plus streetscape improvements and new pedestrian lighting on Preble Street. This sidewalk work will be in conjunction with the 2018-2019 Preble Street Sewer Separation Project, funded thru alternate local, state and private utility funds. The improved segments are between Lancaster Street and Cumberland Avenue. The construction and schedule efficiencies will minimize the impacts to the public.
	Target Date	12/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	1615 live in census tract 6.1. 72% of which are LMI. This project will benefit not only the people living in this neighborhood, but also the individuals that work in the area, and the homeless individuals that use the day shelter on a daily bases.
	Location Description	Preble Street between Lancaster Street and Cumberland Ave.

	Planned Activities	The Preble Street Corridor Sidewalk Project will design and construct approximately 750 linear feet of concrete sidewalk, 6 ADA Ramps, driveway aprons, plus streetscape improvements and new pedestrian lighting on Preble Street. This sidewalk work will be in conjunction with the 2018-2019 Preble Street Sewer Separation Project, funded thru alternate local, state and private utility funds. The improved segments are between Lancaster Street and Cumberland Avenue. The construction and schedule efficiencies will minimize the impacts to the public.
4	Project Name	City of Portland- Business Assistance Program
	Target Area	PORTLAND, MAINE
	Goals Supported	Economic Opportunity
	Needs Addressed	Economic Opportunity
	Funding	CDBG: \$145,000
	Description	This program will provide grant funds to new and expanding Portland Businesses to create 14 net new jobs for low/moderate income Portland residents. This will also encourage job skills training and strengthen Portland's HCD eligible neighborhoods.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	8-14 businesses and 14 low/moderate income Portland residents will benefit from this project
Location Description	The location of each business will be determined, but location of the administering office is 389 Congress Street, room 307, Portland ME, 04101	
Planned Activities	This program will provide grant funds to new and expanding Portland Businesses to create 14 net new jobs for low/moderate income Portland residents. This will also encourage job skills training and strengthen Portland's HCD eligible neighborhoods.	
5	Project Name	CEI- Portland Microenterprise assistance program
	Target Area	PORTLAND, MAINE
	Goals Supported	Economic Opportunity
	Needs Addressed	Economic Opportunity
	Funding	CDBG: \$48,000

	Description	CEI and Cultivating Community will help at least 50 New American and/or female low/moderate income Portland Residents start six microenterprise businesses in Portland by providing intensive business advising and farm training.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	At least 50 new americans and/or female low/moderate income portland residents, of which 6 will start microenterprise businesses.
	Location Description	The office is located at 2 Portland Fish Pier, Suite 201, Portland ME 04101
	Planned Activities	CEI and Cultivating Community will help at least 50 New American and/or female low/moderate income Portland Residents start six microenterprise businesses in Portland by providing intensive business advising and farm training.
6	Project Name	Portland Housing Authority - Front Street Redevelopment Phase 1
	Target Area	PORTLAND, MAINE
	Goals Supported	Housing Availability
	Needs Addressed	Housing Availability
	Funding	CDBG: \$250,000
	Description	PHA will relocate 28 families as part of a larger redevelopment of 50 units of public housing into 99 units of mixed-income affordable apartments for families in Portland.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	28 families will be temporarily relocated but a total of 99 families will benefit from the finished project
	Location Description	37 West Presumpscot Street, Portland ME

	Planned Activities	PHA will relocate 28 families as part of a larger redevelopment of 50 units of public housing into 99 units of mixed-income affordable apartments for families in Portland. This CDBG funding is critical for Phase 1 to allow PHA, as the Seller of this property, to pay for these costs outside the LIHTC development of 60 units. This will make our tax credit application to MaineHousing more competitive. Without this funding Portland may not have an affordable multi-family winning project in the MaineHousing tax credit round for 2018.
7	Project Name	North Woods Adventure Playground at Dougherty Field
	Target Area	Eligible Census Tracts
	Goals Supported	Neighborhood Investment & Infrastructure
	Needs Addressed	Neighborhood Investment & Infrastructure
	Funding	CDBG: \$137,000
	Description	Dougherty Field is Libbytown's central community space. The project will build a playground where no playground currently exists. It will be fully ADA accessible and will serve as a gathering space within the community.
	Target Date	12/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	1430 live in the Libbytown area. Families with children ages 3-12 in the Libbytown neighborhood are the most likely users of this playground.
	Location Description	Dougherty Field, Portland me
	Planned Activities	Dougherty Field is Libbytown's central community space. The project will build a playground where no playground currently exists. It will be fully ADA accessible and will serve as a gathering space within the community.
8	Project Name	Port Resources - Hot Water Heater replacement project
	Target Area	PORTLAND, MAINE
	Goals Supported	Neighborhood Investment & Infrastructure
	Needs Addressed	Neighborhood Investment & Infrastructure
	Funding	CDBG: \$12,504

	Description	This project will replace hot water heaters in three group homes. All three group homes listed in this proposal have hot water heaters that are 20+ years old. Traditional tank- type hot water heaters typically have a 10-15 year life span. The Congress Street location also lacks insulation of its steam piping. Replacing the hot water heaters in all three homes and installing steam piping insulation in the Congress Street location will result in uninterrupted access to hot water for all eighteen residents who reside in the three group homes listed in this proposal.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	18 adults with severe mental disabilities will benefit from this project
	Location Description	72 Emery St, Portland, ME (hot water heater replacement) 823 Congress St, Portland, ME (hot water replacement and piping insulation) 271 Woodford Street, Portland, ME (Hot water heater replacement)
	Planned Activities	This project will replace hot water heaters in three group homes. All three group homes listed in this proposal have hot water heaters that are 20+ years old. Traditional tank- type hot water heaters typically have a 10-15 year life span. The Congress Street location also lacks insulation of its steam piping. Replacing the hot water heaters in all three homes and installing steam piping insulation in the Congress Street location will result in uninterrupted access to hot water for all eighteen residents who reside in the three group homes listed in this proposal.
9	Project Name	COP Community Policing
	Target Area	CDBG Target Neighborhoods
	Goals Supported	Neighborhood Investment & Infrastructure
	Needs Addressed	Neighborhood Investment & Infrastructure
	Funding	CDBG: \$150,000
	Description	The Portland Police Department will utilize grant funds to pay a portion of the salary of five Community Policing Coordinators who will work closely with residents, social services agencies, businesses, community stakeholders, and other city departments to create effective programs and strategies to effect long-term change in their respective neighborhoods.

	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	5,000 residents living in CDBG eligible neighborhoods in Portland
	Location Description	CDBG Eligible neighborhoods on the Portland peninsula
	Planned Activities	The Portland Police Department will utilize grant funds to pay a portion of the salary of five Community Policing Coordinators who will work closely with residents, social services agencies, businesses, community stakeholders, and other city departments to create effective programs and strategies to effect long-term change in their respective neighborhoods.
10	Project Name	Wayside Food Programs
	Target Area	PORTLAND, MAINE
	Goals Supported	Address the Needs for Growing Homeless Population
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	CDBG: \$34,000
	Description	Wayside's Direct Services program works to prevent and reduce homelessness by increasing access to nutritious food for economically vulnerable community members in Greater Portland through 5 Mobile Food Pantries and 13 weekly Community Meals. All of Wayside's work is rooted in cross sector partnerships and focused on strengthening the quality and quantity of social ties and support networks. Every month 1,200 different individuals receive 9,500 meals through Wayside's Direct Services program.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	3,900 low and moderate income families
	Location Description	The mobile food pantries will delivery a various locations around Portland. The Community meals will also take place at various locations across Portland, all located in predominantly low income neighborhoods.

	Planned Activities	Wayside's Direct Services program works to prevent and reduce homelessness by increasing access to nutritious food for economically vulnerable community members in Greater Portland through 5 Mobile Food Pantries and 13 weekly Community Meals. All of Wayside's work is rooted in cross sector partnerships and focused on strengthening the quality and quantity of social ties and support networks. Every month 1,200 different individuals receive 9,500 meals through Wayside's Direct Services program.
11	Project Name	Preble Street Joe Kreisler Teen Shelter
	Target Area	PORTLAND, MAINE
	Goals Supported	Address the Needs for Growing Homeless Population
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	CDBG: \$26,140
	Description	Overnight emergency shelter open 365 days for 24 homeless and runaway youth 12-20 years old.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	200 homeless teens between the ages of 12-20
	Location Description	38 Preble Street, Portland, ME 04101
	Planned Activities	Meet the safety and support needs of youth on the streets by providing 6000 shelter bed nights and meals; separate youth from the population of homeless adults who can place them at risk; engage homeless youth to better meet their needs in a system designed specifically to address youth issues with a complete initial intake, safety plan and/or guardian notification and initial stabilization.
12	Project Name	Catherine Morrill Childcare Voucher Program
	Target Area	PORTLAND, MAINE
	Goals Supported	Economic Opportunity
	Needs Addressed	Housing Availability
	Funding	CDBG: \$68,460

	Description	This grant will provide child care vouchers to 5 high quality child care programs for Portland LMI families who are working, actively looking for work, participating in educational, vocational or social services, and/or are waiting for a state subsidy.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	25 low/moderate income Portland families
	Location Description	96 Danforth Street, Portland, ME 04101 331 Cumberland Ave, Portland ME 215 Congress Street, Portland ME 71 Herman Ave, Portland ME 87 High Street, Portland ME
	Planned Activities	The program will provide subsidized child care to approximately 25 LMI Portland families in need of affordable quality child care services so that they can be a productive member of the workforce, and in turn, move toward self sufficiency.
13	Project Name	COP - Mobile Medical Outreach
	Target Area	CDBG Target Neighborhoods
	Goals Supported	Address the Needs for Growing Homeless Population
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	CDBG: \$33,408
	Description	The Mobile Medical Outreach Program will provide Portland's vulnerable homeless population with access to paramedics, in both the shelter and community setting, who are specially trained in community education and medical services. In an effort not to duplicate services, this project is aligned with local primary care and other social service providers to enhance the continuum of care.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	175 homeless clients will benefit from this project
	Location Description	203 Oxford Street and various hotspots across the Portland peninsula

	Planned Activities	The Mobile Medical Outreach Program will provide Portland's vulnerable homeless population with access to paramedics, in both the shelter and community setting, who are specially trained in community education and medical services. In an effort not to duplicate services, this project is aligned with local primary care and other social service providers to enhance the continuum of care.
14	Project Name	Preble Street Food Program
	Target Area	PORTLAND, MAINE
	Goals Supported	Address the Needs for Growing Homeless Population
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	CDBG: \$43,568
	Description	Three soup kitchens serving 3 meals a day, 365 days a year at the Resource Center, Florence House, and Teen Center and a food pantry distributing emergency food boxes weekly or by appointment to meet the nutrition needs of people who are homeless and living in poverty
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	4,600 low and extremely low income portland residents. Many of who are homeless.
	Location Description	252 Oxford Street Portland, ME 04101 190 Valley Street Portland, ME 04101 343 Cumberland Avenue Portland, ME 04102
	Planned Activities	Three soup kitchens serving 3 meals a day, 365 days a year at the Resource Center, Florence House, and Teen Center and a food pantry distributing emergency food boxes weekly or by appointment to meet the nutrition needs of people who are homeless and living in poverty
15	Project Name	Peer Outreach Worker (POW) Program
	Target Area	CDBG Target Neighborhoods
	Goals Supported	Address the Needs for Growing Homeless Population
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	CDBG: \$51,345

	Description	This program will build relationships with homeless and substance use disordered populations, service and healthcare providers, local merchants and neighbors, and community Police, with the goal of leveraging these relationships to assist with access to support, bring together diverse sectors of the community on common aims, enhance the impact of current initiatives to end chronic homelessness, halt the opiate epidemic, and help all to experience the community as safe, respectful and humane.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	1000 homeless individuals will benefit from this program
	Location Description	Targeted hotspots across the downtown area of Portland's peninsula
	Planned Activities	Provide coaching sessions with the peer coach, either over the phone, in person on the street, or in person over a cup of coffee. Coaching clients are referred to Amistad by area hospitals, who see this population as frequent users of emergency departments, as well as by the community health center, city shelters and resource center, Cumberland County Sheriff's department, Portland Police department, area psychiatric service providers, Milestone Foundation (a CDBG recipient), and other service providers in the community.
16	Project Name	Immigrant Legal Services
	Target Area	PORTLAND, MAINE
	Goals Supported	Economic Opportunity
	Needs Addressed	Economic Opportunity
	Funding	CDBG: \$51,345
	Description	This program will increase the amount of affordable, qualified immigrant legal services for Portland Immigrants, refugees and asylees. Services will be delivered by Maine's sole refugee resettlement agency (CCM) and Maine's only comprehensive statewide immigration legal aid agency (ILAP). Services will expand economic opportunities for clients by helping them to gain residency, work permits, citizenship, and to reunify with family. T
	Target Date	6/30/2019

	Estimate the number and type of families that will benefit from the proposed activities	1358 LMI individuals will benefit from this program
	Location Description	80 Sherman Street, Portland ME
	Planned Activities	This program will increase the amount of affordable, qualified immigrant legal services for Portland Immigrants, refugees and asylees. Services will be delivered by Maine's sole refugee resettlement agency (CCM) and Maine's only comprehensive statewide immigration legal aid agency (ILAP). Services will expand economic opportunities for clients by helping them to gain residency, work permits, citizenship, and to reunify with family.
17	Project Name	COP- Housing Follow Up Services for Long Term Shelter Stayers
	Target Area	PORTLAND, MAINE
	Goals Supported	Address the Needs for Growing Homeless Population
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	CDBG: \$58,671
	Description	This program is the only program whose sole focus is to help formerly homeless persons recover from the trauma of homelessness, assisting their integration into their new neighborhoods, improving their health and quality of life, and reducing returns to homelessness and expensive emergency services.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	75 formerly homeless individuals will benefit from this program
	Location Description	Various locations
	Planned Activities	This program is the only program whose sole focus is to help formerly homeless persons recover from the trauma of homelessness, assisting their integration into their new neighborhoods, improving their health and quality of life, and reducing returns to homelessness and expensive emergency services.
18	Project Name	Milestone Homeless Outreach and Mobile Engagement Team (HOME Team)
	Target Area	CDBG Target Neighborhoods

	Goals Supported	Address the Needs for Growing Homeless Population
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	CDBG: \$114,000
	Description	The HOME Team will provide daily street outreach, interventions, referrals, and transportation to highly intoxicated, homeless individuals. The HOME Team's Housing Navigator will assist Milestone's long-term shelter stayers secure and maintain housing; Milestone's partners, Amistad and Maine Homeless Veterans Alliance will provide follow-up care to ensure clients remain housed.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	400 homeless individuals
	Location Description	65 India Street, Portland ME 04101
	Planned Activities	The HOME Team will provide daily street outreach, interventions, referrals, and transportation to highly intoxicated, homeless individuals. The HOME Team's Housing Navigator will assist Milestone's long-term shelter stayers secure and maintain housing; Milestone's partners, Amistad and Maine Homeless Veterans Alliance will provide follow-up care to ensure clients remain housed.
19	Project Name	Preble Street Resource Center
	Target Area	PORTLAND, MAINE
	Goals Supported	Address the Needs for Growing Homeless Population
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	CDBG: \$25,667
	Description	Drop-in service center providing homeless adults and families with essential services-e.g. bathrooms, showers, clothing, phones-and assistance with links to resources to help them move beyond homelessness.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	1500 Homeless individuals will benefit from this program

	Location Description	5 Portland Street, Portland ME
	Planned Activities	Staff will have 600,000 client contacts over the course of the year. They will provide safe shelter day 7 days a week and meet the basis critical needs of adults and families with inadequate access to clothing, storage, bathrooms, laundry, and personal hygiene items.
20	Project Name	Homeless Programs HESG
	Target Area	PORTLAND, MAINE
	Goals Supported	Address the Needs for Growing Homeless Population
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	ESG: \$157,131
	Description	This is for all Emergency Solutions Grant programs, including Family Shelter essential services; Family Shelter homeless prevention and rapid rehousing; Oxford Street Shelter homeless prevention; and administration and HMIS.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	All individuals and families living in or entering the City of Portland Shelter system that qualify for rapid rehousing, essential services, or homeless prevention will benefit from this activity
	Location Description	203 Oxford St, Portland, ME 04101 and 54 Chestnut St, Portland, ME 04101
Planned Activities	This is for all Emergency Solutions Grant programs, including Family Shelter essential services; Family Shelter homeless prevention and rapid rehousing; Oxford Street Shelter homeless prevention; and administration and HMIS.	
21	Project Name	HOME Administration
	Target Area	PORTLAND, MAINE Cumberland County
	Goals Supported	Housing Availability
	Needs Addressed	Housing Availability
	Funding	HOME: \$101,737
	Description	HOME set-aside for administrative costs of the program; Manage the HOME Program including housing rehabilitation, affordable housing development, TBRA and HUD reporting.

