HOUSING & COMMUNITY DEVELOPMENT COMMITTEE

DATE: April 22, 2015

TIME: 5:30 pm – 7:30 pm

LOCATION: **COUNCIL CHAMBERS** , 2nd Floor, City Hall

1. HCDC Agenda For April 22, 2015 Meeting

   Documents: 04.22.2015 AGENDA.PDF

2. Review And Accept Minutes Of Previous Meeting Held On April 8, 2015

   Documents: DRAFT MINUTES FROM 4-8-15 MEETING.PDF

3. Review Of Prioritization Of Encourage Strategies And Referral To Planning Board For Public Hearing Of Ordinance Changes To Encourage Housing Development

   Documents: HOUSING PRODUCTION STRATEGIES PRIORITIZED.PDF

4. Public Comment And Discussion Of CDBG Allocation Committee And Acting City Manager's Funding Recommendations

   Documents: CDBG ALLOCATION AND RECOMMENDATIONS.PDF

5. Public Comment And Discussion Of Portland's FY 2015-2019 HUD 5-Year Consolidated Plan And FY 15-16 HUD Annual Action Plan

   Documents: CONSOLIDATED PLAN.PDF

   5.I. Revised Packet Item - Annual Action Plan

      Documents: ANNUAL ACTION PLAN MEMO.PDF

6. Review And Recommendation To City Council Of Improvements And Changes To The CDBG Allocation Process

   Documents: CHANGES TO CDBG PROGRAM FOR FY 16-17.PDF

   6.I. Revised Packet Item - Improvements And Changes To CDBG Allocation Process

      Documents: CHANGES TO CDBG PROGRAM FOR FY 16-17 REVISED.PDF

7. Review And Recommendation To City Council To Authorize Amended And Restated Lease With Nova Star Cruises At Ocean Gateway

   Note: The Committee may go into executive session pursuant to 1 M.R.S.A. 405(6)(C) and (F) and 5 M.R.S.A. 13119-A to provide guidance to staff.

   Documents: NOVA STAR AMENDED AND RESTATED LEASE ITEM.PDF

8. Executive Session

   Pursuant to 1 M.R.S.A. 405(6)(C) and (F) and 5 M.R.S.A. 13119-A, the Committee will go into executive session to provide guidance to staff regarding:

   a. Direction on City proposed property acquisition and use plan to support DPS Bayside Relocation.

9. 2015 HCDC Work Plan For Review And Discussion

Documents: HCDC 2015 WORK PLAN FOR 04.22.15.PDF

Public Comment will be accepted on action items. **Councilor Kevin Donoghue, Chair**

Next Meeting Date: May 13, 2015

HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE

DATE: **April 22, 2015 (Wednesday)**
TIME: **5:30 p.m. – 7:30 p.m.**
LOCATION: **COUNCIL CHAMBERS, SECOND FLOOR**
Portland City Hall

AGENDA

1. Review and accept Minutes of previous meeting held on April 8, 2015.

2. Review of Prioritization of Encourage Strategies and Referral to Planning Board for Public Hearing of Ordinance Changes to Encourage Housing Development – See enclosed Memorandum from Jeff Levine.

3. Public Comment, and Discussion of CDBG Allocation Committee and Acting City Manager's Funding Recommendations – See enclosed Memorandum from HCD Division Staff.

4. Public Comment, Discussion and Recommendation to City Council of Portland's FY 2015-2019 HUD 5-Year Consolidated Plan and FY 15-16 HUD Annual Action Plan – See enclosed Memorandum from HCD Division Staff.

5. Review and Recommendation to City Council of improvements and changes to the CDBG Allocation Process– See enclosed Memorandum from HCD Division Staff.

6. Review and Recommendation to City Council to authorize Amended and Restated Lease with Nova Star Cruises at Ocean Gateway – See enclosed Memorandum from Greg Mitchell. **Note:** The Committee may go into executive session pursuant to 1 M.R.S.A. 405(6)(C) and (F) and 5 M.R.S.A. 13119-A to provide guidance to staff.

7. **Executive Session**: Pursuant to 1 M.R.S.A. 405(6)(C) and (F) and 5 M.R.S.A. 13119-A, the Committee will go into executive session to provide guidance to staff regarding:

   a. Direction on City proposed property acquisition and use plan to support DPS Bayside Relocation. See enclosed confidential memorandum from Greg Mitchell.

8. 2015 **HCDC Work Plan for Review and Discussion** – See enclosed Work Plan from Jeff Levine, Greg Mitchell and Mary Davis.

Public Comment will be accepted on action items. **Councilor Kevin Donoghue, Chair**

Next Meeting Date: May 13, 2015

Housing & Community Development Committee

Minutes of April 8, 2015 Meeting

A meeting of the Portland City Council's Housing and Community Development Committee (HCDC) was held on Wednesday, April 8, 2015 at 5:30 p.m. in Room 209 on the second floor of Portland City Hall. Present from the HCDC was its Chair Councilor Kevin Donoghue, and members Councilors David Brenerman, David Marshall, and Nick Mavodones. City staff present included Housing & Community Development Division Director Mary Davis, Planning Division Director Alex Jaegerman, and Planning and Urban Development Director Jeff Levine.

Chair Donoghue opened the meeting introducing the Committee members, noting that due to staff schedules, Item #2 would be taken up after Item #3.

Item 1: Review and accept Minutes from previous meeting held on March 25, 2015.

On motion made and seconded, the Committee voted unanimously to accept the minutes as published.

Item 2: Review and referral to Planning Board for public hearing of ordinance changes (Inclusionary Zoning and Other Items) to encourage and ensure housing development including changes to Division 30 (Affordable Housing).

Jeff Levine reviewed his memo with the committee indicating that the memo includes comments and requests made by the Committee at the last meeing.

Summary of memo: B2/B2b/B2c Zone (Page 2) changes have already been approved by the City Council.

R6 zone changes (Page 3) had a 1st reading at City Council meeting on April 6; Councilor Mavodones asked Mr. Levine to clarify if the R6 Zone off peninsula is included; Mr. Levine said two of the zones are actually R6a and have separate rules and the section along the backcove piece is R6; Mr. Levine said the focus was on the R6 peninsula parcels but could take another look at Dartmouth Street section; Councilor Brenerman asked about the McAuley School area; Mr. Levine said the developer's request was submitted as R6 but looks like staff will recommend R5a; Mr. Jaegerman indicated that the change was because R5a was more appropriate; Mr. Levine made note that the R6 changes will be in front of the City Council for action at their April 27 meeting.

Mr. Levine noted that he was looking for guidance on the remaining items in his memo.

Eliminate Parking Requirements for Residential Uses (B3, B5, B6 & B7 Business Zones) (Page 7): Mr. Levine said these are basically all on peninsula other than the Thompson point section; the changes would mean developers would not need to submit a parking study;

Councilor Mavodones indicated concern regarding the B6 and B7 peninsula changes, wondered about the cost of a parking study and if the developer submits the study, the Planning Board reviews the study and determines what the parking requirements would be; is the expectation that the parking will be required based on the results of the study? Councilor Mavodones indicated concern that without some expectation of parking requirements, will these changes be creating parking issues in neighborhoods? If the B5 has no requirements, there will be a few residential neighborhoods which might see overflow parking as a result of no requirements.

Councilor Marshall indicated that financing might require a certain number of parking so it is likely that most developments will have some parking.

Councilor Mavodones asked if financing would require parking and Mr. Levine said it is usually considered as an underwriting issue for viable projects.

Councilor Brenerman asked where the B3 Zones were and Mr. Levine indicated that these were in the section around and including the Old Port.

Councilor Marshall asked for an explanation of how the Planning Board determines the number of required parking spaces; Mr. Levine said the City has a consultant on call who reviews parking studies and makes recommendations to the Planning Board.

Mr. Levine moved on to *Eliminate Residential Density Limits in B1 & B2 Zones (Page 9)* and noted that the map has been updated since the Committee packet went out on Friday. Councilor Brenerman asked when the current density limits were approved and Mr. Levine indicated the changes in B1 were in 2014, B2 in 2013 & 2014; Councilor Brenerman asked if we haven't given that a chance to work why would we change it now? Mr. Levine said that these were just suggestions and do not have to make changes at this time if that is what the Committee decides. Councilor Brenerman asked what the priority was for this proposal; Mr. Levine indicated that it was not the highest priority.

Councilor Donoghue asked Mr. Levine to indicate, as he moves forward with the memo, to identify how the changes would be effective in meeting Portland's housing goals.

Councilor Marshall said these changes would still place a limit on the number of units, based on height limitations, parking and also on fire codes, etc.; he indicated that developers have mentioned that 100 units/acre is a sweet spot; a micro housing developer probably couldn't make it work.

Councilor Brenerman inquired on the impact if the recommendation were for no parking limit on the peninsula but kept same parking limits off peninsula; Mr. Levine indicated no impact.

Councilor Mavodones asked if the area around the former Rainbow Mall site on Washington Avenue be impacted. Mr. Jaegerman explained these areas were along Forest Avenue, the portion near Woodfords corner is in the B2b and the Committee may want to make distinction; Mr. Jaegerman also indicated that the Back Bay Bicycle area off peninsula may be amenable to this type of density; Councilor Mavodones asked about height limits and Mr. Jaegerman stated they were 50 feet with no setbacks.

Councilor Brenerman asked about the Stevens Avenue section and wondered if this was near UNE; Mr. Levine indicated that one section is at the Pleasant & Stevens intersection and the other is near Morrills Corner. Councilor Brenerman asked for an example of more dense production on Stevens Avenue and Mr. Levine indicated that he did not necessarily see these changes creating anything more dense than what is currently in place.

Mr. Levine indicated he believes this would have little practical impact making this change anywhere in City.

Allow the Use of the Fee-in-Lieu of Parking in Off-Peninsula Business Zones (Page 10): Mr. Levine discussed the option of fee in lieu of parking in the B1 Zone off peninsula and B2; he feels it is better to not allow this option in B5 Zone off peninsula; Mr. Levine indicated that it is possible to share parking spaces and the fee in lieu which might give developers more options.

Councilor Brenerman asked about the Stevens Avenue area the impact of parking in relations to the UNE campus, with cars parked on both sides of streets around the campus; if we add no parking requirements for housing in this area would it lead to cars parked on side streets that are already crowded?   Mr. Levine suggested starting with a change in the B2b Zone (like the Forest Avenue corridor) only.

Councilor Donoghue asked if the recommendations were based on actual car usage and Mr. Levine indicated they were not.

Councilor Marshall asked if developers usually try to buy out of all parking requirements and Mr. Levine said they usually complete a study and then ask to buy out of some of those spaces.

Councilor Mavodones asked about the fee once it is paid, what happens to the money? Mr. Levine explained that it is deposited into the Sustainable Transportation Fund which requires the money to be invested in the neighborhood for a transportation related use.

Councilor Mavodones asked what if a developer wanted to build a Back Bay Bicycle style building in the area of Forest Avenue near the Pizza Joint and wants to pay the fee in lieu of parking, how does this fee in lieu help the impacted neighborhood? Mr. Levine said the money would have to be spent for improvements, changes, etc. in that neighborhood.

Amend Downton Height Overlay: Increase 45' Limits (Page 11): Mr. Levine indicated that the Committee did not have additional concerns at the last meeting and he believes this item is ready for referral to the Planning Board.

Accessory Dwelling Units (ADU): Island Residential Zones (Page 12): Mr. Levine feels this is an interesting approach and would like to continue to work with the representatives of Peaks Island on this issue; Councilor Brenerman wondered about the section of the Peaks Island proposal that refers to a property tax exemption and Mr. Levine responded that it would need more research and would not necessarily be part of the proposal as it moves forward.

Councilor Brenerman asked how the City has the right to ask how much money people make; Mr. Levine indicated that this is something staff is already doing in the City's other housing programs and envisions income verification being completed for the life of unit when a tenant moves in; Mr. Levine stated that if a property owner wanted approval for an ADU they would have to agree to the monitoring.

Councilor Donoghue asked if the City could reduce the burden to monitor income by mandating annual lease occupancy and Mr. Levine stated that would help with staff time required for monitoring.

Councilor Brenerman asked if these would be separate units and Mr. Levine stated it would more likely be using existing space that wasn't habitable, not building a new building in backyard.

R5 Zone Accessory Dwelling Unit Requirments & Reuse of Existing Structures (Page 13):

Councilor Brenerman asked about ADUs on the mainland and Mr. Levine indicated that he would envision a slightly different approach in the R5 Zone, for example converting an unused carriage house. Mr. Levine also explained that some sort of affordability requirement should be part of this change.

Councilor Brenerman asked if the current ordinance allows ADUs; Mr. Jaegerman indicated they are allowed in the R1, R2, R3 Zones and if there was a surplus building area in R5 it is possible to have an additional unit within the structure (R5 multifamily zone).

Councilor Mavodones asked if you could turn a garage into an ADU and Mr. Levine said that is possible but would need to meet off street parking requirements; Mr. Levine indicated he was using the terms carriage house/garage interchangeably.

Councilor Marshall said there are a lot of apartment buildings with illegal 3rd units, especially in buildings near the university and there are 3rd units in buildings that are currently vacant because they are illegal unit; he wondered if these units could be ADUs; Mr. Levine indicated that in many cases they could be especially with affordability limits.

Councilor Donoghue said the built R5 is far more urban than the legal R5 and wondered how big of an impact would allowing ADUs be in creating more housing? Mr. Levine thought there might be some potential for looking at R5 zone and said the ADU proposal would create an impact. Mr. Levine said that perhaps 25-30 people very interested in this option immediately.

Amend Division 30 (Affordable Housing) (Page 14): Mr. Levine indicated that the proposal in his memo reflects the changes and comments from the last Committee meeting.

Councilor Donoghue asked for clarification on how the fee in lieu number was set? Mr. Levine indicated that the India Street planning process proposal included a a fee of $100,000 but at a previous meeting the Committee felt a fee similar to the structure in the Housing Replacement Ordinance was more reasonable.

Mr. Levine indicated that of all the proposals in his memo he felt the ADU proposal would be a good approach for short term changes and the amendments to Division 30 would be this most effective. He noted that the proposal to eliminate residential density limits would be least productive.

Councilor Donoghue opened the item for PUBLIC COMMENT:

Chris O'Neil – referenced the draft report of the Portland Chamber of Commerce which was submitted in writing for the record; he suggested a heightened sense of caution regarding the inclusionary zoning (IZ) proposal and questioned how the City will know if its effective and asked if the City really want to take on this monster; he wondered if the City has really considered the administrative burdens; he questioned why the City would want to dictate who customers would be and what they can pay; why would the City want this as a part of the City's zoning; zoning should be reserved for codification of land use and doesn't IZ go beyond use and form; he suggest following through with the "encourage" measures discussed that could be expected to bear fruit, that would not have much risk or the need to guess on the likely success of these changes; IZ would have high impacts with little to no benefits; he feels a better definition is needed for workforce for rent or sale and the inclusion of deed restrictions and ongoing administrative burdens; what happens if IZ is repealed; what happens to units already affected.

Brandon Mazur – He would echo caution with IZ; would rather see bigger, better incentives before we start punishing development; he envisions an issue with 9-unit developments and sees a conflict with the fee in lieu suggestion.

Michael Murtagh – indicated that the source of financing these types of units for below market financing will come from the developer's profits or the cost of other units within the development; he sees a significant impact on cost of market rate units as a result; he believes the proposal does not take into concern middle income housing.

Dana Totman – sees this a similar to the late 1970s, when Peaks Island was an area where people went to but affordable housing and illustrates what happens when you have an area with a fixed amount of land and limited housing options; he fears that East End and the West End are in similar situations because there is a limitation on the amount of land available to develop; he believes it is a good time for the City to intervene and do something, particularly on the East End; he applauds the efforts of the staff regarding IZ; he does not think the buy-out fee in the Housing Replacement Ordinance is that onerous; the most critical issue is that the fee would go into the City's Housing Trust Fund and that the City should be looking for ways to generate money for this fund because it is very important resource for affordable housing development.

Seeing no further public comment, Councilor Donoghue closed the public comment session and opened the floor for Council comment.

Councilor Donoghue suggested they start with the Amendments to Division 30 and work backwards through the memo.

Councilor Mavodones indicated he has gone back and forth on this issue but is prepared to support an ordinance at this time; on the fee in lieu he is concerned about it being used and and never having affordable unit; he believes the fee should be closer to the actual cost of developing a unit to encourage the affordable units within the developments instead of the use of the buyout option. He indicated that he thought the materials provided by the Chamber were good and tonight he heard arguments both for and against the proposed ordinance. He indicated an interest in the concept of a sunset provision and wondered who would be working out the administrative issues. In general, he is in support of the proposal.

Mr. Levine indicated that if the goal of the buyout is to capitalize the Housing Trust Fund, a lower buyout would be more favorable; if the goal is to create more units, the buyout should be higher. Mr. Levine said that verification of income would most likely occur at initial occupancy and then at each lease renewal or turnover of the unit.

Motion to recommend the IZ ordinance without option 1 or 2 referenced in Mr. Levine's memo (area limit and sunset provision) was made and seconded.

Councilor Marshall indicated that he would be open to an amendment for a different amount for the buyout fee. Councilor Donoghue agreed that a higher number for the buyout fee would be reasonable. Councilor Brenerman believes that since the IZ will be an experiment for Portland the buyout should be a smaller amount.

On motion made and seconded an amendment to the motion to include option 2 of the memo for a sunset provision of 6 years was approved with a vote of 4-0.

On motion made and seconded an amendment to the motion to amend the fee in lieu amount to $100,000 with annual adjustments by the consumer price index was approved with a vote of 3-1.

Discussion occurred on the ability to meet the affordable unit requirement off site. Councilor Mavodones wants to encourage the affordable units to be developed on site and Councilor Donoghue does not want this loophole included; Councilor Marshall thought this provision was removed based on previous meeting discussions.

On motion made and seconded an amendment to remove the off-site development option was approved on a vote of 3-1.

Councilor Marshall asked where the density provision is located in the ordinance; Sec 14-488 table was indicated.

Councilor Donoghue asked how staff solved the issue of size of units, number of bedrooms in workforce units; Mr. Levine referred to page 5 of the draft ordinance.

Councilor Brenerman stated that the Committee has discussed incentives, reduction in fees, increased density and fewer parking spaces but did we think about height allowances? Mr. Levine would like to think about this and bring up as part of the Planning Board discussion; Councilor Donoghue says original ordinance does allow height bonus in B2; Councilor Mavodones indicated he would be open to height allowances;

On motion made and seconded an amendment to include a height bonus in the proposed ordinance drafted by the Planning Director for the Planning Board to decide was not approved on a vote of 2-2.

On a motion made and seconded to amend the original motion to include language relating to the availability of a TIF in developments with 1/3 of the units affordable was approved on a vote of 4-0.

Councilor Brenerman indicated that he would not be voting for main motion; he supports the encouragement options for affordable housing and feels the City has incentives and options already available; he feels it will be difficult to force developers to build units in market rate project and thinks this will result in an increase in the cost of market rate units and does not believe this is the goal the Committee is attempting to reach.

Councilor Mavodones indicates he as gone back and forth on this issue; he thinks the proposal has the potential to add workforce housing; he does worry about the impact on projects with lower cost units and is anxious to see what the Planning Board submits to the City Council.

Councilor Donoghue called for a vote on the main motion which was approved, as amended, on a vote of 3-1.

Due to time constraints, the Committee agreed to postpone discussion on the other zoning amendments to the next meeting.

Item #3: Review of Affordable Housing Tax Increment Financing Program.

Due to the time constraints the Committee agreed to table this item.

Item 4: Review and Recommendation to City Council of loan term amendment for Avesta 134 Washington Avenue.

Mary Davis explained the request to extend the loan term for this project from 30 to 50 years. The low income housing tax credit investor advised that without the change in the loan term, the transaction would lead to adverse tax consequences for the investor.

On motion made and seconded, the Committee voted 4-0 to recommend approval of this request to the City Council.

Item #5: Review and Recommendation to City Council of additional financing and lease terms for Rosa True School.

Mary Davis reviewed the request for the Committee. The request includes an increase in the proposed HOME loan, in an amount not to exceed $149,500 including assumed debt (previously approved by the Committee) and new debt and lease terms

On motion made and seconded, the Committee voted 4-0 to recommend approval of this request to the City Council.

Item #6: 2015 HCDC Work Plan for Review and Discussion.

Due to the time, Committee consensus agreed to table this item and the meeting was adjourned at 8:15 p.m.

Attachments

1. Creative Portland Letter
2. Portland Community Chamber of Commerce Preliminary Findings
3. Letter from Chairman of the Portland Planning Board

Respectfully,

Mary Davis

CITY OF PORTLAND, MAINE
PLANNING BOARD

April 8, 2015

Housing and Community Development Committee
Kevin Donoghue, Chair
City Hall
Room 209
389 Congress St.
Portland, ME 01401

Chairman Donoghue and Councilors Brenerman, Mavodones and Marshall,

I have been asked to comment on the package before you this evening regarding ordinance changes to encourage and ensure housing development in the Portland, specifically, whether the package has progressed to a stage where it is ready for Planning Board review and whether it provides sufficient guidance for the Planning Board to undertake a thorough analysis. After reviewing the latest package before you this evening, I feel confident that the materials and instructions are sufficiently developed for the Planning Board to schedule a workshop and begin to formulate a recommendation. The package reflects the extensive work completed by your committee to date, which makes our task more manageable.

The Planning Board's role in this process is laid out in Section 30 of Chapter 14 of the Code of Ordinances. Section 30 states that the Planning Board has the jurisdiction and authority, "to hear, review and offer its recommendations to the city council on applications for zoning changes and amendments to, or revisions of, the zoning ordinance and to initiate recommendations for zoning changes and amendments to, or revisions of, the zoning ordinance." As with any revision or amendments to the land use code, whether from a property owner or your committee, the planning board works with staff to establish a schedule for outreach and input on the changes including a variety of neighborhood meetings and/or workshops, makes a determination on the proposal with or without amendments and returns that recommendation to the council to aid in your decision making. The recently completed B-2 and R-6 processes provide an excellent blue print for how we should go about gathering additional input, testing and/or refining this package of changes. As I mentioned, in this case, there has already been a great deal of work undertaken to develop this proposal, which will clearly help to inform the Planning Board of the various opportunities, costs, strengths and weaknesses of the proposals from the viewpoint of variety of constituencies.

The City Council has been clear in its guidance to us that increasing the amount and diversity of housing supply is a priority, this proposal clearly articulates this; however, it is also clear from your process that in working toward this goal the HCDC is focused on achieving the proper balance between regulatory and market mechanisms. I don't make any comment on the contents of this specific package, other than to say it is at a point where we can undertake our review, gather additional community input and return to you with a recommendation.

Finally, the Planning Board has focused on increasing the level of predictability, clarity and efficiency in Chapter 14 and in general looking to modernize the zoning in Portland to meet the needs of the city going forward. A key requirement of zoning is to provide a coherent and concrete regulatory structure to achieve the goals of the Comprehensive Plan. We seek to advocate for zoning that treats similarly situated properties similarly, that allows for consistent interpretation and that provides for an understandable process for both project proponents and affected neighborhoods. We have attempted to rigorously test zoning language to make sure the language is precise, accessible and not overly burdened. In taking this approach, we have focused on the efficiency of the requirements and process. Inefficient process increases capital costs that in most cases are better allocated elsewhere. Efficient process does not mean less rigorous, transparent or comprehensive, but having a system where issues and concerns are able to raised, to be thoroughly addressed and a clear decision is reached promptly after properly weighing that input. I see this package as another potential step to achieving these priorities as well.

I apologize for being unable to attend the meeting this evening. Please feel free to contact me with any questions or comments.

Sincerely,

Stuart O'Brien
Chairman,
Portland Planning Board

PORTLAND

COMMUNITY CHAMBER

In Partnership with the Portland Regional Chamber

Preliminary Findings

By the Portland Community Chamber

For the City of Portland Housing and Community Development Committee

March 31, 2015

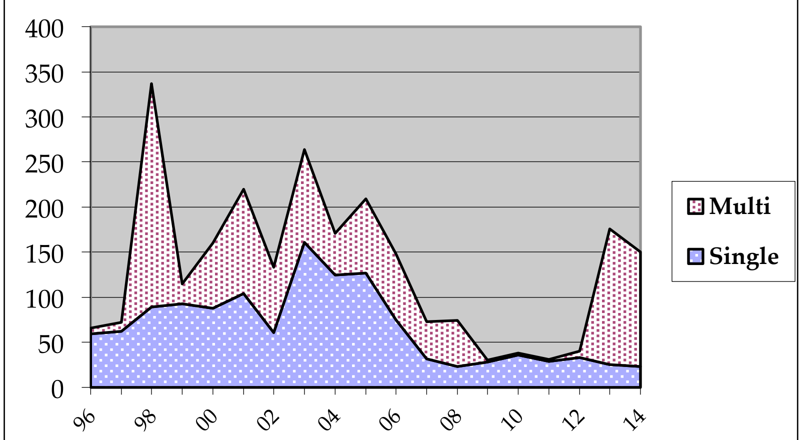
I. The Importance of Production to the Goal of Affordability

Portland is undergoing the potential beginnings of a boom in housing production. As attorney Paul Peck said at the groundbreaking of West End Place in May of 2014, "There hasn't been a market-rate apartment building built in Portland in a long, long time."

It has been a long time. The last major private apartment complex built in Portland was Back Bay Towers, erected 25 years ago. Before that, most activity had been in the 1970s, in various projects around the Back Cove and along Washington Avenue.

The word "boom" has a negative connotation in the public mind. It is associated with stock market speculation and crashes. But in housing, there is nothing wrong with booms. That is the way housing production occurs. Without booms, there would be little housing at all. Portland had a housing boom in the late 90s and early 2000s, and, with luck and supportive public policy, one may be starting again this year.

Figure 1: Housing permits in Portland (units)



Booms are fragile. They may only last a few years. They provide a window of opportunity for a community to make progress on its housing goals. Jonathan Culley, a partner in the West End Place project, has pointed out that if interest rates rise by a single percentage point in the next year, the ability of developers to produce market-rate rental projects will again be jeopardized. From the perspective of a community in the midst of a short-term boom, the first caution is not to cut the production short. The production will end soon enough on its own.

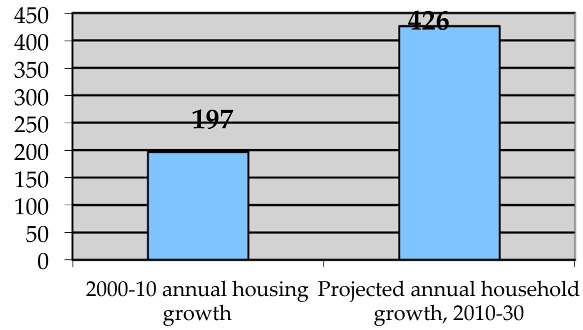
Production is essential to having an affordable stock for all residents. The Greater Portland Council of Governments, in a report prepared for the City of Portland[1], has estimated that the rate of housing production in Portland will need to be double the rate of the 2000s in order to meet the expected "medium" level of demand (see Figure 2).

[1] Portland: 2030 Workforce Housing Demand, GPCOG, 2015.

[2] "Perspectives: The 'Trickledown' Effect; Freeing Older Housing with New," New York Times,

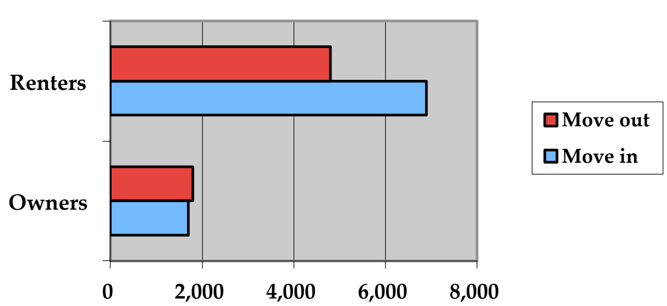
The current recovery, as of 2014, is still only meeting half of the GPCOG-projected level of supply needed (see Figure 1).

Figure 2: GPCOG study indicates a need to increase annual housing production



Why does it matter to affordability whether production is sufficient to meet new demand? It matters because when new supply keeps pace with or exceeds demand, people in the local market are able to "move up" or "upgrade." When a local household moves into a new unit, it frees up an existing home or apartment, which in turn another household can benefit from. The general consensus is that 2.0 to 3.5 households can benefit from one move into new housing[2].

Figure 3: Household Mobility in Portland, 2013 (ACS)



However, the reverse is also true. If new demand exceeds new supply, then the higher income household is likely to move "down" into a less desirable unit. This in turn displaces lower income people, and the process known as "gentrification" occurs.

There's a lot of movement every year in the City of Portland. In 2013, the Census estimates that 40% of renters were on the move, and 13% of owners. In the case of renters, more households moved into the city than moved out. If production of rental housing does not meet the net new demand over the coming years, affordability for all Portland households will suffer. That is why the first requirement of an affordable housing strategy is to maintain an adequate level of production.

