



Fifth Program Year CAPER

The CPMP Fifth Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

GENERAL

Executive Summary

The 2009 Consolidated Annual Performance and Evaluation Report (CAPER) describes the City of Portland's Housing and Community Development (HCD) Program accomplishments for the period beginning July 1, 2009 through June 30, 2010. Portland's Housing and Community Development Program is funded primarily by three annual entitlement grants from the U.S. Department of Housing and Urban Development (HUD): The Community Development Block Grant (CDBG), the Home Investment Partnership Program (HOME) and the Emergency Shelter Grant (ESG). The City receives a Housing Opportunities for Persons with AIDS (HOPWA) entitlement grant, HAVEN III. Administration of this grant is administered by a local non-profit service provider, Frannie Peabody Center.

During the past fiscal year 2009-2010, the City of Portland expended: \$2,683,200 in Community Development Block Grant funds, \$946,640 in HOME program funds plus \$110,509 in HOME Administration, and \$93,923 in Emergency Shelter Grant Funds. In addition the City spent \$690,301 in ARRA funds, \$408,685 in CDBG-R and \$281,616 in HPRP. Therefore the City of Portland spent \$4,524,573 in total federal dollars. These funds supported housing initiatives and rehabilitation, social services, public improvement activities, and support for the city's homeless population.

General Questions

1. *Assessment of the one-year goals and objectives:*
 - a. *Describe the accomplishments in attaining the goals and objectives for the reporting period.*
 - b. *Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.*
 - c. *If applicable, explain why progress was not made towards meeting the goals and objectives.*

Portland funds a wide variety of activities with HUD funding covered by the Consolidated Plan. From year to year, new or expanded activities are proposed and often funded, but they correspond with the overall existing goals and objectives of the Consolidated Plan.

In FY2009-2010, Portland's use of Federal funding corresponds closely to the priorities established in the 2005-2010 Consolidated Plan. Housing, infrastructure improvements, parks, recreation, homeless and a full range of social services as well as community facilities, community policing, historic preservation and comprehensive planning all remain

priorities in the City's balanced HCD program and all received funding in FY2009-2010. 100% of CDBG expenditures benefited low and moderate income persons either by providing direct housing and social services or improving the urban environment with reconstructed sidewalks, streets, parks, tree plantings and handicapped accessibility. New rental housing construction continued to be a high priority for HOME program funds, but did not adversely impact the City's commitment to housing rehabilitation, especially as the HOME program has expanded throughout the County through the Portland-Cumberland County HOME Consortium.

In FY2009-2010 the City of Portland continued to pursue or support the applications of other entities for federal resources. When requested, certifications of consistency for HUD programs were provided in a fair and impartial manner.

A selection of key expenditures of FY 2009-2010 by category is summarized below:

- \$579,618 was spent on a wide range of health and human service programs including child care, senior services, homelessness prevention, homeless health care, mental health services, substance abuse services, case management for persons with AIDS, programs for at-risk youth, and community policing to protect our neighborhoods.
- \$45,086 of \$163,000 allocated in PY2009-2010 was spent on public improvement projects in low and moderate income eligible neighborhoods including safety improvements, handicap accessibility ramps, and trees.
- \$68,186 of \$78,996 allocated in PY2009-2010 was spent on community school playground improvements in one of the low and moderate income areas of the city.
- \$147,568 funded community policing in low/mod neighborhoods.
- \$74,111 was spent on housing activities including rehabilitation of single and multi-family homes through CDBG.
- \$421,932 funded planning activities and administrative staff for Housing and Community Development Programs.
- \$186,820 was spent in HOME funds for the Owner Occupied Rehabilitation Program in the City of Portland.
- \$73,236 was spent in HOME funds for the Owner Occupied Rehabilitation Program throughout Cumberland County (excluding Portland).
- \$300,016 of HOME funds was spent on our HOMEPORT Program assisting individuals attain homeownership in the City of Portland.
- \$245,140 of HOME funds was spent on our HOMEPORT Program assisting individuals attain homeownership throughout Cumberland County (excluding Portland).
- \$128,088 of HOME CHDO funds went to AVESTA Housing for the construction of Florence House
- \$159,994 of LEAD Hazard Control funds went to projects reducing lead hazards throughout the City of Portland
- \$78,389 of LEAD Hazard Control funds went to projects reducing lead hazards throughout Cumberland County (excluding the City of Portland).

Infrastructure improvement projects completed during program year 2009-2010 with CDBG funds include:

- Installation of various handicap accessibility ramps throughout the eligible areas.
- Planting trees throughout eligible neighborhoods.
- Construction of Marginal Way sidewalk
- Reconstruction of Madison Street road and sidewalk
- Sidewalk reconstruction and lighting for Park Avenue Sidewalk
- Sidewalk reconstruction for the following streets:
 - Greenleaf Street
 - State Street
 - Washington Avenue
 - State Street
 - Park Avenue
 - Brackett Street
 - Weymouth Street
 - Sewall Street
 - Cedar Street
 - Preble Street
- Redesign and building of the Deering Oaks playground
- Installation of a new playground on Cliff Island

Programs funded by CDBG provided:

- 1,179 weeks of childcare serving 156 families;
- 225,958 meals at soup kitchens;
- 22,424 bed nights at local shelters;
- 524 applications for assisting individuals in emergency situations in the evenings or on weekends;
- 29,418 daily visits to a peer support and recovery center for persons suffering from mental illness;
- 1,118 hours of treatment for home based family support and aftercare treatment for teens recovering from substance abuse;
- 6,186 encounters to assist homeless individuals with behavioral needs;
- 26,623 meals delivered to elders in their homes and 1,952 hrs to care for those elders;
- 1,874 hours of youth training in boat building and job skills;
- 829 lbs of food, grown by youth and delivered to elders in the community;
- 30,724 consultations and counseling for persons living with HIV/AIDS;
- 44,584 hours dedicated to serving low income residents, immigrants and refugees through English language classes, cultural immersion classes, after school tutoring and assistance, and art initiatives;
- 220 hours of youth service cleaning up their neighborhood; and
- 35 art classes for elders to cope with the stress they encounter in their lives.

Florence House, which opened in the spring of 2010, provides permanent, supported housing without barriers for up to 50 chronically homeless women in Portland. The overarching goal of Florence House is to eliminate the need for any woman to spend nights at the Oxford Street Shelter and days on Portland's streets. The project has three components: 1) a Safe Haven to provide permanent private living space for chronically homeless women who are not yet ready to maintain their own apartment; 2) efficiency apartments to provide supported housing for women who are ready to manage more independently; and 3) a limited number of emergency beds to provide immediate, short-term housing for women who are temporarily homeless because of an economic or situational crisis. This project is a partnership between Avesta Housing and Preble Street, and is the second such effort under the Home for Good initiative. The City of Portland invested \$240,000 to support the 25 apartments, 15 of which are affordable to individuals earning 50% of the area median income or below, 10 of which are affordable to individuals earning 60% of the median income or below.

The City of Portland also awarded its Neighborhood Stabilization Program funding to AVESTA Housing for the construction Beckett Green, 16 two and three bedroom units located in the Munjoy Hill Neighborhood. The project was originally slated to create 40 units, including 20 three-bedroom units and 20 attached one-bedroom units. However several factors caused the developers to scale back and phase the project, including: the fall of the housing market, an abundance of one-bedroom units on the market, and the evaporation of several funding sources, including the Home Loan Bank of Boston. The City of Portland has dedicated its \$1.3 million that it received from the State, and the State has added an additional \$400,000 of funds it has re-allocated from other communities, bringing the total investment to \$1.7 million. The project is expected to begin construction in 2011.

2. Describe the manner in which the recipient would change its program as a result of its experiences.

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

Over the last three years the program has shifted priorities, and staff has been working with City departments and other applicants to focus funds in specific areas. For Program Year 2009-2010 the City focused on two neighborhoods: Bayside and St. John/Valley. Two projects were funded in the St. John/Valley neighborhood, specifically St. John Street and Valley Street. Several projects focused on the Bayside neighborhood, however some were funded out of CDBG-R stimulus funds. Neighborhood Improvement Program/Inspections from the yearly allocation, and the Bayside trail lighting, Cumberland Avenue sidewalk and Everett sidewalk reconstruction funded by CDBG-R. While progress has been made to focus by location, a bigger impact is needed. The program could be enhanced if it focused social service funding on strategic issues.

3. Affirmatively Furthering Fair Housing:

- a. Provide a summary of impediments to fair housing choice.*
- b. Identify actions taken to overcome effects of impediments identified.*

The City of Portland completed an Analysis of Impediments to Fair Housing in 2005 and is working to implement its recommendations which include full implementation of the City's Housing Plan and increasing affordable housing opportunities citywide. Fair Housing complaints, which may be discriminatory under the Fair Housing Act, will continue to be taken by Housing and Neighborhood Services staff and referred to the Maine Human Rights Commission, where applicable. The Commission determines whether an investigation is warranted and follows up with the complainant.

Over the past year the city has received no fair housing complaints. The majority of calls received would be categorized as tenant- landlord disputes, unrelated to fair housing. For tenant-landlord issues Housing and Neighborhood Service staff references a packet provided by Pine Tree Legal: The Rights of Tenants in Maine. If the individual has further issues, staff refers them to Pine Tree directly.

In addition during the spring of 2009 the City hosted Patricia Ender, from Pine Tree Legal Assistance, to provide a summary and overview of Fair Housing. Approximately 30 people attended the meeting, including residents, providers, landlords, city employees and others. Ms. Ender provided a brief overview of how Pine Tree Legal Assistance is fighting illegal housing discrimination. She explained that by law, people are protected from discrimination in housing based on receipt of public assistance including Section 8, sexual orientation, sex, race, color, national origin, religion, disability and familial status.

4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.

In the City of Portland the majority of allocations do address underserved needs of the City. The funded projects that met underserved needs include:

- o food (two soup kitchens) [\$74,394],
- o safety (four community policing coordinators) [\$147,568],
- o shelter (women's shelter, teen shelter, and adult day shelter) [\$84,619],
- o mental health services [\$25,650],
- o drug recovery services [\$11,636],
- o child care [\$24,314],
- o elder care and services [\$65,119],
- o health care subsidies [\$24,825], and
- o after hours emergency assistance [\$29,580].

5. Leveraging Resources

- a. Identify progress in obtaining "other" public and private resources to address needs.*
- b. How Federal resources from HUD leveraged other public and private resources.*
- c. How matching requirements were satisfied.*

CDBG

For Program Year 2009-2010 Community Development Block Grant funds amounted to \$2,328,388. The City of Portland was able to leverage 3.66 times that amount through the programs and projects funded that program year, totaling \$8,533,650 in leveraged funds.

CDBG Entitlement + Program Income	\$2,328,388
Leveraged Funds	\$8,533,650
<i>Sources</i>	<i>Amount</i>
Private Funds	\$5,594,780
County Funds	\$26,270
State Funds	\$2,182,431
City Funds	\$730,169

For more detailed information on the amount of leveraged fund per program/project, please see attached chart "CDBG Matching Funds" spreadsheet.

Housing & HOME

Housing resources are also highly leveraged. The City has always been able to meet and exceed HOME match requirements (see attached HOME Match Report). Match for Program Year 2009-2010 is \$3,845,385. HOME and CDBG funds leveraged private bank monies for both rehabilitation and home buyer programs.

The City also leverages HOME resources in the construction of new affordable rental housing. \$240,000 of HOME funds to fund the construction of Florence House leveraged an additional \$4,877,746. Total cost of the project was \$5,117,748.

Managing the Process

- 1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.*

For social service programs, our staff ensures compliance on a monthly or quarterly basis through Performance Reporting and Fund Requisitions from each Agency. Staff tracks the number of clients served and how many of those clients are low to moderate income eligible. Staff is also able to track their disbursements and revenues of each agency. This ensures that each Agency is using the Grant for the proposed use in the signed contract.

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

Over the last year, to comply with comprehensive planning requirements, the City of Portland created its Five Year Consolidated Plan. This was a combined effort with several City Departments including Planning, Health and Human Services, and Public Services (combined public works and parks department). The City also worked with Portland Housing Authority, several social service providers, affordable housing developers, and neighborhood organizations. The collaborative effort led to new priorities and guidelines for ways to direct federal resources for the next five years.