	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	This is for administration of the HOME program. No families will benefit directly from this project.
	Location Description	HOME Program activities can occur throughout the City of Portland and Cumberland County, specific locations to be determined.
	Planned Activities	HOME set-aside for administrative costs of the program; Manage the HOME Program including housing rehabilitation, affordable housing development, TBRA and HUD reporting.
22	Project Name	Housing Development Fund Project Staff Costs
	Target Area	PORTLAND, MAINE
	Goals Supported	Housing Availability
	Needs Addressed	Housing Availability
	Funding	CDBG: \$51,826
	Description	This is for project staff costs on specific rehabilitation projects throughout the City.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	This is for project staff costs on specific rehabilitation projects throughout the City.
	Location Description	Rehabilitation projects throughout the City of Portland
	Planned Activities	Staff salary for managing specific rehabilitation projects.
23	Project Name	Tenant Based Rental Assistance
	Target Area	PORTLAND, MAINE
	Goals Supported	Housing Availability
	Needs Addressed	Housing Availability
	Funding	HOME: \$162,000
	Description	Tenant Based Rental Assistance Program operated by the City of Portland out of the General Assistance Office
	Target Date	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	Approximately 162 extremely low income individuals or families will be assisted through this program
	Location Description	Throughout the City of Portland
	Planned Activities	Tenant Based Rental Assistance Program operated by the City of Portland's General Assistance Office
24	Project Name	City Housing Rehabilitation
	Target Area	PORTLAND, MAINE
	Goals Supported	Housing Availability
	Needs Addressed	Economic Opportunity
	Funding	CDBG: \$165,270 HOME: \$100,000
	Description	Housing rehabilitation program will provide home repair assistance to income eligible property owners in the City of Portland
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	18 low/moderate income families
	Location Description	Throughout the City of Portland
	Planned Activities	Housing rehabilitation program will provide home repair assistance to income eligible property owners in the City of Portland
25	Project Name	City Affordable Housing Development
	Target Area	PORTLAND, MAINE
	Goals Supported	Housing Availability
	Needs Addressed	Housing Availability
	Funding	HOME: \$1,080,174
	Description	Affordable housing development projects which create or maintain affordable rental housing units.
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	3 low/moderate income families
	Location Description	Throughout the City of Portland
	Planned Activities	The goal for the distribution of HOME funds is to promote and finance the development of affordable housing in the City of Portland. Rental housing for seniors, multi-family, SRO units.
26	Project Name	County HOME Housing Rehabilitation
	Target Area	Cumberland County
	Goals Supported	Housing Availability
	Needs Addressed	Housing Availability
	Funding	HOME: \$100,000
	Description	Housing rehabilitation program in Cumberland County
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	8 low/moderate income families
	Location Description	Throughout Cumberland County, not including the City of Portland
	Planned Activities	Housing rehabilitation projects typically include energy efficiency repairs and other basic home repairs such as heating system replacements, roof repairs and utility upgrades. A housing inspection and energy audit are complete on each property assisted.
27	Project Name	County HOME Affordable Housing Development
	Target Area	Cumberland County
	Goals Supported	Housing Availability
	Needs Addressed	Housing Availability
	Funding	HOME: \$346,046
	Description	Affordable Housing Development Program is designed to promote and help finance the development of affordable housing in the communities of Cumberland County, not including the City of Portland. Funding for this activity includes a portion of the annual CHDO set-aside.
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	4 low/moderate income families
	Location Description	Throughout Cumberland County, excluding the City of Portland.
	Planned Activities	The goal is to promote and finance the development of affordable housing in Consortium communities outside the City of Portland. This housing may be rental or ownership housing or the conversion of nonresidential property to housing units. Developments must be deemed appropriate for the community and location consistent with the community's Comprehensive Plan. The Consortium seeks developments with a high standard for quality, design and livability. Developments should promote efficient use of land, a location proximate to shopping, work places, and community facilities and incorporate high standards of energy efficiency and "green" design criteria.
28	Project Name	Section 108 Loan
	Target Area	PORTLAND, MAINE
	Goals Supported	Neighborhood Investment & Infrastructure
	Needs Addressed	Neighborhood Investment & Infrastructure
	Funding	Section 108: \$7,983,999
	Description	The City received 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 combined \$12 million will revitalize the distressed area of Bayside by stimulating residential and commercial economic development activities and creating jobs.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	The Section 108 funds are slated for the construction of an 840 parking space garage with retail/commercial space on the ground level. The construction of the parking garage will leverage the creation of three new buildings which will include direct street access retail space at the ground level and 445 new market rate apartments.
	Location Description	Bayside neighborhood

	<p>Planned Activities</p>	<p>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).</p> <p>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. The City anticipates the project to be under construction by the summer of 2019 with an anticipated two to three year build-out period.</p>
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AP-50 Geographic Distribution - 91.420, 91.220(f)

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

The City of Portland's priority to allocating resources is to focus them on the areas of the jurisdiction that are in the most need. To determine this, the City considered which areas of the City have the highest combination of poverty, minorities, single parents, oldest housing stock, and housing problems. These are located in Census Tracts 5, 6 and 10, which represents East Bayside, Bayside and Parkside neighborhoods respectively. As mentioned in the City's 2016-2020 Consolidated Plan, Portland is considering a Neighborhood Revitalization Strategy Area to help increase investment in these neighborhoods.

In 2015 the City created a 'targeted neighborhood investment' area; starting with the Bayside Neighborhoods and moving to a different neighborhood every 2-7 years, depending on community and public infrastructure needs. The Bayside Neighborhoods were chosen as the first targeted neighborhood investment area due to a combination of this area having the highest percentage of LMI residents, a lack of adequate housing and public infrastructure, as well as a high potential for private investments. Street work, sidewalks, lighting, parks, playgrounds, and other area benefit projects will be located in the target neighborhoods to benefit the low and moderate income individuals and families that live there. Due to the amenities and proximity to services, many HOME funded affordable housing projects are also located in the target neighborhoods.

Housing rehabilitation and new construction benefit individual persons or households who are low to moderate income, and therefore HOME funds can be spent throughout the City and County, which are the next geographic area priorities.

The percentages listed in the below table do not include program administration. The program administration funds are not tied to a target area of the City or County

Geographic Distribution

Target Area	Percentage of Funds
PORTLAND, MAINE	58
Eligible Census Tracts	5
Cumberland County	15
CDBG Target Neighborhoods	12
Bayside Neighborhoods	10

Table 5 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City's goal is to allocate funds to areas of the City with the highest need. As shown in the above table, the majority of funds allocated fall in the City of Portland and Cumberland County target areas. Many of the CDBG social service activities and economic development activities, as well as all of the HOME and ESG activities, are based on the type of person served, not the location. Therefore, the final percentage of funds allocated for the Bayside Neighborhood, CDBG Target Neighborhoods, and Eligible Census Tracts target areas may increase, but the program is not specifically targeting a resident in a particular neighborhood.

Several of the CDBG social service programs target LMI residents living in CDBG Target Neighborhoods, this is done to increase the efficiency of these particular programs. In addition to the social service programs, the CDBG public infrastructure sidewalk improvement project will take place in target area Bayside Neighborhoods.

Discussion

As mentioned in the Five Year Consolidated plan, the City is considering creating a Neighborhood Revitalization Strategy Area in the neighborhoods of Bayside, East Bayside and Parkside; or Census Tracts 5, 6, and 10. These neighborhoods have been a focus for the City of Portland for several years. Although they are not the only areas of the City, these neighborhoods are of highest concern for the city because in combination they have the highest concentration of poverty, minorities, single parents, oldest housing stock, and housing problems. More consideration of a Neighborhood Revitalization Strategy Area will be given over the remaining two years of the Five Year Consolidated Plan.

Affordable Housing

AP-55 Affordable Housing - 91.420, 91.220(g)

Introduction

The City of Portland currently has a 2% vacancy rate, the tight housing market contributes to the need to build more affordable housing in the greater Portland area. The City of Portland and the Cumberland County HOME Consortium strive to increase the amount of decent, safe, and affordable housing available throughout Cumberland County. The City uses ESG and CDBG funds in addition to the HOME funds to fulfill this goal.

As part of the City’s 10 year plan to end homelessness, the City has opted to use \$162,000 of its HOME allocation to serve an estimated 162 homeless families via tenant-based rental assistance (TBRA) program. The City’s affordable housing providers work with social service providers to move individuals out of homeless and into affordable housing.

This year, CDBG will fund a ‘Housing Follow-Up Services’ program that will provide follow up services to individuals who have moved from chronic homelessness to permanent housing. This program is been proven very successful at preventing individuals from returning to homelessness. Through the CDBG funding, this program will be able to expand to more clients.

One Year Goals for the Number of Households to be Supported	
Homeless	162
Non-Homeless	40
Special-Needs	0
Total	202

Table 6 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	162
The Production of New Units	14
Rehab of Existing Units	26
Acquisition of Existing Units	0
Total	202

Table 7 - One Year Goals for Affordable Housing by Support Type

Discussion

In 2016 the City of Portland implemented a policy requiring any new rental housing development receiving assistance through Tax Increment Financing and/or HOME or CDBG subsidy from the City, be required to set aside 10% of the rental units in the development for individuals or families currently

living in a City of Portland shelter.

The City would be responsible for providing referrals, providing or coordinating supportive services to eligible homeless populations who become tenants of the housing, including assuring tenants qualify for the housing, providing or locating financial resources such as Section 8, General Assistance, or other resources to assist with monthly rent payment. Individual services would be dependent upon the particular requirements of the individual tenants and specific to their needs and goals, and would be subject to eligibility at the City. All tenants referred would meet income, homelessness criteria, and other requirements so as to be fully qualified for the housing. City staff would work to provide a variety of support services to assist homeless individuals, enhance their self-esteem, secure housing, and work towards a self-sufficiency plan. Long term support services would be provided through collaboration with other area service providers.

AP-60 Public Housing - 91.420, 91.220(h)

Introduction

The Portland Housing Authority (PHA) provides quality, affordable housing opportunities to Portland's LMI residents. PHA partners with the City of Portland, clients, and appropriate agencies to enhance the quality of life in the community.

PHA plans to expand its current inventory of affordable housing and be part of the ongoing solution to the City's critical shortage of affordable housing. Additionally, the agency continues to take steps to help address the housing needs identified in its annual and 5-year plans (2015-2019 Strategic Plan). The stated goal is to develop 100 new housing units in five years. In addition to creating new housing, PHA maintains an aging housing stock that will require updates to maintain the quality of its housing opportunities for its residents.

Through the HOME Consortium, the City of Portland and Cumberland County work with Westbrook Housing Authority, South Portland Housing Authority, and Brunswick Housing Authority to assure quality, affordable housing opportunities to LMI residents in Cumberland County.

Actions planned during the next year to address the needs to public housing

Two important goals in Portland Housing Authority's 5 Year Plan (2015 to 2019) include the development of additional affordable housing and investment in PHA owned properties. In PY2018-2019, the Portland Housing Authority will receive \$250,000 in CDBG funds to help with relocation costs associated with the reconstruction of the PHA Front Street Apartments. Additionally, the PHA, with the assistance of CDBG, HOME and LITHC funds, will begin the reconstruction of 58 Boyd Street. The completion of these two projects will add 104 units of housing to Portland's market.

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

Portland Housing Authority

- Periodic community meetings with residents
- Assist with the organization of resident councils where none exist
- A new website with inactive features for residents to engage staff
- Quarterly meetings with recently reorganized Resident Advisory Board (RAB) to obtain input on agency plans and resident needs.
- Newsletters in certain developments

Westbrook Housing Authority

- Survey residents to identify optimal method, frequency and desired content of communication
- Educate residents on existing Agency communications
- Based on survey results, build and implement a communication plan, potentially to use such methods as Presidents’ meetings, Resident Councils, social media, website, email/phone blasts or other tools as appropriate
- Expand use of our facilities for community partners (satellite offices, conference rooms, community rooms) in keeping with agency policies
- Establish new working relationships with neighboring communities as development partners
- Strengthen economic and development connections with City of Westbrook

South Portland Housing Authority

- Each month South Portland releases an activities calendar with all of the activities available to the residents. These activities include; picnics, senior and health expos, bus services to Walmart, the mall, and the grocery store, breakfast outings, and many other activities.
- Implement a volunteer management plan to maximize volunteer effectiveness and recognize efforts
- Increase the number of Family Self Sufficiency participants by 10% annually

Brunswick Housing Authority

- Residents hold monthly meetings to discuss ideas and plan activities
- Staff and Residents hold family development meeting meetings where activities and family trainings are planned. This includes summer lunch programs, after school programs, and family trainings

Brunswick Housing builds single family homes. These homes are advertised to residents. Qualifying residents then work with Coastal Enterprises Inc. to participate in homeownership counseling. The program has been very successful.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

n/a

Discussion

Portland and Cumberland County’s vitality depends on the availability of a diverse array of housing options, particularly apartments, which are often the first and often the only choice for working professionals, immigrants and families.

The Portland Housing Authority has strategic plans in place to participate in the City’s efforts to increase

housing for LMI Portlanders, including building in-house housing development capacity; prioritize development; utilize program reserves to seed fund development opportunities; redevelop PHA properties and utilize excess land for development opportunities; continue to seek financing programs for new housing development; and partner with non-profit housing developers for developments beyond the capacity of PHA. All three Cumberland County housing authorities work closely with their local governments and surround communities to address emerging needs affecting their residents and the availability of adequate housing.

AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)

Introduction

Portland homeless shelters, including the Joe Kreisler Teen Shelter, Portland Family Shelter, Safe Haven, Milestone, Oxford Street Shelter for Men and Women, and the Preble Street Florence House Women's Shelter, sheltered an average of 458 individuals per night last year. This number exceeds bed capacity among all shelters by over 100 individuals and includes providing hotels from overflow at the Family Crisis Shelter and the Family Shelter (average 19 families per night), and accommodating overflow mats at Preble Street Overflow Shelter (average of 70 per night) and in chairs at the adult Oxford Street Men's and Women's Shelter (average 6 men and 2 women per night).

The City's Family shelter has been experiencing an unprecedented volume of clients. Many of the clients are asylum seekers, which adds to the complexing of moving clients out of the shelter and into permanent housing. Even with the addition of 48 beds last year, the family shelter runs two overflow sites on a nightly bases. All homeless shelter providers in Portland meet once a month at the Emergency Shelter Assessment Committee meetings to discuss the recent trends and ways to better serve Portland's growing homeless population.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

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

The Maine State Housing Authority coordinates the efforts of homeless shelters, outreach groups, and volunteers who participate in an annual Point in Time Survey of State of Maine and City of Portland homeless populations. The annual census is required of all states at this time of year by U.S. Department of Housing and Urban Development, and the count provides a snapshot of the number of individuals and families in shelters and on the streets on a given night. For Maine, a count performed in January will represent chronic and truly desperate homelessness because of extreme weather conditions including typical temperatures well below freezing, regular snow accumulation, and minimal daylight hours.

The Homeless Outreach and Mobile Engagement (HOME) Team is a collaboration between the City of Portland, the Portland Downtown District and Milestone Foundation, a non-profit social service provider, to provide outreach and community supports to those with chronic health, mental health and substance abuse issues living on the streets of Portland. The HOME team has become part of the emergency service delivery system for businesses and community members.

In addition, Amistad, a Portland-based non-profit organization, and Portland Downtown (a 501c4) have created a Peer Outreach Worker pilot program, funded by CDBG that will allow a peer outreach worker to connect with clients that live with mental illness, often times co-occurring substance abuse disorders,

and often times experience homelessness. The outreach worker will then collaborate with the Milestone Foundation, the City's Shelters, local hospitals, and Portland Downtown businesses to get the client the services they need.

Addressing the emergency shelter and transitional housing needs of homeless persons

Emergency Shelter: As mentioned above, the City of Portland has a connected network of homeless shelters, yet the number of individuals seeking shelter often out numbers the available beds. The City run shelters have a policy of not turning away an individual due to the shelter reaching capacity, therefore, the City contracts with various organizations, such as Preble Street and the Salvation Army to run shelter overflow sites on a nightly bases.

Transitional Housing: As a result of two pre-development grants for new Housing First projects, the City has seen one new 30-unit Housing First project developed, Huston Commons, which is 30 unit project providing homeless individuals with secure, stable housing. The second pre-development grant helped to establish a 4-unit project which is currently being rehabilitated. The City Council has identified the creation of Housing First Incentives as a goal.

Scattered site programs including Shelter Plus Care and other subsidies are used in the housing first model.

Regional Approach: The Public Housing Authorities in Westbrook and South Portland have both made commitments to set aside Section 8 housing vouchers specifically for people experiencing long-term homelessness.

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

The ESAC Long Term Stayer's Committee Initiative is focused on housing the longest stayers in homelessness in Portland. Since the initiative began in April of 2015 a total of 192 Housing First Placements have been made. This group collectively had more than 275 years of homelessness and more than 100,000 total bed nights. 85 of these placements occurred in 2017. This initiative has greatly helped to decrease the need for overflow shelters in Portland. The CDBG funded Housing Follow up Services for Long Term Stayers program helps individuals who have been placed into housing from returning to homelessness.