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[2] "Perspectives: The 'Trickledown' Effect; Freeing Older Housing with New," New York Times, Alan Oser, August 31, 1986 and "'The Economics of Inclusionary Zoning Reclaimed:' How Effective are price controls?" Powell and Stringham, Florida State University Law Review, 2005, pp 496.

II. Questions about Inclusionary Zoning

Inclusionary zoning is, in simplest terms, a tax. It is a tax on market-rate units, with the revenues used to subsidize rents or purchase prices of affordable units. Sometimes it is also referred to as a "price control," since it involves government setting the price for a given product.

From the point of view of economic theory, the consequences of a tax are clear. A tax can be expected to reduce the supply and raise the price of the good in question.

Of course, the real world does not always follow economic theory. Inclusionary zoning has been practiced in the Washington, DC area (particularly Montgomery County) and in California for several decades now. As inclusionary zoning is not practiced by every county or municipality in metropolitan DC or California, this situation creates the conditions for a natural experiment. How do the housing markets perform in inclusionary zoning jurisdictions compared to similar jurisdictions next door that don't have inclusionary zoning?

There are many complications in making such an analysis. Inclusionary zoning ordinances vary in their requirements from one community to another; and in fact, in a longitudinal study, they may vary considerably within the same community from year to year. Housing markets can vary from town to town; Cape Elizabeth is near to Portland, but it is hard to say that their markets behave in similar ways.

With these caveats in mind, two studies in particular have been done, one in California and one in Massachusetts, which have attempted to scientifically address these concerns. This is what the studies have found.

1. There is no conclusive evidence that inclusionary zoning ordinances have affected the overall production of units.

There are anecdotal stories of inclusionary zoning ordinances in particular communities that were poorly designed and that discouraged housing production. One example is Watsonville, California.

> *In 1990, the City (Watsonville, California) passed a law imposing price controls on 25% of new homes. The law was so restrictive that between 1990 and 1999, with the exception of a few small, nonprofit developments, almost no new construction occurred….*

Watsonville Mayor Judy Doering-Nielsen said, "Our inclusionary zoning ordinance was so onerous that developers wouldn't come in"… After a decade with no new developments, construction began on a 114-unit development, a 351-home development, a 389-unit development and a number of smaller developments, once affordable housing requirements were lowered."[3]

However, the California study of 65 communities with inclusionary zoning ordinances found that inclusionary zoning programs had a "small and insignificant effect" on total housing starts[4] (the Massachusetts study did not address overall production, only single family production, as is noted in the next point).

2. There is evidence that inclusionary zoning ordinances depress the volume of market rate single family production.

The California study found that there was a 10% shift from multi-family to single family production in inclusionary zoning communities.[5] The Massachusetts study found that communities with inclusionary zoning issued 10% fewer single family permits than non-inclusionary-zoning communities[6], but additional analysis raised questions about whether this difference could be attributed to differences in local markets.

There certainly is anecdotal evidence that affordable housing ownership programs are more difficult to administer and manage then affordable housing rental programs, and this might contribute to the reported shift away from single family owner housing reported above. An extreme example was reported in the Washington Post last fall:

Since 2011, flawed rules and official ineptitude have blocked Linde from selling a pair of two-bedroom condos in a building she owns on Georgia Avenue NW near Howard University. There's no problem with the asking price or location. Rather, the District required him to sell the units as affordable housing to winners of a lottery for low-income residents – yet the City has repeatedly failed to meet its obligation to provide a qualified, interested buyer… He said that the District has given him more than 1,000 names of potential buyers, but none worked out. Some couldn't get mortgages or provide the necessary paperwork… an eligible buyer could have purchased one of his units in 2011

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[3] Powell and Stringham, pp 480-481.

[4] "Housing Market Effects of Inclusionary Zoning," Bento et al, Cityscape: A Journal of Policy Development and Research, 2009, page 16.

[5] Ibid., page 17.

[6] "Silver Bullet or Trojan Horse? The Effects of Inclusionary Zoning on Local Housing Markets in Greater Boston," Schuetz et al, Harvard Kennedy School Rappaport Institute for Greater Boston, 2009, page 5.

> *for $124,900, compared with an actual sales price for an identical unit in the same building of $299,900.. Since the program began in 2009, the number of people who have used it to buy homes is only four, with three more deals under contract. One reason is that only a sliver of people have incomes that are simultaneously low enough to qualify for affordable housing – and high enough to get a mortgage.*[7]

HUD-sponsored research has raised a different problem with prospective buyers – they don't like the limitations on making money on the resale of the home:

> *A housing advocate shared anecdotal information about the drawback of the homeownership component of the ADU program. When the economy and housing markets were strong, some prospective buyers did not want to participate in the program because of the limit placed on the resale price and the requirement to share equity with the County.*[8]

Affordable housing providers at the Portland Chamber meetings reported that these kinds of issues have been experienced by Maine projects as well. One said that the group that fits the criteria for buying such homes is just a "sliver" of the market:

- well enough off to have savings for a downpayment and qualify for bank financing;
- low enough in income to qualify for the program; and
- not able to buy a comparable private unit where the full appreciation of the home value could be gained.

3. There is evidence that inclusionary zoning ordinances raise the general housing market inflation rate.

In the case of Massachusetts, the researchers found *that "Prices in jurisdictions with IZ programs in place for 5-14 years are 3.75 to 3.95 percent higher than prices in similar jurisdictions with very recent or no IZ programs."*[9] In California, the researchers reported that *"…our estimates indicate that inclusionary zoning programs raise housing prices by approximately 2.2%."*[10]

In essence, in these cases the two effects of the inclusionary zoning ordinance work at cross purposes. One effect of the ordinance is to produce units at costs below the

---

[7] "Flawed DC housing program sticks developer with 2 unsold condos for 3 years," Washington Post, Robert McCartney, November 1, 2014.

[8] "Expanding Housing Opportunities through Inclusionary Zoning: Lessons from Two Counties," The Urban Institute, published at HUD User online, 2012, page 46.

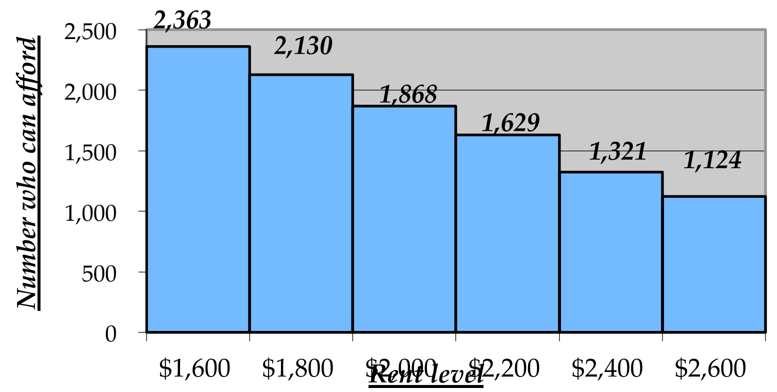
[9] "Silver Bullet," page 5.

[10] Bento et al, page 18.

market average. The other effect is to raise the market average more than it would otherwise increase.

In thinking about this effect in Portland, consider the number of renters who can afford housing at different rent levels (see Figure 4).

Figure 4: The Higher the Market Rent in Portland, the fewer who can afford it



A unit built at $1,600/month can be afforded by 2,400 Portland renters. But raise the rent by $200, and 200 fewer households can afford it. Raise it by $1,000 a month, and only 1,100 Portland renters can afford it. City policies need to be designed in ways that don't push market rates up the scale.

Sometimes when people talk about inclusionary zoning, they assume that any additional cost burdens that it causes will be borne by the developer. This is not likely to be the case, for the reasons explained below.

The additional costs imposed on a development can be made up in several ways: by raising market rental rates, by reducing the overall quality of construction, by reducing the rate of return to investors, or by reducing the price to the party who is selling the land. Of all of these options, raising the rents is the simplest. Investors and land sellers want to get a certain rate of return, regardless of the developer's problems. Reducing the quality of construction – while it can and does happen – makes units harder to sell. Raising market rate rents is the path of least resistance. This is the reason that inclusionary zoning ordinances are associated with higher rates of housing inflation.

4. The evidence shows that affordable housing gains from inclusionary zoning are modest.

Of the 99 communities in Massachusetts with inclusionary zoning who were surveyed in 2008, only 21, or a fifth, reported having had some affordable units built.[11] Of the

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[11] "Silver Bullet," page 4.

remainder, 43 reported having had no affordable units built, and 35 didn't know if any had been built at all.
Most of these communities were newer to inclusionary zoning. In the San Francisco area, where inclusionary zoning rules were adopted somewhat earlier (median of 1992), almost all of the 65 municipalities reported that some affordable housing was built. Still, the median annual production of affordable housing for each municipality was only 9 units per year.[12] In short, inclusionary zoning ordinances produce no new affordable housing in many municipalities, and when they do produce new affordable housing, the numbers are very modest.

Key lessons from inclusionary zoning experience
An excellent study of the effects of inclusionary zoning was distributed by the Portland Planning staff to the Council's Housing and Community Development Committee in January. Its title is "The Effect of Inclusionary Zoning on Local Housing Markets: Lessons from the San Francisco, Washington DC and Suburban Boston Areas."

After reviewing the data from these areas, the paper concluded by listing "a number of points that policymakers should bear in mind as they consider whether to adopt – and if so, how to structure – inclusionary zoning policies."[13] A few of their major points:

- *Inclusionary zoning is not a panacea for solving a community's housing challenges… communities should think of IZ as one piece of a broader and more comprehensive housing strategy, rather than as a stand-alone policy response.*

- *In considering whether to adopt, and if so how to structure IZ policies, the potential impacts on the price and supply of market-rate housing should be considered.*

- *IZ policies that provide meaningful and achievable density bonuses or other benefits to offset the profits lost on affordable units should be less likely to impact adversely the price and supply of market-rate housing.*

- *Different cost offsets may be needed in different communities and in different market cycles. The economics of the development process vary significantly from community to community. They also vary significantly over time, even within a single community. For this reason, it is likely that different communities will need to adopt different offset*

[12] "The Effects of Inclusionary Zoning on Local Housing Markets: Lessons from the San Francisco, Washington DC and Suburban Boston Areas," The Center for Housing Policy and the Furman Center for Real Estate and Urban Policy, page 7
[13] "The Effects," page 9.

policies to ensure that IZ policies fully compensate for losses associated with below-market units.

- *Cost offsets need to work in practice, and not just on paper.*

- *Broad-based consultations with stakeholders may be helpful in designing effective policies and monitoring their implementation.*

At this point, the Housing and Community Development Committee has an inclusionary zoning concept, with requirements and in-lieu fees and other details, but does not have a clear analysis explaining the effects of these requirements and fees on production and prices in the broader housing market. While the intent of the proposed ordinance is praiseworthy – increasing the number of affordable units in Portland -- there may be unintended consequences of the ordinance that reduce the supply of available housing in the market.

The following information could help:

1. An assessment of land that can be developed for new housing in the next 10 years in ways that are compatible with neighborhood values and scale (if such an analysis does not already exist); and

2. An economic study of the supply side costs of new housing development in Portland (to complement the demand-side study done by GPCOG), in order to get a better understanding of where incentives might be most effective (a good model of such a study was done in Sarasota, Florida in 2006[14]).

This does not contemplate years of study. These two reports could be performed over the spring and summer, and in the fall the City could use them to highlight its goals and outline its strategy. The City could also use the fall as the opportunity to engage the public to determine whether reform as drastic as inclusionary zoning is needed, and if so what precise design would cause the fewest unintended consequences and the least harm.

The Affordable Housing TIF Opportunity

[14] See http://www.sarasotagov.com/PDF/NDS/2006%20ERA-CompPlan-Downtown%20DensityReport%20.pdf

A TIF (tax increment financing) is a tool that enables a community to capture the increased property tax revenues from a development to use for special purposes. In the process, the TIF structure shields the community from the increases in county taxes and reductions in state aid that usually accompany new property tax revenues.

The TIF for economic development is commonly used in Maine, There is also a TIF for affordable housing which is less well known and less commonly used. We believe a more aggressive use of the Affordable Housing TIF could contribute to more affordable housing in a variety of ways in Portland, including by being a constant source of funds to replenish housing trust fund coffers.

When the economic development tax increment financing tool was introduced in Maine in the 1980s, it was seen as a specialized tool, only to be used for an expanding business that needed additional public infrastructure, like a sewer line extension. It was only used rarely. Over the years, municipalities saw that the tool could be adapted to meet a number of broader community redevelopment needs, such as downtown renewal, and its use has ballooned. Today the affordable housing TIF is in somewhat the same position as the economic development TIF was in during the 1980s. It is a new tool, with its use largely limited to assisting in the financing of low income tax credit projects. But its potential is much greater.

The affordable housing TIF can be used to financially support housing or neighborhoods in which one-third of the residents have incomes no more than 120% of median. The funds it generates can be used to subsidize rents for lower-income households; or to provide infrastructure for the project; or to replenish the housing trust fund; or to support child care or other social services; or to provide infrastructure elsewhere in the community in support of affordable housing.

Currently the only significant affordable housing tool in Maine is the Low Income Housing Tax Credit, and it is funding 6 projects statewide in 2015, with around 300 units. The affordable housing TIF could support this level of activity in a single community, if the market and administrative support was there. In Portland Oregon, for example, affordable housing TIF generated roughly $20 million a year between 2010 and 2014. Translating this to Portland, Maine (one-tenth the size of Portland Oregon), this would be a revenue source of $2 million/year.[15]

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[15] See https://www.portlandoregon.gov/phb/article/510208

CREATIVE**PORTLAND**ME

April 2, 2015

Kevin Donoghue, Chair
Housing and Community Development Committee
c/o City of Portland Planning Department
Portland City Hall
389 Congress Street
Portland, Maine 04101

Dear Councilor Donoghue:

The Board of Directors of the Creative Portland Corporation met on April 1, 2015 and heard a presentation by Jeff Levine, Director of Planning and Urban Development for the City of Portland, on the status of the Workforce Housing Study and the Proposed Ordinance on Workforce Housing Development. Mr. Levine explained the specific approaches his department is offering, the reasoning behind those approaches and the anticipated effects they might produce.

After discussion, the board of Creative Portland passed a motion (9 to 1, with 4 abstentions) to express support for the proposals being made by Mr. Levine and the Planning Department, and requested that a letter be sent to the Housing and Community Development Committee expressing that support.

Since 2008, Creative Portland has focused on unique strategies to increase Portland's population as a means to support and grow the creative economy. The intention was to attract people who would support creative individuals, enterprises and organizations by becoming their patrons, customers, and advocates, and helping to ensure the creative community's long-term sustainability. Our success has contributed to higher housing costs and a dwindling supply of affordable housing.

At our last board retreat, the Board decided to expand our programmatic efforts by exploring and engaging with issues on equitable development and inclusion in Portland, especially as they pertain to our creative economy and core arts constituency.

Creative Portland supports the Planning Department, the Planning Board, and the City Council in addressing the workforce housing issue in Portland, and, specifically, endorses the ideas Mr. Levine and the Planning Department have put before you.

Thank you for your time and consideration.

Sincerely,

Jennifer Hutchins

Jennifer Hutchins
Executive Director

Jeff Levine, AICP
Director, Planning & Urban Development Department

Memorandum

To: Housing and Community Development Committee

From: Jeff Levine, Director

Date: April 16, 2015

Re: Prioritization of "encourage" strategies for Housing Development

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At your last meeting some members suggested that, in order to assist in your discussion of ways to encourage housing development, I offer thoughts as to the relative importance of pursuing various strategies. I offer them in relative rank order with some thoughts below. Also attached is my memorandum from your April 8 meeting for reference.

1. Changes to the R6 Zone: These will be heard by the Council on May 4th. They remain one of the best tools for encouraging housing development.
2. Look at Accessory Dwelling Units: Island Residential Zones: While exact language has yet to be developed, this seems like a very low-impact, context-sensitive way to produce some additional year-round housing on Peaks Island.
3. Look at R5 Zone Accessory Dwelling Unit Requirements & Reuse of Existing Structures: Regardless of the City's housing goals, this is an interesting way to balance concerns about additional density in the R5 zones with an interest in preventing blighted buildings. It has the additional benefit of potentially creating additional housing units in a context-sensitive way. Exact language will have to be developed prior to submission to the Planning Board. Some thought should also be given to whether a similar provision might apply in the R4 zone as well.
4. Amend Downtown Height Overlay: Increase 45' Limits: There is likely to be concern from some nearby property owners about this proposal, but it is worth bringing forward to the Planning Board to have that public process and review. In reality, there is only a small area being proposed for this change. Given the likelihood that area will be redeveloped for housing in the near future, this might be a relatively simply way to produce more housing.
5. Eliminate Parking Requirements for Residential Uses (B3, B5, B6 & B7 Business Zones): This change might encourage additional housing on the Peninsula by allowing developers to produce parking as needed rather than having to justify parking levels with the Planning Board. This might have some benefit in terms of streamlining the review process. However, that benefit will have to be balanced with the concerns of off-site parking impacts.
6. Allow the Use of the Fee-in-Lieu of Parking in Off-Peninsula Business Zones: This change might allow the use of shared parking strategies in some existing "greyfield" sites, or sites dominated by large parking areas that are rarely fully

used. However, such an option is already available on these sites via Planning Board review, albeit without the fee-in-lieu collection.

7. Eliminate Residential Density Limits in B1 & B2 Zones: Given other constraints in these districts, I don't see much value in the existing residential density limits in place in these zones. However, given that those limits are already fairly high, I don't see this change having a significant impact at this time, either.

In the interest of moving a clear, manageable package of amendments forward simultaneously, I would recommend that you propose moving strategies 1 through 5 to the Planning Board. There are already amendments to the Fee-in-Lieu that have been forwarded to the Planning Board for consideration. Strategy 7 does not seem to address a limiting factor in housing development to date.

I look forward to your discussion on April 22.

Portland, Maine
Yes. Life's good here.
Jeff Levine, AICP
Director, Planning & Urban Development Department

Memorandum

To: Housing and Community Development Committee

From: Jeff Levine, Director

Date: April 3, 2015

Re: Inclusionary Zoning and Zoning Changes to Encourage Housing Development

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At your last meeting, you reviewed my memorandum regarding various approaches to increasing workforce housing in Portland. You asked for some additional information on each option, including, when appropriate, additional maps or charts that would help you as you contemplate each of these options.

At the end of this memo is some information about the Portland Development Corporation (PDC) and any potential role funding from the PDC might play in workforce housing development.

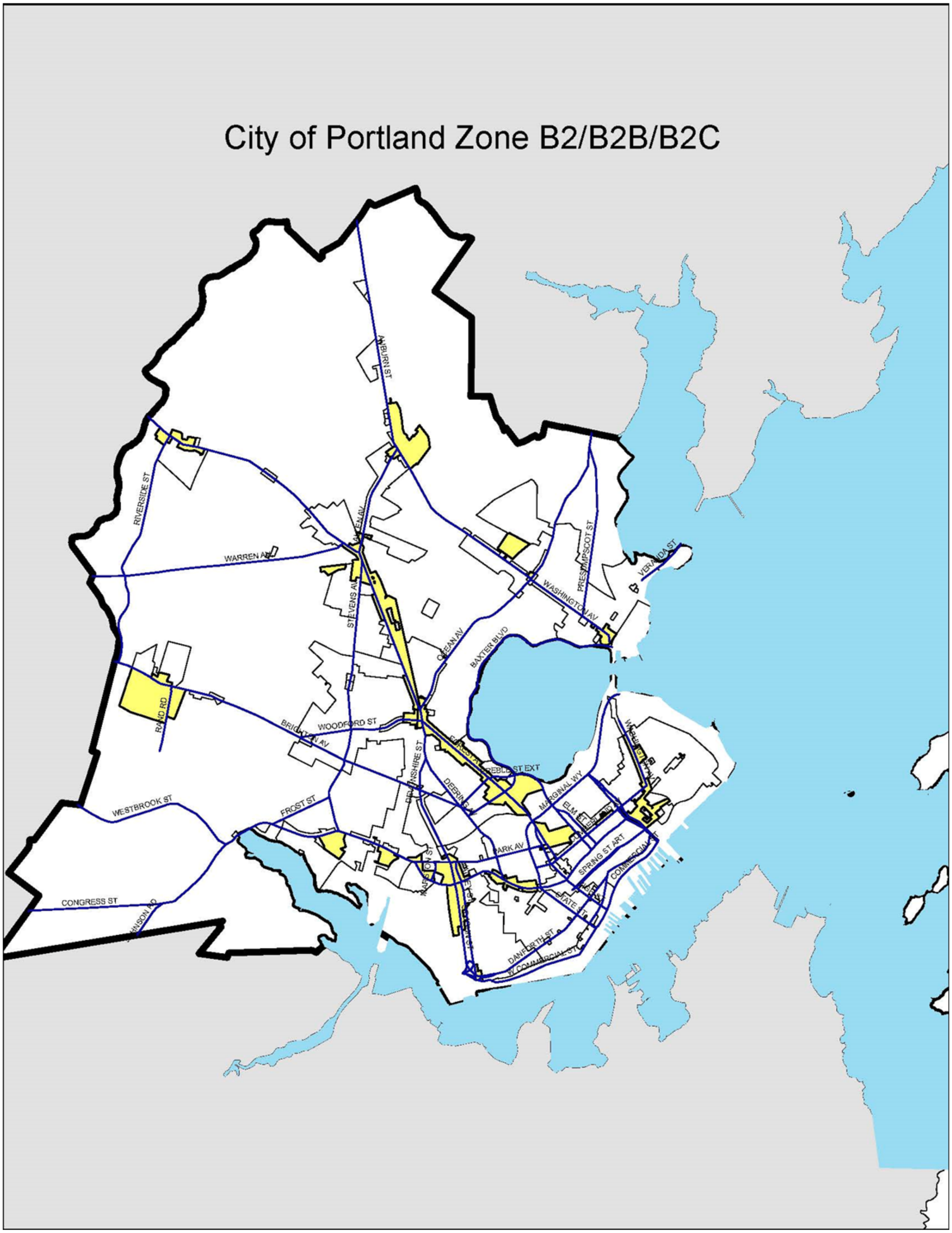
Changes to the B2/B2b/B2c Zone

The B2 zone changes have already been approved by the City Council. They affect the following areas:

- Commercial corridors on Forest Avenue and Congress Street
- Washington Street on the Peninsula
- Most of the shopping centers in the City, including Westgate and Northgate.

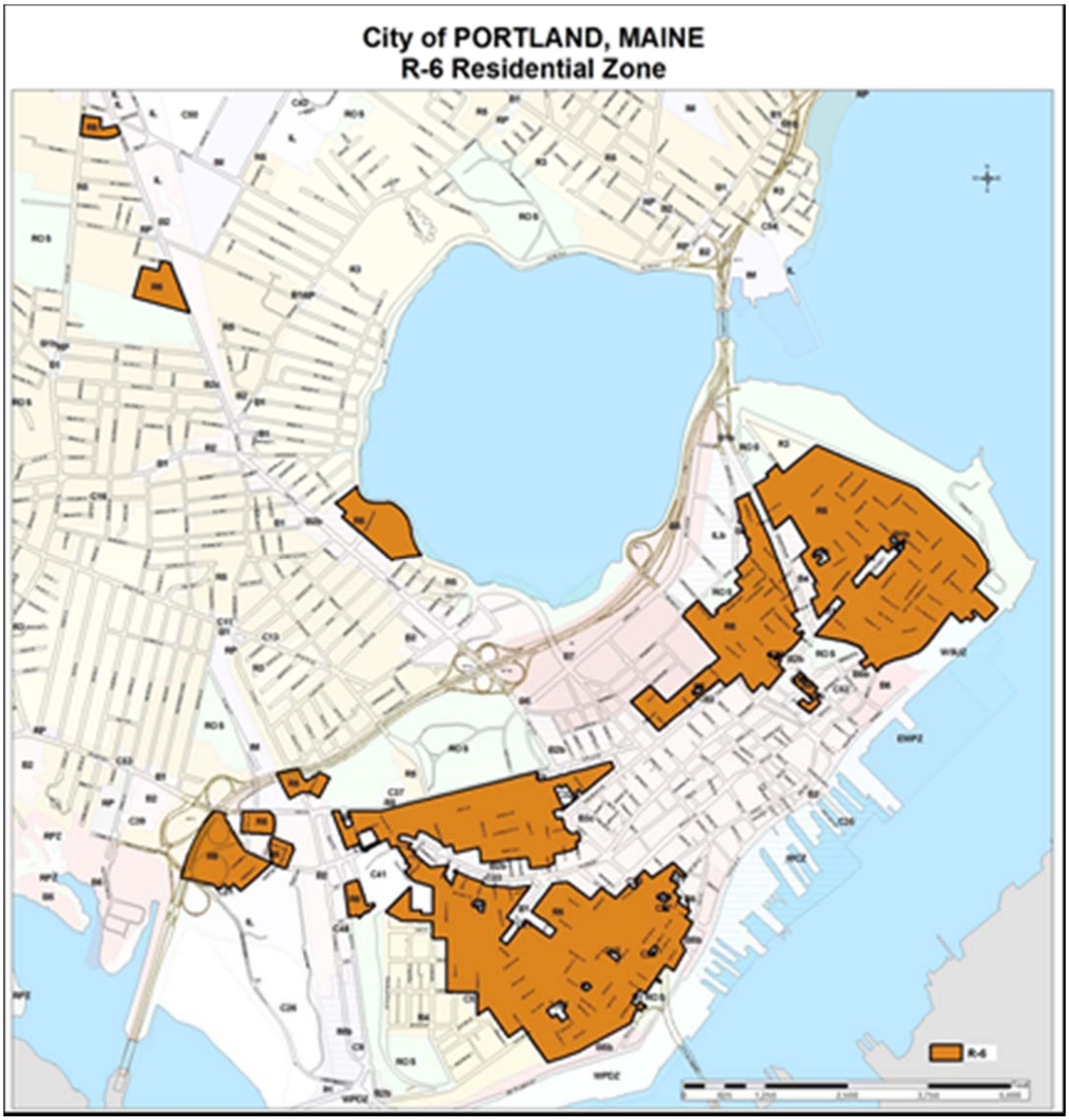
The rewrite reduced the complexity of the B2 zone and increased the allowable residential densities under certain conditions.

389 Congress Street / www.portlandmaine.gov / tel, 207•874•8720 / tty, 207•874•8936 / fax, 207•756•8258

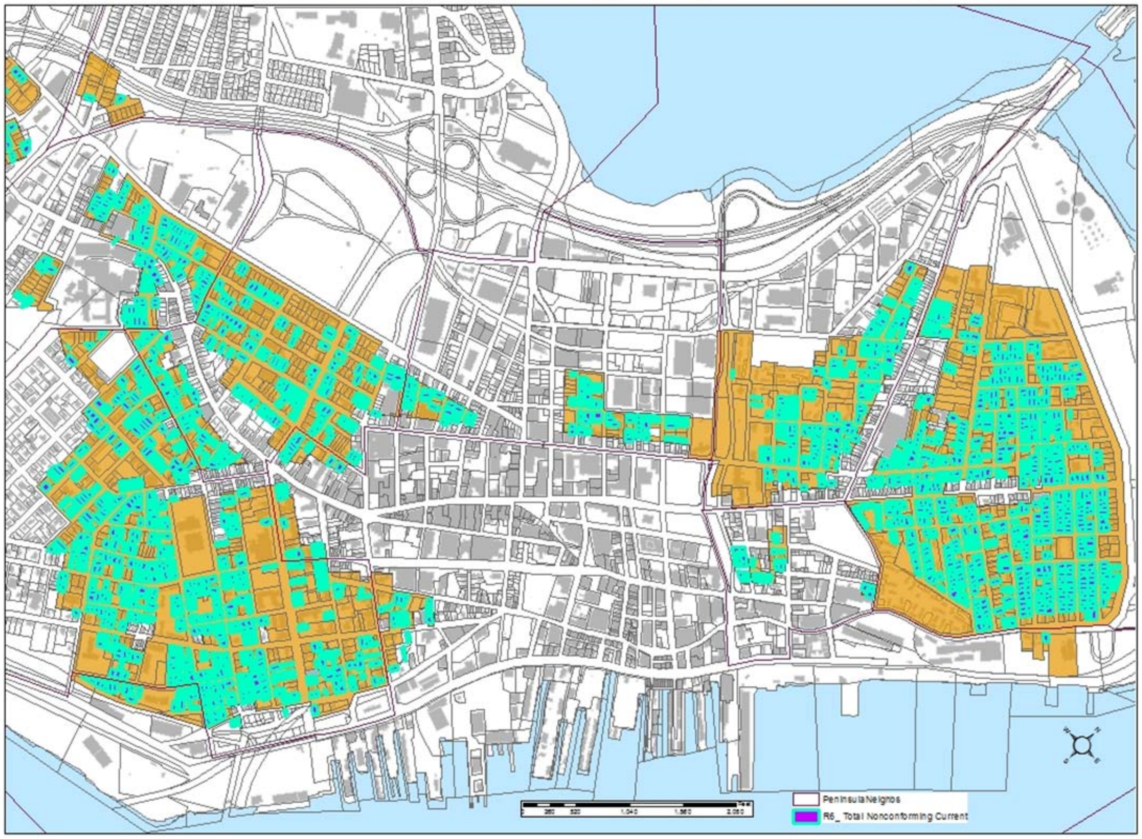

City of Portland Zone B2/B2B/B2C
AUBURN ST
RIVERSIDE ST
WARREN AV
STEVENS AV
OCEAN AV
BAXTER BLVD
WASHINGTON AV
PRESUMPSCOT ST
VERANDA ST
RAND RD
WOODFORD ST
PREBLE ST EXT
MARGINAL WY
WESTBROOK ST
FROST ST
PARK AV
SPRING ST ART
CONGRESS ST
DANFORTH ST
W COMMERCIAL ST

Changes to the R6 Zone

The R6 zone consists of most of the residential areas on the Peninsula (other than the West End.) Two small areas off the Peninsula are zoned R-6A and therefore are shown as R-6 on the map below. There is also a map on the next page that shows how many of the parcels in that existing zone are currently not conforming to zoning requirements, and therefore would not be able to be built on today.