Citizen Participation

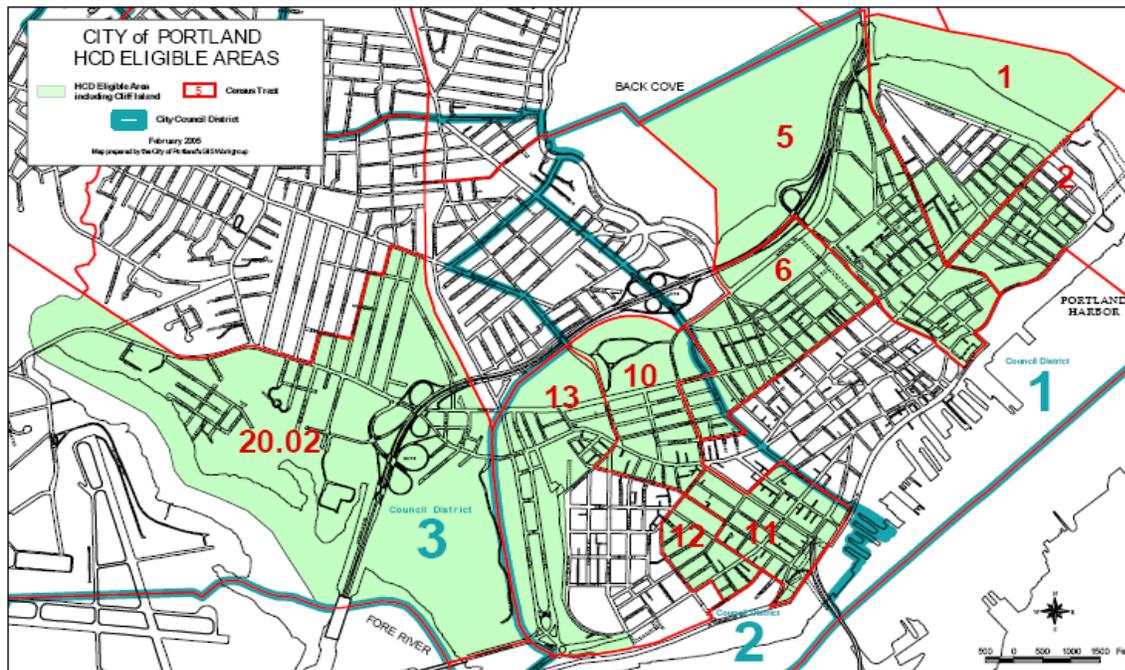
1. Provide a summary of citizen comments.

There were no citizen comments.

2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

Amount of HUD CDBG Allocation	\$2,142,580
CDBG Program Income	\$ 201,974
Amount of CDBG Funds Available (Allocation + Program Income)	\$2,344,554
Amount of CDBG Funds Committed for Program Year 2009-2010	\$2,328,388
Amount of Funds Expended during Program Year 2009-2010	\$2,683,200

Geographic Distribution



The Community Development Block Grant and HOME Grant funds are distributed throughout the City of Portland, Maine- however neighborhood improvements including sidewalks, streets and parks, plus the majority of social services are found in the City's eligible areas. The eligible areas are sections of the City that have been identified through the 2000 Census as primarily residential areas where 51% of the residents are low to moderate income individuals or households. These areas are found primarily on the peninsula in Districts 1 and 2 and parts of District 3. These areas are identified in green in the map above.

Funds Spent Geographically in Eligible Areas

A total of \$2,024,968 was spent in the eligible neighborhoods during Program year 2009-2010, including funds allocated from years 2003-2010.

- o On Munjoy Hill, CT-1, \$69,443 was spent on community/school playground improvements at the East End Community School.
- o In East Bayside, CT-5, \$506,236 was spent on sidewalk and street reconstruction, \$80,921 was spent on rebuilding Peppermint Park, and \$53,004 was spent on renovating a historic child care facility which services predominantly low and moderate income families.
- o In West Bayside, CT-6, \$147,547 was spent on sidewalks reconstruction.
- o In Parkside, CT-10, \$140,415 was spent on sidewalk reconstruction and \$136,480 was spent on renovating Deering Oaks Park Playgrounds.
- o In the West End, CT-11, \$1,024,435 was spent on sidewalk reconstruction, \$7,136 was spent on renovating Taylor Street Park Playground, plus \$8,826 was spent on community center improvements and upgrades.
- o In the St. John/ Valley neighborhood, CT-13, \$10,658 was spent on designing safety improvements and traffic calming measures.
- o In Libbytown, CT-20.02, \$22,313 was spent on sidewalk reconstruction and \$11,681 was spent on design and construction for Dougherty Field.
- o \$70,000 was spent on the Neighborhood Improvement Program in our Inspections Division, spent in all eligible areas but directed specifically in East Bayside, West Bayside and Parkside: CT, 5, 6 and 10.
- o \$3,400 was spent on the Cliff Island playground.
- o Additionally to improve livability, \$10,144 was spent throughout the eligible neighborhoods planting trees.
- o To improve handicap accessibility, \$86,189 was spent throughout the eligible neighborhoods on handicap access tip-downs.
- o Plus 15 of the 23 social service programs (12/19 agencies) which are located directly within the eligible areas and providing services from that location, thus totaling \$558,140.

Institutional Structure

1. *Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.*

Over the last year the City of Portland carried out its Housing and Community Development Plan in partnership with the other management and delivery entities for housing and

community development activities. These organizations include the City's Housing and Neighborhood Services Division, Social Services Division, the Portland Housing Authority and a network of individual non-profit housing and social service providers.

City of Portland Housing and Neighborhood Services Division administers the City's housing rehabilitation, new construction and homebuyer programs and was responsible for overseeing the budget and distribution of the City's CDBG, HOME and ESG entitlement funds, Lead Hazard Control Grant funds and development of the Five-Year Consolidated Plan and Annual Action Plans.

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

Portland Housing Authority owns and manages ten public housing developments with 1,003 dwelling units and administers over 1,700 HUD Section 8 rental subsidies. PHA is a partner in the Family Investment Center and funds other resident initiatives to improve residents' skills and education. PHA also oversees the modernization of its developments to improve their livability.

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

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

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

Last year two prominent non-profit organizations Preble Street, a homeless service provider, and Avesta Housing, an affordable housing developer, opened Florence House. Florence House provides safe, supported permanent housing to chronically homeless women. The property was built and is owned and managed by Avesta; Preble Street provides 24-hour staffing and coordinate service provision to all tenants.

The CDBG program also placed higher priority to applicants who joined together in partnerships. In evaluating applications, 15 of 100 points were allocated specifically to organizations that had partnerships supported by Memorandums of Agreement.

Monitoring

1. Describe how and the frequency with which you monitored your activities.

Social Service sub-recipients have the option of submitting monthly or quarterly performance reports. Each sub-recipient is evaluated at time of submittal (either monthly or quarterly) to determine whether they are serving 51% or more low to moderate income clients. No payment is released if the program is not serving the minimum benefit requirement. On a monthly or quarterly basis, staff also reviews number of clients served, percentage of goal, number of units provided, and percentage of goal.

On site monitoring is scheduled on a rotating basis. Agencies are typically monitored every three years, depending on number of programs and staff availability.

Development Activities that are allocated to City Departments, such as sidewalks, tree, and parks, are monitored on site once during construction and at completion. Development Activities that are allocated to non-profit organizations are monitored throughout the project. Prior to payment, each funding request from an outside organization must include a request for payment, supporting documentation (such as an invoice from a contractor), certified payroll, and an onsite inspection.

CDBG and HOME housing projects are monitored regularly to ensure that rent levels, income guidelines and occupancy are being met. Owner occupied properties are monitored through an annual mailing to ensure owner occupancy and tenant occupancy requirements are being met. Large rental projects are monitored through annual contact with the property management staff at each project. Site inspections for large rental projects are conducted every two years.

2. Describe the results of your monitoring including any improvements.

Financial records, including most recent audit, are provided at time of application. Monthly/quarterly reports, on site monitoring, fund requisitions and supporting information, are all kept in each sub-recipient's file. Social Service agencies are required to submit information for tracking funds to ensure they are clearly identified, correct and being used for the funded service. Development Activity projects are not paid in advance and are reimbursed for funds expended and installed where applicable.

3. Self Evaluation

- a. Describe the effect programs have in solving neighborhood and community problems.*
- b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.*
- c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.*
- d. Indicate any activities falling behind schedule.*
- e. Describe how activities and strategies made an impact on identified needs.*
- f. Identify indicators that would best describe the results.*
- g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.*
- h. Identify whether major goals are on target and discuss reasons for those that are not on target.*
- i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.*

The City of Portland's accomplishments over the past year in the Housing and Community Development Program have supported the overall goal of the Consolidated Plan: developing a viable community by providing decent housing, a suitable living environment and expanding economic opportunities principally for low and moderate income persons. CDBG,

HOME and ESG dollars, as well as the funds and resources they leverage, function in a more integrated way. Projects and programs are on target for meeting identified goals.

Suitable Living Environment

Neighborhood Improvement

Over the last year Portland spent approximately 50% of its CDBG funding on public infrastructure improvements including historic preservation projects which are critical to providing a suitable living environment. New streets, sidewalks with trees, redeveloped parks and safe playgrounds as well as the restoration of historic sites and monuments, add greatly to the livability of Portland, particularly in our older, historic, CDBG eligible neighborhoods.

One of the focused areas for Program Year 2009-2010 was East Bayside, West Bayside and Parkside neighborhoods, located in Census Tracts 5, 6 and 10. These three census tracts comprise some of the poorest areas of the city, and are in need of investment and revitalization. As a result over \$1,011,599 was spent last year in these census tracts on improvements such as sidewalk reconstruction which helps improve walk-ability and accessibility and park renovation and upgrades. An additional \$53,004 was spent on historic preservation and public facility renovations in those neighborhoods. Plus the focus of the City's neighborhood improvement program for \$70,000 as delivered by the inspections division, focused on these three neighborhoods. Although the impact is noticeable, these neighborhoods will continue to be a focus in coming years.

The focus by area is a result of an intense community process of re-setting CDBG priorities. These priorities were identified for this program year and have been incorporated into the five year consolidated plan for 2010-2015. Focusing geographically allows one to see the impact of the investment, rather than spreading projects throughout all of the eligible areas.

Social Services

Compared to most cities, Portland has traditionally spent a much larger amount of its CDBG entitlement on social service programs provided by both outside organizations and in-house departments, up to 33% of the grant allocation. Portland, as Maine's largest city, has the highest demand for, and widest variety of, social services provided in the state. As noted above, CDBG funds leverage significant funds in the community. While they may be a small part of any one program, they are a vital part. CDBG funded programs work collaboratively in a number of areas such as child care, homeless shelters, teen programs and other services. Each year the City adjusts specific allocations to meet emerging needs in the areas of child care, at risk youth and homelessness. The social service network, as noted above, helps develop a viable community by assisting low and moderate income individuals and families achieve independence and self-sufficiency.

Decent Housing

In FY2009-2010 HOME funds continued to be made available for new rental housing. One project that was completed during the year was Florence House. The City invested \$240,000 to the 25 apartments, 10 of which are affordable to individuals earning 60% of AMI, and 15 of which are targeted to individuals earning 50% of AMI or less. The project also includes a Safe Haven and shelter beds.

The City also continued to focus on housing rehabilitation, spending \$74,111 in CDBG funds and \$186,820 in HOME funds throughout Portland, and an additional \$73,236 in

HOME funds throughout Cumberland County. This resulted in rehabbing 9 units in Portland and 7 as part of the residential rehab program and 2 for emergency repair.

Expanding Economic Opportunity

The City is active in the area of economic development, but did not allocate CDBG funding for this purpose during this program year. In FY2009-2010 the City, through its non-profit development corporation the Downtown Portland Corporation, utilized a variety of state, federal and local resources to assist new and existing Portland businesses get established and/or expand. Job creation and retention along with downtown revitalization are the major goals of these activities.

Project Schedule

Over the last several years the City has accumulated a number of infrastructure and physical improvement projects that lingered from several years prior. Some of the projects are dated back to 2003. Over the last year, Public Services (the combination of our Parks and Public Works departments) issued a RFP for five sidewalk projects, plus an additional street re-building project, which accounts for seven project codes, and nearly \$900,000 in allocated funds. All of these projects should be completed by fall, and the codes will be closed shortly after.

For Social Services any program that is behind in submitting their reports are notified and given a date that they need to submit the report. The Agency will also not receive any funds until every reporting requirement has been submitted.

Lead-based Paint

- 1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.*

In November 2007 the City of Portland was awarded a \$1.5 million HUD Lead-Based Paint Hazard Control grant. Dating back to the fall of 1994 this is the City's fifth Lead Hazard Control grant. The previous four grants addressed lead paint hazards in 370 housing units. The unit goal for the current three-year project, which ends in December 2010, is 80 lead-safe housing units. The 2007 grant projects is a new combination of governments and community agencies dedicated to eliminating lead poisoning in children. There are three collaborators: The City of Portland, lead applicant; Cumberland County, co-applicant; and the region's Community Action Agency, PROP, as a sub-contracting organization. This collaboration contains staff members with extraordinary experience in the management of LHC grants, housing rehab programs, HUD programs and complex community and housing activities.

During Program Year 2009-2010 34 Lead-Safe units in Portland and Cumberland County were completed. Properties eligible for the program include single family and owner occupied homes with household incomes at or below 80%AMI. A child under the age of six must reside in the unit. Multifamily buildings are eligible if half of the tenants have incomes at or below 50% AMI and the balance have incomes at or below 80% AMI. In buildings of 5 or more units, 20% of the units may be occupied by families with incomes above 80% AMI. The program's focus is the reduction of lead-base paint hazards as well as reducing energy cost. Typical rehabilitation activities start with a lead inspection and heat loss analysis. Lead Hazard Control funds are utilized to replace windows and doors, floor covering, paint

stabilization, new siding and trim. Housing Rehab funds are used to weatherize and insulate. This whole house approach is consistent with HUD's Healthy Homes Model.

The Lead Hazard Control Grant has three other critical components in addition to number of Lead Safe Units completed.