Additionally, the goal of the City of Portland's Emergency Solutions Grant program is to provide rapid re-housing services to individuals staying at the shelter and to provide prevention services to individuals facing homelessness in the community. In PF18/19 there is \$54,200 for rapid rehousing and \$12,950 in homeless prevention for the Oxford Street Shelter. The projected annual goal for Oxford Street Shelter is to serve 125 people who are literally homeless and 10 people who are at risk of homelessness. Likewise, the Family Shelter has \$51,200 for homeless prevention and \$27,000 for Essential Services. The goal for the Family Shelter is to serve 75 families who are literally homeless and 25 families who are at risk of homelessness. Additionally, the shelters have a goal of no more than 10% recidivism[k1] . The goal is to ensure the 135 clients at Oxford Street and 100 families at the Family Shelter will have success in housing.

The City's Tenant Based Rental Assistance program (TBRA) was implemented on April 1, 2014. This program uses a portion of the City's HOME funds (\$162,000). There is a centralized intake with a single point of contact located at the Oxford Street Shelter and Family Shelter, utilization of a rapid re-housing approach with a particular focus on reducing recidivism; as such clients are assigned a case manager to provide follow-up care services. Follow-up services provided will have a strong emphasis on connecting clients to other mainstream resources to ensure long term housing success.

The Home to Stay (HTS) Program is modeled after a rapid re-housing approach that provides housing stability services to persons who are experiencing homelessness. This project is funded by Maine Housing and covers both city-operated shelters; the Oxford Street Shelter and the Family Shelter. The Home to Stay Program assists homeless clients seeking permanent housing with education, services and support to meet their health, housing, and employment needs in order to overcome barriers to obtaining and maintaining housing. The goal is to help participants achieve permanent stable housing. Participants are assigned a Navigator who has experience in working with people who are experiencing homelessness. Navigators conduct assessments to determine a best course of action and customize a plan that best suits each individual's housing needs.

The combination of the City's Long Term Stayers Initiative, the Emergency Solutions Grant, Tenant Based Rental Assistance, and Home To Stay program help to prevent homelessness and rapidly rehouse individuals who become homeless in Portland.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City's After Hours Program assures access of emergency services to low-income 'at-risk' individuals and families, including help with placement in appropriate shelters/warming centers and assists with

basic needs such as medication, food, baby formula, diapers, and heating. The program offers a hotline service 365 days a year, 24 hours a day.

The Greater Portland Addiction Collaborative has brought together local hospitals, City Programs, Police, community detox centers, SUDs treatment providers, crisis providers, housing and employment providers, recover community, and the peer recovery center is to provide high quality treatment and fill the gaps to ensure that individuals receive the care they need upon discharge.

Discussion

The National Opioid crisis has been having a great impact on the need for homelessness and substance abuse services in Portland. The City's one and five year goals are to create a safety net of programs through a combination of CBDG, HOME, ESG, other federal and local resources.

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

Introduction

In 2015 the City Council passed a suite of ordinance changes, referred to as the “Encourage & Ensure” housing package, which would encourage greater housing development while still preserving City residents' quality of life and housing affordability. Encourage and Ensure is a two-pronged approach designed to encourage housing development by removing barriers to the creation of traditional urban housing types while ensuring the inclusion of affordable workforce housing in significant development projects. Part of this approach included changes to Division 30 of the City's ordinance which refers to affordable housing. This change provides additional density through development incentives as well as adding an inclusionary zoning requirement for workforce 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 will be 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 it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

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. The conglomeration of these initiatives will help to reduce barriers to building additional affordable housing in Portland. Listed below are recently adopted or revised policy tools, zoning ordinances and funding resources at the City's disposal for addressing issues related to housing affordability in Portland.

List of Tools

- Inclusionary Zoning
- Selling City Owned Land for Housing Development
- Amended Zoning to Allow for Additional Housing Development B-1, B-2, B-3, B-4, B-6, R-6
- Up to 25% Density Bonus, Section 14-484 Increased Allowable Heights
- ADU Amendments encouraging Workforce Housing in R-5, IR-1, and IR-2 Zones
- Reduced Parking Requirements & Fee-In Lieu Option
- Amended Housing Replacement Ordinance
- Reduced Fee's for Affordable Housing Development
- Transportation Improvements to Allow for Greater Density
- Housing First Model India Street Form Based Code
- Housing Investment Policy
- Housing Trust Fund Annual Plan

Financial Resources

- HOME Funds for Housing Development
- CDBG Funds
- Housing Development Funds – CDBG Housing Program Income
- Housing Trust Fund
- Affordable Housing Tax Increment Financing (AHTIF's)
- Affordable Housing Revolving Loan Fund
- Selling City Owned Land at Less Than Market Value
- Tenant Based Rental Assistance Vouchers
- Residential Rehab Program
- Lead Safe Program
- Tax Acquired Properties to Capitalize the Housing Trust Fund

Discussion

Since 2000 the City has contributed approximately \$13.8 million dollars to aid in the construction of 951 affordable housing in Portland. Of these affordable units, two projects, consisting of 24 units, were built as home ownership. The remainder of the units have all been developed as rental properties. When

accounting for all of its various subsidies, the City of Portland contributes, on average, approximately \$14,539 per unit to support the development of housing.

Over the past three years, the City's Housing Committee has solicited information from a diverse group of stakeholders to solicit policy suggestions, parse out best practices, and fully understand the housing concerns of those on the ground level. As part of the process, the Committee has collected a list of ideas for actionable next steps to address community concerns as they relate to housing. The Housing Committee continues to examine the adoption of policies that further the goals of fair housing, encourage the development of additional housing, and provide and preserve additional affordable housing stock for the City. The end goal of this process is to create a market of decent, safe, and affordable housing units for a diverse range of households.

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

Introduction

The Office of Community Planning and Development (CPD) seeks to develop viable communities by promoting integrated approaches that provide decent housing, a suitable living environment, and expand economic opportunities for low and moderate income persons. The primary means towards this end is the development of partnerships among all levels of government and the private sector, including for-profit and non-profit organizations. The City of Portland supports this mission and works to address obstacles to meet underserved need, maintain affordable housing, reduce lead based paint, reduce the number of poverty level families, develop institutional structure to help achieve its goals and enhance coordination between private and public entities.

Actions planned to address obstacles to meeting underserved needs

In the City of Portland, the vast majority of CDBG, HOME, and ESG allocations go to addressing underserved needs of the City. The proposed CDBG projects will be meeting underserved needs such as food (soup kitchen and community meals), shelter (teen shelter, women shelter, and adult day shelter), safety (five community policing offices), support for those with mental and physical illnesses and substance use disorders, and child care. The HOME grant funds help persons gain or maintain housing through the Tenant Based Rental Assistance Program, build affordable housing for low income families who cannot afford housing otherwise, and renovate homes to improve energy efficiency and life safety improvements for low income homeowners. Additionally the Emergency Solutions Grant meets the needs of individuals and families by gaining or maintaining housing throughout their homeless prevention or rapid rehousing initiatives, along with maintaining shelter costs for the city's most vulnerable populations.

Actions planned to foster and maintain affordable housing

The City is committed to fostering and maintaining affordable housing. As mentioned earlier, the City's Housing Committee is examining the adoption of policies that further the goals of fair housing, encourage the development of additional housing, and provide and preserve additional affordable housing stock for the City.

Portland's Year 3 Housing Goals include:

- Rehabilitation City- 18, County- 8;
- Affordable Housing Development City -10 HOME assisted, County -4; and
- HOME assisted, Tenant Based Rental Assistance City 162 individuals and families.
- Assisting 38 owners to rehabilitate their homes and remediate LBP hazards.
- ESG Tenant Based Rental Assistance 125 individuals and families
- Promote housing availability by continuing to assess and as appropriate, offer city owned

- property to construct affordable housing.
- Assisting 38 owners to rehabilitate their homes and remediate LBP hazards.

City of Portland: Portland's new Comprehensive Plan encourages a manageable level of growth that will sustain the city as a healthy urban center in which to live and work and to achieve our shared vision for Portland. Portland encourages sustainable development patterns and opportunities within the city by promoting efficient land use, conservation of natural resources, and easy access to public transportation, services, and public amenities, and strives to ensure freedom of choice in housing type, tenure, and neighborhood for all, regardless of race, color, age, gender, familial status, sexual orientation, religion, national origin, source of income or disability.

Cumberland County Consortium: The Priorities and the specific objectives for the non-Portland members of the Consortium for PY2018-2019 are: Housing Rehabilitation and Housing Development as a CHDO Activity, i.e. the provision of development subsidy funds to a certified Community Housing Development Organization (CHDO) for the development of either homeownership or rental housing.

Actions planned to reduce lead-based paint hazards

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 planned to reduce the number of poverty-level families

The City of Portland allocates a significant percentage of its Community Development Block Grant to social service programs and housing activities designed not only to improve the lives of families and individuals in poverty, but also to facilitate their transition out of poverty. Below are just some of the most critical programs and services which the City plans to support with the CDBG, HOME and ESG funds:

- Quality child care from infancy to 5 years of age for low and moderate-income families. Subsidized childcare enables families to move from welfare to work.
- Microenterprise assistance and business creation.
- Job creation for local businesses.
- Day and night shelter with case management and counseling programs, night shelters specifically for teens and women.
- Community meals and mobile food pantries
- Medical outreach to individuals on the streets and in the Oxford Street Shelter
- Homeless outreach and engagement program to assist individuals in crisis to access necessary services.
- Street Outreach for individuals experiencing homelessness
- Homeownership housing rehab to allow low/moderate income individuals to live comfortably in their own homes.
- Creation of stable affordable housing units
- Tenant based rental assistance to help families to be rapidly rehoused or maintain their current housing, to help build stability.
- Homeless prevention services to individuals facing homelessness.
- Rapid rehousing for individuals staying at the Oxford Street Shelter and Family Shelter.

Helping families move out of poverty as opposed to simply serving those in poverty is an important part of the City's Housing and Community Development Program. Total funds available to the City are insufficient to meet the needs of its citizens in poverty; however targeting funds to activities which support self-sufficiency can make a significant difference in the lives of many people. The City plans to continue to look at requests for funding and existing programs to see how CDBG, ESG and HOME funds can assist individuals and families in moving beyond poverty.

Actions planned to develop institutional structure

The City will continue to carry 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 various City Departments, the Portland Housing Authority, and an integrated

network of non-profit housing and social service providers.

The City of Portland Housing and Community Development Division is 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 and Annual Action Plan and Consolidated Annual Performance Evaluation Report, as well as ensuring that all programs comply with HUD's federal regulations. Additionally the HCD Division administers the City's housing rehabilitation and new construction programs as well as monitor's all outstanding loans associated with the former HomePort program.

City of Portland Social Services Division administers the General Assistance Program, the ESG funds, the City's emergency shelters (for single adults and families), transitional housing facilities, housing location services, Family Services Program, job readiness training and employment services and several other support activities in coordination with non-profit housing and social service agencies. Additionally, the Social Services Division administers the HOME funded Tenant Based Rental Assistance Program.

Non-Profit Housing and Social Service Agencies play a large role in directly providing housing and economic development services to low income, homeless, and special needs populations throughout Portland.

Working collaboratively, these entities implement 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 to 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.

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

The City of Portland requires proof of organizational collaboration in the form of a memorandum of agreements, letter of support, or demonstrated outreach for all RFPs. In the CDBG scoring process, organizations and entities who demonstrate collaboration with other organizations and entities receive higher allotted points.

The City and the Portland Housing Authority have a long history of cooperation in several areas including community policing, development of affordable housing, recreational activities for at-risk youth, the Family Self-Sufficiency Program, Family Investment Center and applications to HUD for Section 8 certificates and vouchers for families, homeless and disabled persons. City staff and PHA staff communicate regularly and provide each other data for Annual Plans and reports.

City staff from the Health and Human Services Department and Housing and Community Development

Division coordinates with other members of the Emergency Shelter Assessment Committee (ESAC) and the United Way of Greater Portland to develop the Homeless Continuum of Care, respond to the McKinney NOFA and monitor shelter bed usage for single adults, adolescents and families. ESAC members include shelter providers for singles, adolescents, mentally ill, women, families with children, victims of domestic violence, supported housing providers, mental health service providers, substance abuse service providers, health service providers and general services including day shelter providers for the homeless population. ESAC also produces monthly and quarterly statistics on shelter usage and provides a forum to discuss new programs, resource availability, emerging trends and to resolve problems within the continuum that may arise from time to time. City staff coordinates with all applicants and ESAC members to produce the community's McKinney application. The City's Community Development Program Manager attends ESAC and Continuum of Care meetings.

Additionally HCD staff participates in the Maine Affordable Housing Coalition (MAHC). MAHC is a coalition of developers, community action agencies, public housing authorities, investors, housing and service providers, advocates and others working to increase the supply of quality, affordable rental housing throughout Maine. HCD staff is also a partner in a housing liaison system which is designed to work collaboratively with landlords, tenants, social service agencies and other community groups to address issues that impact the relationship between landlords and tenants.

HCD Staff serve on the Age Friendly Portland Steering Committee, with the goal of planning and preparing for the aging population in Maine. The Steering Committee collaborates with senior care social service providers and is the processes of implementing Age Friendly street design practices into the Planning and Urban Development's Comprehensive Plan. Additionally, the committee is implementing an Age Friendly Business recognition program for downtown businesses.

In the City of Portland 33% of CDBG funds support social service agency programs. The funds support housing programs, homeless services, shelter, child care, and support services for those with mental illness. City staff meet with the agencies throughout the year to provide technical assistance and ensure they are meeting HUD guidelines and regulations. Staff also assists in monitoring their progress and makes recommendations for more efficient services.

Discussion

As mentioned earlier, The City of Portland secured HUD 108/BEDI funds in an amount of \$1.2 million in Brownfields Economic Development Initiative (BEDI) and \$10.8 million in Section 108 loan to support revitalization of the distressed area of Bayside by stimulating residential and commercial economic development activities and creating jobs.

One of the catalysts to support the Bayside area-wide revitalization is a public-private partnership to construct an 800 space parking garage with ground level commercial space. Despite unanticipated delays, the city is hopeful that the parking garage will be under construction during by the summer of 2019.

Program Specific Requirements

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

Introduction

The City of Portland works hard to ensure that the program specific requirements of the Community Development Block Grant, HOME Investment Partnership Program, and the Emergency Solutions Grant program are met on a timely basis.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	50,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	50,000

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	87.00%

**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

Not applicable

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Homebuyer activities of down payment or closing assistance are not part of the PY17/18 planned activities

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Acquisition of units with HOME funds is not part of the FY17/18 planned activities

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Refinancing of existing debt is not part of the PY17/18 planned activities

Emergency Solutions Grant (ESG)

1. Include written standards for providing ESG assistance (may include as attachment)

All applicants for service must initially be evaluated for eligibility by use of a standard centralized or coordinated assessment system. Assessment must include determination of income status and availability or lack of resources to sustain existing housing or obtain new housing. To be eligible, an applicant must meet the standards for homelessness or be at risk of becoming homeless. Applicants are eligible for future services only if they have no other housing subsidies from local, state, or federal sources and have no other viable resources to keep or obtain housing. Further, applicants must have an annual income of less than 30% of area median income. The standard that must be used for calculating annual income is established in 24 CFR 5.609. The highest priority applicants for rapid rehousing are those currently homeless persons for whom a potential living unit has been identified and will be available in less than one (1) month.

Every eligible program participant or program household will be assigned a case manager who has experience working with people who are homeless as well as people at risk of homelessness. The case manager will be supervised by the Adult Shelter Coordinator of Support Services for the City's Oxford Street Shelter and Adult Overflow Community Shelter. The case manager will meet every week as a team with the entire Support Service case management unit to conduct case review to ensure policies and procedures are being followed. The case manager will work directly with each program participant or household to accomplish the following:

- Determination of the appropriate type of service needed and the amount of financial assistance that is required using guidelines approved by the City of Portland;
- Development of both a short- and long-term service plan;
- Counseling concerning household needs;
- Monitoring and evaluating program participant progress on a schedule of no less than one-month intervals and more frequently according to need;
- Credit repair (including credit counseling, budget management, debt management, and making realistic financial choices);
- Communication with landlords and utility companies;
- Assurance that program participants are receiving all needed services from essential service providers, homelessness prevention and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service providers, including schools, child care services, legal services, financial resources, health and mental health services, dispute resolution, etc.; and
- Obtaining all needed local, state, and federal services to benefit the program participant, including public housing, employment assistance and job training, SNAP, SSI or SSDI, TAFDC, General Assistance, Medicaid, WIC, etc. All program participants must have full access to mainstream resources.