R-6 Total Non-Conforming Parcels (by lot size) Under Current Zoning

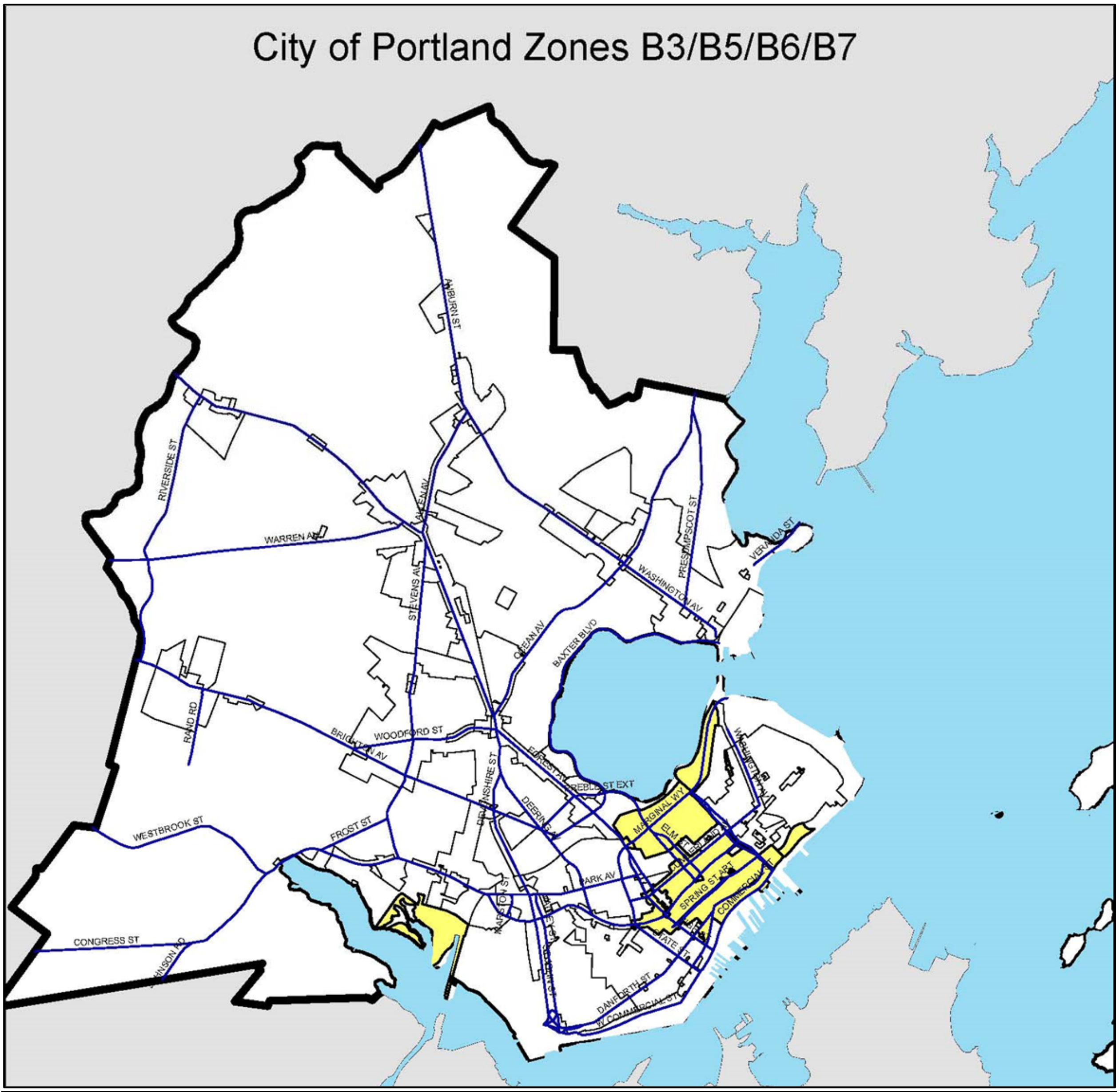


The proposed rewrite, recommended unanimously by the Planning Board, will be heard by the full City Council shortly. A chart is included below showing the most significant of the proposed changes:

R-6 Dimensional Requirements		
	Existing	***Proposed***
Minimum Lot Size	Residential Uses: 4,500 sf	Residential Uses: 2,000 sf, except that in R-6A the min. residential lot size is four (4) acres.
Min. Lot Area/Dwelling Unit	*Minimum land area per dwelling unit:* One thousand (1,000) square feet per dwelling unit; and in the case of building additions and new construction, one thousand two hundred (1,200) square feet for each dwelling unit after the first three (3) units. This requirement may be reduced by up to twenty (20) percent for a special needs independent living unit.	725 s.f.
Street Frontage	40 feet	20 feet
Minimum Front Yard Setback for Principal and Accessory Structures	Principal or accessory structurese: Ten (10) feet. A front yard need not exceed the average depth of front yards on either side of the lot. A lot of record existing as of June 5, 1957, and less than one hundred (100) feet deep need not be deeper than twenty (20) percent of the depth of the lot.	5 ft, or no more than average depths of adjacent front yards.
Minimum Rear Yard Setback for Principal and Accessory Structures	i. Principal and attached accessory structures with ground coverage greater than one hundred (100) square feet: Twenty (20) feet.	10 feet, except that accessory structures with a ground coverage of one hundred and forty-four (144) square feet or less: Five (5) feet.
	ii. Detached accessory structures with a ground coverage of one hundred and forty-four (144) square feet or less: Five (5) feet.	
Minimum Side Yard Setback for Principal and Accessory Structures	i. Principal and attached accessory structures with ground coverage greater than one hundred (100) square feet: Twenty (20) feet. ii. Detached accessory structures with a ground coverage of one hundred and forty-four (144) square feet or less: Five (5) feet. i. Principal and attached accessory structures with ground coverage greater than one hundred (100) square feet:	5 ft, except that a side yard in the R-6 zone may be reduced to zero, provided that the cumulative side yard setbacks are not less than 10 ft. A permanent maintenance easement a minimum of 5 ft. in width shall be provided on the parcel adjacent to the lot line with the reduced side setback. Side yards in R-6A shall be 10 ft. for principal structures up to 45 ft. in height and 15 ft. for principal structures greater than 45 ft.in height.

	Height of Structure Required Side Yard 1 story . . . . 10 feet 2 stories . . . . 10 feet 3 stories . . . . 10 feet 4 stories . . . . 12 feet 5 stories . . . . 15 feet The width of one (1) side yard may be reduced one (1) foot for every foot that the other side yard is correspondingly increased, but no side yard shall be less than ten (10) feet. In the case of a lot of record existing as of June 5, 1957, and held under separate and distinct ownership from adjacent lots, the required side yard may be reduced in order to provide a buildable width of up to twenty-four (24) feet, but in no case shall the resulting side yards be less than ten (10) feet.	
Side Yard on Side Street	10 feet	None
Structure Stepbacks		Portions of a structure above 35 ft shall be no closer than 10 ft from the side property line and no closer than 15 feet from the rear property line when such property line abuts a residential zone. *Does not apply to side yards on side streets.*
Maximum Lot Coverage	Forty (40) percent of lot area for lots which contain twenty (20) or more dwelling units; fifty (50) percent for lots which contain fewer than twenty (20) dwelling units.	60%
Minimum Lot Width	50 feet	20 feet
Maximum Height	Principal and attached accessory structure: Forty-five (45) feet.	Principal and attached accessory structure: 45 ft
	Accessory detached structure: Eighteen (18) feet.	Detached accessory structure: 18 ft
		In R-6A the maximum principal and attached accessory structure height shall be 65 ft.

Eliminate Parking Requirements for Residential Uses (B3, B5, B6 & B7 Business Zones)



ZONE	CURRENT REQUIREMENT	REVISED REQUIREMENT
B3	**1 space per unit on Peninsula** **2 spaces per unit elsewhere** **Set by Planning Board for large projects (over 50,000 sf.)**	**No requirement**
B5	**No requirement**	**No requirement**
B6	**Set by Planning Board for all projects**	**No requirement**
B7	**Set by Planning Board for all projects**	**No requirement**

At your last meeting, there were questions about what this proposed change might mean in terms of development. Some specific questions were:

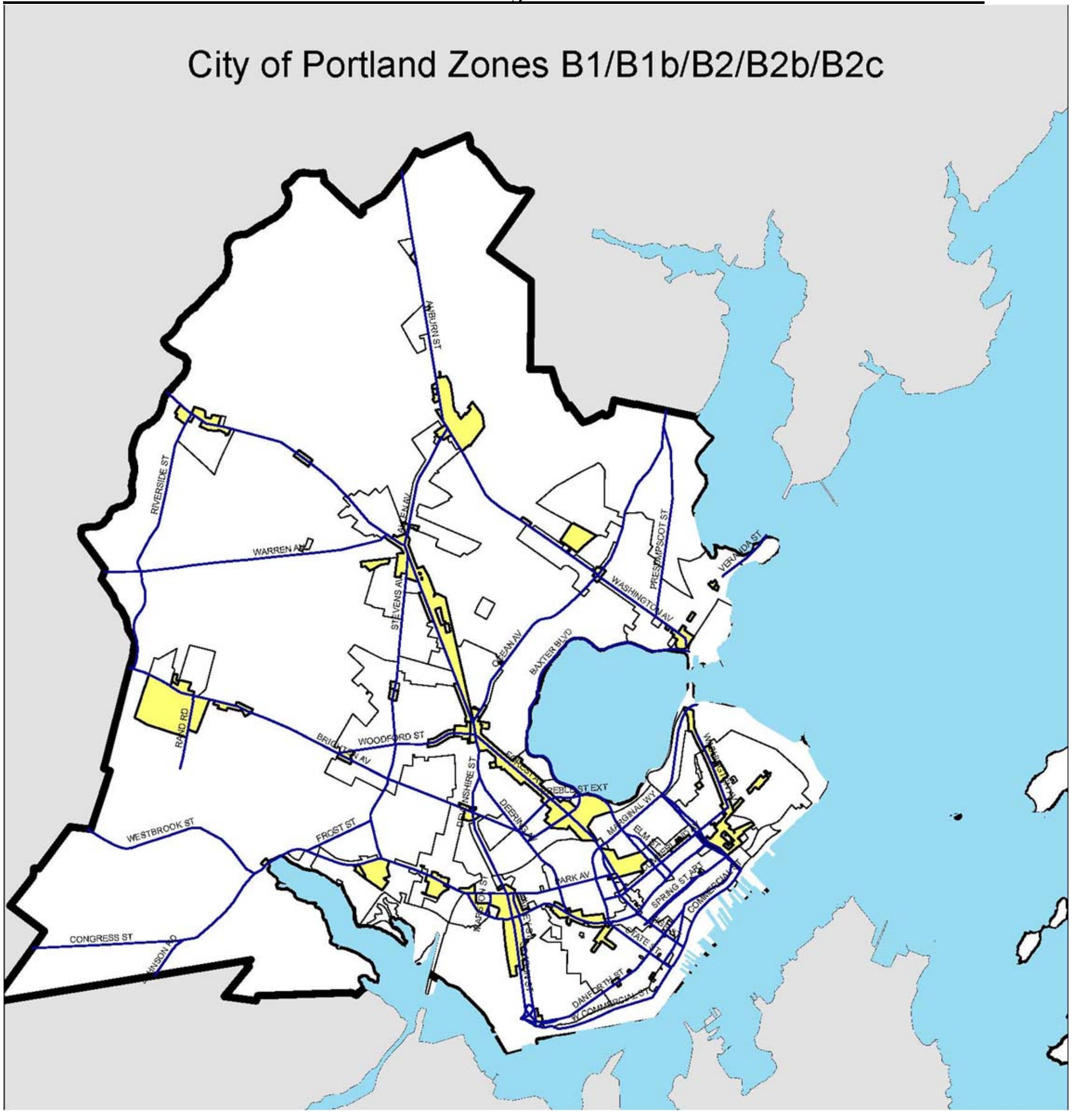
- Are there projects that are not happening because of the current parking restrictions?
- Would this change induce any new housing development?
- Would these changes result in any unintended parking issues in these zones?

We are not aware of any projects that are not happening at this time due to the current parking requirements. In reality, most large projects have their parking set by the Planning Board during review, so there is already some flexibility on these requirements. However, that process requires submission of a parking study, at some cost to the developer. In addition, needing Planning Board sign-off means that there is uncertainty about whether a development needs to provide parking at all. It seems reasonable to assume that there have been possible developments discouraged by these requirements. This issue has also been raised by the Chamber's Housing Task Force members as part of their discussion.

The issue of unintended consequences is also hard to definitely answer. However, by limiting these changes to business zones, where overnight on-street parking can be accommodated without necessarily impacting residential zones, reduces the risk.

These are all good questions, and ones that would be further explored during the Planning Board review process. Ultimately, when the Planning Board brings a recommendation back to the full Council, there would be an opportunity to explore this issue again.

<u>Eliminate Residential Density Limits in B1 & B2 Zones</u>



ZONE	CURRENT DENSITY LIMIT	REVISED DENSITY LIMIT
B1	**100 units/acre on Peninsula** **43.5 units/acre elsewhere**	**No limit**
B2	**100 units/acre generally**	**No limit**

I would not expect this change to necessarily result in immediate production of new housing. However, the amount of housing in these districts is far more likely to be limited by other dimensional requirements, and therefore I believe this change is ready for submission to the Planning Board for further study.

Allow the Use of the Fee-in-Lieu of Parking in Off-Peninsula Business Zones

Most of the off-Peninsula business zones in question are the B1 and B2 zones shown above. There are some B5 zones up by the Maine Turnpike but I would not recommend extending the fee-in-lieu option to those zones, given how auto-dependent those areas remain.

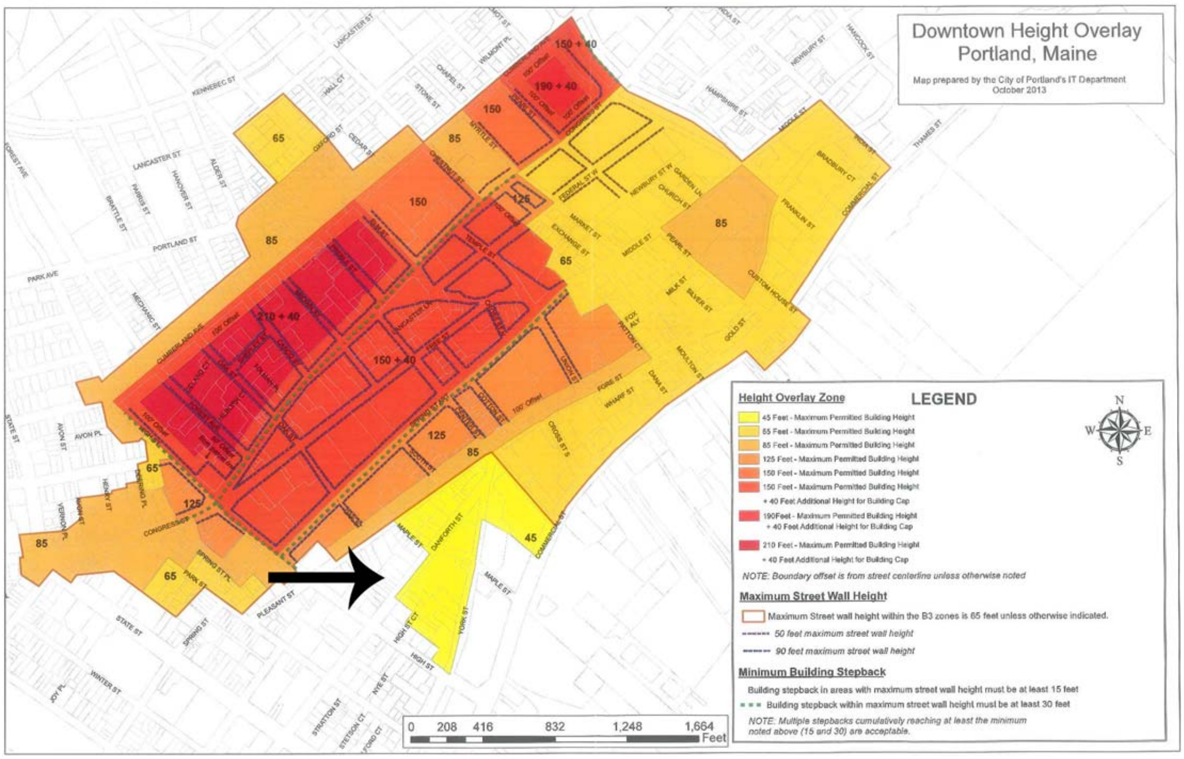
Zone	Current Requirement for Residential Parking	Proposed Requirement for Residential Parking
B1 (off-Peninsula)	2 spaces per unit	2 spaces per unit or a fee-in-lieu
B2	1 space per unit	1 space per unit or a fee-in-lieu
B5 (off-Peninsula)	2 spaces per unit	***NOT RECOMMENDED TO CHANGE***

As mentioned at your last meeting, this would not limit the ability of a developer to provide parking for residential developments in these zones. I would expect that most developments would expect to provide at least 1 space per unit at night. This change would however, allow a developer to consider using the same parking space for different uses based on time of day. For example, a retail development with a surface parking lot of 100 spaces might be able to also support 50 units of housing, given the overall use of the spaces might be as follows:

- ✓ Morning Use: 50 spaces for housing, 20 spaces for retail
- ✓ Daytime Use: 25 spaces for housing, 75 spaces for retail
- ✓ Evening Use: 50 spaces for housing, 10 spaces for retail

Under this realistic scenario, housing and retail uses could share the same spaces efficiently. Similar, and even greater, synergy exists between daytime office uses and nighttime residential uses.

Amend Downtown Height Overlay: Increase 45' Limits



At the last meeting we discussed how much of this 45' area to propose for increase. Staff proposed only including the redevelopment area south of Danforth, and there did not appear to be any objections. I don't believe there were additional questions about this item. It is ready for Planning Board review.

Look at Accessory Dwelling Units: Island Residential Zones

Below is some additional information from Homestart regarding their proposed changes to the Accessory Dwelling Units provision on the islands. We would propose to work with them to draft a proposal for Planning Board review.

Homestart ADU proposal to Housing and Community Development Committee 2.25.15

Why

- Need for more year round rental housing
- Need for more affordable housing
- Need for income for homeowners to help with taxes

What

- Provide a zoning variance to allow current Peaks Island homeowners to build one additional rental unit, (known as an Accessory Dwelling Unit or ADU);
- Variance given only for providing year round rental to people with incomes no more than 120% of median income,; 2014 median household income for Portland is about $46,000
- Rents must fall within HUD Fair Market Rental Guidelines; in 2014, they are $819/month for a one-bedroom; $1012 for a 2 bedroom.

How

- Allow lot size to be the lot of record as of July 15, 1985;
- Focus on properties (primarily in IR-2 zoning area) that have City water and sewer
- Specific requirements and standards adapted from those of Wellfleet MA
- Property tax exemption for affordable unit
- No interest loans

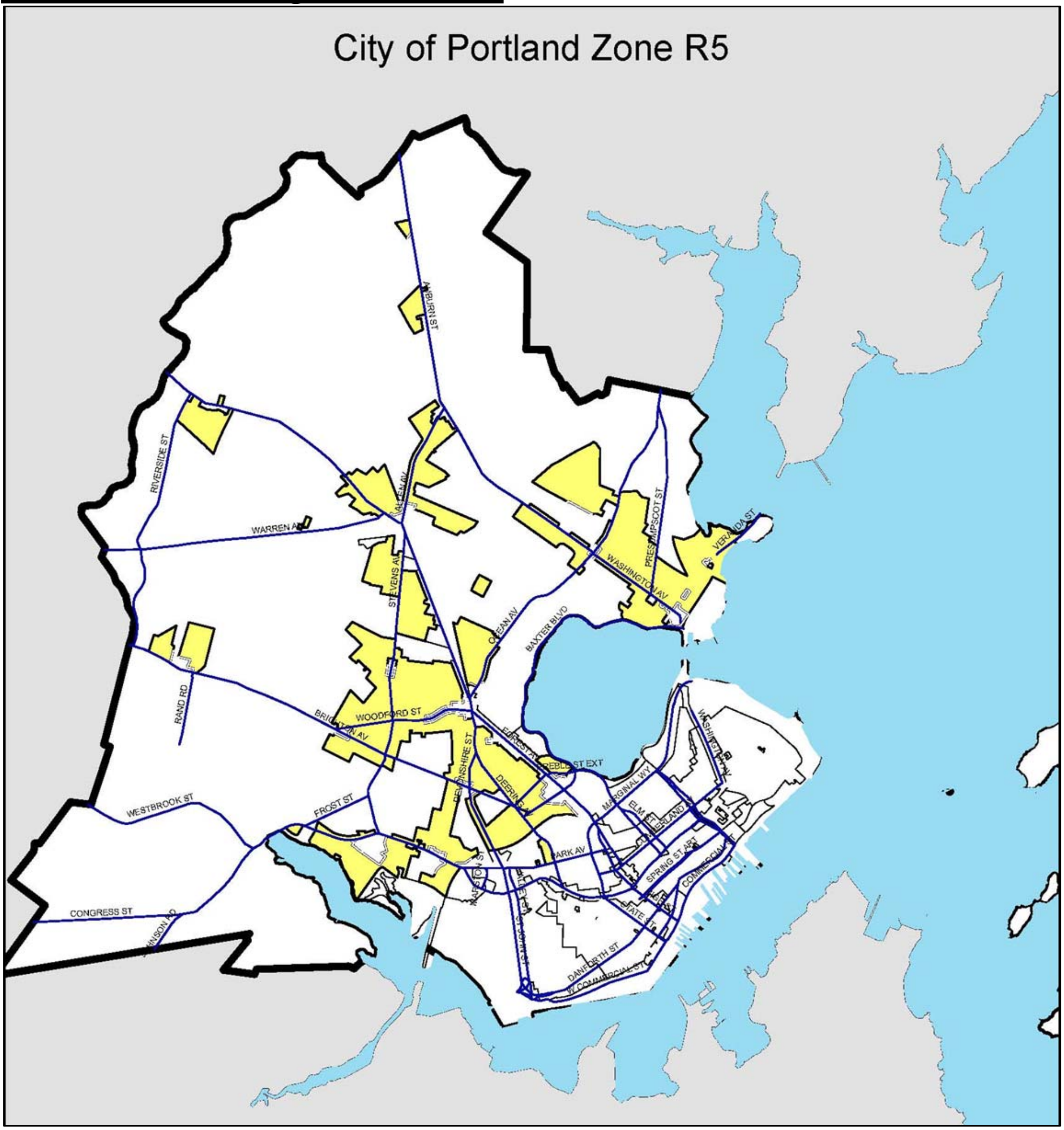
Impact

- Because of the expense of any new construction and the rent restrictions,
- it is anticipated that only a small number of ADUs will be built; based on the experience of Wellfleet, we estimate no more than 4 units over a 6 year period.

To Be Determined

- Mechanisms for oversight/compliance (minimal due to small number of projects)

Look at R5 Zone Accessory Dwelling Unit Requirements & Reuse of Existing Structures



The issues regarding possible conversion of existing structures in this district to housing are somewhat minimized by how few existing out buildings exist that could be converted to housing, and, of those, how many people would be willing to place affordability restrictions on those units.

Amend Division 30 (Affordable Housing)

(1) Provide Additional Density through Incentives
I believe there were no additional questions or information regarding this item.

(2) Add Workforce Housing Requirement (Inclusionary Zoning)
Based on your comments and public comments, I have made some changes to the draft amendments to Division 30. The changes, marked in red on the new draft, are as follows:

- Eliminating Planning Authority approval from the determination to provide off-site units;
- Providing two options for area or time limitations on the ordinance. Option 1 would provide geographic constraints on where the ordinance would apply. Option 2 would sunset the ordinance after six years;
- Suggesting additional language to clarify how the size of affordable workforce units would be determined. Under the suggested language, the total number of bedrooms in the affordable workforce units would be proportional to the overall number of bedrooms in the development. In addition, if large open-floorplan market rate units were built, they would be converted into units with a certain number of bedrooms for the purposes of this determination. Other methods of making this determination are possible as well;
- Clarifying how the affordability might be affected by a decision to convert the ownership structure of a development from condominium to rental. This change would clarify that, in this situation, the affordability threshold would convert from the ownership level to the rental level.

One additional comment that has come up relates to whether having an inclusionary workforce housing requirement begin at 10 units may result in developers deciding to produce 9 unit projects rather than larger ones, therefore reducing the amount of housing developed. However, as drafted, these changes would discourage that response. The draft ordinance provides for a 25% bonus for developments subject to the inclusionary requirement. Therefore, a developer could produce 9 units without any requirement, or 12.5 (10 + the 25% bonus) units with a 10% inclusionary requirement. The net result would be the ability to build an additional 1.25 market rate units in return for meeting the inclusionary requirement.

You also asked for a chart comparting the plusses and minuses of rentals and home-ownership units at various income levels. That chart is on the following page. I have also added some information on the current Area Median Incomes at various household sizes, and the equivalent affordable rents or mortgage costs.

Affordability Level	*Rental Units*	*Home Ownership Units*
80% of Area Median Income or less	Most likely to prefer a rental situation where unexpected costs are minimized; able to keep up with housing expenses	Least able to afford a mortgage payment and unexpected maintenance expenses
100% of Area Median Income	Depending on circumstances, may prefer a rental situation to home ownership	Generally able to afford a mortgage payment and unexpected maintenance expenses
120% of Area Median Income	Some may prefer rental situation if transient, or simply not interested in ownership. Many will want to own. Has the benefit of tying the income levels to Affordable Housing TIF levels if a project meets the 33% minimum requirement, rather than a minimum 10%	Most able to afford a mortgage payment and unexpected maintenance expenses. Has the benefit of tying the income levels to Affordable Housing TIF levels if a project meets the 33% minimum requirement, rather than a minimum 10%.

A related question that came up was whether to tie the affordability levels in this ordinance to the 120% limit in the state's Affordable Housing Tax Increment Finance program. While the current draft of the ordinance allows for such a limit for home ownership units, it has a limit of 100% of AMI for rental units. This approach raises some issues. First, the need for affordable rentals is higher at the 100% AMI level than the 120% AMI level. Second, the state's Affordable Housing TIF requires that at least 33% of the units in a TIF area be affordable at those levels. In short, there will inevitably be some differences between the use of the Affordable Housing TIF tool and any possible inclusionary zoning ordinance, whether the affordability levels are linked or not.

Median Income	**FY 2015 Income Limit s**	**Persons in Family**							
		1	**2**	**3**	**4**	**5**	**6**	**7**	**8**
$77,100	**80% Income Limits**	$ 43,200	$ 49,400	$ 55,550	$ 61,700	$ 66,650	$ 71,600	$ 76,550	$ 81,450
	Housing Expense at 30% of Income	$ 1,080	$ 1,235	$ 1,389	$ 1,543	$ 1,666	$ 1,790	$ 1,914	$ 2,036
	100% Income Limits	$ 53,970	$ 61,680	$ 69,390	$ 77,100	$ 83,268	$ 89,436	$ 95,604	$ 101,772
	Housing Expense at 30% of Income	$ 1,349	$ 1,542	$ 1,735	$ 1,928	$ 2,082	$ 2,236	$ 2,390	$ 2,544
	120% Income Limits	$ 64,932	$ 74,208	$ 83,484	$ 92,760	$ 100,181	$ 107,602	$ 115,022	$ 122,443
	Housing Expense at 30% of Income	$ 1,623	$ 1,855	$ 2,087	$ 2,319	$ 2,505	$ 2,690	$ 2,876	$ 3,061

The issue of using the Affordable Housing TIF as a way to encourage additional workforce housing is worth exploring further. There is a memo on this issue that will be discussed separately. To summarize staff view on this issue, this is a tool that should be part of our strategy but it is not likely that it will accomplish the same goals as an inclusionary zoning requirement, in part because the Affordable Housing TIF sets a minimum percentage of affordability at 33%, rather than the 10% outlined in the draft ordinance. The Affordable Housing TIF also does not appear to have a fee-in-lieu or cash out option, as proposed in the draft ordinance.