- Education & Outreach: The program conducted 17 community and parent education forums on issues of lead hazards. 1590 individuals were reached through these efforts. Meetings are regularly held to inform property owners and tenants of lead based paint hazards and remediation methods.
- Testing of Children: 162 children at day cares and head start centers were tested for elevated blood lead levels. Early intervention can prevent the most tragic effects of elevated blood lead levels.
- Worker Training: The program provides funds for the training of both lead abatement workers & supervisors and the more basic training of carpenters, painters and general contractors in RRP certification. 97 workers were trained.

HOUSING

Housing Needs

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

Portland administers housing programs for housing rehabilitation, new construction of rental housing, and home ownership. Program Year 2009-2010 is the first year of the Cumberland County HOME Consortium (CCHC). CCHC is a partnership between the City of Portland and the communities of Cumberland County. The goal of the consortium is to expand financial resources for various eligible affordable housing activities in the region. While the City of Portland has traditionally received an annual allocation of HUD HOME funds, those funds have not been available to the communities of Cumberland County. The City of Portland retains independent operation of its HUD HOME program and acts as lead entity for consortium activities. Housing goals and priorities were as follows:

- Assist low/moderate income homeowners with their housing rehabilitation needs through low interest loans and grants.
- Increase home ownership opportunities for low to moderate income households.
- Expand our energy and heat-loss program to more owner occupied rehab projects for low and moderate income individuals.
- Coordinate with code enforcement to assist homeowners cited with code violations in the eligible Bayside and Parkside neighborhoods (Census tract 5, 6 & 10) who are eligible for rehabilitation funding to utilize City funding to bring their building up to City Code.
- Continue to assist minorities to enter into homeownership.

Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and

owner households comparing actual accomplishments with proposed goals during the reporting period.

2. *Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.*
3. *Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.*

The above stated priorities were reflected in the PY 2009-2010 budget approved by the City Council. City staff set a goal of enrolling and assisting at total of 62 dwelling units in all programs during the fiscal year. Actual enrollment was 33 units. Activities were finalized and completed at 109 units (though not in all cases the same units).

The City continues to aggressively enforce adherence to building code requirements to improve living conditions in its poorest neighborhoods. Portland's successful Lead Safe Housing program has achieved the reduction of lead hazards in 370 dwelling units since 1995. The combined efforts to reduce lead paint hazards and correct building and fire code violations have resulted in significant improvements in the health and safety of tenants and improved the quality of life for all Portland residents.

The construction of new affordable rental housing units remains a significant component of our housing program. Projects completed this year include 53 Danforth Street consisting of 43 units of affordable workforce housing and Florence House consisting of 25 apartments, 10 of which are affordable to individuals earning 60% of AMI, and 15 of which are targeted to individuals earning 50% of AMI or less. The Florence House project also includes a Safe Haven and shelter beds.

Homebuyer programs continue to be offered. We have seen an increase in demand for assistance from first time home buyers. Increased demand is due to the economy and falling home prices.

Table I –Budget Summary

Fund Source	FY2009/2010 Budget adj.	Funds Actually Spent *
HOME	\$1,248,429	\$946,962.53
HDF	\$0	\$0.00
CDBG	\$210,534	\$90,901.12

*does not include Admin funds

Table II – Achievement Summary

PY2009-2010 Goals: Total Unit Enrollment	Actual Number of Units Enrolled in PY2009-2010	Units Completed PY2009-2010
62	33	109

Table III – Housing Program Summary

Program	Funding Source	Budget PY2009- 2010 adjusted	Funds Expended PY2009-2010	Enrollment Goals	Actual Enrolled	Complete Units
Owner Occupied Rehab	HOME-City HOME-County HDF CDBG	\$0.00 \$160,000 \$0.00 \$210,534	\$186,820.55 \$73,236.00 \$0.00 \$74,111.38	18 units 8-10 units 0 units 14 units	9 units 3 units 0 units 3 units	9 units 3 units 0 units 7 units
Emergency Rehab	CDBG	\$25,000	\$16,789.74	5 units	2 units *	2 units *
Homeport Homebuyer Assistance	HOME City HOME County	\$200,000 \$293,221	\$300,015.98 \$245,140.00	12 projects 10-15 projects	5 projects 11 projects	10 projects 10 projects
Multifamily Rehab Acquisition	HOME HDF	\$0.00 \$0.00	\$0.00 \$0.00	0 project	0 units 0 project	0 units 0 project
CHDO	HOME –City** HOME -County	\$128,088 \$80,000	\$128,088.00 \$0.00	units units	0 units 0 units	25 units 0 units
New Construction	HOME*** HDF	\$387,120 \$0.00	\$13,662.00 \$0.00	units	0 units	43 units
Demolition of Blighted Structures	CDBG	\$0.00	\$0.00	n/a	n/a	n/a
Relocation	HDF	\$0.00	\$0.00	n/a	n/a	n/a
HOME Project Staff/Admin	HOME	\$138,714	\$110,508.65	n/a	n/a	n/a
CDBG Project Staff	CDBG	\$96,942	\$96,942	n/a	n/a	n/a
Code Enforcement	CDBG	\$70,000	\$70,000	n/a	n/a	n/a

* 1 unit enrolled and completed is counted under CDBG Owner Occupied Loans.

** Florence House project expended HOME CHDO and New Construction funds. Completed Units reported under CHDO only.

***New Construction Completed Units reflect units at 53 Danforth Street (funds committed and expended during previous year; construction completed during this year).

Public Housing Strategy

1. *Describe actions taken during the last year to improve public housing and resident initiatives.*

ADA/504 Improvements: During the fiscal year ending June 30, 2010, PHA continued its extensive improvements to its housing stock, community buildings and common areas to comply with the Fair Housing Act and Americans with Disabilities Act. PHA now has 45 apartments and 4 community center kitchens that meet Uniform Federal Accessibility Standards (UFAS). An additional 5 apartments are scheduled to be completed during FY2010-2011 to achieve complete compliance.

Resident Services: During this time period the Portland Housing Authority successfully completed another year of its ongoing core resident service programs; including the three study centers, gardening programs, senior arts program, Boys and Girls Club, Girls Scouts, Soccer Start, Literacy Volunteers and Adult Education English classes. A new program offering financial literacy services to our refugee and immigrant populations was also added during the last year. Construction also started on the club house for the Boys and Girls Club in Sagamore Village. Completion is scheduled for September 2010.

PY 2009-2010 was the second year of funding for PHA's Family Homeownership Grant. This is a three-year program that supplements PHA's ongoing Family Self-Sufficiency Program. It connects public housing residents with counseling, education and job training programs that can help resident become financially independent, with the ultimate goal of becoming first time homebuyers. As of June 30, 2010, 14 new public housing families had enrolled in the program bringing the total number of participating families to 32.

In May and June 2010, extensive renovations were completed in two of PHA's Study Centers, Riverton Park and Kennedy Park. The renovations were completely funded and constructed through private donations and contributions from the private sector. Leading contributors included; the Maine Red Claws Basketball Team, Quirk Chevrolet, Mercy Hospital Best Shots for Youth Program, the Portland Press Herald/Maine Sunday Telegram and Keeley Construction. These study centers now have space, furnishings and computer equipment to properly assist and inspire the school children living in our apartments.

During the past year, the Portland Housing Authority partnered with the Wayside Soup Kitchen to start two new food share programs in our Riverton Park and Harbor Terrace developments.

Safety and Security: The safety and security of PHA residents remains a high priority. The Portland Housing Authority continued its commitment to fund a Community Policing Coordinator specifically for public housing, and the warm weather weekend overtime patrols that have proven successful in the past. The Community Policing Center in Riverton Park was renovated and furnished. Through the Portland Police Department's renewed commitment to community policing, the Riverton Center is now staffed with a coordinator and police officers, a significant number of hours day and night. The PPD's increased presence the neighborhood has made a big difference in the safety and security of the area. Also, during the past year PHA began a major project to install a new system of security lighting in the parking lots of our Riverton Park development. The project was completed in August 2010.

During the past year, the Portland Housing Authority also partnered with the East Bayside Neighborhood Organization, Portland Trails, City of Portland and the Portland Police Department to design and fund a more secure walking path through the Kennedy Park and Bayside Terrace developments. An existing walkway will be widened with security lighting and signage to serve as a safe pathway through the area for all neighborhood residents and designated access connector to the new Bayside Trail.

Barriers to Affordable Housing

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

The City of Portland, Maine is in the process of addressing barriers to affordable housing through regulatory reform. City planners have been reviewing and revising several city zoning ordinances. Initiatives that have passed include: revision of the R-5 Small Lot and Infill zoning through text amendments, revision of the R-7 Zone, Parking Requirements (Division 20), and Incentives for the Affordable Housing Ordinance; and revision of the B-2 and B-2b to decrease residential parking requirements; revision to the B-2 and B-2b zone to increase housing density and encourage housing in business zones.

Approved:

Text Amendments for B-2 and B-2b Zone to increase residential density

The City Council approved a series of amendments to the B-2 and B-2b zoning text to increase residential density and to encourage housing in business zones. The most significant change is to increase the residential density of B-2b and B-2 zones in on-peninsula locations. Sections of the text were revised with more flexible height and dimensional requirements encouraging commercial buildings to incorporate housing in upper floors. Other amendments clarified the dimensional requirements of residential uses, provisions regarding minimum and maximum front yards and various other housekeeping items intended to reorganize and improve the existing text language.

An increase in residential density for on-peninsula B-2 and B-2b zones is consistent with other recent initiatives for higher density on the peninsula. These initiatives include creation of the R-7 zone with a higher density than the R-6, a new B-7 zone in Bayside with no density limits, R-6 text small lot provisions and various conditional re-zonings such as the Maine Workforce Housing project at 53 Danforth Street and the Random Orbit housing project also on Danforth Street.

Although each initiative was separate, a common theme for all these changes was to encourage higher density residential development in peninsula locations to support the policies of *Housing: Sustaining Portland's Future*.

Approved:

Text Amendments for B-2, B-2b, B-2c Zone to Decrease Parking Requirements

In the summer of 2009 the Portland City Council has approved a series of zoning text amendments related to parking in the B-2, B-2b and B-2c zones. The proposed amendments are intended to address some long standing issues associated with parking regulations in these zones. The amendments include revisions to standardize the residential parking requirements to one space per dwelling unit for these zones; amending the parking standard for office uses to be consistent with other zones; providing a parking exemption for uses that change from one commercial use to another in the B-2b zone; and extending a shared parking provision for newly constructed mixed use buildings in the B-2b zone.

Text Amendments for R-5 Zone Small Lot and Infill

In summer and fall 2006 the Housing Committee explored options to amend the R-5 zone to encourage infill development on small lots. *“At that time, the Housing Committee recommended that R-5 provisions be drafted to allow single family homes to be built on small vacant lots ranging between 4,000 and 6,000 square feet, increase the density of multiplex housing, allow accessory units in existing homes on undersized lots, and include the provisions for dwelling units in carriage houses. ... At their meeting on October 10, 2007, the Housing Committee reviewed the draft R-5 amendments and unanimously recommended that they be referred to the Planning Board for consideration. The Planning Board held an introductory workshop on this proposal on November 13, 2007, a second workshop on January 8, 2008, and a third workshop on April 22, 2008,”* Alex Jaegerman Memo to Planning Board 5-27-08.

The Planning Board is recommending a “Scaled Back” version to the one referred to above. This includes a small lot single family on a 5,000 square foot lot, and accessory unit provision on a substandard grandfathered lot.

Text Amendments in the R-7 Zone, Division 20, and Incentives to Affordable Housing Ordinance

The Planning Board reviewed the following Text Amendments in the R-7 Zone, Division 20 (Parking requirements) and Incentives to Affordable Housing Ordinance on May 27, 2008.

Text amendments for R-7 Zone include:

- Reduction in side yard setbacks,
- Possible change in density to eliminate the “proximity to public park” provision for eligible for the 100 units per acre density,
- Reduction in parking provisions on peninsula to one parking space per unit, allowing for shared car initiatives
- Reduction to 0.75 parking spaces per unit for affordable housing, with allowance for modification provision for unique circumstances (like housing for the visually impaired).
- Elimination of the restriction on subsidized projects eligibility for the density bonus provisions.

The revised text amendments for the R-7 Zone, Division 20 (Parking requirements) and Incentives to Affordable Housing Ordinance were presented to the Housing Committee on August 5, 2008.

Both of these amendments will result in creating more opportunities for affordable housing throughout the City of Portland.

Approved:

The Planning Board recommended and the City Council the adopted a conditional rezoning agreement for HOMESTART Affordable Housing to create three single family affordable units at 18 Luther Street on Peaks Island. The prior zoning of the site was Island Residential IR-2. HOMESTART is a non-profit housing development group located on Peaks Island. The applicant is proposing to construct two new houses and either rehab or reconstruct the one existing home at 18 Luther Street. All of the residential units will be marketed as affordable housing. The rezoning allows this project to go forward at a density that exceeds that allowable in the previous IR-2 zone.