The following risk factors will be used to determine which individuals and families are provided assistance: length of homelessness, income status, health and/or mental health issues, domestic violence history, and crisis situations

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

All CoC shelters are required to enter data into HMIS (except the DV shelter which uses a comparable but separate database for client confidentiality). Portland CoC is working on data sharing with other PHD providers. Info in HMIS will be shared between service providers. All shelters have adopted and are using a common support and services policy. To prevent duplicate service delivery and data entry, a process was implemented to rapidly assign clients to ensure they are working with appropriate staff. The City of Portland ESG program has written standards for providing ESG assistance and consistently applies those to all program participants. The Portland CoC is working in collaboration with the Balance of State to create a coordinated assessment system. Grant funds from the Betterment Fund have been secured to work to create a coordinated assessment throughout the State.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

Portland CoC and ESAC (Emergency Shelter Assessment Committee) are actively involved in the ESG program, including the development of performance standards, operating procedures, and funding expenditures. There are no sub-awards for ESG. The City of Portland utilizes ESG funding for the Family Shelter and Oxford Street Shelter and for homeless prevention and rapid rehousing programs.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

Portland meets the homeless participation requirements in 24 CFR 576.405(a). A formerly homeless individual serves as Tri-Chair of the City's ESAC committee, he also serves on as a member of Homeless Voices for Justice, a state wide advocacy group. Additionally, the ESAC Committee, which is a collaborative of social services agencies, community representatives, businesses and consumers to identify, monitor, advocate, plan, encourage consumer input and involvement in, and facilitate collaborative decision making around all shelter, housing and support issues concerning homeless teens, adults, and families. The United Way and the City of Portland first established ESAC in 1987 as a purely advisory entity. ESAC is also the central entity for planning, monitoring, and decision making for the Department of Housing & Urban Development (HUD) Continuum of Care Homeless Assistance Grant Application. ESAC produces monthly and quarterly statistics on shelter usage and

provides a forum to discuss new programs, resource availability, emerging trends and resolving problems within the continuum that may arise from time to time.

5. Describe performance standards for evaluating ESG.

The performance of the Prevention goal of the Rapid Re-Housing/Prevention Client Navigation Program will be evaluated based on the number of individuals assisted that would have entered the shelter system “but for” the assistance provided by the City of Portland staff. The performance standards, as developed by the Continuum of Care, for the Prevention goal of the program are ensuring that: 1) services are provided to 20 people per year; 2) 100% of clients are assessed for barriers that threaten housing stability and provided with an overview of mainstream resources; 3) 50% of clients assessed are referred to appropriate mainstream resources; 4) 20% of clients are referred to employment services, housing and/or training program; and 5) 100% of clients receiving financial assistance receive assistance with housing location and receive follow up services for 3 months.

The City of Portland is committed to monitoring the performance of grant recipients to ensure that Federal funds are used appropriately and in a manner to maximize low and moderate income public benefit. Grant recipients include City of Portland Departments and Divisions, outside social service agencies, and non-profit organizations. Monitoring each grant recipient ensures that the goals and objectives identified within the Action and Consolidated Plan are met. Performance reports are submitted on a quarterly basis by each public service agency receiving CDBG funds, unless they request monthly reporting. The reports are reviewed for accuracy, goals, performance measures, and compliance. If an agency is not meeting their target goals, or not reporting on time, this information is shared with the citizen review committee, who utilizes this information when allocating resources for the following year. On site monitoring of social service agencies is done on a rotating schedule.

City staff monitor each agency checking for compliance and eligibility. Copies of the monitoring reports are kept in the Housing and Community Development office. CDBG and HOME Housing Projects are monitored regularly to ensure that rent levels, income guidelines and occupancy are being met. All housing projects are entered into the Housing Database. Large rental projects are monitored through annual contact with the property management staff at each project.

Owner occupied rehab projects are monitored through an annual mailing to ensure owner occupancy and tenant occupancy requirements are being met. The former HomePort projects are monitored through an annual mailing to ensure owner occupancy. The Owner Occupied Housing Rehabilitation Program is monitored on an annual basis for occupancy and rental affordability compliance. Occupancy monitoring notices and tenant income verification forms are sent out on a quarterly basis. (HOME funds have not been a successful financing mechanism for multi-family rehab and therefore the city has very few of these types of projects that require monitoring). Additionally any necessary housing inspections

are completed. New Construction/CHDO Funded Rental Housing projects are monitored for tenant income certifications and site inspections. Site inspections are completed by the City's Housing Rehabilitation Specialist and include an inspection of all HOME assisted units as well as common areas and the exterior of each property.

Developers and/or their property managers provide the City with tenant income certifications on an annual basis coinciding with their reporting requirements from Maine Housing and/or tax credit monitoring/syndication organization. To report timeliness, the City's Finance Officer reports expenditures at month end and compares totals to total allocated funds; the resulting percentage is utilized to track timeliness. Monthly drawdowns are completed through IDIS. Divisions in the Department funded under the 20% administrative cap submit plans identifying CDBG projects and the percentage of their time spent working on such projects, as well as identifying specific areas in eligible census tracts where the projects are taking place. This information, plus quarterly reports, is reviewed to ensure compliance with comprehensive planning goals and requirements. All contracts for CDBG and HOME funds include provisions that include outreach to women and minority business owners.

Attachments

Citizen Participation Comments

Public Comment from March 19, 2018 Council Meeting

Public Comment:

Julie Allaire- Catholic Charities – See attached speaking notes.

Speakers from Burundi, using a translator – She use the ILAP services when she first came to America and was seeking asylum. ILAP was very helpful to her and she was able to stay. Catholic Charities helped her to bring her family over. She is very grateful for the help from both of these organizations.

Cullen Ryan- See attached speaking notes and additional material handed to the Council members.

Bob Fowler- Milestone Recovery Director- This is his least favorite meeting of the year because he is competing against his partners. He wishes more funds were available for all the worthy organizations. The HOME team benefits the community and there is an economic return on the investment. Last year there were 273 times that dispatch used the HOME team. The HOME team saves the City money.

Ben Shambaugh- See attached speaking notes.

Lori Moses - See attached speaking notes.

Jennifer Sporzynski – CEI – Portland Microenterprise Assistance Program. The program has been receiving CDBG funding for the past several years and has helped start dozens of microenterprise businesses in Portland. CEI has made 278 loans to Portland businesses, the PMAP program works with over 200 individuals and at least 50 LMI individuals.

Helen Brena - See attached speaking notes.

Amy Geren - See attached speaking notes.

George Mukoko- Board Member of the YMCA – The YMCA New American Welcome Center serves the most needy in our community. The program provides English Language classes, it is very important we continue to provide these services. Learning English is not just important for getting a job, it is also a safety concern if someone cannot read the road signs.

Grace Braley- See attached speaking notes.

Zack Barowitz - See attached speaking notes.

Renee- Preble Street Board President- Preble Street helps with other organizations fall short. Support for these programs is critical. Our mission is to create barrier free services. In order to do this we need grants in addition to our private donations.

Gale Dawson – Volunteer English Teacher for the YMCA – Her students come from all over the world. They come for English but learn so much more. They learn about the bus system, about driving, recycling, landlord responsibilities, job skills, and so much more. At the YMCA they can relax because their kids are being taken care of and having fun in a safe environment. Often times, childcare is one of the biggest barriers to taking English language classes. Without childcare they are stuck.

Mike Miles- President of the Milestone Recovery Board – He understands that this is a tough situation. The work that the HOME team does saves the city money, TODAY, not tomorrow and 10 years from

now. Cutting funds to the HOME team will increase taxes. The City police and Fire do not want to be working with the HOME team clients, they are really appreciative of the HOME team.

Michael Rift – Volunteer English language teacher at LearningWorks. He has been a teacher there for 2 years. Students are from all over the world. They can't get a job because of their English is not good enough. Many of them hold a bachelors or a master's degree in their home country. 80% of the students that complete the LearningWorks English Language program enter the workforce. These programs help our economy.

Christian – Milestone HOME team employee- The HOME team is mobile and able to check in on hot spots. We build trust with our clients, when we show up they are more receptive to getting help. Many of them will not get treatment from other service providers. We can often prevent the police and fire from being dispatched through interventions.

AnneMarie Brown – See attached speaking notes.

Joe McNally – Manager of Milestone HOME team- The HOME team has changed over the years, the goal has always been to focus on the most vulnerable in our community. We have over 13,000 encounters with 500 people. We partner with many of the organizations here in this room. We all work together.

Brian Townsend - See attached speaking notes.

Heather Davis- Director of LearningWorks – She understands that not everyone can be funded but wants to highlight the work that LearningWorks is doing. They partner with many other providers to make sure their clients are getting all of the services they need. Portland has 8,500 residents that speak a language other than English as their first language. There is a great need for more English language classes. They have over 120 people on their waiting list. People are at a standstill until they are able to get the English language skills they need.

Donna Lawlor- See attached speaking notes.

Stu Simons – Port Resources – Wants to thank the City Manager and the Allocation Committee for all of their hard work. Port Resources provides residential services to adults with severe mental disabilities. The new hot water heaters will greatly improve the quality of life for these clients. Many of the clients need structure and routine. Having the hot water turn off in the middle of a shower can cause a great deal of trouble for some of our clients.

Tom Marzack - Lawyer downtown- volunteers for the homeless legal project at Preble Street resource center. Lawyers volunteer their time 2 days a week, more than 60% of the clients get extended legal support. The Preble Street staff is a big part of why the program is so successful.

Bryce Manning- Volunteer at LearningWorks – He has worked as volunteer English language teacher while waiting for a work permit. This program helps strengthen our community. He moved here from Georgia because Portland is known as a place of hope.

Sue Roche - See attached speaking notes.

Pierre – Supporting the Learning Works English Language program – He came to Portland last June. He took English Language classes at LearningWorks. He decided to come tonight and tell everyone that

LearningWorks is doing a great job. They can help more students and teach more hours if they are properly and correctly funded. People come to America to stay, they must learn English.

Cullen Bayor – Resident of the Libbytown neighborhood – here to support the playground at Dougherty field. The playground will help build community and act as a gathering place for families.

Linda Holtslander- See attached speaking notes.

Mark Swan – Preble Street Director- Preble Street was not built to serve the number of people we are not serving. We are unable to keep up with the growing homeless population. We need every bit of funding that we can get.

Public hearing closed at 8:22pm

Public Comment from City Council Meeting 4.18.2018 – HCD Annual Action Plan

Public Comment

Kinna Thakarar - Milestone Board Member. She works at Intermed and is here to support the Milestone HOME team. She described a study done on endocarditis related to drug use. The services of the home team are invaluable. Many of the clients that receive treatment through the HOME team would not receive treatment otherwise. Milestone has excellent reputation. Additionally, Milestone will soon allow sober housing for Women in the greater Portland area.

Sarah Gaba- Community housing of Maine- Support of Oxford Street - Long term Stayers Housing program. CHOM is one of the largest providers of housing in the state. They cannot do what they do without support from Oxford Street Shelter. The work of Taylor (a staff person for Oxford Street's LTS Housing program) is invaluable, it allows for a real time response to a crisis. Her position works, it prevents people from returning to homelessness because of her real time response to the situation. Unfortunately, Taylor can't do it alone, we have too many doors for one person to knock on. The low barrier flexibility of this program is what makes this program work.

Casey Gilbert- Director of Portland Downtown- Here to support the Peer Outreach Worker (POW) program. The mission of Portland downtown is to keep the downtown area safe, clean, and vibrant. We are partnering with Amistad to keep are mission going. We are not against any organization that applied for CDBG, but the longer people are on the street the more likely they are to die. Therefore the POW program will help connect people to the services they need and get them off the street. Amistad does really impactful work in our community. We are developing an app that will connect real time data about people Mark connects with.

Hannah DeAngelis- Catholic Charities- here to support the Catholic Charities and ILAP pilot program for immigrant legal services. We both offer free and low cost legal services. We help folks be reunite with family members, we help with green cards and in immigration court. We have many examples of success stories here in Portland. By the services we provide, people can find work and contribute to the economy instead of depending of charitable services. The Allocation Committee's recommended was for full funding, the City Manager cut some of that funding, this amendment by Councilor Cook would further cut our funding.

Herb Janick- President of the Board at Preble Street- we simply ask for the same amount of money that we have gotten in the past several years. This is a integral part of the safety net here in Portland. The oxford street shelter does not have the capacity to help everyone that needs it. The council should know we are committed to raising private funds. Eage you to adopt the amendment.

Tae Chong- Here is support of the Catholic Charites and ILAP – Immigrant Legal services program. He has been on the board of the CDBG allocation committee and task force. If a person can get work authorization and a green card or permanent status they are more likely to move out of the shelter and earn more money. At a time of difficult immigration in our country, we need to find more help for work authorization, we need more people to work in here Maine. The current unemployment rate is 2.5%. There are almost 1000 people waiting to get help through this program. The sooner they can obtain a work permit, the better for everyone. As someone who has been through the changes of the CDBG

allocation process, we need to stick to what the committee has done and not go back to the way it use to be.

Meghan Woodson- Marketing Director at the YMCA- She was told that Council Ali was going to submit an amendment in support of the YMCA, but it doesn't look like that has happened. The New American Welcome Center is greatly needed here in Portland. The English language classes are greatly needed. The free childcare offered by the YMCA allows families to take English Language classes or participate in the YMCA's internship program, which helps people find jobs sooner. Childcare is offend the biggest barrier to learning English and finding work.

Pamela Merton- resident of Portland, lives in the Libbytown neighborhood. She would like to support the possible funding for a playground in Libbytown. The young families in this neighborhood community are energized and ready to revitalize the neighborhood. A playground for their children would act as a gathering place and would go a long way in making that happen.

Mark Perry- Peer Coaching manager for Amistad. He appreciates everyone that's here and humbly asks that you support the POW program. Amistad does not have the resources it needs to do what needs to be done. Amistad quietly plays a big part of this community. We quietly do wonderful work.

Mark Adelson- Director of the Portland Housing Authority. He would like to thank the Councilors for their consideration of the PHA Front Street Project. PHA is working hard to plan for the future and plan for the need for more affordable housing here in Portland. This project will create more affordable units and greatly improve the quality of the current housing at Front Street.

Ugfaord gogo- Greater Portland Health- this program helps people go to work. The program helps people PSS certified. We hope this program gets funded so it can continue to help more people.

Russ Donahue- Board Member of Milestone Recovery. Here to support the Milestone HOME team application. Everything behind Joe and his team do, every day behind the scenes, it's amazing work. We each have our reasons for volunteering, but what they do helps our clients. Milestone is careful with their expenses and they focus on clients first. It's a lean organization. Milestone has been operating for 50yrs and we hope to be around for another 50 yrs.

Adele Ngoy— former recipient of ILAP Legal services. They helped a lot with her legal status. She is now a business owner in Portland, Antoine's Formal Wear. ILAP's helping immigrants can make a big difference in our community. If ILAP can get this grant they can help more people than they do now; which is better for everyone.

Andrew Bove- Director of Preble Resource Center. The Resource Center serves the most vulnerable people in our community. We do hundreds of loads of laundry, and showers, and meals. Every day hundreds of people come through our doors looking for a safe place to be.

Paul Farrell- Owner of Union Bagel – Received a BAP program to create a new job at Union Bagel. The city guided me through the whole process. When we think about small businesses in this town, programs like this really help our businesses and help the person the small business trains and hires.

Maureen Moses- Libbytown Neighborhood Association—Here is support the playground in Libbytown. We are working hard to make our neighborhood safe and better for everyone in the neighborhood. This playground would offer a safe place for our children to play.

Caroline Selvy- Homeless Voices for Justice- Here to support of the Resource Center. Thank goodness for the amendment that supports the resource center that was going to be cut from the city's budget. Preble Street is facing great cuts from other sources. The Resource Center helps people become tax payers instead of tax takers. I asked that you not only to support the amendment but to restore their complete funding.

Norman Maze - Shelom House Housing Director- I work with Rob and his team at the Oxford Street Shelter in their Long Term Stayers Program. They have been nationally recognized for their work in homelessness. The Oxford Street staff help house these individuals and then help to keep them housed. The goal of the program is to find safe, decent, and affordable housing for the men and women who are chronically homeless, Long Term Shelter stayers. Those Long Term Shelter stayers are often referred to the Shalom house- we work closely with shelter staff to make sure people do not return homelessness.

Public Comment Closed: 7:05

Amy Geren

Good evening Councilors, Mayor Strimling, Manager Jennings:

My name is Amy Geren and I am here in support of the application I submitted for Portland Downtown, with my colleague Brian Townsend of Amistad, for the Peer Outreach Worker multi-year initiative.