Portland Development Corporation (PDC)

You also asked if the Portland Development Corporation might be able to play a role in producing more workforce housing in the City. I have consulted with Greg Mitchell, who staffs the PDC, and he offered the following thoughts.

PDC Overview. The Portland Development Corporation (PDC) was established by the City Council as a 501(c)3 non-profit organization per their By-laws "to receive donations and contributions in support of the City of Portland economic development efforts that enhance and create business and employment opportunities." The PDC Board includes eleven members, nine of whom are appointed by the City Council and two members including the Mayor or City Council member and City Manager serve by virtue of holding their positions. PDC assets include $3.2 million in loan and grant "gap financing" sources across a number of programs designed to stimulate and leverage private sector investment associated with job retention/creation. PDC programs have been capitalized with city debt, state and federal sources.

PDC Possible Housing Role. The PDC Board at their March, 2015 Board meeting, was approached and agreed to move forward with discussion and action on playing an intermediary property ownership role to support the proposed 65 Munjoy Street residential condominium Project. The PDC's intermediary role is planned to include PDC property ownership of 65 Munjoy Street, during site environmental clean up only, to provide access to federal grant funds which otherwise could not be invested in cleaning up contaminated city property. I note that the City Council has final decision authority on PDC real estate matters. The PDC justification to become involved in the 65 Munjoy Street Housing Project is due to the city's ownership of the property and the recognition that housing is economic development. It is expected that the City/PDC/ 65 Munjoy Street Housing Project partnership documents will be presented to the PDC Board and City Council for review and action during the next sixty days. Other than this one situation, the PDC commercial loan and grant programs have not invested in housing projects nor has the PDC played a role to support housing development. Therefore, a policy discussion with the PDC Board is needed to determine the Board's interest to play an expanded role in housing program/project investment. This discussion should include the need to establish possible housing programs with funding to assist multi-family property owners to comply with life safety code requirements and create new workforce housing incentive programs which are complimentary to existing city, local and state housing agency housing programs.

In brief, while there may be a limited role for PDC to play in workforce housing, it would likely be limited at this time to serving as a holding company for land when needed, rather than a proactive lending approach. The PDC’s funds are intended for commercial and industrial users.

DIVISION 30. ~~INCENTIVES FOR~~ AFFORDABLE HOUSING

Sec. 14-484. Purpose.

The City believes that it is in the public interest to promote an adequate supply of affordable housing for its residents. The purpose of this Division therefore is to offer incentives to developers to include units of affordable housing within development projects, thereby mitigating the impact of market rate housing construction on the limited supply of available land for suitable housing, and helping to meet the housing needs of all economic groups within the City. The City believes that this Division will assist in meeting the City's comprehensive goals for affordable housing, in the prevention of overcrowding and deterioration of the limited supply of affordable housing, and by doing so promote the health, safety and welfare or its citizens.

Sec. 14-485. Definitions.

"Affordable" means that the percentage of income a household is charged in rent and other housing expenses, or must pay in monthly mortgage payments (including insurance and taxes), does not exceed 30% of a household's income, or other amount established in City regulations that does not vary significantly from this amount.

"~~Affordable~~ Low-income housing unit for rent" means a dwelling unit for which: (1) the rent is affordable ~~to~~ a household earning 80% or less of ~~the U.S. Department of Housing and Urban Development moderate-income figure for Metropolitan Cumberland County Maine for a household of that size~~Area Median Income (AMI) as defined by the U.S. Department of Housing and Urban Development (HUD); and (2) annual rent increases for that unit are limited in perpetuity by deed restriction or other legally binding agreement to the percentage increase in the U.S. Department of Housing and Urban Development moderate-income figure for Metropolitan Cumberland County Maine for a household of that size.

"~~Affordable~~ Low-income housing unit for sale" means a dwelling unit for which: (1) the sale price is affordable to a household earning ~~120~~80% or less of the ~~U.S. Department of Housing and Urban Development moderate-income figure for Metropolitan Cumberland County Maine for a household of that size~~HUD AMI; and (2) the resale price is limited by deed restriction or other legally binding agreement for all future sales of the unit to an amount that is affordable to a household earning 120% of the U.S. Department of Housing and Urban Development moderate-income figure for Metropolitan Cumberland County Maine for a household of that size, as calculated for the year in which the sale takes place.

"Development fees" means: (1) the following fees, as described in this chapter: site plan review and inspection fees; subdivision review and inspection fees; condominium conversion permit fees; and administrative fees; and (2) construction and permit fees as described in chapter 6. "Development fees" does not include any fees charged for reviews conducted by a party other than the City.

"Dwelling unit" has the same meaning as that term is defined in section 14-47.

"Eligible project" means a development project: (1) to which the City has not committed nor will commit any funding, reduced-interest loans or other subsidies or incentives other than those described in this Division; and (2) that creates new dwelling units, among which is at least one affordable housing unit for rent or sale, through new construction, substantial rehabilitation of existing structures, adaptive reuse or conversion of a non-residential use to residential use, or any combination of these elements. Affordable housing units for sale or rent may not differ in exterior design from other units within an eligible project.

"Workforce housing unit for rent" means a dwelling unit which: (1) Is affordable to a household earning less than 100% of HUD AMI and (2) Annual rent increases for that unit are limited by deed restriction or other legally binding agreement to the percentage increase in the U.S. Department of Housing and Urban Development Greater Portland Metropolitan Statistical Area median income figures for a household of that size.

"Workforce housing unit for sale" means a dwelling unit for which (1) the purchase price is affordable to a household at 120% of HUD AMI and (2) The resale price is limited by deed restriction or other legally binding agreement for all future sales of the unit, or a lesser term as permitted in regulations, to the percentage increase in the HUD Greater Portland Metropolitan Statistical Area median income figures for a household of that size.

Sec. 14-486. Reduction of Fees and Priority Review~~.~~

Notwithstanding any other provision of this chapter or chapter 6 to the contrary, development fees shall be reduced by the City for an eligible project in the manner described in the following table:

Percentage of new units that are ~~affordable~~ low-income or workforce housing units	**Percentage discount of development fees**
5% up to but not including 10%	5% reduction
10% up to but not including 15%	10% reduction
15% up to but not including 20%	15% reduction
20% up to but not including 25%	20% reduction
25% or more	25% reduction

~~**Sec. 14-487. Priority Review.**~~

The Planning Division shall perform its review of an eligible project in as expedited a manner as is practical. The Planning Division may adopt administrative procedures to prioritize review of eligible projects and facilitate this expedited review.

The Planning Board shall make its best efforts to hear, review, and approve, conditionally approve or deny within one workshop and one public hearing any plans or applications required for an eligible project that are within the Planning Board's jurisdiction, and shall rely on reviews prepared by the Planning Division to the greatest extent practical and appropriate. At the conclusion of these public meetings, the Planning Board shall promptly issue a decision on all such plans and applications before it for consideration.

Sec. 14-487. Ensuring Workforce Housing.

1. Purpose

Based on the City's Comprehensive Plan and the housing study completed in 2015, the City believes that it is in the public interest to promote an adequate supply of housing that is affordable to a range of households at different income levels.

The purpose of this section is to ensure that ~~large~~ housing developments over a certain size provide a portion of workforce housing units, and by doing so, promoting the health, safety, and welfare of Portland citizens.

2. Applicability
This division shall apply to development projects that create ten or more new dwelling units for rent or for sale through new construction, substantial rehabilitation of existing structures, adaptive reuse or conversion of a non-residential use to residential use, or any combination of these elements. This division shall not apply to projects that have submitted complete Master Development Plan, Level III Site Plan, or comparable applications to move forward prior to its effective date.

OPTION 1
[This section 14-487 shall only apply to developments located [in business or industrial zones] [on the Peninsula, defined as south of I-295]]

OPTION 2
[This section 14-487 shall be in effect for six years following its passage, at which time the overall effectiveness of this section shall be assessed and either this expiration date shall be deleted or the entire section shall be removed from the City's Code of Ordinances]

3. Workforce Housing Minimum
At least ten percent of the units in the project shall meet the definition of workforce housing unit for sale or for rent. The number of units required is rounded down to a whole number if providing units as per 4.b. below, or shall include a fractional value in cases where a project prefers to pay a fee-in-lieu as per 4.c. below.

4. Standards
a. Projects shall not be segmented or phased to avoid compliance with these provisions. In cases where projects are completed in phases, affordable units shall be provided in proportion to the development of market rate units unless otherwise permitted through regulations.

b. Workforce units are encouraged to be integrated with the rest of the development, should use a common entrance and should provide no indications from common areas that these units are workforce housing units. ~~Subject to planning authority approval, p~~Provision of units off-site shall also be considered as meeting these standards, provided these units are located in the same neighborhood, defined as same U.S. Census Tract unless otherwise defined in regulations.

c. Workforce units need not be the same size as other units in the development but the number of bedrooms in such units, either on- or off-site, shall be 10 percent of the total number of bedrooms in the development~~ they must have the same general mix of number of bedrooms as the other units~~. For the purposes of this section, for every 400 square feet in a market rate unit will count as a bedroom if the actual number of bedrooms in the unit is lower.

d.As an alternative to providing workforce housing units, projects may pay a fee in lieu of some or all of the units. In-lieu fees shall be paid into the Housing Trust Fund as defined in Sec. 14-489. The fee for affordable units not provided shall be equal to the fee under Division 29 for Housing Replacement.

e.Workforce housing units for sale, if converted to workforce housing units for rent, shall become subject to the income limits and other requirements of such units.

5. Implementing Regulations
Regulations to further specify the details of this section shall be developed, including, but not limited to:

- Specific methodology for income verification;
- Situations where less than permanent affordability might be considered;
- Guidelines for meeting the requirement that off-site units be "in the same neighborhood".~~;~~

6. Reporting to City Council
In conjunction with the annual report on the Housing Trust, City staff shall report on developments subject to this section, the number of units produced, the amount of fee-in-lieu collected, and the overall effectiveness of this section in achieving its stated purpose.

Sec. 14-488. Density, Parking and Dimensional Bonuses and Reductions.

Notwithstanding any other provision of this chapter to the contrary:

(a) Density bonuses. The maximum number of units that would otherwise be allowed under this chapter shall be increased for an eligible project in the manner described in the following table:

Percentage of new units that are ~~affordable~~ low-income or workforce units	**Percentage increase in maximum number of units allowed**
5% up to but not including 10%	5% increase
10% up to but not including 15%	10% increase
15% up to but not including 20%	15% increase
20% up to but not including 25%	20% increase
25% or more	25% increase
Projects Under 14-487	25% increase

(b) Parking requirement reduction. For each ~~affordable~~ low-income or workforce housing unit for rent or sale within an eligible project, no more than one (1) parking space shall be required. The Planning Board may establish a parking requirement for affordable housing units for rent or sale within an eligible project that is less than one (1) parking space per affordable housing unit, regardless of the size of the structure.

Portland, Maine Yes. Life's good here.

Mary Davis
Division Director, Housing & Community Development Division

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

FROM: Mary Davis, Division Director
Amy Grommes Pulaski, HCD Program Manager
Housing and Community Development Division

DATE: April 17, 2015

SUBJECT: CDBG Allocation Committee and Acting City Manager's Funding Recommendations

The CDBG Allocation Committee reviewed all the proposals that were submitted through the annual CDBG application process. Their recommendations include Administration & Planning, Development Activities, and Social Services. Overall the Acting City Manager supported the recommendations from the Committee; however there are a few places where her recommendations have differed. Additional program income funds were identified after the Committee made their recommendations, providing an additional $114,500 for the Acting City Manager to distribute to Development Activity projects.

- Development Activity
  Fund the Reconstruction of Greenleaf Street and the first phase of the Brackett Street Project by funding the Business Assistance Program at $100,000, instead of the $150,000 requested and funding the Bike Parking project at $7,181 instead of the $17,500 requested. This enables $218,000 to be allocated to Greenleaf Street. The CHOM Supportive Housing Project is recommended for funding at $210,000 instead of the $250,000 requested to allow $40,000 to fund the first phase of the Brackett Street Pedestrian Safety Project.

- Social Services
  Two priorities: (1) Reduce numbers at the shelter, specifically for persons with mental illness. Amistad submitted a proposal to fund a Peer Coach to intervene in the lives of Portland's hardest to serve individuals who live with severe and persistent mental illness. Staff has worked with Amistad to focus this program to transition individuals with mental illness residing in our shelters to comply with the new requirements imposed on the City by the State. (2) Childcare. Families without

childcare cannot work or provide for their families. This can result in a downward spiral that could increase dependency on public resources or in the worst case cause homelessness. The Acting City Manager has recommended funding the Amistad Peer Coaching Initiative at $41,720, enough to fund a full time coach, and childcare at $48,126. To pay for these programs, the Acting City Manager is not recommending funding for the Portland Community Health Center.

Our HUD Citizen Participation Plan requires that we provide two opportunities for the applicants and the public to give comment on these recommendations and the allocation process. The April 22, 2015 Housing and Community Development Committee is the first of those two meetings.

The Committee is not being asked to take action on this item.

The second opportunity to provide public comment on these recommendations will be at a public hearing held at a Special City Council Meeting on May 4, 2015 at 5:00 p.m. in the Council Chambers at which time the Council will be asked to approve the recommendations.

Memorandum

Planning and Urban Development Department
Housing and Community Development Program

To:	Mayor Brennan and the Portland City Council
Cc:	Jeff Levine, Planning and Urban Development Director Mary Davis, Housing and Community Development Director
From:	Amy Grommes Pulaski, HCD Program Manager
Date:	March 26, 2015
Re:	**HUD's Consolidated Annual Action Plan 2015-2016**

The Consolidated Annual Action Plan includes budgets for the Community Development Block Grant, HOME Program and the Emergency Solutions Grant. The total amount of funding the City of Portland is expected to allocate for the Consolidated Annual Action Plan is $4,287,640, which includes allocations from the Department of Housing and Urban Development, program income and our local housing trust fund, detailed below:

1. CDBG

$ 1,791,064	Expected HUD Allocation 2015-2016
$ 114,500	CDBG Program Income 2014-2015
$ 0	CDBG Reprogrammed Funds
$ 1,905,564	Total Expected CDBG funds to Allocate for 2015-2016

CDBG Funds by Category

$405,113	Administration and Planning
$525,270	Social Services
$575,181	Development Activity
$400,000	Employment Dev. Prgm. ($300,000 in DA and $100,000 in SS)
$1,905,564	

Attached you will find a spreadsheet summarizing the recommendations from the City Manager (1a City Manager Recomm), recommendation letters from the CDBG Allocation Committee (1b CDBG AC Recomm) and the Employment Development Review Committee (1c EDP Comm Recomm). There were no appeals this year. Please note an additional $114,500 in CDBG Program Income was able to be added to the City Manager's recommendations that were not included with the Committee recommendations.

2. HOME

$ 820,832	Expected HUD Allocation 2014-2015
$ 210,000	HOME Program Income 2013-2014
$1,030,832	Total Expected HOME funds to Allocate for 2014-2015

Other Housing Funding

CDBG	$ 265,446	CDBG Housing Program Income Funds
LEAD	$ 280,413	Lead Safe Housing Program Income Funds
Trust	$ 643,551	Local Housing Trust Funds
	$1,189,410	

Attached you will find a Memo to the Mayor and City Council from Mary Davis explaining the Housing Budget (2 Housing Budget).

3. Emergency Solutions Grant:

$161,834 Expected HUD Allocation 2014-2015

Attached you will find the proposed Emergency Solutions Grant budget (3 ESG Budget).

CDBG City Manager Recommendations 2015-2016

Final Allocation 2-10-14

Administration and Planning

#	Type	Priority	Organization	Program/ Project	Request	Priority Impact/ Goal 20 pts	Guiding Principles 35 pts	Partner/ Collabor 15 pts	Capacity to Deliver 30 pts	Penalty	Total	Committee Recomm	City Manager Recomm	Council Allocation
1	AP	All	Planning & Urban Dev Dept	CDBG Admin and Planning	$405,727							$405,113	$405,113	
				Total Admin & Planning Available	$405,113						*Sub Total*	*$405,113*	*$405,113*	*$0*

Development, Economic Development and Construction

#	Type	Priority	Organization	Program/ Project	Request	20 pts	35 pts	15 pts	30 pts	Penalty	Total	Committee Recomm	City Manager Recomm	Council Allocation
15	ED	WS-JC	COP Economic Development	Business Assistance Program	$150,000	18.4	31.3	13.9	28.2	0	91.8	$150,000	$100,000	
12	DA	HS	Community Housing of Maine	CHOM Supportive Housing in Portland	$250,000	18.6	31.6	14.2	26.9	0	91.3	$250,000	$210,000	
14	DA	MA	COP Planning & Urban Dev	Bike Parking in E Bayside, Munjoy, Libbytown & Parkside	$17,500	17.7	29.9	13.8	26.8	0	88.2	$17,500	$7,181	
5	CON	SN	COP Public Services	Greenleaf Street Reconstruction	$218,000	17.3	32.4	11.3	26.7	0	87.7	$43,181	$218,000	
16	ED	WS-MICRO	Creative Portland Corporation	Assets for Artists: Portland, Maine	$34,875	16.1	29.1	14.1	26.2	0	85.5			
3	CON	MA	COP Public Services	Reiche School- Brackett Street Pedestrian Safety Project	$118,430	17.6	31.2	11.7	24.3	0	84.8		$40,000	
4	CON	MA	COP Public Services	Libbytown Pedestrian Accessibility Improvements P3	$233,091	16.8	30.5	11.1	26.1	0	84.5			
7	CON	SN	COP Public Services	Big Belly Solar Bus Stop Compactor Deployment	$50,628	16.7	30.6	10.9	25.9	0.25	83.85			
9	CON	WS	Learning Works	Renovation of Historic 181 Bracket Phase 2	$121,900	16.5	28.9	11.1	26.3	0	82.8			
8	CON	SN	COP Public Services	Tree Planting	$15,000	17.4	31.3	8.1	25.7	1	81.5			
2	CON	MA	COP Public Services	Curb Rramps	$50,000	17.4	30.5	7.8	25.3	0	81			
10	CON	WS	Catherine Morrill Day Nursery	CMDN Frontage Restoration Project	$78,942	15.8	28.0	11.1	25.5	0.5	79.9			
6	CON	MA/ SN	COP Recreation & Facilities	Cliff Island School Playgrounds	$52,700	15.8	27.6	11.3	24.7	0	79.4			
11	CON	HS	Catherdral of St Luke	The Deanery	$243,352	17.6	27.8	13.6	21.2	1	79.2			
13	DA	HS	Machigonne Comm Land Trust	Luther Street Home	$65,000	14.8	25.9	13.2	23.4	0	77.3			
				Total Development, Econ Dev. & Construction Requests	$1,699,418									
				Total Development, Econ Dev.& Construction Available	*$460,681*						*Sub Total*	*$460,681*	*$575,181*	*$0*

Social Service

#	Type	Priority	Organization	Program/ Project	Request	Priority Impact/ 20 pts	Guiding Principles 35 pts	Partner/ Collabor 15 pts	Capacity to Deliver 30 pts	Penalty	Total	Committee Recomm	City Manager	Council Allocation
17	SET	SN	Police Department	Community Policing	$150,000							$150,000	$150,000	
22	SS	BN	Preble Street	Food Programs	$50,000	19.9	33.8	14.3	27.8		95.8	$50,000	$50,000	
27	SS	SN	Wayside Food Programs	Direct Service Programs	$25,424	19.4	33.5	14.4	28.2		95.5	$25,424	$25,424	
20	SS	BN	Preble Street	Resource Center	$45,000	19.5	33.6	14.1	27.8		95	$45,000	$45,000	
25	SS	SN	Amistad Inc.	Amistad Peer Support and Recovery Center	$30,000	19.2	33.2	13.8	28.2		94.4	$30,000	$30,000	
21	SS	BN	Preble Street	Florence House Women's Shelter	$30,000	19.4	33.2	14.1	27.6		94.3	$30,000	$30,000	
23	SS	BN	Preble Street	Joe Kreisler Teen Shelter	$30,000	19.4	32.7	14.4	27.8		94.3	$30,000	$30,000	
28	SS	SN	Milestone	Homeless Outreach & Mobile Engagement HOME Team	$75,000	18.9	33	14.2	27		93.1	$75,000	$75,000	
26	SS	SN	Portland Comm Health Center	Integrated Behavioral Health Program 63 Preble	$125,000	19.4	33.4	11.4	28	0.25	91.95	$89,846	$0	
32	SS	WS	The Opportunity Alliance	Parkside Neighborhood Center	$55,000	18.7	31.6	13.9	27.7		91.9			
24	SS	BN	Amistad Inc.	Amistad Peer Coaching Initiative	$25,000	19.2	32.4	13	27.1	0.25	91.45		$41,720	
30	SS	WS	Catherine Morrill Day Nursery	CDBG Child Care Assistance Program	$99,402	17.9	31.1	14.6	27.4		91		$48,126	
19	SS	BN	Frannie Peabody Center	Integrated Access to Care	$40,000	17.5	30.9	13.8	26.9		89.1			
31	SS	WS	Learning Works	English Language Program	$35,000	17.6	29.8	13.4	26.9	0.25	87.45			
18	SS	BN	The Locker Project	Feeding the Future	$20,000	18.5	31.3	11.9	24.7		86.4			
29	SS	WS	Community Financial Literacy	Financial Education for Refugees and Immigrants	$35,000	15.7	29	14.1	24.9	0.25	83.45			
				Total Social Services	$869,826						*Sub Total*	*$525,270*	*$525,270*	*$0*
				Total Social Services Available	*$525,270*									
				ALL CDBG REQUESTS TOTAL	***$2,974,971***									

Employment Development Program

Type	Priority	Organization	Program/ Project	Request	Performance PJA 80 pts Micro 55 pts	Projections PJA 20 pts Micro 20 pts	Total Points - EDP of 100 - Micro of 75	Percent of Total	EDP Committee Recomm	City Manager Recomm	Council Allocation
EDP	JC-SS	Coastal Enterprises Inc	Portland Jobs Alliance: Job Creation, Job Skills, Training and Support Services	$340,000	66.8	17.4	84.2	84.2%	$340,000	$340,000	
EDP	MICRO	Coastal Enterprises Inc	Portland Microenterprise Assistance Project	$60,000	46.2	17.4	63.6*	84.8%	$60,000	$60,000	
			Total Employment Development Program	$400,000				*Sub Total*	*$400,000*	*$400,000*	*$0*
			Total Employment Development Program Available	$400,000							
								TOTAL	***$1,791,064***	***$1,905,564***	

* Portland Microenterprise Assistance had a total possible 75 points (not 100)

Portland, Maine Yes. Life's good here.

Planning & Urban Development Department

February 13, 2015

Sheila Hill-Christian, Acting City Manager
City Hall
389 Congress Street
Portland, Maine 04101

Dear Ms. Hill-Christian,

We are pleased to submit the CDBG Annual Allocation Committee's recommended budget allocations for Year 41 of the Community Development Block Grant (CDBG).

On a national level, funding for the Community Development Block Grant has decreased by approximately 1.3% this year.

CDBG ALLOCATION	**Year 40 FY 14-15**	**Year 41 FY 15-16**	**Difference in Dollars**
Planning and Administration Cap	$409,515	$405,113	$4,402
Social Service Cap	$633,360	$625,270	$8,089
Development Activities	$772,702	$760,681	$12,021
TOTAL	**$1,815,577**	**$1,791,064**	**$24,513**

**The Development Activities amount for Year 40 includes $275,000 of funds reallocated from contingency. There are no contingency funds available for Year 41 at this time.*

Based on Council approval, a portion of this year's Social Service and Development Activities funding will go toward funding the second year of the Employment Development Program. The amount of funding available for our annual CDBG process is in the far right column in the table below. Funding recommendations for the Employment Development Program will be presented separately.

CDBG ALLOCATION	**Year 41 FY 15-16**	**Employment Development Program Funds**	**Amount of CDBG Funds Available for Annual Requests**
Planning and Administration Cap	$405,113	$0	$405,113
Social Service Cap	$625,270	$100,000	$525,270
Development Activities	$760,681	$300,000	$460,681
TOTAL Allocation	**$1,791,064**	**$400,000**	**$1,391,064**

As in past years, the need for CDBG funding continues to exceed the amount of funds available. The total dollars requested is $3,374,971 resulting in a gap of $1,583,907 between CDBG funds available for annual requests and the total amount of annual requests. As in prior years, we were faced with difficult choices in this year's recommendation process and struggled with which applications to recommend for funding. The Committee stayed focused on the scoring criteria in order to be fair to all applicants.

The following sections of this letter outline our funding recommendations. The first section explains the history and progress Portland's CDBG Program has undergone over the last four years. The second section provides a description of this year's process, how the applications were reviewed and scored, and finally our recommendations for funding.

HISTORY AND CURRENT STATUS OF THE CDBG PROGRAM

Over the last six years, the CDBG program has undergone significant review. This review resulted in changes to the allocation process as summarized below.

In 2008 the following steps were implemented:

Council Order 70-7/08 (HCD Task Force Ten Point Plan)

- Creation of the CDBG Priority Task Force
- Creation of the CDBG Annual Allocation Committee
- Funded projects are to be completed within two years of award

In 2009 the following steps were implemented:

Council Order 70-7/08 (HCD Task Force Ten Point Plan)

- CDBG Application process is to comply with the City's Purchasing Ordinance

Council Order 91-08/09 (CDBG Priority Task Force Recommendations)

- Application and scoring reflect the goal of building strong, self sustaining neighborhoods by having applications address the priority impact areas and guiding principles.

In 2010 the final recommendations by the CDBG Priority Task Force were implemented, including:

Council Order 91-08/09 (CDBG Priority Task Force Recommendations)

- $20,000 minimum request.
- Small grants in the amount of $7,500 are available to social services for capacity building and to small businesses micro-enterprises for technical assistance
- Social service basic needs set aside for up to 10% of the HUD allocated CDBG grant
- Social service multi-year initiatives requests guidelines defined and encouraged
- Economic development job creation request guidelines defined
- The administration and planning request would be presented to and reviewed by the Committee, but would not be voted upon in a competitive environment

In 2011, the Council further reviewed the program and the implementation of all of the recommendations. Based on this review, the City Council implemented the following changes:

- *Eliminate* the small grants award of $7,500 made available to social services for capacity building and to small businesses micro-enterprises for technical assistance
- *Eliminate* the social service basic needs set aside, previously set to be up to 10% of the HUD CDBG allocation
- *Lower* the minimum grant request from $20,000 to $10,000
- *Create* a maximum grant request per applicant:
    - $150,000 for Social Service applicants

    - $250,000 for Development Activities applicants
- *Create* a Maximum Cumulative Grant Allocation for City Applications
    - 45% of funding available for Social Services
    - 85% of funding available for Development Activities
- *Create* an economic development set aside/ cap for job creation for $100,000
- *Create* a Priority Focus for Program Year 2011-2012:
    - For Social Services additional points can be allocated for applications meeting the Work and Shop priority criteria
    - For Development Activities additional points can be allocated for projects located in Libbytown, Census Tract 20.02

In 2012 there were minor adjustments made to the allocation process
- Based on pressure and direction from HUD we will be paying our grantees based on a cost per unit of service. Each applicant has provided a cost per unit of service. Funded applicants will be submitting funding requisitions and be paid based on the number of units provided and persons served. This does not apply to construction projects.
- Staff will be administering bonus and penalty points on the applications.
- Priority for Social Service applications is child care. Priorities for Development Activities are job creation and projects located in Libbytown or Census Tract 20.02.

Additionally, in 2012 Priority Task Force focused priorities even further:
- To create Sustainable Workforce Development Program(s) that move Portland residents out of poverty into sustained employment and financial stability.
  1) Invest in businesses with Portland locations to enable them to expand and create jobs, as eligible by HUD regulations.
  2) Provide a continuum of services to increase a Program Participant's professional capacity, financial stability, and ability to maintain employment, through: career advancement services, financial stability and job retention support services.
- Place Program Participant's in newly created sustainable Portland-based jobs.

In 2013 CDBG Working Group determined how to implement the Priorities of the 2012 Task Force:
- Invest 1) in businesses to create net new jobs or 2) to create microenterprise businesses (businesses with less than 5 employees where the owner is LMI Portland)
- Fill 66% of the net new jobs with low to moderate income (LMI) Portland residents.
- Priority will be given to applicants that will hire or serve more LMI Portland residents, homeless persons, New Americans, or single-parent head of households will be given preference
- Set aside $400,000 ($300,000 in Development Funds and $100,000 in Social Service Funds) for the new Workforce Development Initiative now renamed the Employment Development Program.
- Fund at least two applicants
- Funding requests can be for two years
- Tracking of jobs will be for two years after job creation or microenterprise creation
- Success will be evaluated based on return on investment (CDBG investment vs. increase of income of new employees/ business owners)
- The first round of funding will begin in 2014.