HOME/ American Dream Down Payment Initiative (ADDI)

1. *Assessment of Relationship of HOME Funds to Goals and Objectives*
 - a. *Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.*

Housing Rehabilitation

The Cumberland County HOME Consortium offers low interest loans, no-interest loans and grants to income eligible owner-occupants to repair their homes so that they remain safe, affordable and habitable. Repairs include replacement of deteriorated roofs, heating systems, windows, electrical repairs and insulation. Eligible properties include 1-4 unit owner occupied buildings located anywhere in Portland.

- Loan and grant recipients are eligible for the same maximum level of funding of \$15,000.00
- Financing is based on financial circumstances and ability to re-pay a loan
- A mixed financing plan of part loan/part grant is available
- Loan/grant amounts may be increased if lead hazards must be addressed

No additional changes were made this year. The PY 2009-2010 budget for owner-occupied loans and grants totaled \$160,000 with \$260,056.55 expended during the year. 12 units were rehabilitated utilizing HOME program funds at an average per unit cost of \$21,671.38 per unit.

Home Ownership – HomePort Program

The Cumberland County HOME Consortium's HomePort Program affords first time homebuyers with incomes below 80% AMI an opportunity to purchase a home. The program provides a maximum subsidy of \$30,000 for down payment, closing fees, and rehabilitation costs associated with the purchase of a single family home. Financial assistance is provided in the form of a "soft" second mortgage, providing "gap" financing making the mortgage payments affordable. Affordability is based upon the purchaser's housing and total debt ratios between 33% and 41%, respectively. The HOME mortgage repayment is deferred until the property is transferred or conveyed by the HOME assisted household. Down payment requirement is 1% of purchase price or \$1,000 whichever is greater.

The purchase price of a HomePort program property increased again this past year to the Section 203(b) Single Family Mortgage Limits. Currently, the limit is \$256,025.00. The purchase price cap does not include rehab or lead abatement work. Housing Quality Standards (HQS) and lead hazards must be addressed in conjunction with the HomePort program. Rehabilitation funds are made available for these purposes.

In fiscal year 2009/2010 \$493,221 in HOME funds was budgeted with 16 new applicants enrolled. Commitments to these projects total \$425,155.98. Total expenditures amounted to \$545,115.98. These funds leveraged \$946,962.53 in other mortgage funds for these new homeowners.

Community Housing Development Organizations (CHDO)

A minimum of 15% of HOME funds must be set-aside for Community Housing Development Organizations (CHDO). Past use of CHDO funds has been for projects such as housing for people with AIDS, a residence for teens in crisis, a supplement to local YouthBuild efforts, housing for people with disabilities and family rental housing. The form of assistance to each housing organization has varied depending upon the cash flow of the specific projects

upon completion, the development costs, and the organization's demonstrated ability to effectively manage and operate housing projects.

In PY2009-2010, \$208,088 of the CCHC's HOME allocation was set aside for CHDO projects. \$128,088 of those funds were allocated to the non-profit CHDO Berry Park, an affiliate organization of Avesta Housing, for construction of 25 efficiency units of rental housing in a project known as Florence House.

New Construction Program

Beginning July 1, 1999, the City embarked on an ambitious initiative engaging nonprofits and private developers to build new affordable housing. Since the completion of Unity Village in Bayside in 2000 the City's HOME and CDBG/HDF programs have provided gap subsidy funding leading to the construction of 543 units of housing.

In PY2009-2010, the CCHC budgeted \$387,120 in HOME funds for new construction of rental housing. A portion of those funds were committed to Florence House.

Beneficiaries of HOME Housing Programs

For projects financed with HOME, the following demographic statistics are provided to demonstrate the income and cultural range of people who have benefited from HOME assistance.

Income of HOME Beneficiaries – 32 total beneficiaries (excluding New Construction & CHDO units)

- 2 or 6% had incomes between 0% and 30% AMI.
- 6 or 19% had incomes between 31% and 50% AMI
- 10 or 31% had incomes between 51% and 60% AMI
- 14 or 44% had incomes between 61% and 80% AMI

Race/Gender of HOME Beneficiaries – 32 total beneficiaries

- 15 or 47% white female head of households
- 13 or 41% white male head of households
- 0 or 0% African American female head of households
- 3 or 9% African American male head of households
- 0 or 0% Hispanic
- 1 or 3% Asian

HOME Housing Program Project Expenditure Summary

See attached summary of expenditures utilizing HOME funds during PY2009-2010 program.

2. HOME Match Report
 - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.

Please see attached HOME Match Report, 4107A.

3. HOME MBE and WBE Report
 - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).

Marketing of Programs/Minority or Woman Owned Businesses

The City broadly markets its housing rehabilitation programs. An annual mailing is sent to all City residences regarding the activities of the Division of Housing and Neighborhood

Services including our housing programs offered. The City advertises in newspapers, radio public service announcements, press releases and the local cable access channel.

Technical assistance for small, woman or minority owned businesses is available through the Economic Development Department.

4. *Assessments*

- a. *Detail results of on-site inspections of rental housing.*
- b. *Describe the HOME jurisdiction's affirmative marketing actions.*

In PY2009-2010 the City provided assistance to nineteen (19) female heads of household and/or minority households. The City will continue its efforts to serve minority and female-headed households with its programs. A breakdown of all beneficiaries, both homebuyers and renters, is provided in subsequent sections of this report.

HOMELESS

Homeless Needs

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. *Identify actions taken to address needs of homeless persons.*

Emergency Shelter Assessment Committee (ESAC)

United Way of Greater Portland and the City of Portland formed a committee in 1987 in response to community concerns regarding the lack of shelter and ancillary supports for Portland's homeless population. The Emergency Shelter Assessment Committee (ESAC) was created to monitor the usage of shelter beds and supports to ensure that adequate services were being provided to this population. In 1996, ESAC was designated by the Portland City Council to serve as the governing entity for the City's Continuum of Care (*C of C*) Homeless Assistance Grant Program.

ESAC's Mission

- ESAC is a collaborative of service providers, consumers, local and state government representatives, advocates, and other interested community members working to ensure the safety and well being of people who are homeless in Portland. Through planning, service coordination and advocacy, we promote a continuum of care and support for people experiencing homelessness.
- Membership is open to all interested parties and decisions are made in a consensus voting style.
- ESAC leadership is comprised of three Tri-Chairs; one person representing government, one person representing a non-profit agency, and a consumer advocate.
- ESAC meets throughout the year to plan, implement, and coordinate the services delivered under Portland's Continuum of Care. Agendas include sharing information about new initiatives, resources, discussion of emerging unmet needs, trends, and decision-making regarding how to respond to identified concerns. *C of C* planning work occurs through standing ESAC subcommittees.

Florence House

In April 2010 the City of Portland's first women shelter, Florence House opened. Florence House provides safe, supported permanent housing to chronically homeless women in Portland, Maine. The property was built and is owned and managed by Avesta; Preble Street provides 24-hour staffing and coordinate service provision to all tenants. The Florence House model is based on approaches to homelessness and chronic mental illness that have emerged nationally as key strategies for ending homelessness.

The building includes three types of housing designed to offer options to 60 women including:

- Efficiency Apartments for individuals who are ready to manage independently.
- A Safe Haven provides a permanent private living space for chronically homeless women who are not quite ready to maintain their own apartments and who may, with support, begin to develop trust, self-assurance, and skills to become more independent.
- A small number of Emergency Beds for immediate, short-term housing for women who are temporarily homeless because of an economic or situational crisis.

2. Identify actions to help homeless persons make the transition to permanent housing and independent living.

Portland has a continuum of services for homeless persons and persons transitioning to permanent housing and independent living. The City has four primary shelters: Oxford Street Shelter for Men, the newly opened Florence House Women's Shelter, Preble Street Teen Shelter, and the City of Portland's Family Shelter. In addition there are several supportive shelters, one being Milestone, an emergency shelter for detoxification and extended care for chronic substance abusers.

In addition the city has created two "housing first" programs created through a strong partnership between Preble Street and Avesta Housing: Florence House, described above, and Logan Place.

The goal of Logan Place is to provide people who have lived in shelters and on the streets for much of their lives with a chance for a permanent and safe living situation that will support their stability and independence and offer them a chance for a productive and fulfilling future. Logan Place not only provides affordable housing but also helps people live independently, build community, and become good neighbors. It offers:

- independent living in fully equipped efficiency units,
- community space on each floor for group and recreational activities,
- on-site laundry for tenants, and
- convenient access to public transportation.

Avesta Housing built, owns, and maintains the building and Preble Street provides 24-hour support services to ensure that people who are making the transition to permanent independent housing will succeed. Staffs monitors the building, assists in developing and enhancing life skills, helps with activities such as household management, shopping, use of transportation, and meal preparation, and facilitate access to community resources such as health clinics, and mental health and substance abuse services.

3. *Identify new Federal resources obtained from Homeless SuperNOFA.*

Homelessness Prevention and Rapid Re-Housing Program

On February 17, 2009, President Obama signed the American Recovery and Reinvestment Act of 2009, which includes \$1.5 billion for a Homelessness Prevention Fund. Funding for this program, called the Homelessness Prevention and Rapid Re-Housing Program (HPRP), was distributed based on the formula used for the Emergency Shelter Grants program.

The goal of this temporary program is to rapidly transition families and individuals from a housing crisis or homelessness into housing stability/self sufficiency. All program participants will be expected to help create and follow through on a housing plan. In addition to minimum criteria, client will be screened by a member of the HPRP team. Screening should identify the clients that with support have the greatest likelihood of housing stability/self sufficiency when our temporary assistance ends.

This program is a collaboration between the City of Portland and Preble Street. Our shared office space is located at 194 Lancaster Street. As well as our open screening hours, the HPRP team is also accessible in the evenings at Oxford Street's shelter for men and Preble Street's shelter for women.

Specific Homeless Prevention Elements

1. *Identify actions taken to prevent homelessness.*

Portland HPRP Services

Case Management services: Housing search & placement assistance, a onetime security deposit, connection to mainstream resources, coordination of services, on-going support to maintain housing.

Engagement and Stabilization: Clients qualifying under Engagement & Stabilization Services must be chronically homeless with apparent or diagnosed mental illness or co-occurring disorder. Eligible assistance may include security deposit, rent, utility payment or utility debt.

Portland HPRP Outcomes

From December 2009- to June 2010 277 households and 430 individuals were placed in housing. Those participating in the diversion and prevention program (at risk of homelessness) were 155 of the individuals and 312 households. Those participating in the Engagement and Stabilization program (homeless persons) were 275 individuals and 391 households.

Emergency Shelter Grants (ESG)

1. *Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets). AND*
2. *Assessment of Relationship of ESG Funds to Goals and Objectives*
 - a. *Evaluate progress made in using ESG funds to address homeless and homelessness prevention needs, goals, and specific objectives established in the Consolidated Plan.*

- b. *Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.*

Family Shelter

The City of Portland’s Health & Human Services Department, Social Services Division operates the Family Shelter, which is the largest shelter for families in the State of Maine. The Family Shelter offers both preventative services for families at risk of experiencing homelessness and support services to assist families locate housing and achieve stability.

Preventative Family Services

Through crisis intervention, case management and advocacy, the preventative segment of our program was instrumental in preventing homelessness for 78 families this year consisting of 242 individuals. Through phone consultation we were able to assist additional families with preventative services such as advocating with their town of residency, landlord/ tenant negotiations and family reunification. An additional 91 families received assistance through phone referrals.

<i>FY 06</i>	<i>FY 07</i>	<i>FY 08</i>	<i>FY 09</i>	<i>FY 10</i>
<i>137 families/ 441 individuals</i>	<i>89 families/ 249 individuals</i>	<i>86 families/ 264 individuals</i>	<i>55 families/ 147 individuals</i>	<i>78 families/ 242 individuals</i>

Shelter Services

The Family Shelter provides temporary housing to families with children under the age of eighteen (18). The shelter is located at 54 - 56 Chestnut Street. Administrative and support services staff are located on the first floor of 54 Chestnut Street. Shelter apartments are located at 54 - 56 Chestnut Street, including one handicap accessible unit. Combined, we have a total capacity of seventy-seven (77) beds in an apartment style living environment. Apartments are shared by families and are furnished with beds, bureaus, kitchen tables and chairs. Residents have access to telephones, cleaning supplies, transportation and other basic needs accessed through the City’s General Assistance Program. Upon entrance into the shelter, each family member is assigned a Case Manager who works with families to develop self-sufficiency work plans, which will lead to permanent housing.

Support Services provided on-site include:

- *Housing Location* - Case Managers provide assistance with housing placement, including transitional, subsidized housing, and market rents.
- *Homeless Prevention and Rapid Re-Housing Applications (HPRP)* funded by the American Recovery and Reinvestment Act of 2009 - Two Human Services Counselors assist homeless consumers with applying for HPRP security deposits and monthly rental assistance.
- *Cultural Skills* - Cultural Skills Training is provided both on an individual and group level. Specialized training includes Welcome Orientations, Adjusting to American Culture, Winter Issues, and other basic life skills.
- *Household Items* - Cleaning supplies and household items, such as sheets, pillows and blankets are provided. Shelter staff provides training on basic hygiene and household cleanliness. Each unit is supplied with pots, pans, baking and cooking utensils, dishes, glasses/cups, silverware, other needed kitchen utensils and towels, as necessary.

