

Resolve 8-20/21

Passage: 8-0 (Thibodeau absent) on 4/26/2021

Effective 5/6/2021

KATE SNYDER (MAYOR)  
BELINDA S. RAY (1)  
SPENCER THIBODEAU (2)  
TAE Y. CHONG (3)  
ANDREW ZARRO (4)

**CITY OF PORTLAND**  
IN THE CITY COUNCIL

MARC DION (5)  
PIOUS ALI (A/L)  
APRIL FOURNIER (A/L)  
NICHOLAS M. MAVODONES, JR. (A/L)

**RESOLUTION ADOPTING THE FISCAL YEAR 2022 ANNUAL ACTION PLAN INCLUDING APPROPRIATIONS FOR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, HOME PROGRAM, AND EMERGENCY SOLUTIONS GRANT PROGRAM AND APPROVING A SUBSTANTIAL AMENDMENT TO THE 2016-2020 CONSOLIDATED PLAN AND 2019-2020 ANNUAL ACTION PLAN AND CERTIFICATIONS PERTAINING THERETO**

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

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

**WHEREAS**, the City of Portland is anticipating an allocation from the United States Department of Housing and Urban Development (HUD) of \$1,920,454 of Community Development Block Grant (“CDBG”) Entitlement Funds for the program year 2021-2022 under Title I of the Housing and Community Development Act of 1974 (Public Law 93-383) as amended from time to time; \$20,000 in Cotton Street Proceeds, which is subject to the same regulations as the entitlement funds; \$120,000 in TIF funds; a HOME Program Grant allocation of \$991,679, HOME Program income of \$82,000, and HOME Recaptured Funds of \$128,987; Lead Safe Housing Program Income of \$147,923; local Housing Trust Funds of \$1,455,975; and \$164,857 of Emergency Shelter Grant funds; and

**WHEREAS**, CARES Act activities for Community Development Block Grant funding and Emergency Solutions Grant have been recommended; and

**WHEREAS**, the City of Portland has received an allocation from the United States Department of Housing and Urban Development (HUD) of \$524,669 of Community Development Block Grant (“CDBG-CV3”) CARES Act Funds and \$1,004,425 of Emergency Solutions Grant (ESG-CV2) CARES Act Funds; and

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

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Portland, Maine, hereby adopts the FY 2021-2022 Consolidated Housing and Community Development Annual Action Plan, including the sums of \$1,920,454 for the

Community Development Block Grant Program; \$20,000 in Cotton Street Proceeds; \$120,000 in TIF funds; \$1,202,666 in HOME Program funding, \$147,923 in Lead Safe Housing Program Income, \$1,455,975 in local Housing Trust Funds and \$164,857 for the Emergency Shelter Grant Program. These funds are hereby appropriated for the purposes approved in the attached Plan and budgets; and

**BE IT FURTHER RESOLVED**, that the City Council of the City of Portland, Maine, hereby adopts the substantial amendment to the FY 2019-2020 Consolidated Housing and Community Development Annual Action Plan including the sums of \$524,669 for the CARES Act Community Development Block Grant Program and \$1,004,425 for the CARES Act Emergency Shelter Grant Program; and

**BE IT FURTHER RESOLVED**, that the City of Portland, Maine, possesses legal authority to apply for the above-referenced Community Development Block Grant Program Funds, HOME Program funds and Emergency Shelter Grant Program funds for the Program Year 2021-2022, as well as the Community Development Block Grant CARES Act Funding and Emergency Solutions Grant CARES Act funding for Program Year 2019-2020; and

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

- 1) Apply for, accept and expend the Community Development Block Grant Entitlement Funds of \$1,920,454, \$120,000 in TIF funding, \$20,000 in Cotton Street proceeds, \$991,679 of HOME Program funds, \$82,000 of HOME program income, \$128,987 of HOME recaptured funds; \$147,923 in Lead Safe Housing program income, \$1,455,975 in local Housing Trust Funds, and \$164,857 of Emergency Shelter Grant funds;
- 2) Accept and expend the CARES Act Community Development Block Grant Funds of \$524,669, and CARES Act Emergency Shelter Grant Funds of \$1,004,425;
- 2) Officially represent the City of Portland, Maine in connection with the application, including the execution of contracts on behalf of the City; and
- 3) Act as the certifying officer for HUD environmental documents related to these grants and to execute said documents and any other related documents necessary or convenient to carry out the intent of said grants; and

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

**BE IT FURTHER RESOLVED**, that the foregoing FY 2021-2022 Housing and Community Development Annual Action Plan funds and the FY 2019-2020 Annual Action Plan CARES Act funding are hereby appropriated pursuant to the Budget attached hereto.