2014 Minor adjustments

- Priority for ALL Social Service and Development Activity applications is child care and basic needs. These applications will all receive an additional three bonus points.
- There is a set aside of $150,000 for Community Policing
- Penalty points were reduced: errors are only 0.25 points, and blanks are not penalized.
- The Employment Development Program received a $400,000 set aside, including $300,000 from Development Activities and $100,000 from Social Services

2015 Minor adjustments

- No Bonus Points
- There was a new "Construction Only" application
- Guiding principles were targeted for Development, Economic Development and Construction applications

THE PROCESS AND REVIEW

CDBG Applications were available on October 8, 2014. The mandatory applicant's meeting was held on October 9, 2014 at 6:00pm in Merrill Rehearsal Hall. All applications were due on Thursday November 13, 2014 at 2:00pm.

We received fifteen (15) Development Activities applications and sixteen (16) Social Service Applications, along with an Administration and Planning request of $405,727, for a total of $2,974,971 in funding requests through our annual request process.

There was a total of $1,699,418 of Development Activity requests with $460,681 available, and $869,826 of Social Service requests with $525,270 available.

The Allocation Committee Review and Funding Methods

Our Committee first met for this funding year on December 18, 2014. The Committee met six (6) times to discuss Administration and Planning, Development Activities and Social Service applications.

The Committee read each application individually prior to the meeting. At the meeting the Committee would discuss each proposal. If questions arose, staff documented the questions and forwarded them to the applicant to answer. The answers were then shared with the Committee.

Applications were organized by score from the highest to the lowest within each category. The City Council has directed the Committee to recommend full funding based on request for all applications; therefore each applicant was awarded full funding, until the funding was exhausted.

RECOMMENDATIONS

Administration and Planning Funding

The Committee reviews information regarding Administration and Planning, but does not score the application competitively. Administration funding is essential for operating the CDBG program and reporting to HUD. The Planning & Urban Development Department submitted a budget of $405,727 and the Committee is recommending full funding based on HUD allocation.

Organization	Program	Request	Points	Comm. Recomm
Planning & Urban Development Department	Administration	$405,727	NA	$405,113

Development Activities Funding

The Committee received fifteen (15) Development Activities applications including construction and economic development, requesting a total of $1,699,418, and only $460,681 is available. The City Council's *85% Rule for Development Activities* is still in place, which specifies that a maximum of 85% of the Development Activity funding can go to fund City applicants, the remaining 15% must go to outside requests. This rule did not affect the Committee's recommendations this year. The following table outlines the highest scoring applications, their requests and the recommended allocation from the Committee.

Organization	Program	Request	Points	Comm. Recomm.
City of Portland Economic Development Department *Application #15*	Business Assistance Grant	$150,000	91.8	$150,000
Community Housing of Maine *Application #12*	CHOM Supportive Housing Development in Portland	$250,000	91.3	$250,000
City of Portland Planning Department *Application #14*	Bike Parking in East Bayside, Munjoy Hill, Libbytown and Parkside	$17,500	88.2	$17,500
City of Portland Public Services Department *Application #5*	Greenleaf Street Reconstruction	$218,000	87.7	$43,181*

*The amount of funding available for Greenleaf Street is only $43,181. HUD regulations do not allow "banking" of funds until more funds is available. Therefore the committee recommends putting $34,875 toward the next highest scoring application: Assets for Artists. For the remaining $8,306, the committee recommends putting the funds toward Big Belly Solar Waste Compactors because it is the next highest scoring applicant which can utilize that amount of funds.

If additional funds are available through contingency the Committee recommends funding the next highest scoring project which can successfully utilize the funds available.

Social Service Funding

The Committee received sixteen (16) Social Service applications, including a $150,000 request from Community Policing which will be funded through a set-aside. There is $869,826 of Social Service requests with $525,270 available. The City Council's *45% Rule for Social Services* is still in place, which specifies that a maximum of 45% of the Social Service funding can go to fund City applicants, the remaining 65% must go to outside requests. This rule did not affect the Committee's recommendations this year. The following table outlines the highest scoring applications, their requests and the recommend allocation from the Committee.

Organization	Program	Request	Points	Comm. Recomm
COP Police Development	Community Policing	$150,000	Set-aside	$150,000
Preble Street	Food Programs	$50,000	95.8	$50,000
Wayside Food Programs	Direct Service Programs	$25,424	95.5	$25,424
Preble Street	Resource Center	$45,000	95.0	$45,000
Amistad	Peer Support and Recovery Center	$30,000	94.4	$30,000
Preble Street	Florence House Women's Shelter	$30,000	94.3	$30,000
Preble Street	Joe Kreisler Teen Shelter	$30,000	94.3	$30,000
Milestone	Homeless Outreach & Mobile Engagement Team	$75,000	93.1	$75,000
Portland Community Health Center	Integrated Behavioral Health Program at 63 Preble	$125,000	91.95	$89,846

The committee recommends both Preble Street and Wayside to reach out to the Locker Project to see if there are possibilities for collaboration and sharing of resources.

Funding Caps

The current funding caps are $150,000 for social service applicants and $250,000 for development activities. The committee expressed concerned that one application is receiving more than half of the amount of development funds available. The committee is exploring various alternatives to lowering the cap in order to allow more projects to be funded.

SUMMARY

All projects that requested funding would be beneficial to our City, however due to limited dollars, not all were recommended for funding through this program. This is a competitive process; each applicant competed against all other applicants. The projects that are not being recommended for funding scored lower in the each of the evaluation categories, and therefore in total points. A spread sheet is attached which provides all scores for each application. A summary book can be provided to you upon request, and staff can provide a full version of all applications electronically.

As always, the Committee will continue to look for ways to improve the efficiency, effectiveness and transparency of the program. We welcome comments, suggestions, and feedback both from the Council and the public.

We thank you for your commitment to this program and your patience through its transition. We hope you are satisfied with the results.

We are especially grateful for our appointments to the Annual Allocation Committee, providing us with the opportunity to participate in this program, and offer our recommendations for your consideration. We look forward to seeing you on March 16 and April 6 and hearing your response.

Sincerely,

The CDBG Annual Allocation Committee for Program Year 2015-2016
Funding Year 2015-2016

Maxwell Chikuta, Chair
Jackie Wiegleb, Vice Chair
Matthew Birchby
Nadeen Daniels
Wendy Harmon
Rhonda Juneau
Annette Rogers
Matthew Purington
Jeff Schwartz

Attachments: CDBG Allocation Committee Funding Recommendations 2015-2016 (spreadsheet)

Final Allocation 2-10-14

CDBG Allocation Committee Recommendations FY2015

#	Type	Priority	Organization	Program/ Project	Request	Priority Impact/ Goal 20 pts	Guiding Principles 35 pts	Partner/ Collabor 15 pts	Capacity to Deliver 30 pts	Penalty	Total	Committee Recomm	City Manager Recomm	Council Allocation
1	AP	All	Planning & Urban Dev Dept	CDBG Admin and Planning	$405,727							$405,113		
				Total Admin & Planning Available	$405,113									

#	Type	Priority	Organization	Program/ Project	Request	20 pts	35 pts	15 pts	30 pts	Penalty	Total	Committee Recomm	City Manager Recomm	Council Allocation
15	ED	WS-JC	COP Economic Development	Business Assistance Program	$150,000	18.4	31.3	13.9	28.2	0	91.8	$150,000		
12	DA	HS	Community Housing of Maine	CHOM Supportive Housing in Portland	$250,000	18.6	31.6	14.2	26.9	0	91.3	$250,000		
14	DA	MA	COP Planning & Urban Dev	Bike Parking in E Bayside, Munjoy, Libbytown & Parkside	$17,500	17.7	29.9	13.8	26.8	0	88.2	$17,500		
5	CON	SN	COP Public Services	Greenleaf Street Reconstruction	$218,000	17.3	32.4	11.3	26.7	0	87.7	$43,181		
16	ED	WS-MICRO	Creative Portland Corporation	Assets for Artists: Portland, Maine	$34,875	16.1	29.1	14.1	26.2	0	85.5			
3	CON	MA	COP Public Services	Reiche School- Brackett Street Pedestrian Safety Project	$118,430	17.6	31.2	11.7	24.3	0	84.8			
4	CON	MA	COP Public Services	Libbytown Pedestrian Accessibility Improvements P3	$233,091	16.8	30.5	11.1	26.1	0	84.5			
7	CON	SN	COP Public Services	Big Belly Solar Bus Stop Compactor Deployment	$50,628	16.7	30.6	10.9	25.9	0.25	83.85			
9	CON	WS	Learning Works	Renovation of Historic 181 Bracket Phase 2	$121,900	16.5	28.9	11.1	26.3	0	82.8			
8	CON	SN	COP Public Services	Tree Planting	$15,000	17.4	31.3	8.1	25.7	1	81.5			
2	CON	MA	COP Public Services	Curb Rramps	$50,000	17.4	30.5	7.8	25.3	0	81			
10	CON	WS	Catherine Morrill Day Nursery	CMDN Frontage Restoration Project	$78,942	15.8	28.0	11.1	25.5	0.5	79.9			
6	CON	MA/ SN	COP Recreation & Facilities	Cliff Island School Playgrounds	$52,700	15.8	27.6	11.3	24.7	0	79.4			
11	CON	HS	Catherdral of St Luke	The Deanery	$243,352	17.6	27.8	13.6	21.2	1	79.2			
13	DA	HS	Machigonne Comm Land Trust	Luther Street Home	$65,000	14.8	25.9	13.2	23.4	0	77.3			
				Total Development & Econ Dev. Requests	$1,699,418									
				Total Development & Econ Dev. Available	*$460,681*						Total	$460,681	$0	$0

	Type	Priority	Organization	Program/ Project	Request	Priority Impact/ 20 pts	Guiding Principles 35 pts	Partner/ Collabor 15 pts	Capacity to Deliver 30 pts	Penalty	Total	Committee Recomm	City Manager	Council Allocation
17	SET	SN	Police Department	Community Policing	$150,000							$150,000		
22	SS	BN	Preble Street	Food Programs	$50,000	19.9	33.8	14.3	27.8		95.8	$50,000		
27	SS	SN	Wayside Food Programs	Direct Service Programs	$25,424	19.4	33.5	14.4	28.2		95.5	$25,424		
20	SS	BN	Preble Street	Resource Center	$45,000	19.5	33.6	14.1	27.8		95	$45,000		
25	SS	SN	Amistad Inc.	Amistad Peer Support and Recovery Center	$30,000	19.2	33.2	13.8	28.2		94.4	$30,000		
21	SS	BN	Preble Street	Florence House Women's Shelter	$30,000	19.4	33.2	14.1	27.6		94.3	$30,000		
23	SS	BN	Preble Street	Joe Kreisler Teen Shelter	$30,000	19.4	32.7	14.4	27.8		94.3	$30,000		
28	SS	SN	Milestone	Homeless Outreach & Mobile Engagement HOME Team	$75,000	18.9	33	14.2	27		93.1	$75,000		
26	SS	SN	Portland Comm Health Center	Integrated Behavioral Health Program 63 Preble	$125,000	19.4	33.4	11.4	28	0.25	91.95	$89,846		
32	SS	WS	The Opportunity Alliance	Parkside Neighborhood Center	$55,000	18.7	31.6	13.9	27.7		91.9			
24	SS	BN	Amistad Inc.	Amistad Peer Coaching Initiative	$25,000	19.2	32.4	13	27.1	0.25	91.45			
30	SS	WS	Catherine Morrill Day Nursery	CDBG Child Care Assistance Program	$99,402	17.9	31.1	14.6	27.4		91			
19	SS	BN	Frannie Peabody Center	Integrated Access to Care	$40,000	17.5	30.9	13.8	26.9		89.1			
31	SS	WS	Learning Works	English Language Program	$35,000	17.6	29.8	13.4	26.9	0.25	87.45			
18	SS	BN	The Locker Project	Feeding the Future	$20,000	18.5	31.3	11.9	24.7		86.4			
29	SS	WS	Community Financial Literacy	Financial Education for Refugees and Immigrants	$35,000	15.7	29	14.1	24.9	0.25	83.45			
				Total Social Services	$869,826						Total	$525,270	$0	$0
				Total Social Services Available	*$525,270*									
				ALL CDBG REQUESTS TOTAL	***$2,974,971***									

Portland, Maine | Yes. Life's good here.

Planning & Urban Development Department

March 2, 2015

Sheila Hill-Christian, Acting City Manager
City Hall
389 Congress Street
Portland, Maine 04101

Dear Ms. Hill-Christian,

We are pleased to submit this year's recommendations for the Employment Development Program, a set side within the Community Development Block Grant Program at the City of Portland.

The goal of the Employment Development Program is to *fund projects that create employment opportunities that move Portland residents out of poverty into sustained employment and financial stability*.

The Program Objectives are twofold:

1. Create employment opportunities through:
    a. Job Creation by investing in businesses with Portland locations to create net new jobs
        - *Net new jobs are jobs that did not previously exist.*
        - Jobs must be permanent full time equivalents (at least 1750 hours per year).
        - 66% of jobs must be filled with low to moderate income (LMI) Portland residents, defined as earning 80% of area median income.
        - The cost per job cannot exceed $15,000.

    b. Assistance to persons developing a Microenterprise Business
        - A Microenterprise Business is defined as a commercial enterprise that has five or fewer employees, one or more of whom owns the enterprise.
        - 100% of the businesses are owned by low to moderate income (LMI) Portland residents, defined as earning 80% of area median income.
        - The cost of the microenterprise cannot exceed $15,000.
2. Provide support services for potential workers or persons developing a microenterprise to improve professional capacity, financial stability and/or ability to gain or maintain employment/business. Target populations for the program are: new Americans, people experiencing homelessness and single parent head of households.

The City released a request for proposal in 2014 and solicited a Lead Agency with which to partner to execute the Program and expend the allocation of funds. The Lead Agency could request one or two years of funding, with the second year being dependent on performance and HUD funding. There was $400,000 available the first year for both the Job Creation and Microenterprise Assistance applications ($300,000 in Development and $100,000 in Social Services).

The original application was evaluated based on creativity, efficient utilization of resources, feasibility to meet City and HUD requirements, and relevant experience working with target populations, executing similar programs, collecting data and working with partners.

In 2014 the Council awarded $340,000 to Coastal Enterprises, Inc. for job creation through the Portland Jobs Alliance (including $240,000 in job creation funds and $100,000 in supportive services funds) and $60,000 for microenterprise assistance through the Portland Microenterprise Assistance Program.

PROJECT DESCRIPTION, UPDATE and PROJECTIONS

Both the Portland Jobs Alliance and the Portland Microenterprise Assistance Program requested two years of funding, which was contingent on HUD Allocation and performance. This year the CDBG program received a 1.3% reduction nationally. Both programs are on target for first quarter goals.

Due to contract negotiation between the City, HUD and CEI, the Portland Jobs Alliance contract was not signed until September 1, 2014. The Portland Microenterprise Assistance Program began July 1, 2014.

A description of both programs, including a short update and projections for the upcoming year, is below. A complete copy of the Project Update and Second Year Funding Request for the Portland Jobs Alliance and the Portland Microenterprise Assistance Program is available upon request.

Portland Jobs Alliance

The Portland Jobs Alliance (PJA) is utilizing City of Portland Community Development Block Grant (CDBG) funds and additional resources from a Maine-based foundation to build a collaborative and coordinated approach to providing employment services that promote access and success for low/moderate income job seekers. CEI and its partners, Catholic Charities Maine, City of Portland Refugee Services, Portland Adult Education, Preble Street, Community Financial Literacy, and other supporting partners, seek to improve coordination and employment outcomes for homeless individuals, New Mainers and single parents by addressing some of the employment challenges these populations experience. The initiative focuses on business engagement, job readiness and sector specific training, linking learning to work through internship work experiences, job retention support, and helping to initiate conversations of workforce diversity.

The project will serve 100 potential workers to more effectively prepare them to meet the growing needs of Portland's new and expanding businesses. Twenty-five (25) individuals from the initiative will be placed in newly created positions in Portland. It is anticipated that many of the remaining 75 enrollees will also secure employment in other jobs in the greater Portland region. The project will take a collaborative approach to job referral & placement, utilizing a web-based interagency database to communicate information about jobs seekers & job opportunities, and to track participant activity.

The project is on target for meeting 1st quarter goals. Enrollments and training are on target and most of the newly created jobs have been identified, though most will not be created until spring 2015.

For the upcoming program year, the Portland Jobs Alliance plans to provide services to:

- Address employment readiness, job placement and retention for target populations;
- Approach businesses to market the benefits of the PJA;
- Identify new job creation and other internship and placement opportunities;
- Secure additional job creation agreements;
- Target industry growth opportunities for more effective placement of highly skilled New Mainers;
- Continue to engage the hotel sector as a priority sector
- Identify new sectors to engage in PJA;
- Develop more one-day Employability Workshops, Advanced Interviewing, and Contextualized ESOL classes utilizing matching funds, including a series for homeless participants; and
- Provide business outreach training for case managers.

Portland Microenterprise Assistance Program (PMAP)

CEI and its partner, Cultivating Community, have provided targeted microenterprise assistance to help aspiring entrepreneurs build their capacity to achieve economic self-sufficiency. The grant is supporting the Portland Microenterprise Assistance Program (PMAP), which provides intensive targeted capacity-building for individuals interested in starting a small business by drawing on CEI's existing internal infrastructure. Within the overall microenterprise population, PMAP will target low to moderate income New Americans and women living and doing business in Portland.

The PMAP is a function of CEI's Business Development Services department, which operates state-wide. PMAP will be carried out by the Portland-based business counselors. These staff are organized within two programs and offer their services based on the needs of the targeted population: the Women's Business Center (WBC), which delivers targeted services for aspiring and existing women business owners; and StartSmart, which is a microenterprise program for refugees and immigrants (new Americans). Cultivating Community's New American Sustainable Agriculture Project (NASAP) helps very low-income refugee and immigrant families build sustainable, green businesses in food and farming. NASAP has provided training, on-farm workshops and mentoring, one-on-one production and business consultation, and access to agricultural infrastructure, as well as to local and regional markets, to recently resettled refugee and immigrant farmers.

In the first two quarters PMAP has worked with 34 low to moderate income clients who live in Portland. The business counselors often work with clients over many quarters, and often over years, to help the client reach their goal, so the number of clients worked with will grow but is not likely to double in the next 6 months. The program has helped clients start four businesses, on target for the goal of seven for the year. It will meet the business creation goal by the end of 12 months.

For the upcoming program year, The Portland Microenterprise Assistance Program will work with Low to moderate income Portland residents to help them start a business. The current client list and steady pipeline of new clients will enable to program to help seven clients start a business in Portland.

Portland, Maine Yes. Life's good here.

Planning & Urban Development Department

RECOMMENDATION

This committee received the Project Updates and Second Year Funding Requests from the Portland Jobs Alliance and Portland Microenterprise Assistance Program on January 30, 2014. The review meeting was held on February 6 at 11:00 am. Members discussed the applications. Through the conversation, several clarifying questions were identified and asked of the applicants. Both CEI programs were thorough and prompt in their responses. Once the answers were shared, committee members submitted their scores and recommendations regarding funding.

The Job Creation proposal: Portland Jobs Alliance received 84.2 points out of 100 points (84.2%) and is being recommended for $340,000 for 2015-2016.

The Microenterprise Assistance proposal: Portland Microenterprise Assistance Program received 63 out of 75 points (84.8%) and is being recommended for $60,000 for 2015-2016.

The score card summary is attached.

SUMMARY

We thank the Council for taking the steps to create the Employment Development Program. It is a program still in its infancy and it is still too soon to determine success. However this committee feels strongly that it is important to continue the commitment to the two CEI programs that are currently funded and to provide them the second year funding as requested in order to give them the opportunity to succeed. Diverting funding from this program at this time would undermine the community wide initiative that has taken root, and could severely limit any success in the current program year and into the future. Therefore the committee asks that the City Manager and the Council support the recommendations in this letter to continue to fund the Portland Jobs Alliance and the Portland Microenterprise Assistance Program.

We are grateful for this opportunity and look forward to your response.

Sincerely,

The Employment Development Review Committee Program Year 2015-2016

Maxwell Chikuta, CDBG Allocation Committee Member

Dan Coyne, Sr. Vice President of Community Impact, United Way of Greater Portland

Julie Sullivan, Acting Chief of Staff, City of Portland

Jack Lufkin, VP Regional Senior Bank Officer, Gorham Savings Bank

Nicole Witherbee, Chief Program Officer, John T. Gorman Foundation

Attachments: Employment Development Review Committee Score Card

CDBG Employment Development Program Score Card

CEI Job Creation Program: Portland Jobs Alliance								$340,000.00	
Selection Criteria	***MAX***	***Scorer 1***	***Scorer 2***	***Scorer 3***	***Scorer 4***	***Scorer 5***	***Total***	***Average***	***Percent***
Performance 2014-2015									
Recruiting and solidifying partnerships with businesses to create jobs	*15*	**14**	**13**	**13**	**13**	**10**	**63**	**12.60**	84.0%
Recruiting and assessing potential workers	*15*	**14**	**13**	**13**	**15**	**10**	**65**	**13.00**	86.7%
Providing services to potential workers to gain or maintain employment	*10*	**10**	**8**	**8**	**9**	**7**	**42**	**8.40**	84.0%
Having a system in place to match potential workers with jobs created by business partners	*10*	**9**	**8**	**8**	**10**	**7**	**42**	**8.40**	84.0%
Collecting and reporting project statisitics and progress	*15*	**15**	**13**	**10**	**14**	**8**	**60**	**12.00**	80.0%
Effficeint ultiization of resources	*15*	**11**	**12**	**15**	**14**	**10**	**62**	**12.40**	82.7%
Projections 2015-2016									
Feasibility of CEI and partners to meet all project goals and objectives, including schedule and city/HUD reporting requirements	*20*	**18**	**17**	**18**	**19**	**15**	**87**	**17.40**	87.0%
TOTAL	100	91	84	85	94	67	**421**	**84.20**	84.2%
Recommended Funding Amount	$340,000	$340,000	$340,000	$340,000	$340,000	$340,000	**$1,700,000**	$340,000	100.0%

CEI Portland Microenterprise Assistance Program								$60,000.00	
Selection Criteria	***MAX***	***Scorer 1***	***Scorer 2***	***Scorer 3***	***Scorer 4***	***Scorer 5***	***Total***	***Average***	***Percent***
Performance 2014-2015									
Recruiting and assessing persons develioping a microenterprise	*15*	**14**	**13**	**12**	**13**	**12**	**64**	**12.80**	85.3%
Providing services to persons developing a microenterprise	*10*	**8**	**13**	**9**	**9**	**7**	**46**	**9.20**	92.0%
Collecting and reporting project statisitics and progress	*15*	**15**	**13**	**10**	**14**	**10**	**62**	**12.40**	82.7%
Efficeint utilization of resources	*15*	**9**	**11**	**15**	**14**	**10**	**59**	**11.80**	78.7%
Projections 2015-2016									
Efficient Utilization of Resources	*20*	**19**	**16**	**17**	**19**	**16**	**87**	**17.40**	87.0%
TOTAL	75	65	66	63	69	55	**318**	**63.60**	84.8%
Recommended Funding Amount	$60,000	$60,000	$60,000	$60,000	$60,000	$60,000	**$300,000**	$60,000	100.0%

MEMORANDUM
City Council Agenda Item

TO: City Council

FROM: Planning and Urban Development Department
Housing and Community Development Division

DATE: March 24, 2015

DISTRIBUTION: Sheila Hill-Christian, Acting City Manager, Michael Brennan, Mayor, Danielle West-Chuhta, Corporation Counsel, Sonia Bean, Nancy English, Julie Sullivan

SUBJECT: **Resolution Adopting the FY 2015-2020 HUD 5-Year Consolidated Plan and the FY2015-2016 Annual Action Plan and Appropriations**

SPONSOR: **City Manager**

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st reading April 6 Final Action May 4

Can action be taken at a later date: _____ Yes __X__ No (If no why not?)

The Division is required to submit the 5-Year HUD Consolidated Plan and the FY 15/16 Annual Action Plan to HUD no later than May 15.

PRESENTATION: Mary Davis will be available for comments and questions

I. SUMMARY OF ISSUE (Agenda Description)

Council approval of the 2015-2016 Housing Program Budget is required. The budget was submitted to the Housing and Community Committee for recommendation at their March 11h meeting. The HCDC voted 3-0 to forward this item to the City Council with a recommendation for passage.

II. REASON FOR SUBMISSION (Summary of Issue/Background)

Council approval of the Housing Program Budget is required.

III. INTENDED RESULT

HOME Program: The Home Investments Partnerships Program (HOME) was established by Congress in 1992. Since 1992, the City of Portland and the Cumberland County HOME Consortium have received over $16.3 million dollars in HOME funding. In 2009 the City became the lead entity in the Cumberland County HOME Consortium. The Consortium is a partnership of the communities in Cumberland County that administers HOME Program funds in Cumberland County. The creation of the consortium expanded the financial resources for affordable housing activities in the region. The City retains independent operation of its HOME program. Because the City serves as the "Lead Entity" and City staff administers the County portion of the funding, all administrative funds are retained by the City. The County's Municipal Oversight Committee controls the allocation of County's portion of the HOME funds.

The budget proposal is based on a final HUD HOME allocation of $820,832, of which $347,236 is reserved for County project. The budget proposal was developed after a historical review of funding allocations, previous year's budget allocations, program expenditures and program income (loan repayments) received.

Currently, the City's HOME Program is divided into four funding categories:

1. Administration
2. Housing Rehabilitation
3. Tenant Based Rental Assistance
4. Affordable Housing Development [including the required Community Housing Development Organization (CHDO) set-aside mandated by HUD]

CDBG/Housing Development Fund: Housing and Community Development Division did not request funding from the FY 14/15 CDBG process. Staff and housing program costs normally funded through CDBG, are being funded through the Housing Development Fund (HDF). HDF is the program income account funded by CDBG housing loan repayments.

IV. COUNCIL GOAL ADDRESSED

Promote Housing Availability: Provide increased availability in all segments of the housing market while insuring that there is a suitable balance of housing opportunities among those sectors.

V. FINANCIAL IMPACT

This budget is based on the CDBG and HOME Program Allocations from the U.S. Department of Housing and Urban Development, the City's Housing Trust Fund and housing program income accounts for CDBG and Lead Safe Housing.

VI. STAFF ANALYSIS

Staff recommends the funding levels presented here. These budget lines can be adjusted as necessary throughout the year with appropriate analysis and public notice as required by our Consolidated Annual Action Plan. This budget is presented for two Public Hearings (1) at the Housing and Community Development Committee meeting on April 22nd at 5:30 p.m. and at a Special Meeting of the City Council on May 4th City Council at 5:00 p.m. as part of the overall

HCD budget. The final budget allocations and Annual Action Plan are submitted to HUD on May 15 for the fiscal year beginning July 1, 2015.

VII. RECOMMENDATION

Staff recommends approval of the attached 2015-2016 Housing Program Budget.