- *House Meetings*- Staff and families meet weekly to discuss issues that may arise from multiple families sharing living space at the Shelter. These meetings also provide a forum for reviewing rules, procedures and gather consumer input.
- *Case Management Services* - Crisis intervention and case management services are provided which include counseling, referrals to available resources and advocacy.
- *Laundry Services*- The Family Shelter has two separate laundry areas for client use. There are two washers & dryers available.
- *Transportation*- Bus tickets are available for families to attend appointments pertaining to their self-sufficiency plan.
- *Follow-Up Services*- Consumers who are placed in housing are offered follow-up services for 90 days. Family Shelter Case Managers meet with families 1-2 times per month and work on issues such as landlord/tenant negotiations, accessing community resources, accessing General Assistance, preventing evictions, and working toward securing more affordable housing.

Follow-Up Case Management

The Family Shelter Staff have focused a great deal of attention on follow-up case management services this past year. Family Shelter Case Managers follow-up with families once per month or more, if needed. Follow-up case management services consist of assisting consumer's with their budget; landlord/tenant negotiations; connecting to area resources; assist with accessing General Assistance; preventing evictions; and applying for affordable/subsidized housing. This past year 268 families were sheltered and only 21 families returned for a second stay for an 8% recidivism rate, which is an increase of 2% when compared to last year. Of the 268 families that were sheltered, 214 or 80% received follow-up case management services for at least one month after they secured housing.

Shelter Statistics

This year, the Family Shelter provided housing for 268 families consisting of 886 individuals for a total of 18,907 bed nights. Of the 268 families served, 21 families were homeless two or more occasions during this fiscal year for an 8% homeless recidivism rate.

The Shelter experienced an increase of 7% in the number of individuals served (heads of household and children) and an increase of 4% in the number of bed nights used. The average length of stay decreased from 22.2 days to 21.3 days. Shelter staff continues to excel at locating both subsidized and permanent housing (attachment 1).

Of the 268 families served, 97 families had relocated from other states, 20 families were from other countries, 69 families were from Maine (but not Portland), and 82 families were from Portland. Of the 97 families coming from outside Maine, 65 families were secondary migrant refugee families from several different countries who had originally resettled outside the State of Maine.

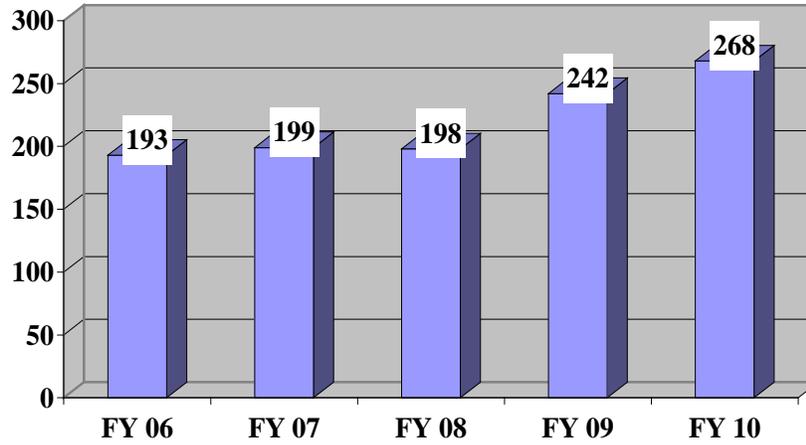
Reasons for Homelessness

The major reasons for being homeless, as reported by families were as follows:

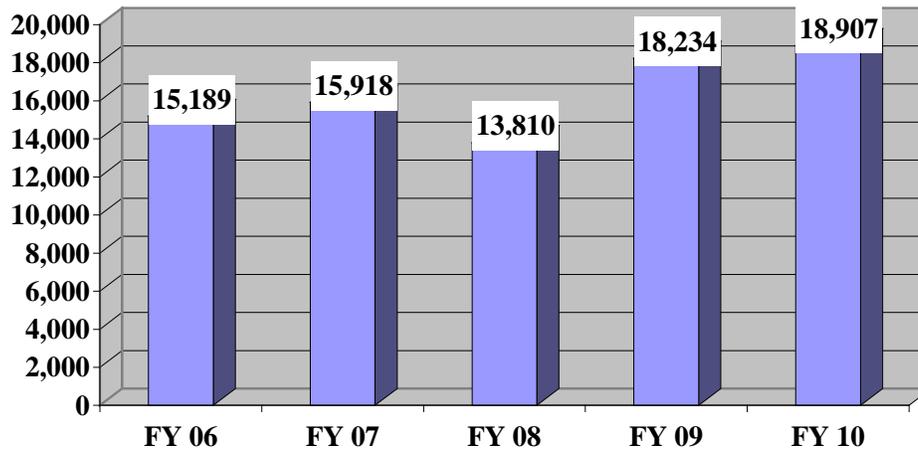
- Relocation – The majority of refugees indicated they moved to Portland because they wanted a safe place to raise their children.
- Domestic Violence/Family Conflict –domestic violence and/or family conflict who had to leave their current living situations.
- Lack of Affordable Housing –difficulty locating and securing affordable housing.
- Failure to pay rent which results in eviction.

FAMILY SHELTER

Number of Families Served



Number of Bed Nights



Family Shelter Program	FY 06	FY 07	FY 08	FY 09	FY 10
Number of Families	193	199	198	242	268
Number of Individuals	703	682	628	822	886
Number of Bed Nights	15,189	15,918	13,810	18,234	18,907
Average Family Size	3.6	3.4	3.2	3.4	3.1
Average Stay (Days)	21.6	23.3	21.9	22.2	21.3

Significant Sub-Populations, Secondary Migrant Refugees

The Family Shelter also serves as an unofficial Welcome House for New Mainers or secondary migrant refugees. New Mainers often arrived in Maine without resources or housing, speaking limited or no English. They initially presented themselves in Portland as homeless. Secondary migrants tend to have very large families.

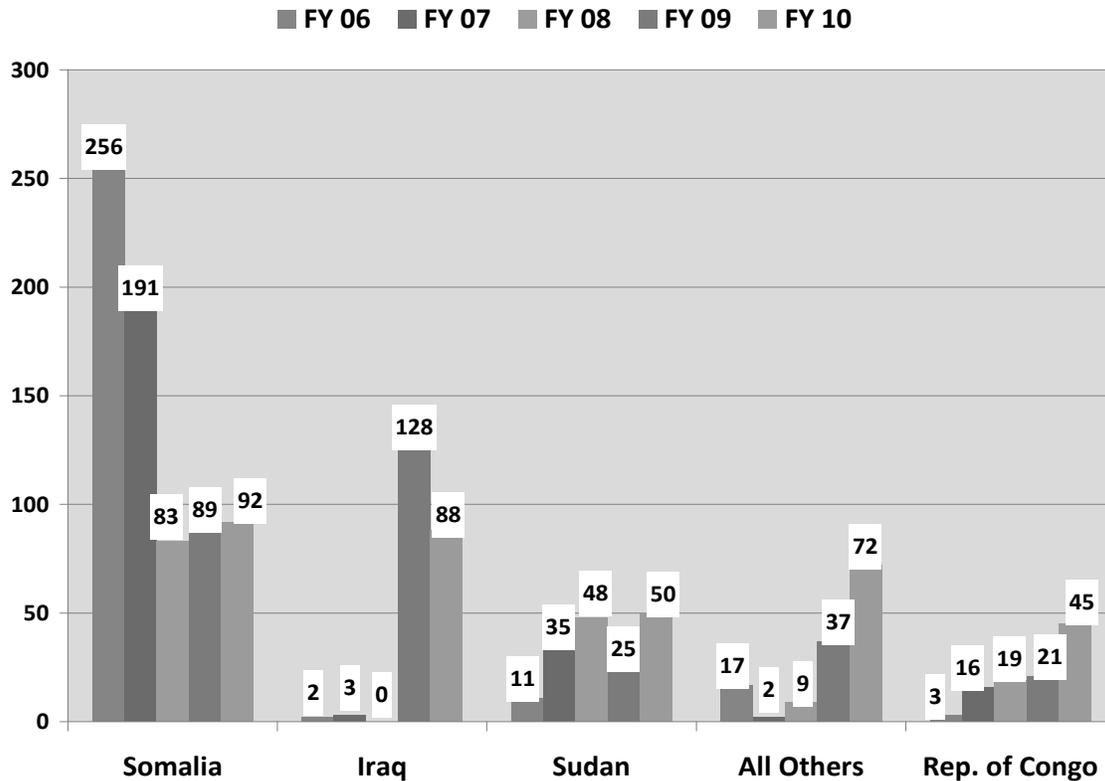
Each family is referred to the Division's Refugee Services Program and assigned to a multi-lingual Case Manager. A full range of case management services are provided for a period of three months. All services are offered to persons with limited English speaking abilities. Employment Case Managers provide assistance, information, and referrals for employment, education and training opportunities. Cultural skills training are offered on an individual and group level. Workshops address cultural orientation, understanding systems, adjusting to Maine winters, building a household, health and safety, money management and budgeting.

This year, the Family Shelter provided housing for 85 refugee families consisting of 347 individuals. This number represents 39% of the total number of individuals residing in the Shelter. The Family Shelter provided housing for 72 refugee families consisting of 300 individuals, for 36% of the total number of individuals residing in the shelter for FY 09. This fiscal year, we have experienced an increase of 14% in the number of refugees residing at the Shelter.

This year the Family Shelter served 20 families/62 individuals who entered the Country via B1/B2 visa (visiting visa). All of the families arriving to the shelter indicated that they were seeking asylum from their home country.

SECONDARY MIGRANT REFUGEES/B1 B2 Visa

85 Families for a total of 347 individuals/ 39% of all indiv. residing in the Family Shelter



Transitional Housing: Bell Street

In collaboration with Learning Works, the Social Services Division provides intensive, long-term case management services for four families who reside in apartments on Bell Street in Portland. Eligibility for the Bell Street Transitional Housing Project is contingent upon a family residing in a homeless shelter at the time of their application. This program is funded entirely through a Department of Housing and Urban Development (HUD) grant.

During the two-year residency, clients work with a Case Manager to develop individual service plans identifying short and long term goals designed to eliminate barriers to self-sufficiency. The plan is reviewed, updated and renewed every 90 days. Residents are expected to pursue education, employment training or employment. An array of support services is made available to these families, which include transportation, subsidized rent, childcare, counseling, social interaction opportunities, school self-esteem boosting activities, medical and dental care as needed.

This program has served a total of seven (7) families, which consisted of 19 individuals in FY 10. One (1) family successfully completed the program and began their path towards self-sufficiency by transitioning to permanent housing.

Oxford Street Shelter for Men

The City of Portland's Health and Human Services Department, Social Services Division operates the Oxford Street for Men, which is the largest emergency shelter in the State of Maine. This low-barrier shelter provides safe, temporary housing for homeless adult men. The Shelter offers a variety of support services to assist homeless individuals enhance their self-esteem, secure housing, and work towards a self-sufficiency plan.

The shelter has a capacity of one hundred twenty nine (129) and an overflow capacity of twenty-five (25). Hours of operation are Monday – Friday 6:00 p.m. – 8:00 a.m. daily, and weekends/holidays from 1:00 p.m. – 8:00 a.m.

Oxford Street Shelter services provided on site include:

- *Laundry and Shower Facilities* - Laundry and shower facilities are provided. Shelter staff provide training on basic hygiene skills and laundering procedures.
- *Housing Placement & Referrals* - Human Service Counselors provide assistance with housing placement, including transitional/supportive housing and subsidized housing. Staff are available six (6) days a week (Sunday-Friday) 1:00 p.m. – 9:30 p.m. to assist with locating permanent housing.
- *Employment Services* - Services provided include: employment assessment, job development, job placement and follow-up assistance as needed.
- *Mental Health* - A Full-Time Intensive Case Manager (ICM) is assigned to the Shelter by the State of Maine Department of Health and Human Services. The ICM provides clinical services for individuals with mental health issues.
- *Case Work* - Counselors conduct Intake Assessments, develop goals, provide connections with other social service agencies and make referrals to appropriate resources.
- *Non-English Speaking Clients* - Immediate access to interpreting services over the phone for non-English speaking consumers is available; in-person interpreters can be arranged for as well. The Social Services Division Refugee Services staff provide Case Management for refugee consumers.
- *Oxford Street Shelter Park* - Outside the Shelter, paved walkways, benches, picnic tables, and a gazebo have been transformed into a park for homeless adults. Staff is stationed in the park to conduct outreach services to residents. Park hours are 1:00pm – 10:00pm daily.

Case Management Services

The Shelter's Support Services component provides a variety of services to assist clients achieve self-reliance and transition into permanent housing. Our emphasis has been to connect quickly with individuals entering the Shelter and assess overall needs, making quick connections to resources, finding suitable and affordable housing and locating gainful employment. Under this initiative, our Counselors work one-on-one with consumers to co-develop plans for finding work and housing.

Counselors call landlords daily to locate vacant rooms, efficiencies or apartments and are also instrumental in finding jobs. Another feature at the Oxford Street Shelter for Men is the weekly Client Orientation, which is designed to help individuals locate housing and employment. At these meetings, topics are presented on living on your own, what strengths participants have in terms of living skills, how to present to a landlord and how to maintain an apartment once it is secured as well as providing crucial peer support to the individuals who have difficulty feeling positive about the potential to "make it all happen."