## TOTAL REMAINING CDBG-CV FUNDING \$524,669

All funds must be used to prevent, prepare for, and respond to COVID 19 and are subject to Duplication of Benefits rule. Funds are not subject

	ACTIVITY	BENEFICIARIES/ACTIVITY DESCRIPTION	STAFF
CONSTRUCTION/DEVELOPMENT	Public Facilities <i>Other Public Improvements: Bathrooms</i>	Beneficiaries: Residents of the neighborhood, homeless individuals, individuals visiting the area. Pilot program to install permanent bathroom facilities in income eligible neighborhoods	\$150,000
	PUBLIC SERVICES	Public Health Mobile Medical Program	
Amistad Peer Outreach		Beneficiaries: Homeless individuals Determining needs and connecting to care	\$80,000
Greater Portland Family Promise		Beneficiaries: Homeless asylum seekers (families) Providing temporary housing and work to get them into permanent housing	\$40,000
Preble Street Food Programs		Beneficiaries: Homeless individuals Provide 3 meals a day	\$55,000
Day Space for Homeless Individuals		RFP Process administered by HCD Staff	\$124,669
<b>TOTAL</b>			<b>\$524,669</b>

**Total ESG-CV round 2 Funds : \$1,004,425**

All funds must be used to prevent, prepare for, and respond to COVID 19 and are subject to Duplication of Benefits rule. Funds are not subject to the consultation and citizen participation requirements that otherwise apply to the Community Development Block Grant, however each recipient must publish how its allocation has and will be used, at a minimum, on the Internet at the appropriate Government web site or through other electronic media

	ACTIVITY	ACTIVITY EXAMPLES	STAFF FUNDING RECOMMENDATION
Emergency Shelter Shelter Operations and Essential Services	Shelter Services and Operations	Beneficiaries: Unhoused asylum seekers. Additional staff costs, Additional PPE and cleaning costs, operation and cost of temporary, socially distance housing for asylum seekers.	\$200,000
	Shelter Services and Operations Day Space	Beneficiaries: Homeless Individuals Operational costs of running a day space for meals	Costs: RFP Process \$113,247
Homeless Prevention stabilization services	Prevention and Diversion Program	Beneficiaries: Individuals at risk of entering the Shelter coordinator, housing retention specialists, general client supplies	Program \$563,178
Street Outreach Essential Services	22 Park Ave	Beneficiaries: Unsheltered homeless individuals for staff	Funding \$128,000

**TOTAL**

**\$1,004,425**

**2021-2022 HOUSING PROGRAM BUDGET**

03.05.2021

Total HUD HOME Entitlement Allocation	991,679	<b>Recommended by HEDC (4-0) 02.02.2021 Approved by Council TBD HUD Allocation Date: 02.25.2021</b>
Portland Program Portion	508,731	
Portland Admin Portion	99,168	
County Program Portion	383,780	

**REVENUES- Housing Programs**

2021-22 HOME Consortium Admin (10% of allocation)			
2021-22 HOME Consortium Programming			
2020-21 HOME Estimated Program Income			
2020-21 HOME Estimated Program Income Recaptured Funds			
2020-21 HOME Estimated Program Income and Recapture Deduction for County			
2020-2021 Housing Trust Fund			
2020-21 Lead Safe Housing Program Income**			
<b>REVENUE TOTALS (Portland)</b>			

<i>HOME</i>	<i>LEAD Safe Housing Program Income**</i>	<i>Housing Trust Fund</i>	<b>TOTAL BUDGET</b>
99,168			99,168
508,731			508,731
82,000			82,000
128,987			128,987
-65,408			-65,408
		1,455,975	1,455,975
	147,923		147,923
<b>753,478</b>	<b>147,923</b>	<b>1,455,975</b>	<b>2,357,376</b>

\*\* Includes previous unallocated program income FY20 + program income estimate FY21

**2021-22 HOUSING Budget by Activity (Portland)**

Administration 243021QQ01 (includes 10% of PI)	
Tenant-Based Rental Assistance 443021QT01	
Affordable Housing Development 243021QA00	
CHDO 243021QA00	
Lead Safe Housing 243019PLL1 (PLL036)	
<b>EXPENDITURE TOTALS (Portland)</b>	