VIII. LIST ATTACHMENTS

2015-2016 Housing Program Budget

Prepared by:

________________________________	March 24, 2015
Signature	Date
Mary Davis, Division Director	
Housing and Community Development	

2015-2016 HOUSING PROGRAM BUDGET **HUD Final Allocation February 10, 2015**

Recommended by HCDC March 11, 2015

Approved by Council xxxxxx, 2015

Total HUD HOME Entitlement Allocation	820,832
Portland Portion	473,597
County Portion	347,236

REVENUES- Housing Programs	*HOME*	*CDBG*	*HDF*	*LEAD Safe Housing*	*Housing Trust Fund*	***TOTAL BUDGET***
2015-16 HOME Consortium Admin (10% of allocation)	82,083					*82,083*
2015-16 HOME Consortium Programming	391,513					*391,513*
2014-15 HOME Program Income	200,000					*200,000*
Re-Allocated HOME Funds (funding from previous years)						*0*
2015-16 CDBG Administration						*0*
2015-16 CDBG Programming						*0*
2015-2016 Housing Trust Fund					643,551	*643,551*
2014-15 HDF Program Income			265,446			*265,446*
2014-15 Lead Safe Housing Program Income				280,413		*280,413*
REVENUE TOTALS (Portland)	673,597	0	265,446	280,413	643,551	***1,863,007***

EXPENDITURES SUMMARY= Housing Programs	*HOME*	*CDBG*	*HDF*	*LEAD Safe Housing*	*Housing Trust Fund*	***TOTAL BUDGET***
Administration						*121,943*
HOME Admin Allocation (2015-16)	82,083					
HDF/CDBG Housing Staff (2015-16)			39,860			
Programming						*1,741,063*
HOME Consortium (2015-16)	391,513					
HOME Program Income (2014-15)	200,000					
Re-Allocated HOME Funds						
CDBG Programming (2015-16)						
Housing Trust Fund (2015-16)					643,551	
HDF Program Income (2014-15)			225,586			
LEAD SAFE HOUSING Program Income (2014-15)				280,413		
EXPENDITURES SUMMARY TOTALS (Portland)	673,597	0	265,446	280,413	643,551	***1,863,007***

2015-16 HOUSING Budget by Activity (Portland)	*HOME*	*CDBG*	*HDF*	*LEAD Safe Housing*	*Housing Trust Fund*	***TOTAL BUDGET***
Administration (10% allocation + 10% PI) PL1601/QS1601	102,083		39,860			*141,943*
Housing Rehabilitation (27 Units @ $15,000/unit) QM1600/QB1600	150,000		225,586			*375,586*
Homeownership Assistance QJ1600	0					*0*
Tenant-Based Rental Assistance QT1601	130,000					*130,000*
Affordable Housing Development QK1600/IN1114	226,262				643,551	*869,813*
CHDO QL1600	65,252					*65,252*
Lead Safe Housing PLL036	0			280,413		*280,413*
	673,597	0	265,446	280,413	643,551	***1,863,007***

2015-16 HOME Consortium COUNTY - approved by MOC on 03.24.2015

County HOME Program budget provided for reference only;

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

REVENUES- Housing Programs	*HOME Consortium*
2015-16 HOME Consortium Non-Portland Programming	347,236
2014-15 HOME County Program Income	10,000
	357,236

2015-16 HOUSING Budget by Activity	*HOME County*
Housing Rehabilitation (15 projects @ $15,000/project) QP1600	235,000
Home Ownership QQ1600	
Affordable Housing Development	64,363
CHDO QR1600	57,873
	357,236

Emergency Solutions Grant 2012-2015

Program	ESG Budgeted Funding Amount by Fiscal Year			
	FY 12-13	FY 13-14	FY 14-15	**FY 15-16**
Operations: Homeless Health	$37,582	$28,993	$35,391	**$0**
Essential Services: Family Shelter	$28,327	$21,853	$26,675	**$28,327**
Homeless Prevention: Family Shelter	$28,326	$21,853	$26,675	**$52,369**
Homeless Prevention: Oxford Street	$12,242	$8,972	$10,952	**$13,800**
Rapid Rehousing: Oxford Street	$48,966	$35,888	$43,807	**$55,200**
Administrtation and HMIS	$12,603	$5,600	$6,838	**$12,138**
Total (Actual)	*$168,046*	*$123,159*	*$150,338*	*$161,834*
Admin/HMIS cap	*$12,603*	*$9,237*	*$11,275*	*$12,138*

Explanation

Operations: Homeless Health	This program is no longer administered by the City of
Essential Services: Family Shelter	Funds pay for staff who provides 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.
Homeless Prevention: Family Shelter	Funds pay for staff who assist in preventing family homelessness. Services include advocating with their town of residency, landlord/tenant negotiations and family reunifications.
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 hosuing and providing the ncessary case management and referrals the individual needs.
Administration and HMIS	Funding goes to pay for licenses to use HUD's Homeless Management and Information System. Licenses are provided by Maine Housing.

Mary Davis
Division Director, Housing & Community Development Division

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

FROM: Mary Davis, Division Director
Amy Grommes Pulaski, HCD Program Manager
Housing and Community Development Division

DATE: April 17, 2015

SUBJECT: FY 2015-2019 HUD 5-Year Consolidated Plan and FY 15/16 HUD Annual Action Plan

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

<u>Consolidated Planning Process – Determining Needs and Establishing Goals</u>

The Acting City Manager explained in the 2016 budget recommendations that all resources, regardless of their source, should be used when making strategic decisions regarding the City's service priorities. For this reason, the City of Portland's HUD Consolidated Plan has identified needs and goals that align with the 2014 City Council Common Goals and Objectives. These Common Goals were designed to guide the City Council in their policy decisions and City Departments in their goals and operations. Eight goals were identified including: Promote Housing Availability, Increase Transportation Initiatives, Economic Development, Prevent and End Homelessness, Advance an Environmental Program, Improve City Services, Implement TIF Program, and Intergovernmental Collaboration. The priorities that will be incorporated in the HUD Consolidated Plan will address the first five of the Council Common Goals.

The Five Year HUD Consolidated Plan defines four areas of need with a corresponding goal. These goals are designed to address the funding priorities for the CDBG, HOME and Emergency Solutions Grant Programs for the next five years.

<u>NEEDS and GOALS</u>

1. NEED: Housing Availability

<u>Description</u>: In 2014 Portland contracted with the Greater Portland Council of Governments to complete a study entitled *2030 Workforce Housing Demand Study*. The report, released in January 2015, found that current housing production is not meeting the housing needs of Portland. The City Council has made a goal to promote housing availability in all segments of the housing market while insuring a suitable balance of housing opportunities among those sectors.
<u>Basis for Relative priority:</u> In 2014 the Portland City Council identified the following goal to address this need: provide increased availability in all segments of the housing market while insuring that there is suitable balance of housing opportunities among those sectors.

GOAL: Increase housing availability & affordability
<u>Description</u>: Increase housing availability and affordability to all Portland residents regardless of income, race, ethnicity, and family size. Encourage housing development by removing barriers to traditional urban housing types while ensuring the inclusion of workforce housing in significant development projects.

2. NEED: Economic Opportunity

<u>Description</u>: Portland has a well-developed employment support system with many established providers. However, the system is fragmented, providers work in silos, there is insufficient funding to cover needs of potential workers, and career planning and financial stability are often prioritized less than job placement. Employment retention support is scarce and turnover results in economic uncertainty for employees and higher costs for employers.

<u>Basis for Relative priority:</u> In 2014 the Portland City Council identified the following goal: Promote Economic Development in the City in a manner that provides for increased property values, diversification across industry sectors and high paying jobs. Specifically, as it relates to HUD programming and objectives the Council further identified the need to advance work on the "Minority and Women-owned Business Development Initiative" and secure City Council approval to invest CDBG funds in workforce development.

GOAL: Create economic opportunities to transition out of poverty
<u>Description:</u> Invest in Portland businesses to enable them to expand to create jobs. Invest in persons wanting to create microenterprises. Engage job seekers in a continuum of services to increase their professional capacity, financial stability, and ability to maintain

employment. Focus on difficult to employ populations including homeless, new Americans and single parent head of households. Combine resources and build partnerships between public and private entities to provide opportunities to transition Portland residents out of poverty to sustainable employment and financial stability.

3. NEED: Address the Needs for Growing Homeless Population

Description: The shelter system in Portland is beyond capacity. Staff and local organizations struggle to deal with overflow strategies to meet increasing need. Data suggests most persons who are homeless stay at the shelter less than three weeks. Homeless Prevention and Rapid Rehousing are key components to help reduce shelter usage and homelessness. Additionally increased case management is needed for those who have mental illness and substance abuse issues to help them navigate the service delivery system.

Additionally the State of Maine will be reducing funding support and increase documentation and requirements for those staying at the shelter, making it more difficult to serve those in the most need.

Basis for Relative priority: In 2014 the Portland City Council identified the goal to: Prevent and end homelessness in the city of Portland by continuing to implement the recommendations of the Homelessness Task Force, including retooling the emergency shelter system to create centralized intake process and evaluate steps to improve efficiency, prevent homelessness and rapidly rehouse those who become homeless to avoid long term stays in the shelters, and increase case management for persons with mental illness and substance abuse to help navigate the service delivery system.

GOAL: Prevent and Reduce Homelessness
Description: Prevent individuals and families from becoming homeless and entering into the shelter system. Rapidly rehouse those who enter the shelter system. Provide necessary resources to assist vulnerable population's transition out of homelessness, including housing opportunities for chronically homeless or long-term stayers.

4. NEED: Infrastructure Investment in Target Neighborhoods

Description: Keeping all of the City's capital assets in functional and working order requires regular reinvestment. There is significant need throughout the target neighborhoods to build sidewalks where none exist, improve accessibility through ADA compliance, increase the use of bicycles as a mode of transportation, and redevelop streetscapes to create shared streets for cars, bikes, and pedestrians that integrates with the fabric of the neighborhood.

Basis for Relative priority: In 2014 the Portland City Council identified two goals that identified this need. 1) Develop a transportation system that advances healthy living, minimizes environmental impacts, and promotes the local economy by advancing opportunities for mass transit, bicycle use and walking. 2) Advance environmental program that safeguards our natural resources, promotes a healthy lifestyle and supports a sustainable economy.

GOAL: Create strong, safe, accessible and vibrant neighborhoods

Description: Invest in infrastructure to improve neighborhood assets and build strong, safe, accessible and vibrant neighborhoods. Improve accessibility through ADA compliance, build sidewalks and trails to improve connectivity, increase the use of bicycles as a mode of transportation, and redevelop streetscapes to create shared streets for cars, bikes, and pedestrians that integrate with the fabric of the neighborhood. Support programs that increase safety in neighborhoods for residents and visitors.

GEOGRAPHIC DISTRIBUTION OF FUNDS

The City of Portland's priority in allocating federal resources has always been to focus on the areas of the jurisdiction with the most need. The areas of the highest minority populations and lowest incomes include Census Tracts 5, 6 and 10, which represent the East Bayside, Bayside and Parkside neighborhoods respectively. The goal is to direct the majority of resources into these neighborhoods. The HCD office is also considering the benefits of creating a HUD Neighborhood Revitalization Strategy Area to help increase investment in these neighborhoods.

In addition to the areas mentioned above, we have identified additional target neighborhoods, which are located primarily on the peninsula in Districts 1 and 2. The target neighborhoods are sections of the City that have been identified through the 2010 Census as neighborhoods where at least 51% of the residents are low to moderate income individuals or households. Based on new American Community Survey Data and updated information from HUD, Portland has now identified more of the peninsula, than in the past, for federal resources. Nearly all of the peninsula will now be part of the target neighborhoods. Street, sidewalk, infrastructure, parks, playgrounds, and other area benefit projects will be located in the target neighborhoods to benefit the low and moderate income individuals and families that live there.

Housing rehabilitation and new construction benefit individual persons or households who are low to moderate income, and therefore HOME funds can be spent throughout the City and County and are not limited to a specific geographic area.

The new CDBG Targeted Area Map is attached. The map represents CDBG "targeted areas" rather than a more restrictive "eligible areas" approach. The current map designates CDBG "eligible areas" and restricts area-wide CDBG activities to these designated areas. The new map identifies areas in which CDBG investment would be focused or targeted. This recommended approach would not eliminate projects in other areas of the City. Projects in other areas would to have to be determined eligible based on a review of the American Community Survey income data for the service area of the project.

Staff Recommendation

Staff is asking for Committee support of the HUD Five-Year Plan and FY 15/16 Annual Action Plan, including the CDBG Targeted Area Map, and requesting the Committee recommend approval of these plans to the City Council.

Attachments:
Draft of 2015-2020 HUD Five-Year Consolidated Plan and FY 15/16 HUD Annual Action Plan (As this plan is over 200 pages long, it is available electronically only. Printed copies are available upon request)

CDBG Targeted Area Map

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

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

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

Table 1 – Responsible Agencies

Narrative

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

The 2015-2016 Action Plan was written by staff in the Department Housing and Community Development. However, numerous individuals and entities were involved in the process, recommendations, and decision making that defined the details of this Plan.

All CDBG applications for 2015-2016 funding were submitted to the Housing and Community Development Division. There were fifteen (15) requests for social service funding from eleven (11) different entities, and fifteen (15) requests for development activity funding from nine (9) different entities. Staff reviewed each application for threshold eligibility, and prepared and presented the information to the CDBG Allocation Committee. This year the Allocation Committee was comprised of nine (9) community members who were vetted through an application process and appointed by the Portland City Council. The CDBG Allocation Committee read, reviewed, and scored all applications. The Committee recommended funding allocations to the City Manager based on priorities, provided information, performance, and capacities of the applicants. Allocation Committee meetings were open to the public. All dates, agendas, and minutes were posted to the City of Portland's website.
The Employment Development Applications were reviewed by a committee of six volunteers with backgrounds in grant management or economic development. They reviewed both applications for the Employment Development Program and unanimously recommended funding for both projects.

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

The HOME Budget is developed by HCD staff and presented to the Housing and Community Development Committee (HCDC). The HCDC Committee consists of four of the nine Councilors. It is a public meeting and is advertised on the City website as well as e-mailed to housing partners, neighborhood organizations and other interested parties. Public Comment is taken.
The Emergency Solutions Grant was presented to the Continuum of Care and the Emergency Shelter Assessment Committee. Both groups discussed the allocations and voted unanimously to approve the budget and activities that are included in this Consolidated Plan.

The entire Consolidated Plan and Action Plan, including the budgets for CDBG, HOME and ESG, were presented and discussed at two public hearings on April 22 and May 4 consistent with the Citizen Participation Plan. Public comment was taken at both Council meetings. **Council voted to approve the final allocations supporting the Acting City Manager's recommendations [add if any changes].**

Consolidated Plan Public Contact Information

Mary Davis/ Amy Grommes Pulaski

Housing and Community Development Division

389 Congress Street, Room 312, Portland, Maine 04101

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

1. Introduction

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

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

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

In the City of Portland 33% of CDBG funds support social service agency programs. The funds support housing programs, homeless services, crisis management services, child care, family support services, substance abuse services, youth and adolescent support services, senior services, neighborhood based programs and projects, and health care for the homeless. In order to be funded the City has placed a high priority on organizations that work in partnership, solidified by a Memorandum of Agreement. This ensures that like programs work together in collaboration toward common goals..

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

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

The City of Portland has allocated $135,314 in HOME Program Funds to continue a Tenant Based Rental Assistance Program. Staff modeled the program on the *Maine Housing Stability through Engagement Program*. The short term rental assistance program will provide up to 12 months of assistance and requires the tenant to pay 30% of their monthly income.

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

HCD staff met with the Continuum of Care Committee and the Emergency Shelter Assessment Committee (ESAC) twice: Continuum of Care meetings on February 18 and March 18 and ESAC on February 19 and March 19. An overview of the Emergency Solutions Grant, eligible projects, and proposed funding allocation was discussed at the meetings in February.

Funding increases for homeless programs, in addition to changes in existing programs, have led staff to propose funding amounts that differed from in the past. Past years have funded Operations for Homeless Healthcare, Essential Services at the Family Shelter, Homeless Prevention at the Family Shelter and Oxford Street Shelter and also Rapid Rehousing at Oxford Street Shelter. Some funds were also allocated to HMIS and Administration. The Homeless Healthcare program no longer is operated by the City. At the same time the Continuum of Care lost their HMIS funds, the Family Shelter lost funding while the need has increased, and HUD prioritized Rapid Rehousing. For these reasons, the proposal is to increase funding for Homeless Prevention at the Family Shelter and increase it slightly at Oxford Street Shelter. Increase Rapid Rehousing at Oxford Street Shelter and maximize the HMIS/ Administration funding to help pay for HMIS data entry that is conducted by Maine Housing. Funding for the upcoming program year, which will be replicated in future years is as follows: Essential Services at the Family Shelter: $28,327, Homeless Prevention at the Family Shelter and Oxford Street Shelter: $66,169, Rapid Rehousing at Oxford Street Shelter is $55,200 and HMIS is $12,138.

Representatives from both the Portland Continuum of Care and the Balance of State participate in the meetings. The ESG Budget was also presented at the two Public Meetings to review the Consolidated Plan and the Annual Action Plan on April 23 and May 4.

ESAC monitors shelter bed usage and is working to improve their coordinated assessment process.

The Portland CoC is also currently developing written policies and procedures. As recommended by HUD, Portland CoC is currently working to collaborate with the Balance of State to create a coordinated system. A new set of policies and procedures will be developed to apply to the entire State and the Portland policies and procedures will serve as a framework, taking into consideration various needs throughout the State.

Currently HMIS is administered by the Maine State Housing Authority, who manages licenses throughout the state and is responsible for the majority of data entry.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	**Agency/Group/Organization**	Portland Housing Authority
	Agency/Group/Organization Type	PHA Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Portland Housing Authority was consulted to provide information regarding housing and public housing needs.
3	**Agency/Group/Organization**	CUMBERLAND COUNTY
	Agency/Group/Organization Type	Housing Services - Housing Other government - County Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Portland and Cumberland County are partners in the HOME Consortium. The two entities work collaboratively to distribute resources and address affordable housing needs, residential rehabilitation needs for residents of Portland and Cumberland County.
4	**Agency/Group/Organization**	CITY OF PORTLAND
	Agency/Group/Organization Type	Housing Services - Housing Services-Elderly Persons Services-homeless Services-Health Services-Employment Service-Fair Housing Services - Victims Planning organization Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Lead-based Paint Strategy Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Portland includes the Planning and Urban Development Department, which is responsible for housing and community development needs and strategy in addition to anti-poverty barriers to affordable housing, and lead based paint remediation. The Economic Development Department is responsible for the Economic strategies for the City. The Health and Human Services Department is responsible for homeless needs, specifically families with children and single adults and chronically homeless individuals. The Public Services Department is responsible for infrastructure needs and projects. The Recreation and Facilities Department is responsible for building maintenance and renovations.
5	**Agency/Group/Organization**	FRANNIE PEABODY CENTER
	Agency/Group/Organization Type	Services-Persons with HIV/AIDS Services-homeless Service-Fair Housing Services - Victims
	What section of the Plan was addressed by Consultation?	HOPWA Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Frannie Peabody is the direct recipient for all HOPWA funding that comes to the State of Maine. They are responsible for the HOPWA strategy.
6	**Agency/Group/Organization**	COMMUNITY HOUSING OF MAINE, INC
	Agency/Group/Organization Type	Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Community Housing of Maine provides housing to vulnerable populations including the elderly, disabled, people experiencing mental illness, people with developmental and intellectual disabilities, people recovering from addiction, veterans, victims of domestic violence and persons living with HIV/Aids.
7	**Agency/Group/Organization**	Family Crisis Services
	Agency/Group/Organization Type	Housing Services-Children Services-Victims of Domestic Violence Services-homeless Service-Fair Housing Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Family Crisis Services serves women and their families who are experiencing domestic violence.
8	**Agency/Group/Organization**	PREBLE STREET
	Agency/Group/Organization Type	Services - Housing Services-homeless Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Preble Street provides barrier free services to persons experiencing homelessness, hunger, and poverty. Services including housing, night shelters for women and teens, day shelters, veterans services, advocacy and food.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	City of Portland	
Population and Housing Market Analysis of Sustain	Greater Portland Council of Governments	Greater Portland Council of Governments
Regional Analysis of Impediments to Fair Housing	Greater Portland Council of Governments & Ann Gass	This analysis of impediments indentifies low income as the single biggest barrier to housing choice in the region which supports the need for affordable diverse housing.
Portland 2030 Workforce Housing Demand	Greater Portland Council of Governments	This housing demand study indentifies a low income/housing price mismatch and housing size as the largest barriers to housing choice in the region which supports the need for affordable diverse housing
Strategic Plan to Prevent & End Homelessness Ptld	City of Portland Homeless Prevention Task Force	The task force identifies the need for centralized intake and shared service providers to better serve the needs of the most vulnerable citizens in the Portland community in alignment with the strategic plan goal of supporting vulnerable populations.

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Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Analysis of Impediments to Fair Housing Choice Ptl	City of Portland HCD/ Planning Decisions	This analysis finds geographic concentrations of race and poverty, discriminatory rental practices, and housing cost burden that support the need for affordable diverse housing and strong, safe neighborhoods.
A Profile of Maine's Older Population and Housing	Abt Associates for The Maine Affordable Housing Coalition	Findings in this report identify both an older population with high incidents of disabling conditions and an older housing stock in need of rehabiliation that is increasingly unaffordable, which supports the goal of creating affordable diverse housing.
Parkside Assets and Needs Study	Metis Associates for The Opportunity Alliance	Findings in this study identify a need for more information on community engagment, youth and child programs, affordable housing, employment training, and safety, which are supported by the City's strategic plan goals of creating strong, safe neighborhoods, transitioning out of poverty through economic opportunity, and creating affordable diverse housing.
Multi-Family Forecast for Southern Maine	Vitalius Real Estate Group	This forecast identifies real estate trends in the multi-family housing market as a influence on homeowner and rental costs for Portland's resident which informs the need for a goal of creating affordable diverse housing .
Minority Health Asssessment Report	City of Portland Public Health Division	This assessment identifies the needs of Portland's growing minority populations that will be supported by the strategic plan by providing necessary programs and resources to serve the needs of the most vulnerable citizens in the community
Economic Development Vision & Plan Portland Maine	City of Portland; Portland Community Chamber; Creative Portland Corporation	This report identifies drivers of economic growth and prosperity that will provide guidance for transitioning Portland residents out of poverty with sustainable employment and financial stability
Greater Portland - Lakes Region: Maine's Economic	Greater Portland Council of Governments	This report identifies drivers of economic growth and prosperity that will provide guidance for transitioning Portland residents out of poverty with sustainable employment and financial
Portland's Economic Scorecard 2014-2015	Portland Community Chamber; Portland Regional Chamber	This report identifies economic indicators that lag and can improve supporting the need for combining resources and building partnerships to provide for economic opportunites to transition residents out of poverty.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional):

Portland Housing Authority (PHA) was consulted to provide information regarding affordable housing demand and public housing needs. PHA was simultaneously developing their five year plan, annual agency plan and capital fund plan at the same time the City of Portland was update its consolidated five year plan and annual action plan, and the City was able to work closely with the Authority to collaboratively develop housing goals for the annual and strategic plans.

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

Frannie Peabody Center, the administrator of HOPWA funds and provider of support for individuals and their families living with AIDS/HIV, was consulted for housing and community needs evident among this population.

Community Housing of Maine (CHOM), a non-profit developer of affordable and supportive housing will be the recipient of CDBG funds for 2015-2016 to acquire and rehabilitate properties in Portland, specifically to serve long-term stayers at the city's homeless shelters.

City of Portland Public Services Department was consulted on the need for public services in the city, specifically within CDBG eligible neighborhoods. Additionally, Preble Street, a non-profit social service and basis needs provider was consulted because of their expertise in assisting the city's most vulnerable populations.

PR-15 Citizen Participation

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

A variety of exemplary sources were consulted in the drafting of the consolidated plan, including documents produced by intergovernmental organizations, non-profit and for-profit economic development and community development organizations, non-profit social service providers, and private planning and research firms. These sources relied on public data from the U.S. Census, year and month end reports and, more importantly, public input through survey instruments, stakeholder meetings and interviews, public board and council meetings, and even a local cable television call-in program.

A study performed by the Greater Portland Council of Governments (GPCOG) compared approaches to assessing housing development progress and extrapolated findings for Portland based on Maine Department of Labor and American Community Survey statistics. The Portland Housing Authority (PHA) consulted several local housing studies completed in the last three years to determine and anticipate affordable housing need for their annual plan: Population and Housing Market Analysis of Sustain Southern Maine and Regional Analysis of Impediments to Fair Housing, both by GPCOC in 2013; Analysis of Poverty in Peninsula Census Tracts by Planning Decisions for PHA in 2013; Out of Reach prepared by the National Low Income Housing Coalition in 2014; and Portland 2030 Workforce Housing Demand prepared by GPCOG in 2015. These reports accessed data from the U.S. Census and the ACS, Maine Human Rights Commission, Pine Tree Legal Assistance, Home Mortgage Disclosure Act, Portland Zoning and Land Use Policies, as well as through interviews with local service providers. A senior housing study by an independent researcher assessed Maine's demographics and determined the state is the oldest state in the nation, with 32.3% of its population age 55 and older, and found that a considerable share of Maine's older population was living in unaffordable housing situations in 2012. A Portland-based real estate group multi-family forecast was consulted to determine changes in the housing market's affordability. Month and year end reports from the city's homeless shelters and social service providers supply continual assessments on the city's neediest residents.

In response reports on a shortage of affordable housing in the city, the Planning and Urban Development Division with the Housing and Community Development Department held a public housing forum to assess current demand for affordable housing and to gain the opportunity to address the affordable housing needs of the city's residents. Surveys included homeless vulnerability surveys as part of the 100,000 Homes Campaign, a minority health assessment conducted by the City of Portland Minority Health Program in 2014, an asset and needs study for a Portland-based non-profit social service provider in 2014 that involved community meetings and a survey of residents and stakeholders within one of Portland's CDBG eligible neighborhoods.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Representatives of the Portland community	All CDBG Allocation Committee meetings are public, posted on the City website and City calendar. All nine committee members attend the majority of meetings. No public attended.	The Committee discussed each application, along with their funding recommendations. This is documented as committee meeting summaries on the City website.	N/A	http://www.portlandmaine.gov/491/CDBG-Annual-Allocation-Committee

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Post cards	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Residents of Target Neighborhoods	Response was the attendance at the CDBG Eligible Neighborhood Meeting held on October 21, 2014 at 5:30 PM at the City Hall. There were 15 attendees at this meeting.	Comments were received at the public meeting listed below.	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community Residents of Target Neighborhoods	The CDBG Eligible Neighborhood Meeting held on October 21, 2014 at 5:30 PM at the City Hall. There were 15 attendees at this meeting. Additional public meetings were held on November 5 at East End Community School, November 6 at Reiche Community School, and November 12 at the Italian Heritage Center.	Concerns about bus stop changes, need for more bus stop shelters, snow removal at bus stops, food on bus conflicting policies; Request for paving on Kellogg Street; Concern about a blinking light on Presumpscot Street; Increase no-smoking signs at Congress Square park; Concern about needs at social service facilities; Request for more legal services for low income individuals; Concern about odor at Preble Street Resource Center facility.	N/A	http://www.portlandmaine.gov/763/Application-Process

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Residents of the City	Response was manifested in attendance of the two Public Hearings scheduled for April 22 and may 4 at 5:30 in Council Chambers in Portland City Hall.	Comments were taken at the Public Hearings for the Consolidated Plan and Annual Action Plan at City Hall.	N/A	

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

The housing stock in Portland and in much of New England is aging and reaching the end of useful life for housing. Rehabilitation of aging housing stock often involves extensive energy efficiency efforts because of severe winter weather. The cost involved with rehabilitating older housing can be cost prohibitive in a housing market that is already too expensive for many residents.

Demographics	Base Year: 2000	Most Recent Year: 2011	% Change
Population	64,249	66,240	3%
Households	29,722	31,126	5%
Median Income	$35,650.00	$45,153.00	27%

Table 5 - Housing Needs Assessment Demographics

Data Source: 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households *	6,335	4,150	5,680	3,135	11,825
Small Family Households *	1,320	860	1,615	1,005	5,595
Large Family Households *	235	155	255	75	375
Household contains at least one person 62-74 years of age	810	505	755	410	1,490
Household contains at least one person age 75 or older	855	920	575	265	765
Households with one or more children 6 years old or younger *	695	360	590	290	835
* the highest income category for these family types is >80% HAMFI					

Table 6 - Total Households Table

Data Source: 2007-2011 CHAS

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	**>30-50% AMI**	**>50-80% AMI**	**>80-100% AMI**	**Total**	**0-30% AMI**	**>30-50% AMI**	**>50-80% AMI**	**>80-100% AMI**	**Total**
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	125	155	95	85	460	0	10	25	10	45
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	55	45	50	60	210	30	0	0	0	30
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	55	50	0	10	115	0	0	40	0	40
Housing cost burden greater than 50% of income (and none of the above problems)	3,285	755	70	25	4,135	535	465	585	60	1,645
Housing cost burden greater than 30% of income (and none of the above problems)	430	1,385	1,650	150	3,615	55	220	775	515	1,565
Zero/negative Income (and none of the above problems)	315	0	0	0	315	55	0	0	0	55

Table 7 – Housing Problems Table

Data Source: 2007-2011 CHAS

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	**>30-50% AMI**	**>50-80% AMI**	**>80-100% AMI**	**Total**	**0-30% AMI**	**>30-50% AMI**	**>50-80% AMI**	**>80-100% AMI**	**Total**
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	3,515	1,010	215	180	4,920	565	475	655	70	1,765
Having none of four housing problems	1,825	2,250	3,205	1,485	8,765	60	420	1,610	1,405	3,495
Household has negative income, but none of the other housing problems	315	0	0	0	315	55	0	0	0	55

Table 8 – Housing Problems 2

Data Source: 2007-2011 CHAS

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	**>30-50% AMI**	**>50-80% AMI**	**Total**	**0-30% AMI**	**>30-50% AMI**	**>50-80% AMI**	**Total**
NUMBER OF HOUSEHOLDS								
Small Related	910	500	425	1,835	60	125	605	790
Large Related	139	55	40	234	0	50	75	125
Elderly	645	525	130	1,300	270	390	305	965
Other	2,130	1,250	1,185	4,565	295	114	440	849
Total need by income	3,824	2,330	1,780	7,934	625	679	1,425	2,729

Table 9 – Cost Burden > 30%

Data Source: 2007-2011 CHAS

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	765	160	50	975	60	60	225	345
Large Related	135	20	0	155	0	50	25	75
Elderly	480	245	55	780	215	245	100	560
Other	2,010	440	15	2,465	295	110	240	645
Total need by income	3,390	865	120	4,375	570	465	590	1,625

Table 10 – Cost Burden > 50%

Data Source: 2007-2011 CHAS

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	90	85	0	35	210	30	0	10	0	40
Multiple, unrelated family households	20	10	0	0	30	0	0	30	0	30
Other, non-family households	0	0	50	35	85	0	0	0	0	0
Total need by income	110	95	50	70	325	30	0	40	0	70

Table 11 – Crowding Information – 1/2

Data Source: 2007-2011 CHAS

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	0	0	0	0	0	0	0	0

Table 12 – Crowding Information – 2/2

Data Source Comments:

Describe the number and type of single person households in need of housing assistance.