In FY 2010, the Oxford Street Shelter for Men Human Services Counselors placed 409 homeless individuals in permanent housing (including 63 Veterans and 120 chronically homeless individuals). This intensive outreach approach is very successful in terms of the long-term outcomes, with only 14% of those placed returning to Oxford Street Shelter for Men within the same year. Staff work with area landlords, subsidized housing programs, and other area resources on behalf of homeless clients. They assisted clients in making applications for benefits programs, rental applications, employment applications and other important linkages to help move them towards self-sufficiency.

Oxford Street Shelter for Men Statistics

The Oxford Street Shelter for Men served 1,402 men (unduplicated numbers) in FY 10. This represents an increase of 2% compared to the 1,372 men served last year. The shelter provided 50,304 bed nights in FY 10, which represents an increase of 3% in bed usage compared to the 48,830 bed nights provided in FY 09 (attachment #1).

A significant number of individuals were new to the Shelter system this year. Statistics indicate that 42% of consumers (592 men) were considered new individuals who had never utilized Oxford Street Shelter for Men prior to this year.

The Chronic homeless population as defined by the U.S. Department of Housing & Urban Development (HUD) is another statistic tracked at the Oxford Street Shelter for Men. A total of 479, or 34% of the individuals that stayed at the Oxford Street Shelter for Men were identified as Chronically Homeless. This is an increase of 50 individuals in a one-year period. This represents a 3% increase as a percentage of the total shelter population for the year. In FY 2009 429 individuals, or 31% of all individuals that stayed at the Shelter were identified as Chronically Homeless.

Year Served	FY 2007	FY 2008	FY 2009	FY 2010
Chronically Homeless	36%	31%	31%	34%

The average length of stay at the Oxford Street Shelter for Men indicated the following:

FY 10
378 or 27% of MALE clients stayed between 1 –3 nights
776 or 55% of MALE clients stayed between 4 – 60 nights
136 or 10 % of MALE clients stayed between 61 – 121 nights
84 or 6% of MALE clients stayed between 122 – 243 nights
28 or 2% of MALE clients stayed between 243 – 365 nights

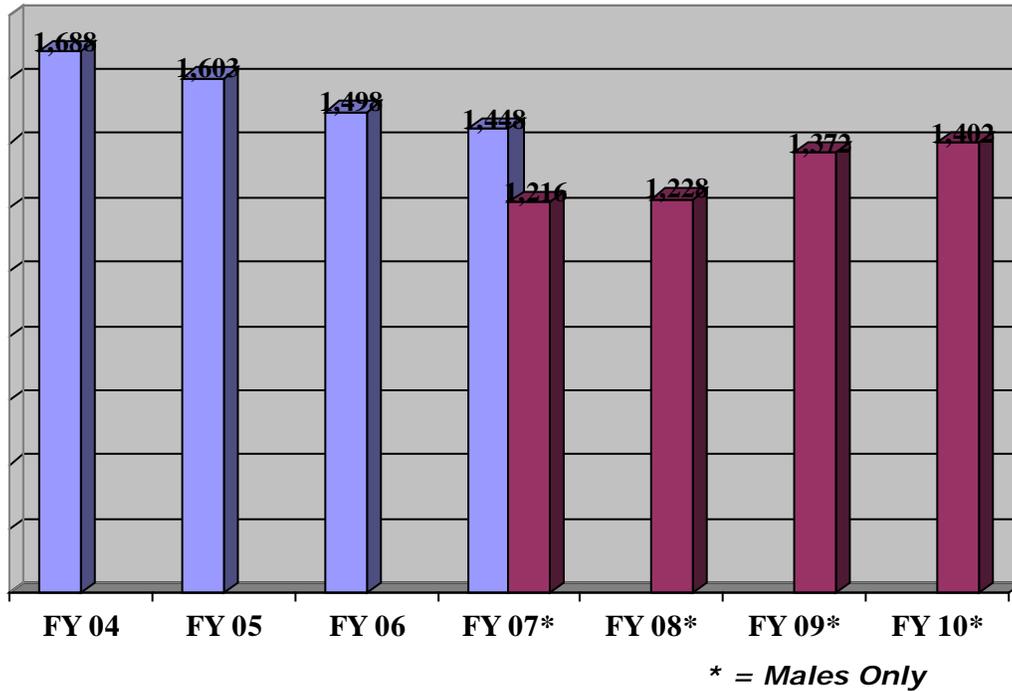
FY 09
446 or 32% of MALE clients stayed between 1 –3 nights
670 or 49% of MALE clients stayed between 4 – 60 nights
140 or 10 % of MALE clients stayed between 61 – 121 nights
95 or 7% of MALE clients stayed between 122 – 243 nights
24 or 2% of MALE clients stayed between 243 – 365 nights

The average length of stay at the Shelter is still under 60 days. A total of 1,154 individuals, or 82%, of all clients served, stayed at the Shelter between 1-60 days. The Shelter

continues to be a permanent residence for a core group of clients with mental health/substance abuse issues. A total of 112, or 8%, of clients served stayed at the Shelter between 122-365 days.

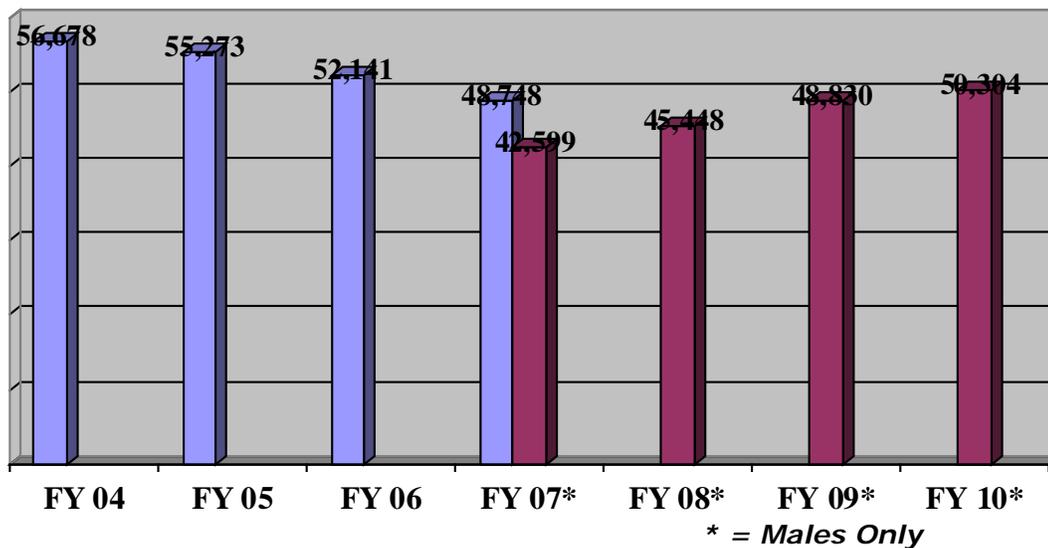
OXFORD STREET SHELTER FOR MEN FY 2010

Number of Individuals Served



The above chart displays the unduplicated number of individuals served.

Total Bed Nights



The above chart represents the total number of bed nights used per fiscal year.
 * Oxford Street Shelter became a male only facility 01/30/2007.

3. *Matching Resources*

- a. *Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.*

The Emergency Shelter Grant was used to fund three programs: Homeless Health Care Indigent Care (\$37,732), Family Shelter Essential Services Program (\$28,146), and Family Shelter Homeless Prevention Program (\$28,145).

For Homeless Health Care Center other Revenue Sources (Matching Funds):

Emergency Shelter Grant: Indigent Care Program \$37,732

Health Resource Services Administration: Healthcare for Portland Homeless	\$569,969
Health Resource Services Administration: Stimulus ARRA funds for Inc. Demand	\$54,751
Community Development Block Grant, Behavioral Health Program	\$93,518
State Dept. Health & Human Services, Office of Substance Abuse: Medication	\$60,000
State Dept. Health & Human Services, Office of Substance Abuse: Staff	\$39,500
Ingraham, MaineStay	\$9,036
Serenity House, Healthcare Oversight	\$5,200
Medicare, Mainecare, Program Income	\$510,643
<i>Total Budget</i>	<i>\$1,381,349</i>

Emergency Shelter Grant: Family Shelter Essential Services Program \$28,146

Maine State Housing Authority	\$198,039
General Assistance Reimbursement	\$245,415
<i>Total Budget</i>	<i>\$471,600</i>

Emergency Shelter Grant: Family Shelter Homeless Prevention Program \$28,146

Maine State Housing Authority	\$47,500
<i>Total Budget</i>	<i>\$75,646</i>

4. *State Method of Distribution*

- a. *States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.*

Not applicable.

5. *Activity and Beneficiary Data*

- a. *Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.*

Emergency Shelter Grant: Indigent Care Program **\$37,732**

Expenditures

Office/clinic expenditures	
Travel/Training	\$807
Office supplies/minor equipment	\$924
Medical supplies	\$14,427
Medical records	\$11,905
Cell phones for on call staff	\$1,389
Client expenditures	
Prescriptions	\$640
Contractual Services (eye glasses, dental care, lab or medical work)	\$5,057
Transportation Services (taxi's, bus passes)	\$150
Client supplies (socks, soap, detergent etc)	<u>\$2,433</u>
<i>Total</i>	<i>\$37,732</i>

Emergency Shelter Grant: Family Shelter Essential Services Program **\$28,146**

Expenditures

Salary for 0.79 Human Services Councilor	<u>\$28,146</u>
<i>Total</i>	<i>\$28,146</i>

Emergency Shelter Grant: Family Shelter Homeless Prevention Program **\$28,146**

Expenditures

Salary for 0.76 Human Services Councilor	<u>\$28,146</u>
<i>Total</i>	<i>\$28,146</i>

COMMUNITY DEVELOPMENT

Community Development

Actual Administration Spent: \$ 421,932 ok
 Administration Cap Amount: \$ 440,416

Administration Cap Calculation

Entitlement:	\$ 2,142,580
Program income:	<u>\$ 59,500</u>
Total:	\$ 2,202,080

Entitlement + Program Income:	\$ 2,202,080
Administration 20% Cap:	<u>x 0.20</u>
Administration Cap:	\$ 440,416

1. *Assessment of Relationship of CDBG Funds to Goals and Objectives*
 - a. *Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.*
 - b. *Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.*
 - c. *Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.*

In FY2009-2010, Portland's use of CDBG funding corresponded closely to the priorities established in the 2005-2010 Consolidated Plan. Housing, infrastructure improvements, parks, recreation, homeless and a full range of social services as well as community facilities, community policing, historic preservation and comprehensive planning all remain priorities in the City's balanced HCD program and all received funding in FY2009-2010. All of CDBG expenditures (not counting Administration) benefited low and moderate income persons either by providing direct housing and social services or improving the urban environment with reconstructed sidewalks, streets, parks, tree plantings and handicapped accessibility. New rental housing construction continued to be a high priority, as well as housing rehabilitation.

In FY2009-2010 the City of Portland funded activities based on the goals identified in the consolidated plan and also followed the social service priority needs list when allocating resources. The list was developed by the City Manager's Policy Advisory Committee through a public process and was adopted by the City Council for the 2005-2010 Consolidated Plan. The past year additional priorities were developed that will be incorporated into the 2010-2015 consolidated plan. The funded projects do meet the priorities of both the 2005-2010 Consolidated Plan, of which this CAPER is the final report, and also the new 2010-2015 Consolidated Plan.

Over the past program year CDBG Social Service programs had a goal of serving 100,615 individuals, of which 96,104 would be low to moderate income as defined by HUD, thus serving 95.5% LMI. Portland's Social Service Programs far exceeded their goal by 235.6%, serving 237,073 individuals. Of the 237,073 served, 235,510 are classified as LMI, this increasing the LMI percent to 99%.

As stated in the introduction, social service programs funded by CDBG for this program year provided:

- 1,179 weeks of childcare serving 156 families;
- 225,958 meals at soup kitchens;
- 22,424 bed nights at local shelters;
- 524 applications for assisting individuals in emergency situations in the evenings or on weekends;
- 29,418 daily visits to a peer support and recovery center for persons suffering from mental illness;
- 1,118 hours of treatment for home based family support and aftercare treatment for teens recovering from substance abuse;
- 6,186 encounters to assist homeless individuals with behavioral needs;
- 26,623 meals delivered to elders in their homes and 1,952 hrs to care for those elders;
- 1,874 hours of youth training in boat building and job skills;
- 829 lbs of food, grown by youth and delivered to elders in the community;
- 30,724 consultations and counseling for persons living with HIV/AIDS;

Jurisdiction

- 44,584 hours dedicated to serving low income residents, immigrants and refugees through English language classes, cultural immersion classes, after school tutoring and assistance, and art initiatives;
- 220 hours of youth service cleaning up their neighborhood; and
- 17 art classes for elders to cope with the stress they encounter in their lives.

All development projects funded for program year 2009-2010 were not completed by June 30, 2010. However several projects that had been funded in the past began construction, continued construction, or was completed within this program year. The listing of open projects, funds spent this program year, and their status is in the table below.