While it has not been historically an issue that place management organizations have had the capacity to address, many, if not most, are now finding the need to partner with social service organizations in response to overwhelming increases in homeless populations. Portland Downtown is a member of the International Downtown Association, which publishes annual *Top Issues Councils* that provide current best practices in addressing pressing issues in urban environments. The IDA's 2017 Top Issues Council on Homelessness advocates for a declaration of four principles in urban place management that organizations should use, which inspire engaged and active urban centers:

1. Housing first solutions with strong ties to services for whole-person care;
2. Partnerships with high quality social service providers that have the capacity to evaluate the social service needs of clients;
3. A balance of the needs of the individuals experiencing homelessness with the expectations of our businesses, residents, property owners, and visitors to downtown; and
4. Invest in meaningful data-driven and comprehensive policies and services that assist in the end goal of meeting the social service and housing needs of individuals experiencing homelessness.

The Peer Outreach Worker program presented to you today for consideration embodies all of these principles, and represents a true partnership with a model social service agency.

The program is long overdue as a demand for viable solutions to addressing homelessness has been vocally requested by the community. Just this month in a survey about the effectiveness of Portland Downtown's Police Cadet Program, 82% of downtown businesses stated that based on the location of their business, homelessness & transiency were the biggest issues their business experiences in the surrounding community. These issues were selected as the most troublesome among a list of crimes that included assaults, burglaries, vandalism, and child abuse. **82% selected Homelessness and transiency as the biggest issue in their business community.**

I want to note that in addressing cleanliness and safety downtown, Portland Downtown's mission-driven initiatives, I have resources at my disposal to respond quickly and professionally when a downtown constituent or visitor reaches out for assistance. As mentioned, Portland Downtown partners with the Police Department on the International Downtown Association award-winning cadet program, as well as through the provision of foot beat officers downtown, to address safety. Portland Downtown partners with the City of Portland through its Supplemental Services Contract to provide an additional level of cleanliness downtown. Neither the police department, nor our designated public works crew have the skills or capacity to attend to the needs of the City's most vulnerable populations. Peer Outreach represents a successful model of addressing these needs.

I appreciate your consideration and am happy to answer any questions you may have. Thank you.

Anne Marie Brown

I would like to read a letter of support from Eric Moynihan, of Jobs for Maine Graduates who unfortunately couldn't be here with us tonight.

[Excerpt of earlier submitted letter.]

"Focusing on the significant population of New Americans attending Portland High, we have already collaborated in several areas and have ambitious plans for future opportunities. The YMCA ... has offered significant ... opportunities to Portland High School's New Americans. ... including job shadow opportunities [and] internship opportunities. Currently, one student is fully involved in a semester long internship with the Y and recruitment is underway to expand the number of student interns significantly for the second semester, the summer and looking ahead.

The Y has signed up to participate in ... enrichment sessions to meet students and inform them of the Y's wide range of opportunities available to them and their families. The target audience for these sessions is the New American students of Portland High School. In addition to learning about the various programs available at the Y they will learn of internships, summer jobs, careers and volunteering opportunities.

Other local businesses and community organizations in the area are starting similar programs that connect various opportunities to our New American neighbors and students but the YMCA of Southern Maine is clearly ahead of the curve on this initiative and has strong programs in place ready to expand and succeed.

The Y of Southern Maine is a five minute walk from Portland High School and its 900 plus students of which the New American population is the highest in the state. They are good neighbors and partners to our New American student's at Portland High School. I would enthusiastically recommend them in their efforts to obtain funding sources that will allow them to continue in their proactive approach to reaching a larger population of New Americans for their ambitious programs."

With Eric's comments speaking to our efforts to engage youth to successfully enter the local workforce, I would like to speak to the value of our internships and skilled volunteer roles for adults as well. With a focus on supporting those new Americans who have yet to receive their work papers, we are able to engage with them to gather local experience in their field of expertise or interest, establish local references and networking opportunities.

For those we have had with us already, nearly all individuals have gone on to employment immediately following receipt of their work papers. We truly look forward to expanding this program and further build partnerships for continued impact.

Ben Shambaugh

My name is Ben Shambaugh. I am dean of St Luke's cathedral on State Street and a resident of Portland. Those who have been around for a while know that 12 years ago, I was writing and receiving CBDG grants for St Luke's soup kitchen, at that time in collaboration with Preble Street and Wayside. Now the need has grown and all these agencies have grown and responded in their own ways. I currently serve on the board and volunteer with Preble Street. I am continually impressed with the quality of their work, especially at Florence House and the Resource Center.

As a member of the faith community, I want to remind the council that how we treat the most needy among us is a moral issue. It is about who we are as a city.

Thank you to the committee and city manager for support of the Joe Kreidler Center. Thank you to the city manager for adding in Florence House and thank you to the mayor for including the resource center. A word about both of these. Florence House is the only shelter specifically for homeless women. More than 50% of the women at Florence House have experienced domestic violence and/or sexual assault. The Resource Center has a full range of services, including case management that provides help one on one. It is a unique and vital part of our safety net. On top of that, it has provided overflow space for the city shelter for several years — and continues to do that free of charge.

The city manager points out that Portland spends more CBDG funds on agencies than many other cities. Portland is different but as WCLZ listeners know, different is good. It makes us who we are, a beacon of light and hope, and a model for others to follow. We can do it. We need the will and the moral backbone to make it happen. Thank you for doing the right thing and supporting Florence House and the resource center.

Brian Townsend

Honorable City Manager, Mr. Mayor, and City Councilors,

On behalf of Amistad and Portland Downtown, I would like to thank the CDBG Allocation Committee for their difficult and diligent work, and to thank Jon Jennings, our City Manager, for making thoughtful and sound interventions to restore funding for several highly valuable community services. In truth, the collaborative initiative that we have put forward to the allocation committee is built in large part on the sustainable community presence of Milestone's HOME Team and on the resounding success and trajectory of the Long Term Stayers initiative, both of which were left vulnerable by the initial allocation process. We are grateful that these programs have been supported to continue through the City Manager's intervention, and willingly accept the cut to our initiative's allotment in order to ensure these programs' continuation.

I would just like to briefly introduce our collaborative initiative, which we call the Peer Outreach Worker program, to this council. A few months ago, a robust forum was held in these chambers in response to an incident that had occurred within a business on Monument Square. The incident had highlighted both the presence in our community of individuals with untreated and under-treated mental health concerns, as well as the apparent ineffectiveness of our existing system of care to provide support and solutions.

Portland Downtown and Amistad have concluded that a large part of the solution for this issue lies in the increased participation of all community members as stakeholders in the issue, and in the intensification of available, responsive supports for anyone in the city in need of this support. We will be working together to bridge the concerns of business owners and other community members, who are concerned about their own safety and the safety of struggling individuals among us, with the concerns of those in our community who lack the health care, housing, treatment and social supports that they need in order to experience healthy lives and positive community connections.

Amistad will deploy Peer Outreach Workers who will be responsive to calls from anyone in the city, while also building relationships with everyone involved—inclusive of community policing officers, cadets, business owners, Milestone's HOME team, the city's Long Term Stayers partners, and of course the struggling individuals themselves—in order to support the increased sense of nurturance, humanity and safety that ought to define this city. Operating morning to afternoon seven days a week, we anticipate that this team will soon become a relied-upon resource that reduces police and emergency calls, strengthens understanding and collaboration across community sectors, and provides a supportive lifeline to those among us who are visibly struggling with homelessness, mental illness, and other sources of distress.

Respectfully, Brian Townsend

Executive Director, Amistad

Bridget Rausher

The Mobile Medical Outreach Project is a collaborative effort between Portland's Public Health Division, the Portland Fire Department, the Oxford Street Shelter and Milestone Recovery. Since May, 2017, a dedicated and experienced group of paramedics have been administering medical care, under the supervision of EMS medical directors, to guests of the Oxford Street Shelter several days each week. The level of disenfranchisement and history of trauma is so great in this population that they generally do not engage the health care system at any level.

In our pilot year, amidst a nation-wide opioid crisis, we focused on the substance use related needs of this vulnerable population. We quickly learned that the needs of these individuals were beyond what we could have predicted.

I recently attended a presentation at the University of New England, by Dr. Jim O'Connell, founding physician of Boston's Healthcare for the Homeless Program, which serves over 12,000 homeless individuals each year. During Dr. O'Connell's presentation, he stated that homeless individuals experience mortality at a rate four times that of housed individuals.

People who are homeless are at greater risk of infectious and chronic illness, poor mental health, substance use disorder, and are more likely to become victims of violence, compared to the general population.

Dr. O'Connell's presentation was a resounding confirmation that the Mobile Medical Outreach Project is a necessary, life-saving, and previously missing piece of the care continuum in Portland. The need to meet people in their environment to foster trust is non-negotiable if we truly want to provide quality care for our citizens experiencing homelessness.

In addition, the project is showing early signs of cost-efficacy and a reduced strain on the first responder system.

Our team of six paramedics, with a combined total of over 100 years of experience, has had over 300 interactions with guests of the Oxford Street Shelter and since October, 2017 has served nearly 75 unique individuals.

In year two, we plan to further integrate with other parts of the care continuum, and also strive to support the social needs of the population we are serving. We know that it is impossible to help an individual reach their potential if we are addressing their needs in silos.

More than 50% of the individuals we've served self-report not having a primary care provider, which means they do not have a medical home and are not accessing preventative medical care.

With our unique proximity to medically vulnerable individuals, as well as access to board certified emergency medicine physicians providing online medical direction, our paramedics have the opportunity to observe and diagnose early symptoms of both acute and chronic illness, and intervene by providing treatment, monitoring and a referral to primary care, without a call to 911, a visit to an emergency department, or a lengthy and costly in-patient stay.

In the first year, 90% of client interactions have resulted in care provision without transportation to an emergency department. With a minimum cost of \$1500 per ambulance transport and BASIC ED visit, we anticipate a notable cost savings to both the City and the local hospitals, in addition to the increase in access to care and the quality of care delivered.

Without Community Development Block Grant funds and limited alternate resources, our opportunity to provide this service will be drastically scaled back.

We thank you for your thoughtful consideration of the Mobile Medical Outreach Project when allocating CDBG funds and we look forward to continuing serving our community members.



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Cullen Ryan

March 19, 2018

City of Portland City Council Meeting

CDBG review – public comments

Mayor Strimling and Council Members:

My name is Cullen Ryan and I am a resident of Portland, and I serve as the Executive Director of Community Housing of Maine, the largest housing provider for homeless populations in the state. I also am proud to chair the ESAC Long Term Stayer Committee, which began an initiative to house all of the Long Term Stayers (LTS) in Portland, beginning at the Oxford Street Shelter (OSS) and then including Milestone and people outside. This initiative began in April 2015 and has grown to include 15 organizations collaborating toward a common goal of housing and keeping housed the LTS in Portland.

LTS are the people homeless, outside or in shelters, for 180 days or more in a calendar year. This finite list of people, who tend to ricochet through our most expensive emergency systems, and use shelter beds night after night, have included people homeless for over 3 decades. We are working from longest to shortest in terms of focused housing efforts, and it is slowly working. When we house one LTS, we make a bed available for many more typical people who experiences homelessness for a brief amount of time (33% 1-3 days, 55% two weeks or less, 80% two months or less). In 2013, LTS accounted for 5% of the state's homeless population; in 2018 they are now down to about 60 people across the state, or less than 1% of the homeless population – because we are housing them successfully.

The ESAC LTS Committee has targeted 296 people between 4/15 and 3/18. **Shelter staff have made more than 192 Housing First placements, housing a group that collectively had more than 275 years of homelessness, and more than 100,000 total bed nights.**

In the three years before this initiative, OSS monthly occupancy highs exceeded 250 people the majority of the time, with a six year high of 292 occurring in February 2015. And, before this initiative, the OSS monthly occupancy lows reached below 170 only once (immediately after 10 LTS were housed in one housing project). Since this initiative began, OSS monthly occupancy highs exceeded 250 people only twice, the most recent of which was two years ago, and occupancy lows have reached below 170 one third of the time. That is measurable change.

To add to this success, **95.6% of LTS have remained in their housing due to effective support services delivered by the City and other providers, 15 agencies in all.**

It is engagement that makes it possible to house this population. This is an entrenched, challenging, often paranoid, avoidant, and isolative group of individuals.

I want to commend City Manager Jon Jennings for his reallocation efforts. I fully support them, particularly in the area of Social Services. And it is specifically because of engagement.

I want to single out four programs that provide engagement:

The LTS Community Integration and Landlord Outreach at \$58,966.

The Milestone Home Team at \$100,000.

Amistad and Portland Downtown Peer Outreach Worker at \$50,000.

Preble Street Florence House at \$20,000.

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www.chomhousing.org



All four of these programs provide engagement, and focus efforts in concert with the very successful LTS initiative. We can gain far more ground if we have people doing the active work of engagement, housing placement, and housing support. Each of these programs provide this service.

Thank you for your consideration of these four important programs among the many seeking funding. We can end long term homelessness whenever we put sufficient resources forward to do so. We are almost there. These four allocations will make an enormous difference for these individuals, our city's downtown business district, our over taxed emergency services, and our overflow issues. Let's solve them in one fell swoop. Thank you for the opportunity to comment.

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Information on the ESAC Long Term Stayer Committee Initiative – 3/19/18 City Council Meeting

The ESAC Long Term Stayer (LTS) Committee Initiative is focused on housing the longest stayers in homelessness in Portland. The initiative originally focused primarily on the Oxford Street Shelter (OSS), but quickly grew in scope to include Milestone and people outside.

Snapshot

- Between April 2015 and March 2018, this initiative targeted 296 people.
- Shelter staff have made 192 Housing First placements, housing a group that collectively had more than 275 years of homelessness, and more than 100,000 total bed nights.
 - Of these 192 housing placements, 85 occurred in 2017.
- This effort has helped the average nightly occupancy at OSS to decline, though there are some peaks and valleys along the way.
- The monthly occupancy highs have markedly decreased since this initiative's inception.
 - Before this initiative, OSS monthly occupancy highs exceed 250 people the majority of the time, with a the six-year high being 292 in February 2015.
 - Since this initiative's inception, OSS monthly occupancy highs have only been above 250 people two times, both times being in the low-to-mid 250's.
- LTS placed in housing have had remarkable retention rates – approximately 95.6% of Long Term Stayers (LTS) have remained in their housing due to effective support services delivered by the City and other providers, fifteen different agencies in all.

2017 Accomplishments

- Shelter staff made 85 housing placements in 2017
- Two new lists were initiated – the fourth list of 33 on 1/19/17, and the fifth list of 84 on 9/28/17.
- A Sixth list, comprised of the new and emerging LTS from OSS will begin in April.

Status as of 3/15/2018

- **Summary of remaining LTS: 59 total LTS remain on all five By-Name lists (from 296).**
 - **Original List of 70 (initiated on 4/30/15):** 2 people remain on the original list. The last few people have been the most challenging to place requiring extra time.
 - **Second List of 72 (initiated on 1/7/16):** 11 people remain on the second list. The second list originally included: The 39 remaining LTS at OSS, 16 LTS at Milestone, and 17 people staying outside. Of the 11 remaining on the list, only 3 are currently staying at OSS (the other 8 are primarily staying outside).
 - **Third List of 37 (initiated 6/2/16):** 3 people remain on the third list. The third list included the remaining/emerging LTS at OSS, and those expected to become LTS (with < 180 bed nights).
 - **Fourth List of 33 (initiated 1/19/17):** 10 people remain on the fourth list. The fourth list included the remaining/emerging LTS at OSS, and those expected to become LTS (with < 180 bed nights).
 - **Fifth List of 84 (initiated 9/28/17):** 33 people remain on the fifth list after 5½ months – a remarkable pace. The fifth list included the remaining/emerging LTS at OSS, and those expected to become LTS (with < 180 bed nights), the remaining LTS at Milestone, and 24 people staying outside.
- **Returns to OSS by people placed:** Of the 192 housing placements, approximately nine people have returned to OSS. The nine returns represent a 4.7% return rate, or 95.3% success rate so far. Sixteen people have died and a number of people from the lists have disappeared during this period.

Broadening collaboration: Currently, 15 organizations are active participants in the LTS initiative

- | | | |
|--|-------------------------------------|-------------------------------|
| • City of Portland | • Frannie Peabody Center | • VA Maine Healthcare System |
| • Shalom House | • Preble Street | • Maine's HUD Regional Office |
| • Amistad - Peer Support and Recovery Center | • YMCA | • Portland Housing Authority |
| • Milestone Recovery | • MaineHousing | • Community Housing of Maine |
| • The Opportunity Alliance | • Maine DHHS | |
| | • Kennebec Behavioral Health - PATH | |

Donna Lawlor, DNP

Clinical Director, Greater Portland Health, Health Care for the Homeless Program

March 19, 2018

My name is Donna Lawlor, NP, Clinical director at GPH HCH Program.

I have had the opportunity to ride along with the Milestone team for the past year. In that time we have engaged with well over 150 clients in a medical capacity.

Because of the Milestone teams' long standing positive relationship in the community. I was able to develop relationships with clients, who otherwise had not engaged in care. Several of these clients are now established and getting regular primary care. Several required hospitalization and we were able facilitate those admissions.