According to the 2007-2011 ACS 5 year data there are approximately 12,508 single person households earning a median income of $24,930. In the 2014 HUD Income Limits this falls between extremely low (30% AMI earning $16,250) and very low income (50% AMI earning $27,100). The Fair Market rents for the Portland Metro Area for efficiencies in 2014 is $688 and one bedroom is $819. Based on this information single person households would be able to afford an efficiency ($24,930/12*30%=$623/month) but a one bedroom apartment would require them to spend 40% of their income, and therefore be too expensive.

Looking at single person occupied housing units, 29.5% are owner occupied while the remaining 70% are renter occupied. When you consider the population at large approximately 44% of the occupied housing units are by owner while 55% are by renters. Therefore single person households are more likely than the overall population to rent than own. This could be because of the cost of housing in Portland exceeds the budgets for single households.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

Family Crisis Services serves women with children suffering from domestic violence. In 2014 85 families and 40 children stayed in the domestic violence shelter, staying an average of 44 days totaling 5,482 bed nights. In addition, Family Crisis Services provided individual advocacy to 2,051 different people and court advocacy to 584 individuals. There were 4,770 hotline or service calls, 7,586 face to face contacts, and 1,713 support group contacts.

Sexual Assault Response Services

What are the most common housing problems?

The two most common housing problems are 1) housing cost burden and the 2) availability of affordable housing. Some other challenges is inability to pay for utilities, rent/mortgage, geographic concentrations of poverty and a lack of landlord knowledge regarding fair housing.

Housing cost burden is the greatest housing problem facing Portland residents. 35% (10,960 of 31,126 total households) Portland residents are paying more than 30% of their income on housing. Renters make up 70% of this population (7,750 or 25% of all households). Of this group, more than half (53%) are paying more than 50% of their income on housing. Those earning 80% of the area median income or below are most affected.

Rental rates are increasing, up 8-12%, and landlords cannot receive the same amount of rent from a subsidized unit as from a market rate unit. Subsidized tenants struggle to find units. Rents are expected to increase another 5% in 2015, thus making it more difficult.

The City of Portland Public health Division conducted two surveys one for Cumberland County and one for Parkside Neighborhood (CT-10). In the study of Cumberland County affordable housing was the most important factor for a healthy community by 36.2% of the respondents. Likewise respondents to the Parkside survey indicated that many experience housing-related difficulties including 39.6% did not have enough money to pay utility bills, 38.6% did not have money for rent or mortgage and 37.3% could not find affordable housing.

The Analysis of Impediments for Fair Housing, in addition to housing cost burden found two additional concerns: geographic concentration of poverty and landlords in need of fair housing information regarding immigrants, subsidies, accommodations for persons with disabilities, and familial status.

Additionally, Maine has the eighth oldest housing stock in the country with 31.3% built before 1950. Without proper upkeep, older units can be drafty, uninsulated, and contain lead based paint.

Are any populations/household types more affected than others by these problems?

All populations are affected by the housing cost burden. 36% (10,960/29,722) of all households throughout the city pay more than 30% of their income toward housing costs, 70% of which are renters. More than 52% of those pay more than 50% of their income toward housing. This burden falls most heavily on households earning 0-30% of AMI where more than half of households pay more than 50% of their income toward housing.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

In FY 14, the City of Portland granted $10.1 million through their General Assistance to 4,363 qualifying individuals and families. 52% of those who qualified and received assistance accessed the program for six months or less. Of the total cost of the program, $2.0 million was paid for by Portland property tax payers and $8.1 million was paid by the state. The City of Portland is currently awaiting the outcome of a lawsuit against the State of Maine, challenging the State's directive of refusing general assistance to unlawful immigrants, including people who have expired visas and don't have required paperwork. The State has warned that cities and towns that do not follow the directive will jeopardize state reimbursement funding for general assistance. Under Maine State law, all municipalities have to provide general assistance and cannot deny assistance based upon citizenship status. The outcome of this lawsuit could have a tremendous impact on the City's ability to serve the populations coming to Portland, designated as a refugee resettlement city for over 35 years. It is estimated that over 500 cases will lose their subsidies as a result of the change in General Assistance.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

The persons that we are describing as at risk are those who will lose the general assistance benefits. These will be refugees, asylees and persons with mental illness.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

The housing characteristic linked most closely linked with instaiblity and increased risk of homelessness is cost burden or loss of subsidy. Families who must choose whether to pay for utilities, food, rent or other necessities, will eventually not be able to make rent or utilities which will eventually lead to eviction. Loss of subsidy will also lead to eviction as the person or family will be unable to pay.

Discussion

Nearly 40% (39.3%) of all Portland households have at least one type of housing problem, including lack of plumbing, overcrowding, severe overcrowding, housing cost burden greater than 30% of household income, housing cost burden greater than 50% of household income, and having zero or negative income. Of these households with housing problems, the greatest need exists for households facing a housing cost burden of over 50% of their total household income. 49.1% of households with housing problems have housing costs greater than 50% of their household income, with 35.8% of those households being renters. Including households facing a housing cost burden of over 30% of household income, the percentage of households facing a housing problem increases to 87.2%, with 64.9% of those households being renters. Predictably, the lowest-income group most predominantly faces a housing cost burden, with 66.0% of all households facing a housing burden of greater than 50% of household income falling in the 0-30% of average median income ($45,153) level, with the majority of those households (56.5%) being renters. Affordable housing for low-income residents in Portland is extremely limited or non-existent.

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

Racial and ethnic groups categorized here represent very small populations and it can be difficult to statistically determine disproportionately greater need among minorities based on American Community Survey results. Black/African American populations in Portland make up less than 4,000 of over 66,000 residents, and American Indian and Alaska Native populations make up less than 1,000 residents.

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	4,150	1,365	245
White	3,270	1,095	180
Black / African American	360	75	10
Asian	100	90	25
American Indian, Alaska Native	85	10	0
Pacific Islander	0	0	0
Hispanic	130	70	25

Table 13 - Disproportionally Greater Need 0 - 30% AMI

Data Source: 2007-2011 CHAS

*The four housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4.Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,040	810	0
White	2,710	675	0
Black / African American	125	55	0
Asian	95	30	0
American Indian, Alaska Native	4	0	0
Pacific Islander	0	0	0
Hispanic	95	49	0

Table 14 - Disproportionally Greater Need 30 - 50% AMI

Data Source: 2007-2011 CHAS

*The four housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4.Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,995	2,600	0
White	2,640	2,335	0
Black / African American	150	55	0
Asian	80	85	0
American Indian, Alaska Native	0	10	0
Pacific Islander	0	0	0
Hispanic	60	95	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Data Source: 2007-2011 CHAS

*The four housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4.Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	710	2,165	0
White	615	1,855	0
Black / African American	30	39	0
Asian	0	65	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	25	0
Hispanic	40	150	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

Data Source: 2007-2011 CHAS

*The four housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4.Cost Burden greater than 30%

Disproportately Greater Need: Housing Problem (30%)

	Total Population				0-30% AMI						30-50%				
	Total	Percent	Any housing problem	percent housing problem	Total	Percent	1+ Housing Problem	1+ Housing Problem Percent	No Housing Problem	No/Neg Income but now housing prob	Total	Percent	1+ Housing Problem	1+ Housing Problem Percent	No Housing Problem
Juristiction as a whole	66240				5515		4150	75.2%	1365	245	3850		3040	79.0%	810
White	57080	86.2%	15195	26.6%	4365	79.1%	3270	74.9%	1095	180	3385	87.9%	2710	80.1%	675
Black/ African	4100	6.2%	889	21.7%	435	7.9%	360	82.8%	75	10	180	4.7%	125	69.4%	55
Asian	2741	4.1%	545	19.9%	190	3.4%	100	52.6%	90	25	125	3.2%	95	76.0%	30
American Indian/ Alaskan	316	0.5%	109	34.5%	95	1.7%	85	89.5%	10	0	4	0.1%	4	100.0%	0
Pacific Islander	29	0.0%	25	86.2%	0	0.0%	0		0	0	0	0.0%	0		0
Other (465)		0.0%													
2 or more (1509)		0.0%													
Hispanic	2268	3.4%	689	30.4%	200	3.6%	130	65.0%	70	25	144	3.7%	95	66.0%	49
Non-white (non-hispanic)	7186				720	13.1%	545	75.7%			309	8.0%	224	72.5%	
	64266														
	7186	11.2%													

	Total Population		50-80% AMI						80-100%				
	Total	Percent	Total	Percent	1+ Housing Problem	1+ Housing Problem Percent	No Housing Problem	No/Neg Income but now housing prob	Total	Percent	1+ Housing Problem	1+ Housing Problem Percent	No Housing Problem
Juristiction as a whole	66240		5595		2995	53.5%	2600	0	2875		710	24.7%	2165
White	57081	86.2%	4975	88.9%	2640	53.1%	2335	0	2470	85.9%	615	24.9%	1855
Black/ African	4100	6.2%	205	3.7%	150	73.2%	55	0	69	2.4%	30	43.5%	39
Asian	2741	4.1%	165	2.9%	80	48.5%	85	0	65	2.3%	0	0.0%	65
American Indian/ Alaskan	316	0.5%	10	0.2%	0	0.0%	10	0	0	0.0%	0		0
Pacific Islander	29	0.0%	0	0.0%	0		0	0	25	0.9%	0	0.0%	25
Hispanic	2268	3.4%	155	2.8%	60	38.7%	95	0	190	6.6%	40	21.1%	150
Non white (non-hispanic)	7186		380	6.8%	230				159	5.5%	30	18.9%	

Disproportional Need 30% Cost Burden

Discussion

There is disproportionately greater need for one or more housing problem in the Black/African American and American Indian and Alaska Native racial groups at the extremely low income level. The Black/African American population makes up 5.8% of the total population in Portland and 82.8% of this population is likely to have a housing problem among other 0%-30% area median income households with housing problems where housing cost is 30% of their household income. The American Indian and Alaska Native populations make up 0.5% of the total population in Portland and 89.5% of these populations are likely to show one or more housing problems among other 0%-30% area median households with housing problems where housing cost is 30% of their household income. Among the jurisdiction as a whole at the 0-30% AMI level, 75.2% of this population is likely to have at least one housing problem. (See uploaded Disproportional Need Table NA-15)

There is disproportionately greater need with housing problems in the Black/African American racial group at the 50%-80% area median income household level where housing cost is 30% of their household income. The Black/African American population makes up 6.2% of the total population in Portland and 73.2% of this population is likely to have one or more housing problems among other 50%-80% area median income households with housing problems, when only 53.5% of the jurisdiction as a whole shows housing problems in this group. Likewise, 43.5% of the Black/African American population is likely to have one or more housing problems among other 80-100% area median income households with housing problems when only 24.7% of the jurisdiction as a whole shows housing problems where housing cost is 30% of their household income.

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

As for households with housing problems where housing costs are 30% of a household's income, racial and ethnic disproportionality among households with severe housing problems where housing costs are 50% of a household's income, racial and ethnic minorities represent very small populations and it can be difficult to statistically determine disproportionately greater need among minorities based on American Community Survey results. Black/African American populations in Portland make up less than 4,000 of over 66,000 residents, and American Indian and Alaska Native populations make up less than 1,000 residents. Based on high percentages of racial minorities in this group being more likely than the jurisdiction as a whole to have at least one housing problem, disproportionate minority contact does show among most income groups.

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,675	1,840	245
White	2,825	1,545	180
Black / African American	345	95	10
Asian	100	90	25
American Indian, Alaska Native	85	10	0
Pacific Islander	0	0	0
Hispanic	130	70	25

Table 17 – Severe Housing Problems 0 - 30% AMI

Data Source: 2007-2011 CHAS

*The four severe housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4.Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,490	2,360	0
White	1,395	1,990	0

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Black / African American	0	180	0
Asian	45	80	0
American Indian, Alaska Native	4	0	0
Pacific Islander	0	0	0
Hispanic	35	110	0

Table 18 – Severe Housing Problems 30 - 50% AMI

Data Source: 2007-2011 CHAS

*The four severe housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4.Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	800	4,800	0
White	730	4,245	0
Black / African American	35	170	0
Asian	15	150	0
American Indian, Alaska Native	0	10	0
Pacific Islander	0	0	0
Hispanic	0	155	0

Table 19 – Severe Housing Problems 50 - 80% AMI

Data Source: 2007-2011 CHAS

*The four severe housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4.Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	190	2,685	0

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
White	150	2,320	0
Black / African American	15	49	0
Asian	0	65	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	25	0
Hispanic	20	170	0

Table 20 – Severe Housing Problems 80 - 100% AMI

Data Source: 2007-2011 CHAS

*The four severe housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4.Cost Burden over 50%

Disproportately Greater Need: Severe Housing Problem (50%)

	Total Population				0-30% AMI						30-50%				
	Total	Percent	Any housing problem	percent housing problem	Total	Percent	1+ Housing Problem Percent	1+ Housing Problem Percent	No Housing Problem	No/Neg Income but now housing prob	Total	Percent	1+ Housing Problem	1+ Housing Problem Percent	No Housing Problem
Juristiction as a whole	66240				5515		3675	66.6%	1840	245	3850		1490	38.7%	2360
White	57081	86.2%	15200	26.6%	4370	79.2%	2825	64.6%	1545	180	3385	87.9%	1395	41.2%	1990
Black/ African	4100	6.2%	889	21.7%	440	8.0%	345	78.4%	95	10	180	4.7%	0	0.0%	180
Asian	2741	4.1%	545	19.9%	190	3.4%	100	52.6%	90	25	125	3.2%	45	36.0%	80
American Indian/ Alaskan	316	0.5%	109	34.5%	95	1.7%	85	89.5%	10	0	4	0.1%	4	100.0%	0
Pacific Islander	29	0.0%	25	86.2%	0	0.0%	0			0	0	0.0%	0		0
Hispanic	2268	3.4%	690	30.4%	200	3.6%	130	65.0%	70	25	145	3.8%	35	24.1%	110
Non-white (non-hispanic)	7186				725	13.1%	530	73.1%			309	8.0%	49	15.9%	

	Total Population			50-80% AMI						80-100%				
	Total	Percent		Total	Percent	1+ Housing Problem	1+ Housing Problem Percent	No Housing Problem	No/Neg Income but now housing prob	Total	Percent	1+ Housing Problem	1+ Housing Problem Percent	No Housing Problem
Juristiction as a whole	66240			5600		800	14.3%	4800	0	2875		190	6.6%	2685
White	57081	86.2%		4975	88.8%	730	14.7%	4245	0	2470	85.9%	150	6.1%	2320
Black/ African	4100	6.2%		205	3.7%	35	17.1%	170	0	64	2.2%	15	23.4%	49
Asian	2741	4.1%		165	2.9%	15	9.1%	150	0	65	2.3%	0	0.0%	65
American Indian/ Alaskan	316	0.5%		10	0.2%	0	0.0%	10	0	0	0.0%	0		0
Pacific Islander	29	0.0%		0	0.0%	0		0	0	25	0.9%	0	0.0%	25
Hispanic	2268	3.4%		155	2.8%	0	0.0%	155	0	190	6.6%	20	10.5%	170
Non-white (non-hispanic)	7186			380	6.8%	50				154	5.4%	15	9.7%	

Disproportional Need 50% Cost Burden

Discussion

Similar levels of disproportionately greater need show among those with severe housing problems, having housing costs of 50% of household income, as with housing problems for those having housing costs of 30% of household income. While 66.6% of the jurisdiction as a whole in the 0-30% area median income group is likely to have a housing problem when their housing costs are 50% of their household income, 78.4% of Black/African American group is likely to have a housing problem and 89.5% of the American Indian and Alaska Native population is likely to have a housing problem among this income level and housing cost percentage. As well, 14.3% of the jurisdiction at the 50-80% area median income has one more housing problem where housing cost is 50% of the household's income, although 17.1% of the Black/African American population is likely to have at least one housing problem at this income level. Only 6.6% of the jurisdiction with a housing problem in the 80-100% area median income category among households where housing cost is 50% of the household's income, however, 23.4% of the Black/African American population in this income category are likely to have at least one housing problem.

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

Minority racial and ethnic populations for housing cost burden are very small numbers and do not show disproportionately greater need in very many income categories due to these small representations. For example, there were only 440 households sampled from the Black/African American racial group and only 395 sampled from the Hispanic ethnic group, of over 16,850 total, that indicated their housing cost burden was less than or equal to 30% of their income. Another caution is that the data is not necessarily indicative of cost burden for long time homeowners. For example, in 2011, there were 555 homes with a value affordable to households earning over 100% of median income that were occupied by households earning 50% or less of median income. This does not mean that the home is unaffordable to them. Certainly a large percentage of homeowners have owned their homes for a very long time: while initially the mortgage payment may have been more than 30% of their income, as wages rise, mortgage payments gradually decline as a percentage of household income. Some low income owners, such as senior citizens, have paid off their mortgage completely, leaving them “house-rich” but “cash-poor.”

Second part from: 2030 Workforce Housing Demand Study

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	16,850	6,050	5,845	245
White	15,305	5,365	4,940	180
Black / African American	440	270	295	10
Asian	500	130	130	25
American Indian, Alaska Native	35	0	90	0
Pacific Islander	25	0	0	0
Hispanic	395	180	165	25

Table 21 – Greater Need: Housing Cost Burdens AMI

Data Source: 2007-2011 CHAS

Disproportately Greater Need: Housing Cost Burdens

	Total Population				0-30% AMI			30-50%		
	Total	Percent	Housing Cost Burden	percent housing Cost burden	Total	Percent	Percent	Total	Percent	Percent
Juristiction as a whole	66240		28990		16850		25.4%	6050		9.1%
White	57080	86.2%	25790	45.2%	15305	90.8%	26.8%	5365	88.7%	9.4%
Black/ African	4100	6.2%	1015	24.8%	440	2.6%	10.7%	270	4.5%	6.6%
Asian	2741	4.1%	785	28.6%	500	3.0%	18.2%	130	2.1%	4.7%
American Indian/ Alaskan	316	0.5%	125	39.6%	35	0.2%	11.1%	0	0.0%	0.0%
Pacific Islander	29	0.0%	25	86.2%	25	0.1%	86.2%	0	0.0%	0.0%
Hispanic	2268	3.4%	765	33.7%	395	2.3%	17.4%	180	3.0%	7.9%
Non-white (non-hispanic)	7186				1000	5.9%		400	6.6%	
	7186	100.0%								

	Total Population		50>% AMI			No income/ negative		
	Total	Percent	Total	Percent	Percent	Total	Percent	Percent
Juristiction as a whole	66240		5845		8.8%	245		0.4%
White	57081	86.2%	4940	88.3%	8.7%	180	73.5%	0.3%
Black/ African	4100	6.2%	295	5.3%	7.2%	10	4.1%	0.2%
Asian	2741	4.1%	130	2.3%	4.7%	25	10.2%	0.9%
American Indian/ Alaskan	316	0.5%	90	1.6%	28.5%	0	0.0%	0.0%
Pacific Islander	29	0.0%	0	0.0%	0.0%	0	0.0%	0.0%
Hispanic	2268	3.4%	165	2.9%	7.3%	25	10.2%	1.1%
			515	9.2%		35	14.3%	

Disproportional Need Housing Cost Burden

Discussion:

The greatest disproportionality among those in the jurisdiction with a housing cost burden is among the Pacific Islander racial group, of which 86.2% of that population is likely to have a housing cost burden among 0-30% area median income households, where only 25.4% of the total population in this income category shows a housing cost burden. Likewise, 28.5% of Pacific Islanders in the 50% or more area median income category show a housing cost burden while only 8.8% of the total population shows a housing cost burden in this income category.

NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

There is evidence of disproportionately greater need among the American Indian/Alaska Native racial group in both the 0-30% AMI and 30-50% AMI categories for households with housing problems. This racial group makes up only 0.5% of the total Portland population, however, American Indians and Alaska Natives are 89.5% likely to have a housing problem in the 0-30% AMI category and 100% likely to have a housing problem in the 30-50% AMI category. This pattern repeats with among populations with severe housing problems, with American Indians and Alaska Natives 89.5% more likely to have a problem at 0-30% AMI and again 100% likely at 30-50% AMI. There is also evidence of disproportionately greater need among the Black/African American racial group at both 50-80% AMI and 50-100% AMI among households with housing problems and with severe housing problems.

As previously discussed, racial and ethnic minorities represent very small populations and it can be difficult to statistically determine disproportionately greater need among minorities based on American Community Survey results. For example, only 95 American Indian/Alaska Natives in Portland, 85 have a housing problem at 0-30% AMI, and of four American Indian/Alaska Natives in Portland, all four have a housing problem at 30-50% AMI, accounting for the 100% of this racial group in this income category having a housing problem.

If they have needs not identified above, what are those needs?

The increase in immigrants from Sub-Saharan Africa has shifted local demographics of country of origin and household size. Many landlords and local service providers are not familiar with the cultures and customs that accompany these new immigrants, and may inadvertently create new barriers to maintaining housing. For example, many Muslims consider dogs to be unclean, and do not allow them in the home. This belief becomes an issue when landlords use dogs for apartment bedbug inspections. There are also potential conflicts between immigrant and non-immigrant tenants over child supervision, overcrowding and cooking smells. There were a total of 28 documented fair housing complaints in 2011 related to national origin, representing 30% of all complaints.

From: Analysis of Impediments to Fair Housing

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

There are overlapping concentrations of poverty, black populations, foreign born residents, and single-parent families within Portland’s subsidized housing. Many of these tracts are in the HCD areas, but there are several along the I-95 corridor, again likely due to PHA properties, and in the I-295 corridor north of Back Cove. Although mobile Section 8 vouchers were created with the intention of distributing low-income populations across a broader region, access to transit, services, cultural support systems and the location of affordable housing in the city are creating geographic concentrations of poverty and minorities within certain areas of Portland.

From: *Analysis of Impediments to Fair Housing*

NA-35 Public Housing – 91.205(b)

Introduction

The Portland Housing Authority currently owns and manages 994 active public housing units within 12 developments and four Asset Management Projects, representing 420 elderly/disabled units and 574 family units. The occupancy rate is 97% in all developments. All PHA units are in good condition and continue to provide decent, safe affordable housing for extremely low, very low and low to moderate income families and individuals. PHA is rated as a "high performer" under HUD's Public Housing Assessment System.

The PHA administers 1809 Section 8 Housing Choice Vouchers for very and extremely low income families and individuals in Greater Portland. Within the total number of vouchers administered, there are special programs for homeownership, chronically homeless individuals and homeless veterans. Utilization of vouchers and funding is always between 98% and 100%. PHA consistently scores 100% under HUD Section 8 Management Assessment Program.

Totals in Use

Program Type									
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	102	969	1,730	163	1,495	28	0	0

Table 22 - Public Housing by Program Type

***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

Data Source: PIC (PIH Information Center)

Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project -based	Tenant -based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	10,659	14,435	13,090	9,929	13,157	8,055	0
Average length of stay	0	6	7	7	3	8	0	0
Average Household size	0	1	2	2	1	2	1	0
# Homeless at admission	0	0	0	0	0	0	0	0
# of Elderly Program Participants (>62)	0	37	345	249	19	224	2	0
# of Disabled Families	0	60	251	872	121	724	14	0
# of Families requesting accessibility features	0	102	969	1,730	163	1,495	28	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Race of Residents

Race	Certificate	Mod-Rehab	Public Housing	Vouchers: Total	Project - based	Tenant - based	Special Purpose Voucher: Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	95	515	1,410	142	1,211	24	0	0
Black/African American	0	4	275	245	12	222	3	0	0
Asian	0	3	151	51	6	42	0	0	0
American Indian/Alaska Native	0	0	19	16	2	13	1	0	0
Pacific Islander	0	0	9	8	1	7	0	0	0
Other	0	0	0	0	0	0	0	0	0

***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

Table 24 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Ethnicity of Residents

Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers: Total	Project - based	Tenant - based	Special Purpose Voucher: Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	4	27	46	5	40	0	0	0
Not Hispanic	0	98	942	1,684	158	1,455	28	0	0

***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

Table 25 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

Limited mobility is a very common problem for many tenants and applicants, there's a need for more apartments without interior stairs (flats), and ground floor apartments with less exterior stairs. There's the need for more completely accessible units for the disabled tenants and applicants. PHA installs many modified bath room fixture, showers, grab bars, toilets. Special modifications for families with disabled children and the hearing and vision impaired include strobe light door bells and phones, special locks and window screens.

Housing Choice Voucher data represents a shared waiting list utilized by four local housing authorities established in 2013: Portland, South Portland, Westbrook, and Bath. More than 90% of applicants live in the Greater Portland area. As of February 2015, there are 5,266 applicants on the wait list for HCVs. The largest proportion of those on the wait list (40%) is disabled individuals, followed by non-disabled, non-elderly individuals at 36.5%. Elderly individuals make up 19.5% of those on the wait list, and 4% are families.

Each of the four communities utilizing the shared waiting list has different eligibility preferences for administering their HCV programs. Of the 5,266 applicants 3,351 or 64% have preference for Portland's HCV program. Of the 3,351 eligible for Portland's program 93.5% are elderly or disabled households. This indicates the large demand for 0/1BR units, with a likely need for accessible units. This conclusion is supported by the PHA voucher utilization data that 836 or 50% of vouchers used are for 0/1BR apartments.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

Portland Housing Authority has a wait list of 1,464 applicants as of February 2015. The majority of those applicants (68.5%) are families. 17.3% of applicants are disabled and 5.2% are elderly, both possibly requiring accessible units. The remaining 9% of applicants are individuals. All applicants for public housing are either very low or extremely low income, based on self-reporting until applicants are selected from the wait list to be housed.

The largest demand (52.8%) is for studio and 1 bedroom units and comes from all household types, including disabled, elderly and small families. Demand for large units between 3 and 6 bedrooms is significant (22%) and generally reflects the number or low income refugee and immigrant populations with large families in need of affordable housing, as well as the lack of large apartments available in the private housing market.

Public Housing tenants and voucher holders tend to have higher percentages of people in poverty, with disabilities, and with physical and mental health problems than the general population. To be eligible for public housing rental assistance, an applicant must have an annual income at the time of admission that does not exceed the very low-income limits for occupancy established by HUD, which is an income that does not exceed 50 percent of the area median income. This eligibility requirement precludes a public housing tenant from any economic category other than living in poverty and should be expected of this population.

60% of PHA households are foreign born and English is not their first language. Lack of English is a major obstacle to employment and self-sufficiency for these residents. As well, a significant percentage of PHA households suffer with mental illness and PTSD. Health care, psychiatric care and case management are needs for this population. PTSD is particularly a problem with the refugee communities who have relocated to Portland from worn torn countries and have witnessed horrible atrocities.

How do these needs compare to the housing needs of the population at large

Public Housing tenants and voucher holders tend to have higher percentages of people in poverty, with disabilities, and with physical and mental health problems than the general population. To be eligible for public housing rental assistance, an applicant must have an annual income at the time of admission that does not exceed the very low-income limits for occupancy established by HUD, which is an income that does not exceed 50 percent of the area median income. This eligibility requirement precludes a public housing tenant from any economic category other than living in poverty and should be expected of this population.

Housing affordability is a high need in Portland for the general population and is excessively high among the public housing resident population. As of 2011, 81% of Portland's 17,260 renters earned less than the county's median income. Portland's AMI for 2011 was $45,153 while the AMI for the Portland metropolitan area for 2013 was $77,300. Approximately 71% of renters are considered to be of low to moderate income. From 2000-2011, the number of very low income households increased by 30%. 62% of Portland's 31,105 total households earned less than the county's median income, and approximately 52% of all households are considered to be of low to moderate income. From 2000-2011, the number of very low income households increased by 28%. Three-quarters (75%) of the city's households are unable to afford the median home price.

From 2010 to 2014, 1,130 housing units were permitted and/or built in Portland, including apartments, condominiums and single-family homes. Just 29% were offered at a rent or sales price affordable to a household earning the median income.

Portland's elderly population is projected to grow by 6,476 by 2030, to a total of 14,942. Of these, almost one out of five (19%) will be 85 or older. This will result primarily from aging in place, not from in-migration. The growing number of elderly households will need more units that are smaller and more accessible; many will require units that are subsidized as well.