<i>HOME</i>	<i>LEAD Safe Housing Program Income**</i>	<i>Housing Trust Fund</i>	<b>TOTAL BUDGET</b>
107,368			107,368
136,392			136,392
424,929		1,455,975	1,880,904
84,789			84,789
0	147,923		147,923
<b>753,478</b>	<b>147,923</b>	<b>1,455,975</b>	<b>2,357,376</b>

**2021-22 HOME Consortium COUNTY - approved by MOC on 03.03.2021**

County HOME Program budget provided for reference only; **adjusted for final HUD Allocation 02.25.2021**

Allocation of County funds is done by the County's Municipal Oversight Committee

**REVENUES- Housing Programs**

2021-22 HOME Consortium Non-Portland Programming	383,780
2020-21 HOME County Program Income and Recapture	65,408
	449,188

**2021-22 HOUSING Budget by Activity**

Affordable Housing Development 243021QC00	385,224
CHDO 243021QC00	63,963
	449,188

## Proposed 2021-2022 Budget for ESG

### Emergency Solutions Grant 2014-2022

rev. 02.25.2021

Program	ESG Budgeted Funding Amount by Fiscal Year								
	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Operations: Homeless Health	\$28,993	\$35,391	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Essential Services: Family Shelter	\$21,853	\$26,675	\$28,327	\$28,327	\$28,327	\$27,000	\$52,064	\$52,065	\$82,477
Homeless Prevention: Family Shelter	\$21,853	\$26,675	\$52,369	\$52,369	\$52,395	\$51,200	\$27,865	\$30,412	\$0
Homeless Prevention: Oxford Street	\$8,972	\$10,952	\$13,800	\$13,244	\$13,262	\$12,950	\$13,815	\$16,363	\$16,363
Rapid Rehousing: Oxford Street	\$35,888	\$43,807	\$55,200	\$55,200	\$55,200	\$54,200	\$55,064	\$55,064	\$55,064
Administration and HMIS	\$5,600	\$6,836	\$12,138	\$12,092	\$12,096	\$11,781	\$12,065	\$12,479	\$10,953
<i>Total (Actual)</i>	\$123,159	\$150,336	\$161,834	\$161,232	\$161,280	\$157,131	\$160,873	\$166,383	\$164,857
<i>Admin/HMIS cap</i>	\$9,237	\$11,275	\$12,138	\$12,092	\$12,096.00	\$12,096	\$12,065	\$12,479	\$12,364

### Explanation

Operations: Homeless Health	This program is no longer administered by the City of Portland
Essential Services: Family Shelter	Funds pay for staff who provide housing assistance by seeking affordable units, applying for eligible subsidies and accessing transitional housing opportunities and follow-up case management services by assisting with budgets, tenant/ landlord negotiations, and connecting to area resources. There is a need in Portland to expand the essential services with the high number of families arriving. The budget is adjusted to cover 1 FTE, this will allow the case manager to work with 5-10 families (17-34 individuals). The Family Shelter has seen an increase in asylum seekers from the Southern border. Some of the reported issues from landlords that jeopardize housing retention are: improper food storage; pest issues; heating issues; and cleanliness. The Family Shelter will utilize essential funding to cover .25 of a life skills aide to assist with education.
Homeless Prevention: Oxford Street Shelter	Funds pay for staff who assist in preventing individuals from becoming homeless and providing necessary case management and referrals.
Rapid Rehousing: Oxford Street Shelter	Funds pay for staff who assist persons who have become homeless by quickly moving them into permanent housing and providing the necessary case management and referrals the individual needs.
Administration and HMIS	Funding will pay for the Administration and grant reporting requirements.
Budget Changes:	ESG allocations were released on 2/25/2021; PY21-22 sees a decrease of \$1,526 from prior year funding. For PY21-22 the Family Shelter budget has been adjusted to decrease the amount of funding for Homeless Prevention, and increase funding for Essential Services. The Family Shelter has experienced a decreased need in homeless prevention due to COVID19 and the eviction moratorium, while simultaneously seeing an increase in asylum seekers from the southern boarder accessing services. The increase in essential services for the Family Shelter will focus on addressing life skills for the increasing asylum seeker, such as proper food storage, pest issues, proper heating methods, and cleanliness.

### NOTE:

City Council will take public comment on this budget