Many of these clients would never have engaged in care, had it not been for my time on the van and in meeting clients were they were at – and caring for them there.

I have several examples where clients with infections, some quite serious - would not have engaged in care- had it not been for my time on the milestone van.

The Milestone team is a trusted part of the homeless community.

There exist in this community many people, due to mental health and or substance use disorders who will not engage in services other than those that the van provides.

By having medical outreach on the van -we are able to reach these people and provide care that they would otherwise never access.

This is an important part of homeless health care -and a much needed service for this high risk population here in Portland.

That said I have been on the front line of the opioid epidemic and many of the people we see on the van or those that I the GPH grant for CDBG funding was designed to reach. That is why GPH has put together a very small pilot of clients and are providing them daily MAT treatment in an effort to combat the opioid epidemic here in our Bayside community. We have engaged a small number of uninsured, homeless injection drug using clients who otherwise would never engage in our services were it not for the suboxone treatment. These clients are now receiving primary care, mental health services and intensive case management. With the help of CDBG funding this program could be expanded and reach more of this very vulnerable high risk community. So Thank You Mayor for your support and I hope you will consider funding this much needed program.

Grace Braley

CDBG Hearing – Portland, Maine, March 19, 2018

Grace Braley, Resident, not representing an organizational applicant

First, I want to recognize that Portland, under Kristin Styles' direction, does the CDBG process very carefully. I say this, having been a member of the committee at one time, and another time, an applicant for a program.

Also, I commend the City Manager's creativity to achieve as much as possible for the city.

This process certainly brings before us the many, many needs in the city, as well as a number of organizations who work hard to address the needs.

I do wish that the neighborhoods would work more to take advantage of what is meant for them, to support activities that enhance neighborhood well-being, "to carry out activities directed toward revitalizing neighborhoods.....to build strong, self-sustaining neighborhoods." These goals were stated by a Portland task force.

Instead of inert sidewalks which don't exactly bring joy to anyone in particular, we should take \$398,000 and put it into a couple of properties – you can find them – and put some housing funds there to renovate them. We find a couple of households who aren't rich and who work in the area. Sell to them, but hold the land, lease it forever, so that even resale does not lose affordability.

Then go buy another property, put some housing money with it, and keep going.

It might be nice to invest this in single units, as not all people want to live in multi-unit properties.

There needs to be developed a team in the community to support this process.

I think this would really enhance downtown Portland, and meet an important need.

Helen Breña

Good evening. My name is Helen Breña and I am the CEO of the YMCA of Southern Maine. Thank you for giving us an opportunity to speak tonight about our CDBG funding request in support of our New American Welcome Center. The YMCA has a long history of serving the New American community. In fact, the nation's first English as a Second Language class was started by the YMCA in 1856. For nearly two centuries, the YMCA movement has been supporting immigrants in their journey to making the United States their home.

Today, the YMCA of Southern Maine, continues this tradition. Last year we were one of only 15 YMCAs in the country to be selected by YMCA of the USA to create a New American Welcome Center right here at our Portland location.

We are seeking CDBG funding to support and increase the impact of this work. Recognizing the importance of not unnecessarily duplicating work, we have been working with several community partners including Portland Adult Education and Jobs for Maine's Graduates.

In capitalizing the YMCA's expertise and utilizing other community tools and resources, our program will:

- Continue to support New Americans who require additional language support but offering English classes and conversation groups. Our program is one of the only programs which also offers caregivers free child care so they can take English classes – a barrier which prohibits many caretakers from participating.
- Create a High School Internship Program in partnership with Jobs for Maine's Graduates. This program will provide New American students the opportunity to explore and gain experience in a variety of fields including youth development, human resources, and finance.
- Create an Adult Internship Program -for those who are awaiting their work papers, allowing them to gain valuable local experience, establish local references, and potential networking opportunities. Again, providing free child care to caregivers who need it.
- Provide Job Readiness Workshops by partnering directly with Portland Adult Education, also offering free child care to increase access and reach.
- Establish a small Computer Lab freely available to the public to support efforts like computer literacy, online job searches.

I sincerely hope you will consider this amendment to the CDBG allocations in order to fund our program. Now I invite others who will share their personal experiences and why they believe our New American Welcome Center should receive funding. Thank you for your time and consideration.

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Julie Allaire

- Thank you - to members of CDBG allocation committee and city manager for efforts; To mayor, and council for opportunity to address you. My name is Julie Allaire with CCM, one of largest social service agencies assisting Portland residents.
- Very pleased that our ILS program was recommended for funding this year. Last year, it was not, and we reworked the proposal, and applied jointly with Immigrant Legal Advocacy Project who is also here with me.
- Our two organizations offer immigrants affordable legal services that help them to "improve their immigration status" by gaining residency, obtaining work authorizations, and moving along path to citizenship. Varying intensity of services – from "full representation" before law court, to information and help completing forms at ILAP's immigration forms clinic. Offer services in up to 40 languages.
- CCM and ILAP are only 2 Maine organizations accredited by DOJ to provide free/low fee immigration legal expertise; and give people alternatives to expensive private services, inaccurate information or deceptive practices.
- Provide direct economic benefits to immigrants: Study on Economic Impact of Civil Legal Aid in Maine in 2016 found when immigrants gain work authorization they see a 7% increase in wages. Economic benefits to Portland, because Immigrants who to participate in work force help meet critical workforce shortages, including for skilled labor.
- Respect the challenges/constraints facing you and the rationale for reallocating funds among applications. Respectfully request the council consider making any cuts in equitable proportions across affected applications.
- Thank you. Now introduce Regine Ndayizeye. Also from Sue Roach, the ED at Immigration Legal Advocacy Project (ILAP). In handing over to Ms. Ndayizeye, request extra time for interpreter.

Linda Holtlander

- > My name is Linda Holtlander and I am a resident of Peaks Island. When I was deciding where I would retire, a significant factor in the communities I considered was the existence of an organization that provides barrier free services that address homelessness, hunger and issues of vulnerability.
- >
- > I worked professionally for more than 50 years in various areas of community development and when I found Preble Street I knew I had the right organization to volunteer with.
- >
- > I have volunteered for nearly three years at Preble Street and assist in various parts of the agency: kitchen, pantry, office by doing a variety of different jobs.
- >
- > I volunteer three days a week and because of this I have a rather full understanding of the work done by the Preble Street Resource Center and I am continually impressed by the compassion and love and professionalism of the staff, and their dedication to making a difference in the community.
- >
- > On the days that I volunteer in the kitchen I often hear a client ask a case worker " Are you going to be upstairs? I need to talk."The casework always assures the individual they will be there. This reassurance while simple, is the lifeline to the clients.
- >
- > When I talk with my neighbors on the ferry about volunteering at Preble Street almost every single time people are surprised to learn about the breath and depth of the work. Just today I was telling a friend about the how the Resource Center meets the simple basic needs of the clients through providing showers, bathrooms and a mailing address. As well as the casework that assists the clients find services and referrals. Just think about how difficult life would be if you were in a vulnerable situation.
- >
- > I believe that you were invited to visit one of the programs discussed tonight. I believe you should come to the weekly Pantry at the Resource Center a place where individuals and families receive emergency groceries. In the space of 10 minutes the entire dining room is transformed and sometimes more than 190 individuals take part. It is amazing and just one more of the necessary services provided by the Preble Street Resource Center.
- >
- > I have volunteered at the Pantry for sometime and recently a wonderful thing happened. A young woman who I see often stopped to say she wouldn't be coming to Preble Street anymore. I looked up to see her smiling, and she said four beautiful words "I got a job!"
- >
- > Thank you for listening and please consider the enormous value of the Preble Street Resource Center.
- >
- >
- > Kristin, please let me know if you have any questions- Linda

Lori Moses

Mayor Strimling, City Manager Jennings and Portland City Councilors,

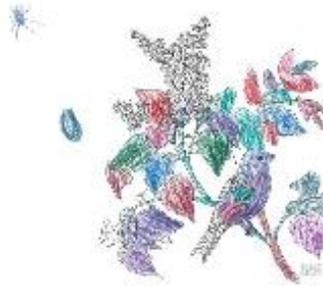
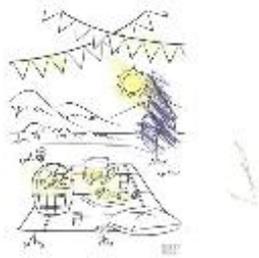
Thank you for this opportunity to speak in support of CDBG social services funding for the Portland CDBG Child Care Voucher Collaborative. My name is Lori Moses and I am the Executive Director of Catherine Morrill Day Nursery. I'd like to thank the Allocations Committee for their hard work, as this application process is no easy task as there are so many worthy applicants. I also appreciate the efforts of the City Manager to make recommendations based on community need.

We have four partner programs who utilize this funding: Youth & Family Outreach, The Opportunity Alliance, Peaks Island Children's Workshop and St. Elizabeth's Child Development Center. Last fiscal year, our collective programs provided 215 units of subsidized child care with CDBG funding, or approximately 75,250 hours of quality child care for 42 children.

Access to affordable, quality child care is an essential foundation for economic development so that parents can participate in the workforce. Other public subsidy sources can be limited, inflexible, confusing and time-consuming to access. Without this CDBG funding, these parents would not be able to be able to work, participate in needed social services, or attend school, leaving some of Portland's most at-risk families unable to move forward in their quest for employment. The result can lead to additional homelessness, substance use, child abuse and neglect, and a whole host of other issues caused by chaos, extreme stress and family instability. Without access to quality child care, the pathway to *"transition individuals and families out of poverty into self-sufficiency, stability, to productivity and beyond so each member of our community can reach their full potential and contribute to community life"* is hindered. "A child's early development sets the foundation for their physical, social and emotional well-being for the rest of their lives and ultimately determines the health of our state workforce and economy". ("Investing in Our Future" report from the Maine Women's Policy Center and the Maine Children's Alliance.)

Children's early learning experiences can have a lifelong impact. Good child care promotes children's development and learning while poor child care places children at risk. Good quality child care promotes supportive, consistent relationships with rich learning opportunities for young children that in turn, creates a strong foundation for success in school and in life. When children and families get the support that they need, the costs for remedial education, health, and the justice system are reduced and tax revenues generated are increased because of improved outcomes. There's no greater investment that we can make than to assure that each child reaches his or her potential and that every family is able to be self-sufficient. This collaborative meets both of those goals.

Thank you.



March 15, 2018

Dear CDBG Committee, City Council, City Manager Jennings and Mayor Strimling,

We are so thrilled to hear the recommendation to build the long-awaited playground in Libbytown at Dougherty Field. Not only does this plan bring to life the Dougherty Field Master Plan that many neighbors worked so hard to create many years ago, it also serves an underserved neighborhood in Portland that lacks a community school or library branch for families to gather. The Libbytown playground means that neighbors can safely walk to a gathering space for their children to be active.

Neighborhood children are getting ready for their playground, by drawing the lovely art seen at the top of this page. Children, and adults are ready to engage in the process and neighbors have truly come together as we start on this adventure together. This is true community building at its finest and we are so glad to be a part of this project.

Thank you to the Committee for meeting and making these hard decisions!

Nikki Anderson

72 Bolton Street

Rob Parritt

The Oxford Street Shelter has put in a request for CDBG funding in order to create a second Housing Retention Specialist in order to continue our remarkable work of not just housing our most vulnerable neighbors, but also keeping folks housed. This workload is unsustainable for one person and we must add a second to continue doing the award winning housing work that we do every day. Housing retention is an indicator not just of quality housing placement matches, but is also a requirement for emergency shelters to receive their full allotment of funding from MaineHousing. One of the benchmarks we must meet to receive our full funding allocation is that we keep 85% of the people we housed from returning to housing. I am pleased to report that we meet that benchmark every reporting period due to the work of our current housing retention specialist, and the folks from our community LTS who Taylor works with is successful in housing 95% of the time. Currently Taylor's caseload is over 180 people and she is spread geographically from York County, to Western Maine and as far as Bangor keeping folks housed. This workload is unsustainable for one person and we must add a second to continue doing the hands on work it takes to meet our shelter funding benchmarks, which represent about \$1.4 million dollars in funding. We are not going to slow down our housing as we just cannot afford to, but the need for follow up is beyond what one staff person can manage. This request for funding was the only program that dedicated solely on housing retention and relocation when needed. This is a huge benefit to the entire community.

From July 1, 2015 (the closest start to a FY after LTS started), OSS has prioritized anyone who is a LTSer, whether they were on a list or not.

Since July 1, 2015, OSS has housed **820** people for a total of 198,076 bed nights (or 542.7 years of homelessness). Of those, **372** housed had more than 180 bed nights at OSS (45% of our housed population) for a total of 175,950 bed nights (482.1 years of homelessness). **This means that 45% of our housed group made up 88.9 percent of our total bed nights at Oxford Street. It is vital and certainly in our best interest to**

Of this larger population (372 people with more than 180 bed nights at OSS), 174 were on the LTS list when housed - which left **198 that still required follow up which we either offered or were unable to because of numbers.**

On our LTS list itself, the data shows:

The total bed nights of people housed on the LTS List are as follows:

List #1: 39 people with 29,754
List #2: 45 people with 24,772
List #3: 24 people with 14,085
List #4: 12 people with 13,898
List #5: 34 people with 16,288
List #6: 10 people with 3,616
Total: 102,413 (280.6 years)

+Deceased: 10 people with 6,622

Total: 174 people with 109,035 (298.7 years)

The total bed nights of people unhoused on the LTS list are as follows:

List #1: 2 for 1,316
List #2: 3 for 4,191
List #3: 1 for 598
List #4: 6 for 3999
List #5: 8 for 4038
List #6: 26 for 8731

Total: 22,873 (62.7 years) for 44 unplaced people (NOTE: Half of these on the lists and bed nights are the newest list, just launched. And half of the people on our new LTS list (not included in these numbers) were under 180 bed nights, showing progress is being made to move LTSers out of the shelter, but the work is not done.

Portland City Council Hearing on CDBG Grant Allocations

**Testimony of Susan Roche, Executive Director of the
Immigrant Legal Advocacy Project (ILAP)**

March 19, 2018

Good evening Councilors and Mayor Strimling. Thank you for the opportunity to testify regarding the application Catholic Charities of Maine and the Immigrant Legal Advocacy Project (ILAP) submitted for CDBG funding. Our Immigration Legal Services Partnership aligns with the Portland CDBG Goal of creating economic opportunity for Portland.

For those of you who are not familiar with ILAP, we are a statewide immigration legal services organization based in Portland. ILAP was founded 25 years ago, initially as a *pro bono* project. We now have 11 full-time and 3 part-time staff and over 250 volunteers. We provide legal consultations, immigration forms assistance, and legal representation to over 3,000 clients each year. We also provide education and outreach on immigration law and legal rights to over 1,000 people each year. The need for our services has escalated over the past several years with the increase in asylum seekers who are coming to Maine, and in the past year with draconian changes to our immigration policies and enforcement priorities. We work closely with Catholic Charities in meeting the legal needs of Portland's immigrant communities. We appreciate that the Allocation Committee and the City Manager recognize the important value of this work to the City of Portland.

You have heard from Catholic Charities about the important role that immigrants will have in Portland's economic future. We see many talented and skilled clients coming through our doors at ILAP. They are eager to integrate into their new community and to join Portland's workforce. These are people who have picked up and left everything they knew—their families, jobs, homes, language and culture. Whether they have fled torture and abuse or economic despair, they have come here so that they can live safely with their families and so that their children will have the opportunity to thrive.

These are people we need in our community. Immigrants are the one growing portion of Maine's population. It is critical that we limit their barriers to employment and integration.

Their first barrier is work authorization and permanent legal status. Without work authorization, someone cannot obtain a social security card, a state ID, or driver's license, and cannot work to support her family or meet basic housing, food, or health care needs. Statistics show that as an immigrant improves her legal status her earnings grow.

Having legal representation can be critical in an immigration case. Sometimes it can be a matter of life or death. For example, government statistics show individuals applying for asylum in immigration court without a lawyer have a 90% denial rate. During the last two years, ILAP has had a 100% success rate in full representation cases that reached a final decision.

Unlike the criminal law system, immigration law is civil and the government does not provide you with a lawyer. When legal services are not available, people turn to non-lawyers in the community who can make mistakes in their cases. Our immigration laws are complex and even a simple mistake can lead to deportation. Those deported may face torture in their home countries, or permanent separation from a U.S. Citizen spouse or children. Low-income immigrants, who may not even have authorization to work, cannot afford to hire a lawyer. They rely upon ILAP and Catholic Charities for assistance. Together, our organizations help thousands of clients each year apply for legal status, and reunite and remain with their families. A CDBG grant would allow us to assist more of these clients. Thank you for considering our application.

Taylor Schenk

I am Taylor Schenk the Housing Retention Specialist at the Oxford Street Shelter. As Rob had mentioned I have provided follow up services for 186 folks since 7/1/16. But OSS has housed 372 of which leaves 198 Long term stayers to rely on our housing team for follow up services.