Project	Money spent 2009-2010	Year	Status
Greenleaf Street roadway reconstruction	\$50,790	2002-2003	100% complete
State Street sidewalk reconstruction	\$7,175	2003-2004	100% complete
Weymouth Street sidewalk reconstruction	\$97,620	2003-2004, 2005-2006	100% complete
Madison Street roadway reconstruction	\$377,971	2003-2004, 2007-2008	100% complete
Brackett Street sidewalk reconstruction	\$77,985	2005-2006, 2006-2007, 2007-2008	100% complete
Park Avenue lighting and sidewalk reconstruction	\$68,077	2005-2006, 2007-2008	100% complete
Washington Avenue sidewalk reconstruction	\$36,829	2005-2006	100% complete
State Street sidewalk reconstruction	\$16,275	2006-2007	100% complete
Serenity House renovation	\$0	2006-2007	On hold
Congress Street/ Lowell- Martson sidewalk reconstruction	\$0	2006-2007	Expected to begin spring 2010
Cliff Island Playground	\$3,400	2006-2007	100% complete
Sewell Street sidewalk reconstruction	\$22,313	2006-2007	100% complete
Libbytown streetscape safety	\$0	2006-2007	On hold
Preble Street and Cedar Street sidewalk reconstruction	\$147,547	2007-2008	100% complete
Deering Oaks Playground design and construction	\$136,480	2007-2008	100% complete
Handicap Access ramp installation	\$87,629	2007-2008, 2008-2009, 2009-2010	In progress
Tree planting	\$10,144	2005-2006, 2006-2007, 2008-,2009, 2009-2010	In progress

Project (continued)	Money spent 2009-2010	Year	Status
Grant Street sidewalk reconstruction	\$12,014	2008-2009	In progress, 42% complete
Lowell Street sidewalk reconstruction	\$0	2008-2009	Expected to begin spring 2010
Burnham Street sidewalk reconstruction	\$0	2008-2009	Expected to begin spring 2010
Taylor Street Park	\$0	2008-2009	\$7,136, in design, 8% complete
Peppermint Park	\$80,921	2008-2009	In progress, 47% complete
Dougherty Field Phase 1 Design	\$2,543	2008-2009	In progress, 89% complete
Marginal Way sidewalk construction	\$32,467	2008-2009	100% complete
Youth & Family Outreach Building renovation	\$53,004	2008-2009	95% complete
Residential Rehabilitation Program	\$90,901	2009-2010	27% spent
New Clubhouse at Sagamore Village	\$0	2009-2010	Under construction
Inspections: Neighborhood Improvement Program	\$70,000	2009-2010	100% complete
Valley Street Improvements	\$5,222	2009-2010	In design, 10% complete
St John Street Improvements	\$5,436	2009-2010	In design, 10% complete
Reiche Community Center	\$565	2008-2009	
Enhancing the East End Community School Playground	\$71,443	2008-2009, 2009-2010	Nearly complete, 86%
Dougherty Field	\$9,738	2009-2010	In design, 3% complete
Alpha One	\$0	2008-2009, 2009-2010	In progress
Irish Heritage Center Handicap Access	\$8,261	2009-2010	In design, 11% complete

The uncapped portions of CDBG funds are also targeted to serve the City's eligible neighborhoods, which have been identified by the Census as areas where more than 51% of residents are low or moderate income. CDBG funds in this section equal \$1,208,873, 85% (\$1,027,375/\$1,208,873) of which have been allocated to specifically serve projects located in the eligible neighborhoods.

Affordable Housing Goals

Three of our housing programs utilize CDBG and/or Housing Development Funds (HDF). The HDF fund capitalized from program income is now used as a revolving fund to finance loan programs. Programs include the Owner Occupied Rehabilitation Loans and Grants, Multi-family Rehab and New Rental Housing Construction.

New Construction Program

As outlined in the HOME Program narrative above, in 1999, Portland embarked on a new effort to encourage non-profits and private developers to build new affordable rental housing. Financing terms for new construction loans are negotiated between the developer and City staff. Loan terms can be due on sale at no interest or low interest loans may be provided depending upon projected cash flow, subsidy needed, and ability to acquire financing from other sources.

The 33-unit Unity Village project located in the Bayside neighborhood was the first project completed. Island View Apartments, a 70-unit mixed income rental development; Wellesley Estates a 45-unit mixed income rental development; Iris Park Apartments, with 30 units for the blind or visually impaired; Walker Terrace, a 40-unit mixed-income apartment building at 730 Congress Street in the West End; have all utilized HDF funds for land acquisition and infrastructure improvements. No new projects were funded in Fiscal Year 2009/2010 utilizing HDF/CDBG funds.

Beneficiaries of CDBG and HDF Funded Housing Programs

In this section of the report a summary of the income levels, race, and gender of homeowners and tenants that have benefited from CDBG funded program activity is provided.

Income Status of CDBG & HDF Beneficiaries – 8 total beneficiaries*

- 0 or 0% had incomes between 0% and 30% AMI.
- 4 or 50% had incomes between 31% and 50% AMI
- 3 or 37.5% had incomes between 51% and 60% AMI
- 1 or 12.5% had incomes between 61% and 80% AMI

Race/Gender of CDBG & HDF Beneficiaries– 8 total beneficiaries*

- 4 or 50% white female head of households
- 2 or 25% white male head of households
- 1 or 12.5% African American female head of households
- 1 or 12.5% African American male head of households
- 0 or 0% Hispanic
- 0 or 0% Asian

** completed 9 units however 1 unit is vacant.*

CDBG Expenditures that Benefited Low Income Individuals

It is estimated that 100% of the FY 2009-2010 CDBG funding benefited moderate, low and very low income persons.

2. *Changes in Program Objectives*

- a. *Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.*

There were no changes to program objectives during this Action Plan year.

3. *Assessment of Efforts in Carrying Out Planned Actions*

- a. *Indicate how grantee pursued all resources indicated in the Consolidated Plan.*
- b. *Indicate how grantee provided certifications of consistency in a fair and impartial manner.*
- c. *Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.*

Over the past year, City of Portland staff worked with each sub-recipient to complete projects within the program year. All funded social service projects during program year 2009-2010 were complete during the program year.

Community Development staff has been working with Public Services and other city departments to spend funds allocated for this program year and in the past. In order to complete a number of open Public Services projects this year, an RFP was issued a bid for the completion of the following sidewalk reconstruction projects: Weymouth Street, Sewell Street, Cedar Street, Preble Street, and part of Grant Street. Another contractor worked on Madison Street and Greenleaf Street roadway reconstruction. These two contracts enabled the completion of these projects and expending nearly \$1,000,000 in federal funds.

Portland's City Manager provided certifications for consistency with the Consolidated Plan for programs and projects offered by Portland Housing Authority, as requested and verified.

4. *For Funds Not Used for National Objectives*

- a. *Indicate how use of CDBG funds did not meet national objectives.*
- b. *Indicate how did not comply with overall benefit certification.*

Not applicable. All funds were utilized toward National Objectives.

5. *Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property*

- a. *Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.*
- b. *Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.*
- c. *Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.*

Not applicable.

6. *Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons*

- a. *Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.*
- b. *List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.*

- c. *If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.*

Not applicable.

7. *Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit*
 - a. *Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.*

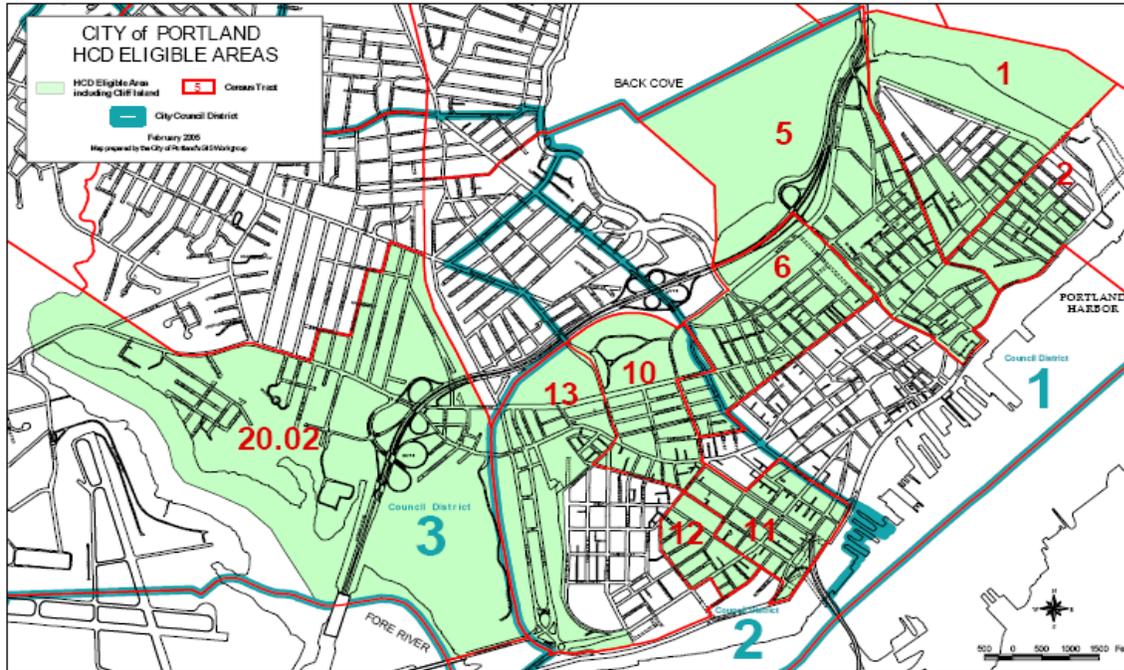
Low/Mod Limited Clientele

In ten of our social service programs a portion of their clients are low to moderate income. Each program must keep records on the income of their clients who are eligible for the CDBG funded program. Each month (or quarter) the sub-recipients submit a performance report that indicates how many new persons are served in that month. Each program must serve at least 51% low and moderate income persons in order to receive funds. Each sub-recipient keeps files on all of the clients that they serve. The programs that are categorized under low to moderate income limited clientele are:

- o *Cultivating Community* addresses hunger by serving both youth through educational programs at school and work training programs, and elders through community supported agriculture farm shares.
- o *Day One* reduces adolescent substance abuse in at risk youth in Portland.
- o *Portland West Community Outreach* program includes learning, academic, social and cultural interaction, programs and opportunities that serve low-income families, individuals, at-risk youth and children, including new immigrants.
- o The *Compass Project* offers experiential programs that engage low-moderate income youth in learning academic, social and practical skills
- o The *MHNO Neighborhood Service Corps* will employ neighborhood youth to perform needed services for the target populations as well as the community as a whole.
- o *Catherine Morrill Day Nursery, Children's Co-Op, Peaks Island Children's Workshop, and Youth and Family Outreach* are all child care providers.
- o *HNS Residential Rehabilitation* provides loans and grants to eligible homeowners for maintenance and improved living conditions.

Low to Moderate Income Area Benefit

There are seven neighborhoods that are eligible, where 51% of the residents are low or moderate income according to the 2000 Census. Those neighborhoods are: Munjoy Hill (CT-1,2), Bayside East (CT-5), Bayside West (CT-6), Parkside (CT-10), West End (CT-11,12), St. John/Valley Street (CT-13) and Libbytown (CT-20.02). These areas highlighted in the map below in green. Other areas considered to be eligible for CDBG funds based on an area wide benefit are those located on Portland Housing Authority Properties.



There are a three **social service programs** funded by CDBG that serve the residents of an eligible neighborhoods. Descriptions of the programs and who they serve are listed below.

- The *Community Policing* Coordinators reach out to residents and provide a centralized, neighborhood-oriented resource for community members to obtain information about available services or seek assistance with a problem. The program serves all of our eligible neighborhoods plus the Portland Housing Authority properties through five coordinators. There are community policing coordinators located in Munjoy Hill that also serves East Bayside, Midtown which serves West Bayside, Parkside who also serves St. John/Valley neighborhoods, and West End.
- *East Bayside Neighborhood* received grant funding to help create and maintain a safe neighborhood. They focused on continuing and expanding the *EBNO Crime Watch* program, reaching out to residents and local businesses via door-to-door engagements, monthly meetings, electronic resources (email/web presence), and informal gatherings, and build community through its annual block party, two neighborhood clean-ups, and a series of workshops culminating in community performances.
- *Mercy's WE CAN – Leave the Lights On* is a collaborative project to revitalize a community center in the West End of Portland in an effort to engage local residents, increase safety, and improve the overall quality of life for all those who live and work in the area.

All of the **development projects** are located in the eligible neighborhoods or on Portland Housing Authority Properties. The following table indicates the funded projects, their allocation, the location according to Census Tract (identified in the map above) and neighborhood and the current status of the project.