A bit of what this position allows me to do is connect folks to mainstream resources, mostly people without current case management in place. I connect with property managers to check in on any issues they are experiencing with the tenant. Whether that is keeping units clean and bug free, connecting with the police about unwanted guests or assisting those without health care to get enrolled and taking them to their appointments that otherwise they would forget or get too anxious to go alone.

I could go on and on about the day to day struggles of our housed folks. But this position specifically addresses long term stayers. Which is anyone with 180 day or more in the homeless shelter? This obviously means that they have many barriers keeping them from solving their own homelessness. Giving them a home only brings more struggles to the fore front. Our housing team does incredible work but cannot meet the current needs of Oxford Street Shelter's guests while having to continue follow up care with the folks they have already housed.

Due to my heavy case load, I am requesting a second housing retention specialist position funded through CDBG funds.

From: Zack Barowitz <zbarowitz@gmail.com>
Date: March 14, 2018 at 9:35:10 PM EDT
To: cityclerk@portlandmaine.gov, Jill Duson <jduson@portlandmaine.gov>, Nick Mavodones <nickm@cascobaylines.com>, Ethan Strimling <estrimling@maine.rr.com>, Brian Batson <bbatson@portlandmaine.gov>, Spencer Thibodeau <sthibodeau@portlandmaine.gov>, Belinda Ray <BSR@portlandmaine.gov>, Pious Ali At Large <pali@portlandmaine.gov>, kcook@portlandmaine.gov, Justin Costa <jcosta@portlandmaine.gov>
Cc: Nikki Anderson <n.annetteanderson@gmail.com>, Nick Aceto <na@acetola.com>, Jay Weinberg <jaywein5@gmail.com>, caitlin aceto <ca@acetola.com>, Pamela Murton <pbmurton@hotmail.com>
Subject: Letter in Support of CDBG funding for Playground in Dougherty Field

Mayor and Honorable Councilors;

Libbytown, particularly the segment bounded between the railroad tracks and I-295, is largely under-served and under-funded and a legitimate playground of adequate size is one fundamental amenity that our community is lacking. Over the years I have knocked on hundreds of doors in various efforts to organize the neighborhood and, anecdotally, have seen a lot of substandard housing. This portion is largely "invisible" as the major thoroughfares discourage vibrant street level interactions; but from my experience there is a significant immigrant population, strong indications of low-income residents, and many children; all of whom may not necessarily have ready access to other playgrounds in Portland. This playground will give many deserving people a major attraction within a quarter-mile walk from their homes.

Please support full funding for the North Woods Playground at Dougherty Field.

Thank you,
Zack

Housing Committee Minutes of February 28, 2018 Meeting

A meeting of the Portland City Council's Housing Committee (HC) was held on Wednesday, February 28, 2018 at 5:30 P.M. in Room 24 of Portland's City Hall. Councilors present at the meeting included Committee members Councilor Kimberly Cook, Councilor Pious Ali, Councilor Jill Duson, Chair of the Committee and Mayor Ethan Strimling. City staff present included Jeff Levine, Planning and Urban Development Department Director, Mary Davis, Housing and Community Development Division Director, Victoria Volent, Housing Program Manager and Aaron Geyer, Social Service Program Manager.

Item 1: Review and accept Minutes of previous meetings held on January 24, 2018 and February 12, 2018

Councilor Ali motioned and Councilor Cook seconded to accept the minutes from the January 24 2018 and February 12, 2018 Housing Committee meeting. Minutes were unanimously approved 3-0.

Item 2: Review and Recommendation to the City Council – 2018-2019 Housing Program Budget

Mary Davis gave an overview of the budget memo.

Committee members and the Mayor requested information regarding FY18 expenditures YTD and Councilor Duson asked that the information be provided with the HCD budget memo to the council.

Item was opened for public comment:

Cynthia Cochran: question about outreach for the housing rehab program, believes not many people are aware of program.

Scott Vonnegut: Inquired if seed money for a community land trust would come from the Housing Trust Fund (HTF) and how would that be identified in a line item. Mr. Levine indicates that the city would look at all available resources when if a community land trust has been identified as housing policy proposal to explore.

Councilor Ali motioned to approve; Councilor Cook seconded. Committee voted 3-0 to forward to council for approval.

Councilor Cook would like to add to the workplan to discuss budget allocations to inform on creation of next year's budget and also whether financing on housing rehab should be adjusted; add a workplan item to discuss policy and procedures on all the housing programs.

Mayor Strimling requests that public input be solicited before the HTF annual plan is put together.

Item 3: Overview of the Housing and Community Development Division

Mary Davis presented an overview on the responsibilities of the Housing and Community

Development Division.

Item 4: Review of the Housing Trust Fund

Victoria Volent gave a broad overview of the memo. Mr. Levine suggests that the 2018 plan not be too prescriptive.

Councilor Cook would like to hear from public before committee takes action on a plan for the HTF.

Mayor Strimling indicates that he has heard from constituents that flexibility is key and he hopes that the HTF can be the catalyst to development not just the gap funds at the end.

Item 5: Communication Item: Community Land Trust Information

Information provided to the committee to help inform the council goal setting discussion.

Item 6: Communication Item: City-Owned Property

Councilor Duson asks staff to look at list recently done that evaluated paper streets. Councilor Cook thinks it would be helpful to have a color coded map that identifies types of city owned property; it would be helpful to the public to have that type of map (a publicly available map that shows where city owned property is and mark those that would not be appropriate for development – wetlands, etc)

Committee asks for a copy of the COTAPC policies and rules and a copy of the survey template sent out to city departments, councilors.

Item 7: Communication Item: Text Analysis of Housing Report Survey

Councilor Ali asks for more of a data infographic.

Item 8: Committee Discussion re: 2018 Work Plan

Councilor Duson reminds staff that the committee would like a list of policy proposals discussed at last meeting prior to the council goal setting meeting on March 26.

Regarding the Homestart item on the March agenda, Councilor Duson asks that staff be prepared to make comments on the proposal(s) and request that the Homestart organization to prepare a brief presentation.

Councilor Ali motioned to adjourn and Councilor Cook seconded the motion. Motioned approved 3-0. The meeting was adjourned at 8:30 p.m.

Respectfully submitted, Mary Davis

Grantee Unique Appendices

GRANTEE APPENDICES

Citizen Participation Comments:

- Public Hearing City Council March 19, 2018
- Public Hearing City Council April 18, 2018

Program and Project Data for the Annual Action Plan

HOME Application Process

Eligible Areas Map

Legal Ad for 30 day comment period

- Paper Legal Ad for Notice of Public Hearings and 30 day comment period for Year 3, 2018-2019 Annual Action Plan

Council Resolve & Order

- Council Order 168- 17/18 Holding Public Hearings for 2018-2019 on Annual Action Plan
- Resolution 8 17/18 Adopting the 2018-2019 Annual Action Plan

Grantee SF-424 and Certifications

- SF- 424 and SF-424-D for ESG, HOME, and CDBG
- Non-State grantee certification

HOME PROGRAM
APPLICATION PROCESS

Affordable Housing Development Program (includes CHDO funding)

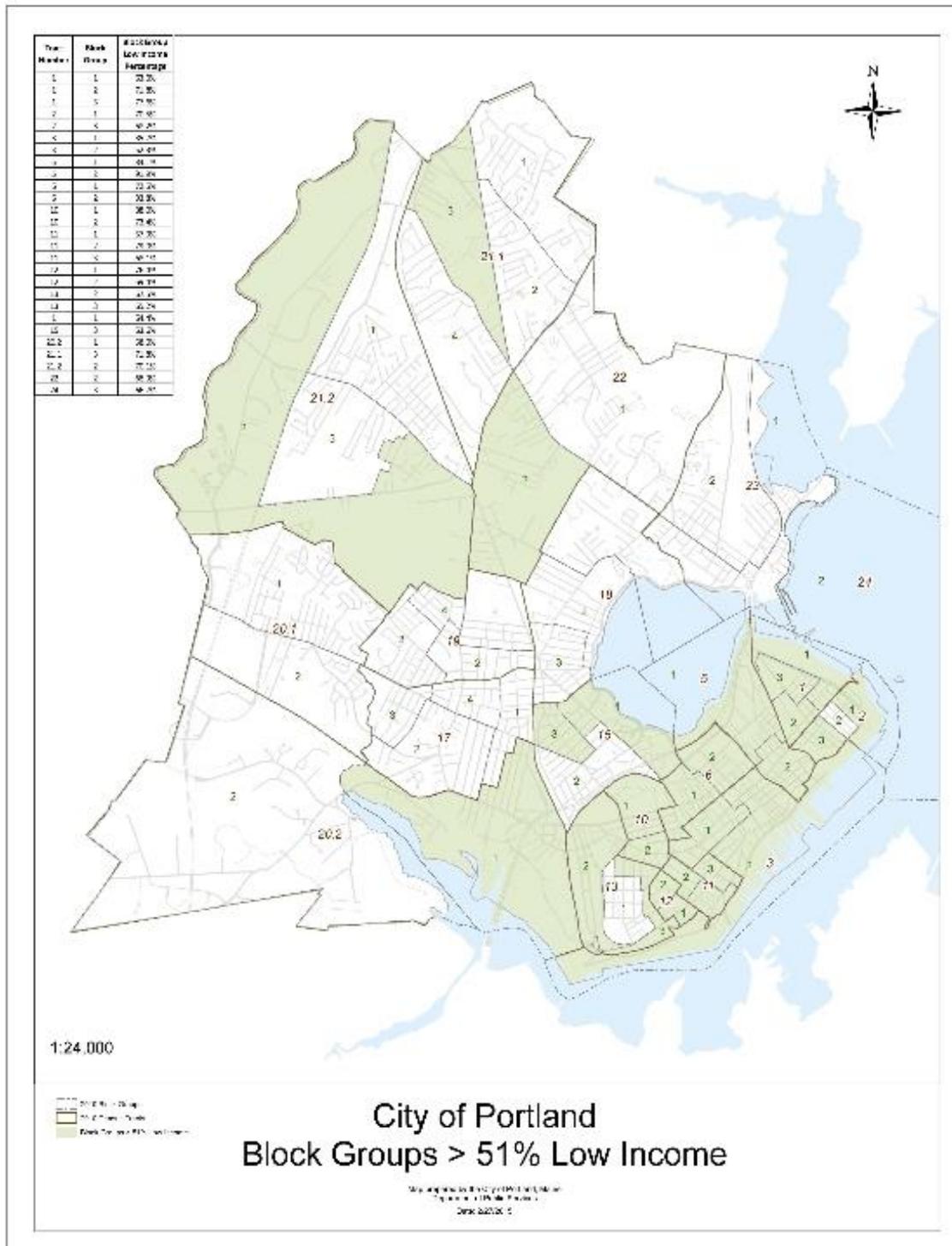
Funding available through the Affordable Housing Development Program will go to assist in the creation of affordable housing available to low and very low income persons. Affordable Housing Development funds are allocated through a competitive, rolling application process. To apply, developers must complete an application which is available through the Housing and Community Development Division and on the City's webpage. Applications are reviewed by City staff and a consultant hired by the City to complete a financial underwriting analysis. City staff present funding recommendations to the City Council's Housing Committee (HC). The HC forwards funding recommendations to the City Council. Under City ordinance, the request for appropriation of funds must be read at two City Council meetings. The City Council can take action on the recommendations at the second public meeting.

Housing Rehabilitation Program

Funding available through the Housing Rehabilitation Program will go to assist households throughout Cumberland County earning at or below 80% of the area median income. The HOME Program budget is formulated by staff, endorsed by the City Council's Housing and Community Development Committee and Cumberland County's Municipal Oversight Committee. The City Council conducts two public hearings before deciding on the final HOME Program budget. Program guidelines and applications are available through the Housing and Community Development Office in City Hall and on the City's webpage. Applications are reviewed by the Loan Officer who makes funding recommendations to the Housing and Community Development Division Director. The Housing and Community Development Division Director provides the final approval on all applications for housing rehabilitation assistance. Information about the Housing Rehabilitation Program is made available through the City's webpage and information disseminated through the County's Municipal Oversight Committee and direct contact with staff in each Municipal Office throughout the County.

Tenant Based Rental Assistance Program

Applications for the Tenant Based Rental Assistance Program are available through a centralized intake system with a single point of contact located at the Oxford Street Shelter and Family Shelter. The program is available to low and very low income persons currently experiencing or at imminent risk of homelessness. Eligibility is determined by staff in the City's Social Service Division.



Classified Advertising Proof

Public Notice

**NOTICE OF
PUBLIC HEARINGS**

Monday, March 19, 2018
at 5:30am
Wednesday, April 18, 2018
at 5:30am

389 Congress Street,
Portland City Hall,
Council Chambers,
30 DAY PUBLIC

COMMENT PERIOD
CITY OF PORTLAND, MAINE

March 15, 2018 to
April 16, 2018
389 Congress Street,
Portland City Hall,
Room 313

2018-2019 CONSOLIDATED
HOUSING AND COMMUNITY
DEVELOPMENT ANNUAL
ACTION PLAN, estimated
budgets are as follows:
Community Development
Block Grant Program
\$1,772,351; HUD's
Investment Partnership
Grant Program \$976,133;
Emergency Solutions Grant
Program \$16,280; Housing
Development Fund: \$1
\$224,096; Lead Safe Housing
PI \$170,866; Housing Trust
Fund \$913,502; HF \$120,000;
Cotton St. proceeds \$20,000.
The Portland City Council
will hold two public hearings
to consider the allocation
of the above referenced
program funds received by
the City of Portland from
the Federal Department
of Housing and Urban
Development (HUD).

The primary objectives
of the City of Portland's
Consolidated Housing and
Community Development
Plan and the Annual Action
Plan are the development of
a viable urban community
including decent housing, a
suitable living environment,
and expanding economic
opportunities, principally for
low and moderate income
persons, and to aid in the
prevention and elimination
of slum and blight.

For more information please
contact Housing and
Community Development
Division, Room 313 Portland
City Hall, 389 Congress
Street, Portland Maine or
874-8731.

[Classified Advertising Proof | Printed on: 2/28/2018

Order 168-17/18

Passage: 7-0 (Strimling, Batson absent) on 3/5/2018

Effective 3/15/2018

ETHAN K. STRIMLING (MAYOR)
BELINDA S. RAY (1)
SPENCER THIBODEAU (2)
BRIAN E. BATSON (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

KIMBERLY COOK (5)
PIOUS ALI (A/L)
JILL C. DUSON, (A/L)
NICHOLAS M. MAVODONES, JR. (A/L)

**ORDER SETTING PUBLIC HEARINGS ON
FISCAL YEAR 2019 ANNUAL ACTION PLAN
AND APPROPRIATIONS FOR COMMUNITY DEVELOPMENT
BLOCK GRANT PROGRAM, HOME PROGRAM, AND EMERGENCY SOLUTIONS
GRANT PROGRAM**

ORDERED, that public hearings be held on the Fiscal Year 2019 Annual Action Plan and appropriations for the Community Development Block Grant Program, HOME Program, and the Emergency Solutions Grant Program; and

BE IT FURTHER ORDERED, that such hearings be held on March 19, 2018 and April 18, 2018 at City Council Meetings held at 5:30 p.m., in Portland City Hall Council Chambers, 389 Congress Street.