Project	Allocation	Location
New Clubhouse at Sagamore Village	\$60,135	Portland Housing Authority Property
Inspections: Neighborhood Improvement Program	\$70,000	Focus on CT-5, 6 & 10, East & West Bayside, & Parkside
Valley Street Improvements	\$50,000	CT-13, St. John/Valley
St John Street Improvements	\$50,000	CT-13, St. John/Valley
Neighborhood Tree Planting	\$10,000	All eligible areas
Enhancing the East End Community School Playground	\$78,996	CT-1, Munjoy Hill
Dougherty Field	\$376,663	CT-20.02, Libbytown

8. *Program income received*

- a. *Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.*
- b. *Detail the amount repaid on each float-funded activity.*
- c. *Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.*
- d. *Detail the amount of income received from the sale of property by parcel.*

During the Program Year 2009-2010 \$201,974 was received in program income for the CDBG program. \$112,495 was received from the Fore River Parking Garage and \$89,479 was received from interest on the revolving loan fund.

9. *Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:*

- a. *The activity name and number as shown in IDIS;*
- b. *The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;*
- c. *The amount returned to line-of-credit or program account; and*
- d. *Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.*

Not applicable.

10. *Loans and other receivables*

- a. *List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.*
- b. *List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.*
- c. *List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.*
- d. *Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.*
- e. *Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.*

The City received \$89,479 in repayment of housing rehabilitation loans for Program Year 2009-2010. The balance of outstanding regular loans is \$1,585,017, while the balance of outstanding deferred loans is \$1,142,290.

11. Lump sum agreements

- a. Provide the name of the financial institution.*
- b. Provide the date the funds were deposited.*
- c. Provide the date the use of funds commenced.*
- d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.*

Not applicable.

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year

- a. Identify the type of program and number of projects/units completed for each program.*
- b. Provide the total CDBG funds involved in the program.*
- c. Detail other public and private funds involved in the project.*

Housing Rehabilitation - Owner Occupied Loans and Grants

The City offers low interest loans and grants to income eligible owner-occupants to repair their homes so that they remain safe, affordable, and habitable. Repairs include replacement of deteriorated roofs, heating systems, windows, electrical repairs and insulation. Emergency Loans are also available to assist homeowners with emergency repairs. Eligible properties include 1-4 unit owner occupied buildings located anywhere in Portland.

- Loan and grant recipients are eligible for funding up to \$15,000
- Financing is based on financial circumstances and ability to re-pay a loan
- A mixed financing plan of part loan, part grant is common
- Loan/grant amounts may be increased if lead hazards must be addressed.

The FY2009/2010 budget allocated new funds for owner occupied loans and grants in the amount of \$235,534. The amount included \$25,000 for emergency repair projects. 9 units were rehabilitated utilizing \$90,901.12 in CDBG funds at an average per unit cost of \$10,100.12.

\$332,476 was allotted to Housing Programs and Rehabilitation, of which \$96,942 was spent on housing rehab staff salaries.

13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies

- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.*

Not applicable.

Antipoverty Strategy

1. *Describe actions taken during the last year to reduce the number of persons living below the poverty level.*

Historically, the City of Portland has dedicated the majority of funds to social service programs and housing activities which stabilize and improve the lives of many families and individuals living in poverty, and it continued to do so during the past year. There are several steps to moving out of poverty, and through the variety of federal resources available, each step has been addressed in the last year.

At the lowest level the City has dedicated funds to address persons and families struggling to find shelter and stability. The City's Social Services Division, partially funded through CDBG and ESG, operates the Family Shelter Program. This program targets families who are below the poverty level, and in many instances, homeless. Additional shelters address the needs of others throughout the City: teenagers are served at Preble Street's Teen Shelter, the Lighthouse (\$26,213 in CDBG); women are served at Preble Street's temporary women's shelter (\$26,438 in CDBG) and newly opened Florence House (\$128,085 HOME CHDO), and men are served at the City's Oxford Street Shelter for Men. In collaboration with Portland Housing Authority, Portland West and Preble Street, the City provides resources for education and job training, transitional housing, case management, child care, transportation and basic living skills to families and single adults creating opportunities to rise out of poverty.

Social service programs supported by CDBG funds contribute to the ability of families and individuals to move out of poverty and achieve self-sufficiency. Some programs serve those who are homeless, like the City's Behavioral Health Program (\$94,518), Preble Street's Day Shelter (\$31,968) or the soup kitchens (\$74,394): Wayside and St. Vincent de Paul. Other programs address those who are more stable but may have encountered a challenge that could cause them to return to homelessness, this need is met by the City's After Hour Emergency Program (\$29,580). The remaining programs help to move people into more stable lives and self-sufficiency. Funded services include subsidized developmental child care for children from infancy to 12 years of age (\$33,747); meals, health, and care management for the elderly (\$89,944); services for families with youth struggling with substance abuse (\$11,636), job training and leadership development opportunities for youth (\$62,944); services for persons with mental illness (\$25,650); and programs that improve neighborhood safety (\$162,448).

Through the City's HOME program housing opportunities are provided for individuals and families at varying income levels. HOME funds are used to build new affordable rental housing for low and moderate-income families and individuals. The most recent affordable housing project is located at 53 Danforth, Portland Maine. The project has 43 units of mixed-income rental housing. It is located two blocks from the Old Port district, Portland's shopping, dining, and entertainment hub. Featuring 35 one-bedroom units, 8 two-bedroom units, and a host of "Green features", the building opened in August 2009. Of the project's 43 units, 30 are affordable to individuals earning 60% of the area median income or less. The City of Portland invested \$325,000 in HOME funds in this project.

Home Ownership opportunities are available for low and moderate income first time homebuyers allowing families to build wealth. Last year \$545,155 was spent on the City's HOMEPART program in the City of Portland and throughout Cumberland County.

Owner Occupied Rehabilitation is available for low and moderate-income homeowners many of whom are elderly and/or disabled. Rehabilitation enables owners to remain in their homes. Over the last year \$260,056 was spent on owner-occupied rehabilitation program in the City of Portland and throughout Cumberland County.

The combination of Emergency Shelter Grant funding, Community Development Block Grant and HOME funds helps to serve the needs homeless individuals, those struggling for stability, and those reaching for self-sufficiency. It is the combination of the programs that are funded that we are able to serve the variety of needs in Portland with the goal of moving more families and individuals out of poverty.

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

1. *Identify actions taken to address special needs of persons that are not homeless but may require supportive housing, (including persons with HIV/AIDS and their families).*

Through our non-profit social service organizations we have served a number of non-homeless special needs including elderly, persons with disabilities, persons with drug/alcohol addictions, and persons with HIV/AIDS.

Elderly

The City of Portland funded four programs including: Southern Maine Agency on Aging, Eldercare/Meals on Wheels; Home Health Visiting Nurses, health care for Portland's uninsured and underinsured low income elders and vulnerable adults; People's Regional Opportunity Program: Senior Volunteer Program; and Spiral Arts, Artful Aging. These programs have addressed elder needs through elder care and advocacy (1952 hours) and meals on wheels (2668 meals) serving 387 individuals and health care for Portland's uninsured low income elders and vulnerable adults (1011 persons and 18954 visits). Additional elder services included assisting 60 seniors in their homes, and guiding 25 seniors who live in public housing to deal with challenges in their lives through art.

Persons with Disabilities

One program was funded that served persons with disabilities, Amistad. Amistad is a support and recovery program that provides a safe place for persons to go during the day for friendship and services. 1141 low moderate persons with disabilities were served last year, through 29418 visits.

Persons with Drug or Alcohol Addiction

Two programs were funded that address persons with drug or alcohol addiction, Day One home based family support and after care services for teenagers and Health and Human Services Behavioral Health program. Through the home based family support and after care services, 32 low/moderate income Portland families were provided 1222 hours of professional assistance. Through the Behavioral health program staff had 6186 encounters with 623 homeless individuals in need of substance abuse counseling or assistance.

Persons with HIV/AIDS

The Frannie Peabody Center provides services throughout Portland for persons diagnosed with HIV/AIDS. Portland funded their client services last year serving 170 low/moderate income persons and providing 30724 direct case management consults.

Specific HOPWA Objectives

1. *Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives*
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
 - a. *That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;*
 - b. *That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;*
 - c. *That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;*
 - d. *That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;*
 - e. *That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,*
 - f. *That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.*
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
 - a. *Grantee Narrative*
 - i. *Grantee and Community Overview*
 - (1) *A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services*
 - (2) *How grant management oversight of project sponsor activities is conducted and how project sponsors are selected*
 - (3) *A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS*
 - (4) *A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body*
 - (5) *What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations*
 - (6) *Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts*

that assist persons living with HIV/AIDS and their families.

ii. Project Accomplishment Overview

- (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences*
- (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds*
- (3) A brief description of any unique supportive service or other service delivery models or efforts*
- (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.*

iii. Barriers or Trends Overview

- (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement*
- (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and*
- (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years*

b. Accomplishment Data

- i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).*
- ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).*

Frannie Peabody Center (FPC) is a private, nonprofit organization committed to compassionate care for the community infected with and affected by HIV and AIDS in Maine. FPC addresses the impact of the disease on an individual by providing case management and support services to people living with HIV/AIDS (PLWHA) in southern Maine. FPC is dedicated to preventing the spread of HIV by promoting awareness and risk-reduction through prevention education, outreach, and anonymous HIV antibody testing services in Cumberland and York counties. FPC's statewide HOPWA housing program provides rental subsidies, and short-term rent, mortgage and utility assistance to PLWHA to obtain or maintain stable, permanent housing.

FPC, founded in 2002, is the largest community-based organization serving PLWHA in Maine. Until recently, FPC represented a merger of Portland's The AIDS Project, est. 1985 and Peabody House, founded in 1997, two organizations with longstanding, progressive histories in HIV/AIDS services in Maine. For the past 20 years, FPC has been providing medical case management services to more than half of all PLWHA in the state who are engaged in case management. In 2009, the Maine CDC reported that there were 1,353 people living with diagnosed HIV infection in the state. Of those, FPC's ten case managers serve 350 people living with HIV/AIDS who are accessing case management services in southern Maine; 238 clients live in Cumberland County; 179 live in Portland.

In 1994, FPC was awarded its first federal, competitive HOPWA grant from the US Department of Housing & Urban Development. FPC now serves as the grantee for two

competitive HOPWA grants and as a sponsor for a third HOPWA grant, awarded to the City of Portland.

FPC's Client Services program, coupled with the HOPWA Housing program, aims to increase housing stability and decrease the number of chronically homeless people living with HIV/AIDS (PLWHA). FPC's case managers provide support, transportation, and coordination of care for PLWHA to help them obtain and maintain stable housing and health. Case managers help clients prioritize and achieve their goals, link to FPC services, medical care, housing, and other community resources and information.

Since 1994, FPC's Housing program has utilized HOPWA and other state and local funding to provide critical support to address the housing and residential needs of people living with HIV/AIDS in Maine. Frannie Peabody Center administers the HOPWA Housing program in collaboration with all of the HIV case management organizations in Maine. Shalom House, which provides housing and support services to adults living with severe mental illness, serves as project sponsor for FPC's tenant based rental subsidy program.

FPC's HOPWA Housing program is funded primarily through three competitive three-year HOPWA grants.

Housing Outreach to Rural Maine utilizes HOPWA resources in collaboration with Ryan White Part B and Part C to provide tenant-based rental assistance; short-term assistance with rent, mortgage, and utility payments; security deposits; and related supportive services to low-income PLWHA statewide.

Housing Initiative to House and Serve Targeted Populations focuses on providing tenant-based rental assistance; short-term assistance with rent, mortgage, and utility payments; security deposits; and related supportive services to low-income PLWHA in the City of Portland and Cumberland County who:

- have a history of mental illness;
- have a history of substance abuse;
- have been incarcerated or are recently released from corrections;
- and/or are homeless or at great risk of homelessness.

Housing Outreach to Racial and Ethnic Minorities is a collaboration between the City of Portland, Frannie Peabody Center and Shalom House to provide rental subsidies and case management to city residents. Services are targeted primarily toward Spanish speakers and immigrants and refugees from Africa.

The lead jurisdiction, the City of Portland, has included persons with HIV/AIDS and their families in their metropolitan-wide action plan for addressing prioritized needs. The City of Portland is the applicant and grantee for HAVEN III. Frannie Peabody Center, along with Shalom House, act as project sponsors administering the grant. All data collection and reporting is completed by Frannie Peabody Center, including the annual progress report. All review and oversight is completed by the City of Portland.

There were 293 people served by FPC's HOPWA Housing program the last year (7/1/09 – 6/30/10). Almost 41% of clients accessing HOPWA Housing services are Portland residents. Clients with income falling below the federal poverty level (FPL) make up 60% of the population.

The goal for tenant-based rental assistance (TBRA) for the three grants combined was to provide 121 rental subsidies. There were 153 clients with TBRA in the last year. HOPWA grant I served 71 clients with TBRA and still has the longest wait list with 58 people waiting as long as seventeen months; HOPWA grant II served 32 clients with TBRA and has a waitlist of 24 people waiting as long as eight months; and HOPWA grant III served 50 clients with TBRA has a waitlist of 23 people.

There were 122 clients statewide who accessed STRMU last year. There were 51 clients statewide who accessed permanent housing placement services, in the form of security deposits, in the last year. In addition to serving thirty-nine clients who meet HUD's definition of chronic homelessness, we also served 54 individuals with some history of homelessness that did not meet the definition of chronic homelessness.

OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other section.

CAPER Other Narrative response: N/A