Resolve 8-17/18

Amended to reduce Long Term Stayers by \$7,500 and to reduce Mobile Medical Outreach, Amistad and ILAP by \$5,000 each and to fund Preble Street Resource Center with \$22,500: 7-2 (Duson, Ray)

Passage as amended: 9-0 on 4/18/2018

Effective 4/28/2018

ETHAN K. STRIMLING (MAYOR)
BELINDA S. RAY (1)
SPENCER THIBODEAU (2)
BRIAN E. BATSON (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

KIMBERLY COOK (5)
PROUS ALI (A/L)
JILL C. DUSON, (A/L)
NICHOLAS M. MAVODONES, JR. (A/L)

RESOLUTION ADOPTING THE FY 2018-2019 HOUSING AND COMMUNITY DEVELOPMENT ANNUAL ACTION PLAN INCLUDING APPROPRIATIONS FOR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, HOME PROGRAM, AND EMERGENCY SOLUTIONS GRANT PROGRAM AND CERTIFICATIONS PERTAINING THERETO

WHEREAS, the City of Portland, Maine has determined that there are pressing community and neighborhood needs for further federal assistance for housing and community development activities; and

WHEREAS, annual activities for the Consolidated Housing and Community Development Annual Action Plan have been recommended; and

WHEREAS, the City of Portland is anticipating an allocation from the United States Department of Housing and Urban Development (HUD) of \$1,745,465 of Community Development Block Grant ("CDBG") Entitlement Funds, for the program year 2018-2019 under Title I of the Housing and Community Development Act of 1974 (Public Law 93-383) as amended from time to time; and the City has also received Community Development funds in the amount of \$75,000 in Housing Program income, along with \$20,000 in Cotton Street Proceeds, which is subject to the same regulations as the entitlement funds; and \$120,000 in TIF funds; a HOME Program Grant allocation of \$824,856, HOME Program income of \$120,000, HOME Recaptured Funds of \$31,247; Lead Safe Housing Program Income of \$170,866; local Housing Trust Funds of \$913,502; and \$161,280 of Emergency Shelter Grant funds; and

WHEREAS, the City Council of the City of Portland, Maine, desires to utilize these funds to support housing and community development activities;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Portland, Maine, hereby adopts the FY 2018-2019 Consolidated Housing and Community Development Annual Action Plan; and the sums of \$1,912,351 for the Community Development Block Grant Program, plus \$209,096 in CDBG Housing Program funding; \$976,103 for the HOME Program, \$170,866 in Lead Safe Housing Program Income, \$913,502 in local Housing Trust Funds and \$161,280 for the Emergency Shelter Grant Program are hereby appropriated for

the purposes approved in the attached Plan and budgets as provided in the Attached Exhibit A; and

BE IT FURTHER RESOLVED, that the City of Portland, Maine, possesses legal authority to apply for the above referenced Community Development Block Grant Program Funds, HOME Program funds and Emergency Shelter Grant Program funds for the Program Year 2018-2019; and

BE IT FURTHER RESOLVED, that the City Manager or his designee be authorized to:

- 1) Apply for, accept and expend the Community Development Block Grant Entitlement Funds of \$1,745,465 and to expend \$75,000 in CDBG housing program income funds, \$120,000 in TIF, and \$20,000 in Cotton Street proceeds; \$824,856 of HOME Program funds and to expend \$120,000 of program income and \$31,247 of recaptured funds for a total of \$976,103; \$170,866 in Lead Safe Housing program income; \$913,502 in local Housing Trust Funds; and \$161,280 of Emergency Shelter Grant funds; and
- 2) Officially represent the City of Portland, Maine, in connection with the application, including the execution of contracts on behalf of the City; and
- 3) Act as the certifying officer for HUD environmental documents related to these grants and to execute said documents and any other related documents necessary or convenient to carry out the intent of said grants; and
- 4) Make adjustments to all proposed activities' budgets to be proportionately increased or decreased from the estimated funding levels to match actual allocation amounts; and

BE IT FURTHER RESOLVED, that the City of Portland, Maine certifies that it will comply with all of the attached assurances and provide such additional information as may be required by the U.S. Department of Housing and Urban Development; and

BE IT FURTHER RESOLVED, that the foregoing FY 2018-2019 Housing and Community Development Annual Action Plan funds are hereby appropriated pursuant to the Budget attached hereto.

Grantee SF-424's and Certification(s)

CERTIFICATIONS

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

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

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

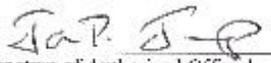
Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

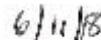
1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the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

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

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

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


Signature of Authorized Official


Date

City Manager:
Title

Specific Community Development Block Grant Certifications

The Recipient Community certifies that:

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

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

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

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

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

2. **Overall Benefit.** The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 1 (a period specified by the grantee of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

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

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

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

Excessive Force -- It has adopted and is enforcing:

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

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

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

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


Signature of Authorized Official

6/11/18
Date

City Manager
Title

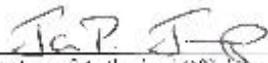
Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Subsidy layering -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.


Signature of Authorized Official

6/11/18
Date

City Manager
Title

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.


Signature of Authorized Official

6/11/18
Date

City Manager
Title

Application for Federal Assistance SF-424		
*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Change/Corrected Application	*2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	*3. Budget, select appropriate letter(s): <input type="text"/> *Other Sheet(s): <input type="text"/>
*5. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/>	
3a. Federal Entity Identifier: <input type="text" value="HE232484"/>		5a. Federal Award Identifier: <input type="text" value="419M0120003"/>
State Use Only: 6. Date Received by State: <input type="text"/> 7. State Application Identifier: <input type="text"/>		
8. APPLICANT INFORMATION:		
*a. Legal Name: <input type="text" value="City of Portland Maine"/>		
*b. Emergency Response Number (ER/TIME): <input type="text" value="01-60-0002"/>	*c. Organizational DUNS: <input type="text" value="0717499020000"/>	
d. Address:		
*Street: <input type="text" value="369 Congress Street"/>	*Street2: <input type="text" value="Room 112"/>	
*City: <input type="text" value="Portland"/>	*Country: <input type="text" value="USA - UNITED STATES"/>	
*State: <input type="text" value="ME - Maine"/>	*Province: <input type="text"/>	
*Zip/Postal Code: <input type="text" value="04101-3065"/>	*County: <input type="text"/>	
e. Organizational Unit:		
Department Name: <input type="text" value="Planning and Urban Development"/>	Division Name: <input type="text" value="Housing and Community Development"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Ms."/>	First Name: <input type="text" value="Mary"/>	Middle Name: <input type="text" value=""/>
Last Name: <input type="text" value="Lewis"/>	Suffix: <input type="text"/>	Title: <input type="text" value="Housing and Community Development Director"/>
Organizational Address: <input type="text"/>		
*Telephone Number: <input type="text" value="2078748711"/>	*Fax Number: <input type="text" value="2077402418"/>	
*Email: <input type="text" value="hpd@portlandmaine.gov"/>		

Application for Federal Assistance SF-424			
* 9. Type of Applicant 1: Select Applicant Type: <input type="text" value="City of Houma, Louisiana"/> Type of Applicant 2: Select Applicant Type: <input type="text"/> Type of Applicant 3: Select Applicant Type: <input type="text"/> * Other (specify): <input type="text"/>			
* 10. Name of Federal Agency: <input type="text" value="U.S. Department of Housing and Urban Development"/>			
11. Catalog of Federal Domestic Assistance Number: <input type="text" value="14.531"/> CFDA Title: <input type="text" value="Emergency Rental Assistance Grant"/>			
* 12. Funding Opportunity Number: <input type="text"/> * Title: <input type="text"/>			
13. Competition Identification Number: <input type="text"/> Title: <input type="text"/>			
14. Areas Affected by Project (Cities, Counties, States, etc.): <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>			
* 15. Descriptive Title of Applicant's Project: <input type="text" value="The City of Houma's Homeless Assistance Grant"/>			
Attach supporting documents as specified in agency instructions. <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>			

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: <input type="text" value="2011"/>	* b. Program-Project: <input type="text"/>
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
17. Proposed Project:	
* a. Start Date: <input type="text" value="07/01/2010"/>	* b. End Date: <input type="text" value="06/30/2010"/>
18. Estimated Funding (\$):	
* a. Federal	<input type="text" value="157,131.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="157,131.00"/>
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/>	
<input checked="" type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes", provide explanation and attach:	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001)	
<input checked="" type="checkbox"/> ** I AGREE	
<small>** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.</small>	
Authorized Representatives:	
Profile: <input type="text" value="011"/>	* First Name: <input type="text" value="Joa"/>
Mobile Number: <input type="text" value=""/>	
* Last Name: <input type="text" value="Garcia Lopez"/>	
Suffix: <input type="text"/>	
* Title: <input type="text" value="City Manager"/>	
* Telephone Number: <input type="text" value="807-870-8689"/>	* Fax Number: <input type="text" value="807-874-8689"/>
* Email: <input type="text" value="joa@joa.honduras.gov"/>	
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="6/11/15"/>

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4340-0088
 Expiration Date: 01/31/2018

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

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

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

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

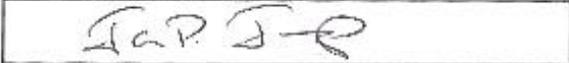
1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance, and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of persons, or organizations, conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4733) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§1801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicap; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§5101-5107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 do-2 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

Previous Edition Usable

Authorized for Local Reproduction

Standard Form 424-D (Rev. 7-97)
 Prescribed by OMB Circular A-102

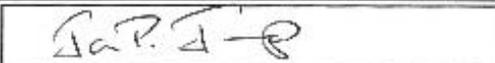
11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1509 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11980; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1965, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11650 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§480a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from: (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	City Manager
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Fort Lee, NJ	6/11/18

SF-424D (Rev. 7-87) Back

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate title (a) <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: 03200004	5b. Federal Award Identifier: 6160009000	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="City of Portland"/>		
* b. Employer/ taxpayer Identification Number (EIN/TIN): 01-600032	* c. Organizational DUNS: 0717436320001	
d. Address:		
* Street: 335 Congress Street	<input type="text"/>	
* State: Maine	<input type="text"/>	
* City: Portland	<input type="text"/>	
* County/Parish: <input type="text"/>	<input type="text"/>	
* State: ME; Maine	<input type="text"/>	
* Postcode: <input type="text"/>	<input type="text"/>	
* Country: USA; UNITED STATES	<input type="text"/>	
* Zip/Postal Code: 04101-3000	<input type="text"/>	
e. Organizational Unit:		
Department Name: Planning and Urban Development	Division Name: Planning and Community Development	
f. Name and contact information of person to be contacted on matters involving this application:		
* Prefix: Mr.	* First Name: Henry	<input type="text"/>
* Middle Name: D	<input type="text"/>	
* Last Name: Davis	<input type="text"/>	
* Suffix: <input type="text"/>	<input type="text"/>	
* Title: Housing and Community Development Director	<input type="text"/>	
Organizational Address: <input type="text"/>		
* Telephone Number: 503-976-8011	* Fax Number: <input type="text"/>	
* Email: hvd@cityofportland.me.gov	<input type="text"/>	

Application for Federal Assistance SF-424		
* 9. Type of Applicant 1: Select Applicant Type:		
C: City or Township Government		
Type of Applicant 2: Select Applicant Type:		
Type of Applicant 3: Select Applicant Type:		
* Other (specify):		
* 10. Name of Federal Agency:		
U.S. Department of Housing and Urban Development		
11. Catalog of Federal Domestic Assistance Number:		
14.218		
C/FDA Title:		
Community Development Block Grant		
* 12. Funding Opportunity Number:		
Title:		
13. Competition Identification Number:		
Title:		
14. Areas Affected by Project (Cities, Counties, States, etc.):		
	Add Attachment	Delete Attachment
		View Attachment
* 15. Descriptive Title of Applicant's Project:		
The City of Portland's Community Development Block Grant program invests in neighborhood infrastructure, social service programs, housing, public improvements and other community needs.		
Attach supporting documents as specified in agency instructions.		
Add Attachments	Delete Attachments	View Attachments

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: HI - 1	* b. Program/Project:
Attach an essential list of Program/Project Congressional Districts if needed. <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
17. Proposed Project:	
* a. Start Date: 07/01/2018	* b. End Date: 06/30/2019
18. Estimated Funding (\$):	
* a. Federal	1,885,922.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	75,968.00
* f. Program Income	90,000.00
* g. TOTAL	2,125,614.00
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process? <input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on: <input type="text"/> <input checked="" type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", provide explanation and attach: <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001) <input checked="" type="checkbox"/> I AGREE <small>** The list of certifications and assurances, or an Internal file where you may obtain this list, is contained in the announcement or agency see Instructions</small>	
Authorized Representative:	
Prefix: Mr.	* First Name: Jon
Middle Name:	
* Last Name: Donaligo	
Suffix:	
* Title: City Manager	
* Telephone Number: 207-874-8589	* Fax Number: 207-874-8686
* Email: jdonaligo@hawaii.gov	
* Signature of Authorized Representative: 	* Date Signed: 6/14/18

ASSURANCES - CONSTRUCTION PROGRAMS

OMB No. 4310-0008
Expiration Date: 01/31/2019

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

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

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

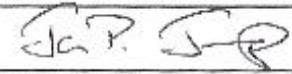
1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4765) relating to prescribed standards of merit systems for programs funded under one of the 10 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 500, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4501 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1686-1689), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (20 U.S.C. §504), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-576), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290aa-3 and 290aa-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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Prescribed by OMB Circular A-102

- 11. Will comply, or has already complied, with the requirements of Titles I and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
- 12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- 13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §274), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§27-333) regarding labor standards for federally-assisted construction subagreements.
- 14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- 15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11985; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-525); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-203).
- 16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- 17. Will assist the awarding agency in assuring compliance with Section 105 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archeological and Historic Preservation Act of 1974 (16 U.S.C. §§486a-1 et seq.).
- 18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
- 19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
- 20. Will comply with the requirements of Section 1005(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from: (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect; (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	City Manager
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Portland, Maine	6/11/18

SF-424C (Rev. 7-87) Back

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* 3. Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: BE232484	5b. Federal Award Identifier: H1800230200	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="City of Pontchartraine"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 01-4000000	* c. Organization's DUNS: 011749500000	
d. Address:		
* Street: Street2:	<input type="text" value="ERB Community School"/> <input type="text" value="Room 312"/>	
* City:	<input type="text" value="Bossier Parish"/>	
County/Parish:	<input type="text"/>	
* State:	<input type="text" value="LA: Louisiana"/>	
Province:	<input type="text"/>	
* County:	USA: US1040 214100	
* Zip / Postal Code:	<input type="text" value="71301-3566"/>	
e. Organizational Unit:		
Department Name: <input type="text" value="Teaching and Other Development"/>	Division Name: <input type="text" value="Housing and Community Development"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix:	<input type="text" value="Mr."/>	* First Name: <input type="text" value="Kary"/>
Middle Name:	<input type="text" value="A"/>	
* Last Name:	<input type="text" value="Quail"/>	
Suffix:	<input type="text"/>	
Title:	<input type="text" value="Housing and Community Development Director"/>	
Organizational Affiliation: <input type="text"/>		
* Telephone Number:	<input type="text" value="225-448-1111"/>	Fax Number: <input type="text" value="225-448-1111"/>
* Email:	<input type="text" value="kquail@pontchartraine.gov"/>	

Application for Federal Assistance SF-424	
* 9. Type of Applicant 1: Select Applicant Type: <input type="text" value="City or Township Government"/>	
Type of Applicant 2: Select Applicant Type: <input type="text"/>	
Type of Applicant 3: Select Applicant Type: <input type="text"/>	
* Other (specify): <input type="text"/>	
* 10. Name of Federal Agency: <input type="text" value="U.S. Department of Housing and Urban Development"/>	
11. Catalog of Federal Domestic Assistance Number: <input type="text" value="14.039"/>	
CFDA title: <input type="text" value="HOME Investment Partnership Program"/>	
* 12. Funding Opportunity Number: <input type="text"/>	
Title: <input type="text"/>	
13. Competition Identification Number: <input type="text"/>	
Title: <input type="text"/>	
14. Areas Affected by Project (Cities, Counties, States, etc.): <input type="text"/>	
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
* 15. Descriptive Title of Applicant's Project: <input type="text" value="The Cumberland County HOME Consortium, with the City of Portland as the lead entity, proposes to rehabilitate existing housing units, build new construction, and provide rental based rental assistance."/>	
Attach supporting documents as specified in agency instructions. <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>	

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: <input type="text" value="ME-1"/>	* b. Program-Project: <input type="text"/>
Attach an additional list of Program/Project Congressional Districts if needed: <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
17. Proposed Project:	
* a. Start Date: <input type="text" value="07/01/2019"/>	* b. End Date: <input type="text" value="06/30/2020"/>
18. Estimated Funding (\$):	
* a. Federal	<input type="text" value="1,500,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="21,000.00"/>
* f. Program Income	<input type="text" value="190,000.00"/>
* g. TOTAL	<input type="text" value="1,711,000.00"/>
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/> <input checked="" type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input type="checkbox"/> c. Program is not covered by E.O. 12372	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", provide explanation and attach: <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
21. *By signing this application, I certify (1) to the statements combined in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001) <input checked="" type="checkbox"/> ** I AGREE <small>** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.</small>	
Authorized Representative:	
Prefix: <input type="text" value="Mr."/>	* First Name: <input type="text" value="Jon"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Learings"/>	
Suffix: <input type="text"/>	
* Title: <input type="text" value="City Manager"/>	
* Telephone Number: <input type="text" value="207-270-0589"/>	* Fax Number: <input type="text" value="207-270-0589"/>
* Email: <input type="text" value="jpl@yourtownmaine.org"/>	
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="6/11/19"/>

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

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

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

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

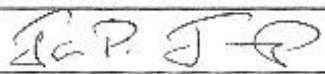
1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not disclose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4720-4763) relating to proscribed standards of merit systems for programs funded under one of the 15 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§1901 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683 and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Offense and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§503 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290-5d-3 and 290-5e-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§801 et seq.) as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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11. Will comply, or has already complied, with the requirements of Titles I and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-546) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§ 501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§227-353) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11688; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-203).
16. Will comply with the Wild and Scenic Rivers Act of 1966 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in ensuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§459a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, 'Audits of States, Local Governments, and Non-Profit Organizations.'
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 108(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub recipient from: (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	City Manager
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Portland, Maine	6/11/18

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