Two-thirds of Portland's housing was built before 1960; 80% before 1980. Older units are more likely to have lead hazards, and are less energy efficient, making them expensive to heat and cool.

Half of the city's affordable rental units are studios, efficiencies, and one-bedroom apartments. This makes it difficult to for families to find large units at rents they can afford.

Discussion

Both the wait list for the Portland Housing Authority and the wait list shared by four local housing authorities are lengthy. The desire for subsidized housing in Portland is particularly high, with the majority of those on the shared wait list preferring housing in Portland. With housing units that become available for applicants on one of the wait lists, accessibility can be an issue for many applicants requiring assistance with mobility in and around their housing. Of those not disabled on the waitlist, nearly 20% are elderly and aging, which is representative of population trends in Maine, and they will likely require accessible housing units in the foreseeable future.

NA-40 Homeless Needs Assessment – 91.205(c)

Introduction:

Portland homeless shelters, including the Family Shelter, Oxford Street Men's and Women's Shelters, Family Crisis Shelter, Stepping Stones, Milestone Foundation, Joe Kreisler Teen Shelter, and Florence House Women's Shelter sheltered an average of 481 individuals per night last year. This number exceeds bed capacity among all shelters by over 100 individuals and includes providing hotels from overflow at the Family Shelter and Family Crisis Shelter, and accommodating overflow in chairs at the adult Oxford Street Men's and Women's Shelters.

The City of Portland's Health and Human Services Department, Social Services Division operates the Family Shelter and Oxford Street Shelter, both the largest shelters serving their respective populations throughout the State of Maine. The Family Shelter offers both preventative services for families at risk of experiencing homelessness and support services to assist families who are homeless to locate housing and achieve stability. Support services on site include assistance with housing placement; training sessions on daily life skills; crisis intervention and management, including follow-up services after housing is located; and assistance with public transportation for appointments and self-sufficiency. The major reasons for being homeless, as self- reported by families, was relocation (41%), domestic violence or family conflict (43%), lack of affordable housing (17%), and failure to pay rent resulting in eviction (16%). Other reasons for homelessness as self-reported by families include loss of job, substandard housing, loss of public assistance, and health and safety reasons. The aforementioned reasons combined accounted for 11% of all families in FY 14.

The Oxford Street Shelter is a low-barrier shelter which provides safe, temporary housing for homeless adults, both men and women. 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. Support services at the Oxford Street Shelter include shower facilities and training on hygiene skills; housing placement assistance; health and housing assistance to veterans; clinical and outreach services for individuals with mental health concerns; and interpreting services.

The Oxford Street Shelter served 1,715 men and 506 women for a total of 2,221 individuals (unduplicated numbers) in FY 14. This represents an increase of 6.6% compared to the 2,166 individuals served last year. The shelter provided 82,754 bed nights in FY 14, which represents a decrease of 3.2% in bed usage compared to the 85,494 bed nights provided in FY 13. A total of 807, or 36.3% of the individuals that stayed at the Oxford Street Shelter were identified as chronically homeless. Based on self-reporting, 45% of shelter clients experience mental illness, 75% struggle with substance abuse issues, and 31% experience a physical disability or illness. Unfortunately, many clients with significant mental health issues deny having any problems and refuse any form of medication or support.

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

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

In 2014, based on data provided by the City's run Oxford Street and the Family Shelter, there were 3,011 intakes. This included 951 individuals and 284 families at the Family Shelter and 2060 individuals at Oxford Street Shelter. On average this included 292 individuals, 51 families (152 individuals) and 20 adolescents totaling 464 individuals each night. Overall there were 146,464 bed nights in the City of Portland, averaging 464 individuals a night. There were 3,560 new intakes and 1,066 housing placement. 1,262 persons were experiencing homelessness for the first time.

In addition Preble Street manages the Joe Kresler Teen Shelter and Florence House, a women's shelter. In 2014 there were 183 individuals entering homelessness at the Teen Shelter, which would be unaccompanied youth, and 194 at the Women's Shelter.

Chronic homelessness as defined by the U.S. Department of Housing & Urban Development (HUD) and the McKinney-Vento Act: "an individual or family who has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least 1 year or on at least 4 separate occasions in the last 3 years. 36% of the persons staying at the Oxford Street Shelter are Chronically Homeless.

At the Oxford Street Shelter, 154 are veterans, comprising of 6.9% of the total individuals served, and totaling 5,164 bed nights. The age of those who stayed are as follows 16% aged 18-3, 16% aged 25-30, 28% aged 31-40, 28% aged 41-55 and 12% aged 61 or older. Based on self-reporting, 45% of shelter clients experience mental illness, 75% struggle with substance abuse and 31% experience a physical disability or illness. In 2014, 54% of the individuals staying at Oxford Street Shelter stayed two weeks or less, 26% stayed between two weeks and two months, and 20% stayed longer than two months.

At the Family Shelter, 6 individuals or 1.5% of the adults are veterans. 387 or 42% were adults and 529 were children. 56% of the families are female single parent families, 7% are single male parent families and 37% are two parent families. In 2014 of the families staying at the Family Shelter 52% stayed at the shelter for a month or less, 32% stayed between one and two months, and 16% stayed more than two months.

Nature and Extent of Homelessness: (Optional)

Race:	Sheltered:	Unsheltered (optional)
White	0	0
Black or African American	0	0
Asian	0	0
American Indian or Alaska Native	0	0
Pacific Islander	0	0
Ethnicity:	**Sheltered:**	**Unsheltered (optional)**
Hispanic	0	0
Not Hispanic	0	0

Data Source Comments: 2015 Point in Time Data (to be released soon)

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

In FY 2014, the Family Shelter provided shelter for 269 families consisting of 916 individuals for a total of 43,218 bed nights. Of the 269 families served, 24 families were homeless on two or more occasions during this fiscal year for a 9% homeless recidivism rate, compared to 9% in FY13. Of the 269 families sheltered, 151 were placed in permanent housing and 38 were placed in transitional housing. The Shelter experienced a decrease of 9% in the number of individuals served (heads of household and children) and an increase of 26% in the number of bed nights used. The average length of stay increased from 34 days to 47 days. The increase in the number of bed nights used and length of stay can be attributed to the tight rental market in Portland and the extreme difficulty in locating 3- to 4-bedroom units. Of the 269 families served, 58 families had relocated from other states, 63 families were from other countries, 69 families were residents from Maine but lived in towns outside of Portland, and 79 families were Portland residents. Of the 121 families coming from outside Maine, 54 families were secondary migrant refugee families or had visiting visas.

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

Point In Time 2015 (not yet released)

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

Point In Time 2015 (not yet released)

Discussion:

The annual Point in Time Survey of homeless individuals indicates there is still an increasing homeless population in Portland, including a representation of homeless individuals remaining unsheltered during the harshest time of year in Maine. CDBG funding to non-profit organizations reaching out to the city's most vulnerable populations, including the mentally ill and individuals with chronic substance abuse issues, will assist the city in providing programs and resources to serve the needs of the most vulnerable citizens in the community.

NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)

Introduction:

Reviewing the non-homeless special needs populations in Portland, research focused on persons with disabilities both physical and cognitive, the elderly, persons suffering from addiction, victims of domestic violence, and persons with HIV/AIDS.

Disabilities can limit the ability of an individual to earn income sufficient to complete in the housing market. Under the federal Fair Housing Act, a person with a disability is defined as any person or person associated with you who has a physical or mental disability that substantially limits one or more major life activities, has a record of such impairment, or is regarded as having such impairment. Disabilities include hearing, mobility and visual impairments, chronic alcoholism, chronic mental illness, AIDS and AIDs Related Complex, and mental retardation. The housing needs of victims of domestic violence are considered along with the special needs of the non-homeless. The housing needs of persons with disabilities are extremely difficult to determine and quantify. Meeting the housing needs for persons with mental developmental and physical disabilities will be a challenge for the extremely limited resources available to the City and the County through the HUD CDBG and HOME programs.

Describe the characteristics of special needs populations in your community:

Disabilities: According to the American Community Survey approximately 12.5% of the population in the City of Portland has a disability, over 8,000 individuals. There are various types of disabilities that are categorized by the ACS: hearing, vision, cognitive, ambulatory, self-care, and independent living. Several individuals have co-occurring disabilities. The highest disabilities are cognitive, comprising 6.2% of the total population, and ambulatory, comprising 5.9% of the total population. The highest age bracket suffering from cognitive disabilities is those aged 18-64. While those afflicted with ambulatory disabilities are equally likely to be aged 18-64 or 65+. The third highest disability is the ability to live independently, affecting 4.6% of the population, again equally affecting those aged 18-24 as 65+.

There are often co-occurring issues that accompany disabilities, for instance the national poverty rate for those with severe disabilities is 27% compared to 9% for those without a disability, and 28% of people over age of 25 with a disability have not completed high school. As well, up to 60% of substance abusers have a mental disorder in addition to addiction. The January 2012 homeless survey in Portland found that 23.4% had a severe and persistent mental illness, and that 39.6% had a chronic disability. In Portland Housing Authority properties, 54% of tenants are classified as disabled/handicapped. In addition, incidence of autism has grown from 1 in 10,000 in 1996, to 1 in 160 in 2006, to 1 in 88 at the present time. The need for housing and support services for this population will continue to be pressing in the Portland area.

Elderly: Portland’s elderly population is projected to grow by 6,476 by 2030, to a total of 14,942. Of these, almost one out of five (19%) will be 85 or older. This will result primarily from aging in place, not from in-migration.

Drug Alcohol Addictions: Of the 12,413 incident reports in 2014 filed with the City of Portland Police Department, 2901 or 23% were alcohol related and 1297 or 10.5% were drug related. Additionally there were 643 drinking in public 422 layouts, 334 drug overdoses and 307 drug possession calls. There were also 87 motor vehicle accidents related to alcohol.

There is a strong correlation between homelessness and substance abuse. 58% of all families experiencing homelessness at the Family Shelter suffer from substance abuse/ mental illness. 75% of the shelter clients at Oxford Street Shelter struggle with substance abuse.

Victims of Domestic Violence: In 2014, there were 266 cases of reported domestic violence assaults in the City of Portland. The majority, 172, was male on female, 40 were female on male and the remainder involved some other domestic relationship (parent/child, male partner on male partner etc). The Family Shelter reported that 43% (115 or 269) of all families who became homeless experienced domestic violence and or family conflict and had to leave their current living situation.

What are the housing and supportive service needs of these populations and how are these needs determined?

Disabilities: Persons with disability, both physical and cognitive face a variety of challenges in Portland, including landlords and building codes for phsycial disabilities. For persons with cognitive disabilities case management and community integration seem to be successful models.

Landlords do not always understand the needs of a physically or mentally disabled tenant, and make their own decisions about what is (or is not) medically necessary. In addition, landlords see reasonable accommodations as a financial burden, and often do not understand, for example, that service animals can be used by people with non-vision related disabilities. As another example, a recent Pine Tree Legal investigation found “reasonable grounds for disability discrimination” when a Section 8 voucher for a two bedroom apartment was reduced to one bedroom when the tenant was told that her medically prescribed exercise equipment was not “medically necessary.”

The City of Portland lacks building code enforcement for people with disabilities in apartments. The City of Portland Building Code does comply with the Maine Uniform Building and Energy Code, but that code does not specifically address disabilities and reasonable accommodations.

For formerly homeless tenants with mental disabilities, case management makes a bigger difference than financial assistance in maintaining permanent housing, according to a local social service researcher. Portland’s Homeless Prevention, Rapid Re-housing Program (HPRP) program saw a 2% recidivism rate for clients who received case management upon finding housing. The formerly homeless usually need at least nine months of case management support to make a successful transition from homeless to housed. With the exception of HPRP, the need for assistance to help people maintain independent housing has been identified as a service gap in Portland.

Individuals with intellectual and developmental disabilities (including those on the Autism spectrum) as well as individuals with other disabilities (Cerebral Palsy, traumatic brain injuries, etc.) can successfully live in a community setting, granting them greater independence, while still receiving necessary support and services. The range and acuteness of service needs vary greatly. Accordingly, a one-sized fits all model does not work for these populations; each person should be met where they’re at.

Housing options for these populations range from scattered-site housing with intermittent outside services, to dedicated supportive housing consisting of four to six individual units, possibly with an office on site for service providers. All housing options should allow individuals to be included and participate in the community in which they reside.

Elderly: The growing number of elderly households will need more units that are smaller and more accessible; many will require units that are subsidized as well. … more? …

Drug Alcohol Addictions: Almost all substance abusers have co-occurring mental health disorders. Formerly homeless people with both substance abuse and mental illnesses are the hardest to house because of poor rental histories and the need for lengthy cultural acclimation to non-shelter living. Over the past 12 years there have been statewide cuts to mental health services hampering efforts to help those with mental disabilities find and maintain housing.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

Cumberland County has the highest HIV case rate (148 cases per 100,000) and the most cumulative cases overall, with 35% of the state's total. Cases in Portland are growing: During the first three quarters of 2014, 73% of FPC's new case management intakes were residents of Cumberland Co. and of that, 88% of intakes are Portland residents. Over 76% of Cumberland County intakes were foreign-born. Many of these clients arrived in the U.S. with significant unmet medical, insurance, nutritional, employment and dental needs, at intake. Nearly all FPC clients are low-income, with the majority (65%) falling at or below the Federal Poverty Level.

With high rental costs in Portland, many AIDs/HIV clients are simply unable to cover their living costs and also cover costs of transportation to medical appointments, nutritional care and medications. Access to HOPWA funding and supportive services helps to guide clients through the complex financial system of housing and medical care and to support them in accessing the appropriate resources and opportunities to achieve a decent standard of living.

Discussion:

The City of Portland is the largest and most diverse community in the State of Maine, and as such, is committed to providing fair housing choice to all of its residents. Meeting supportive housing needs for Portland Residents and addressing impediments to fair housing choice and community accessibility in Portland will mean focusing on reducing geographic concentrations of race and poverty in certain neighborhoods of the city, informing landlords of fair housing/accommodation regulations for person with disabilities, and addressing the city's high cost of both rental and home ownership housing.

The Analysis of Impediments to Fair Housing recommends several actions to reduce impediments to fair housing choice, many of which are already underway within city departments, including prioritizing mixed income housing development and promoting mixed income housing development.

NA-50 Non-Housing Community Development Needs – 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

The City provides a wide range of services to the community requiring a diverse range of capital assets. In summary those Public Facilities assets include general fund buildings and equipment, for example school buildings, fire buildings, nursing and assisted living facilities, parking garages, public safety data cable, signalized pedestrian intersections, streetlight poles, piers and irrigation systems; enterprise fund buildings and equipment including golf courses, an ice arena and libraries and corresponding irrigation systems (golf courses), skate sharpener, refrigeration system (ice arena), and network and storage devices (libraries). In addition, the City owns and maintains recreations facilities such as stadiums, playing fields, ball and tennis courts, swimming pools, skating ponds and play grounds, and open space and cemeteries.

Keeping all of the City's capital assets in functional and working order requires regular reinvestment. Assuming that the City's entire General Fund asset portfolio required replacement tomorrow, the current replacement value (excluding land value) of those capital assets is estimated to be $830 Million. Approximately 44% of that value is in public facilities.

How were these needs determined?

The Capital Improvements Plan (CIP) presents the City's capital needs in the current year and plans for capital needs in future years. It is also a financing plan for public facilities projects that require significant capital investment for the City. The purpose of developing and annually updating a five-year CIP is to inform policy makers and community of both the current and future capital needs of the community and balancing those needs with the City's debt position, public expectations, and the ability of the City's operating budget to fund capital projects. It is intended to be a living and flexible document that considers capital needs in the community and balances those needs with what the City can afford.

Recommended capital projects for 2016 include improvements to facilities, including vehicle replacement, in the amount of $14,065,000, which includes public improvement amounts discussed in the next section. Some examples of public facilities scheduled for 2016 include replacing a library roof which will in turn eliminate maintenance labor and materials used to continually replace ceiling tiles and patch leaks; completing the reconstruction of the Western Promenade walkways, which need to be repaired for public safety purposes; replacing all of the stadium box seats at Hadlock Field, which have become a safety concern; removing old bleachers and replacing them with new structures (manufactured by a local spectator seating company in Maine), at the Portland Ice Arena; repairing or replacing structural timber bents at the Portland Ocean Terminal timed in conjunction with a lessee's pile work; and upgrading amenities at Payson athletic facilities to comply with Title IX issues the Office of Civil Rights found with the field. These projects represent the diversity of need and have been prioritized due to safety concerns.

Describe the jurisdiction's need for Public Improvements:

OMB Control No: 2506-0117 (exp. 07/31/2015)

This year's Five-year Capital Improvement Plan for the City of Portland presents a capital maintenance funding program that balances maintaining roads, sidewalks, facilities, parks and open space, as well as the City's vehicle fleet with minimizing the impact from capital expenditure on the operating budget and minimizing potential tax rate increases.

Keeping all of the City's capital assets in functional and working order requires regular reinvestment. Assuming that the City's entire General Fund asset portfolio required replacement tomorrow, the current replacement value (excluding land value) of those capital assets is estimated to be $830 Million. Approximately 48% of that value is in infrastructure such as roads and sidewalks.

Some examples of public improvements scheduled for 2016 include sidewalk rehabilitation and accessibility for ADA compliance and to advance policy of the council adopted consolidated plan; underground storm water storage and filtration systems installation as recommended by the Capisic Brook Watershed Management Plan; engineering and construction of sewer system throughout the City's sewer network which needs to be upgraded or replaced to avoid backups or collapses; and gravel wetland storm water treatment and educational/recreational amenity development to improve the Capisic Brook, designated as Urban Impaired Stream and therefore required of the City by the Clean Water Act. These projects represent the diversity of need for public improvements, many of which have urgent need due to the environmental impact of storm water and sewer infrastructure.

It is understood that there are upcoming capital projects of great importance to the community that carry with them significant costs. It is recommended that the Capital Improvement Plan be used as the tool that it is will help the City plan for and analyze future capital expenditures. Just as this year's Communication System Replacement project carries with it deferred maintenance City-wide and an increase to the FY 2017 operating budget, the preparation of future year capital budgets will also need to make similar choices to balance capital maintenance, community investment, and increases to operating budget expenditures and therefore the tax rate.

Capital projects that will be considered by the community over the next five to ten year will have a significant impact upon the operating budget. There will be a need to balance funding the projects with impact to the operating budget, the tax rate and service impacts. The following is the known list of projects that are of importance to the community:

- Continuing to move Public Services from Bayside (estimated additional $6 Million);
- Elementary School Renovations and Expansions (non-State funded $51 Million);
- Capisic Pond Dredging and Park Improvements (additional $1.125 Million);
- Congress Square Re-design (estimated $3.4 Million);
- Franklin Street Re-design (estimated $5 Million);
- Bayside Transportation Improvements (estimated $1.5 Million);
- State and High Streets One-way/Two-way (estimated $3 Million); and
- Forest Avenue Transportation Improvements ($3.5 Million).

How were these needs determined?

The Capital Improvements Plan (CIP) presents the City's capital needs in the current year and plans for capital needs in future years. It is also a financing plan for public improvement projects that require significant capital investment for the City. The purpose of developing and annually updating a five-year

CIP is to inform policy makers and community of both the current and future capital needs of the community and balancing those needs with the City's debt position, public expectations, and the ability of the City's operating budget to fund capital projects. It is intended to be a living and flexible document that considers capital needs in the community and balances those needs with what the City can afford. Needs for the capital improvement plan are prioritized annually according to budget availability.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

In 2002, the City of Portland adopted a Housing Plan with a policy goal to ensure an adequate supply of housing to meet the needs, preferences and financial capabilities of all Portland households. The Plan established a target of maintaining Portland's current proportion of subsidized units at 20% of the housing stock.

In 2014 the Portland contracted with the Greater Portland Council of Governments to complete a study entitled *2030 Workforce Housing Demand Study.* The report, released in January 2015, found that current housing production is not meeting the housing needs of Portland.

Affordability findings in the analysis show that sixty-two percent of Portland households earn less than the county's median income, including 38% of homeowners and 81% of renters. Over the last decade, the number of households earning less than median income has increased 10%. While rising incomes have narrowed the affordability of existing homes and apartments, new construction is well beyond the means of the middle class. From 2010 to 2014, 1,130 housing units were permitted and/or built in Portland, including apartments, condominiums and single-family homes. Just 29% were offered at a rent or sales price affordable to a household earning the median income. If robust growth continues, Portland will continue to lose the affordability of its housing stock.

While the Portland housing market contains units in a variety of price ranges, the reality is that those with higher incomes, stable jobs, and good credit ratings are in a better position to compete for affordable units that are subsidized and unsubsidized. This creates a glut of affordable units at the low end of the range that may be in rough condition, with deferred maintenance issues. The rental market is extremely tight for 3-bedroom units that can accommodate working families. Based on the vacancy rate, the inventory of one-bedroom condos targeting households earning over the median income is reaching a point of saturation.

In order to accommodate new residents, Portland would need to build between 4,188 and 13,084 housing units, or 210 and 654 units per year over a 20-year period. Modest housing growth prediction is in line with the development patterns of the 2000's, which resulted in the construction of approximately 1,974 units, or 198 units per year. Medium growth estimates are still robust, and would be double that witnessed in the 2000's and five times **the** growth of the 1990's. High growth estimates represent three times the growth of the 2000's and eight times the growth of the 1990's.

From the 2015 GPCOG 2030 Workforce Housing Demand Study

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

From January 2003 through October 2014, 2388 net new housing units have been created in the City of Portland. Using CDBG, HOME and other local funds, the city has invested over $8.7 million in the production of new rental housing. This investment has helped to create 792 units of new housing of which 685 are affordable to households earning below 60% area median income (AMI).

From: *Analysis of Impediments to Fair Housing*

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	13,151	38%
1-unit, attached structure	2,071	6%
2-4 units	8,089	24%
5-19 units	6,038	18%
20 or more units	4,837	14%
Mobile Home, boat, RV, van, etc	133	0%
Total	***34,319***	***100%***

Table 26 – Residential Properties by Unit Number

Data Source: 2007-2011 ACS

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	49	0%	1,298	8%
1 bedroom	598	4%	6,800	39%
2 bedrooms	3,853	28%	6,044	35%
3 or more bedrooms	9,347	68%	3,137	18%
Total	***13,847***	***100%***	***17,279***	***100%***

Table 27 – Unit Size by Tenure

Data Source: 2007-2011 ACS

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

There are 65 total housing developments in Portland currently accessing HUD funding, subsidies by HUD PBRA, insured by HUD, accessing the LIHTC, and utilizing the HOME program, including public housing developments. About half of these housing developments are for-profit developments, another approximate half are non-profit, 1 is a partnership between a for-profit and non-profit organization, and

12 are Portland Housing Authority properties. These housing developments account for 4,130 individual housing units in Portland.

1307 units are assisted with HUD Project Based Rental Assistance (PBRA), which are made affordable to low income households. Under Project-Based Section 8, tenants pay 30% of their monthly adjusted income for rent and utilities and HUD pays the owner the difference between the contract rent and the tenant's portion. New residents of Project-Based Section 8 units can have incomes of no more than 80% of area median income (AMI) and 40% must have incomes below 30% of AMI. Under the Rent Supplement Program, eligible tenants paid 30% of the rent or 30% of their income toward the rent, whichever was greater. Many Rent Supplement Program contracts were converted to Project-Based Section 8 when that program was created. Rental Assistance Payments (RAP) reduces the tenant payment for rent to 10% of gross income, 20% of adjusted income, or the designated portion of welfare assistance, whichever is greater. Most RAP contracts were converted to Section 8 Loan Management Set-Aside (LMSA) Section 8 contracts, but there are still some active RAP contracts today. Under Project Rental Assistance Contract residents pay 30% of their adjusted income towards rent and the PRAC makes up the difference between rental income and operating expenses.2

940 units are HUD Insured, which requires adherence to low-income use restriction.

1455 units make us of the Low Income Housing Tax Credit Program, which requires that either at least 20% of the units are rent-restricted and occupied by households with incomes at or below 50% AMI, or that at least 40% of the units are rest-restricted and occupied by households with incomes at or below 60% of AMI.

78 units access HOME rental assistance, which, when used for rental activities, at least 90% of the units must be occupied by households with incomes at or below 60% of the area median income, and the remaining 10% can be occupied by households with incomes at or below 80% of the area median income. In rental properties with five or more HOME units, 20% of these units must be set aside for households with incomes at or below 50% of the area median income.

All public housing residents must have incomes at or below 80% of area median income and at least 40% of new admissions in any year must have incomes at or below 30% of area median income. Local public housing agencies can establish local preferences for certain populations, such as the elderly, persons with disabilities, veterans, full-time workers, domestic violence victims, or people who are homeless or at risk of being homeless. Rents for residents of public housing are restricted to the highest of 30% of their monthly adjusted income, 10% of their monthly gross income, their welfare shelter allowance, or a local public housing agency established minimum rent of up to $50.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

501 units of the above subsidized housing units in Portland have active HUD PBRA and LIHTC subsidies that expire between August of 2015 and December of 2019.

Does the availability of housing units meet the needs of the population?

While recent trends demonstrate that new construction is increasingly unaffordable, there are still thousands of existing housing units in Portland that are affordable due to condition, size, turnover and other factors. Of the 3,390 rental units offered at or below 30% the HUD Area Median Family Income (HAMFI) rent level, 92% are occupied by households earning up to 100% HAMFI. Based on the vacancy rate of 3.1%, competition appears to be stiffest for units with three or more bedrooms. Of the 2,490 rental units offered at 30%-50% HAMFI rent level, 86% are occupied by households earning up to 100% HAMFI. Judging by the vacancy rate of 0%, competition is again stiffest for units with three or more bedrooms, but extremely competitive for 2 bedroom units as well with a 2.3% vacancy rate. Of the 9,145 rental units offered at 50%-80% HAMFI price range, 74% are occupied by households earning up to 100% of HAMFI. Vacancy is tightest in this price range, at 3.8% among all sizes. Of the 1,790 units offered at more than 80% HAMFI rent level, 47% are occupied by households earning up to 100% of HAMFI. At 12.1%, the vacancy rate is highest amongst 3-bedroom units.

Describe the need for specific types of housing:

Overall the City needs more housing that is rehabilitated, accessible, affordable, and can accommodate families. Jobs are moving out of Portland and into the suburbs, thus causing a need for increased transit as well.

Much of Portland's, as well the surrounding regions, housing stock is old. According to recent ACS data 50% percent of Portland's housing stock was built before 1939 and 30% percent of the housing stock was built between 1940 and 1980. Overall, the county's housing stock is newer, when compared with Portland. Almost 39% of the county's housing stock was built after 1980. Twenty-seven percent of the housing stock was built prior to 1939. Single family homes, which include condominium units, account for almost half of the housing stock in Portland. Buildings with 20 or more units make-up approximately 22% of Portland's housing stock. Almost 72% of the county's housing stock is made up of single family homes, which include condominium units while only 6% is made up of buildings with 20 or more units. Estimates over the next ten years indicate that those in the 65-74 year old age bracket will be the fastest growing age population and will account for the 99% of the population growth in the State of Maine. With an aging population and an old housing stock, there will be a higher demand for rehabilitated, accessible housing in the very near future. Due to staffing issues, the City relies on state agencies to ensure that new construction meets accessibility standards, leading to an enforcement gap post construction.

In 2014 the Portland contracted with the Greater Portland Council of Governments to complete a study entitled 2030 Workforce Housing Demand Study. The report, released in January 2015, found that current housing production is not meeting the housing needs of Portland. If recent trends continue, there will be a gap between supply and demand of workforce housing units and 3-bedroom units that can accommodate working families. "Glut" of affordable units at the low end of the affordability range that are in rough condition due to deferred maintenance issues.

Affordability and size are the two main issues with housing in Portland. Virtually half of the city's affordable rental units are studios, efficiencies, and one-bedroom apartments. Families are hard pressed to find large units at rents they can afford.

With more jobs moving out to the suburbs, inadequate transit service to existing and planned employment centers throughout the region disproportionately impacts the ability of minority households to obtain employment since one third do not have access to a vehicle. Transit accessed housing within the city and in the greater region is a regional issue involving transportation planning. Transportation improvements will create more housing options for citizens by enabling residents who rely on social service providers to reside anywhere in and around the city and still be able to access the services they rely on.

Parts From: Analysis of Impediments to Fair Housing

Discussion

New housing development in Portland has only recently begun to rebound from the economic collapse of the credit market beginning in 2008. The majority of new housing development in the City of Portland since the economic recession has been subsided housing, leaving a large supply shortage for the City's estimated growth in the coming years.

The "Medium Growth" forecast is the average of the Low and High forecasts. Under this scenario, Cumberland County would grow by 44,176, people, an increase of 8% per decade. Over the last century, the county's decennial growth rate has ranged from a high of 16% during the 1940's to a low of 5% during the 1960's. Therefore, the Low forecast, at 3% growth, represents a rate lower than in any decade of the last century, while the High forecast, at 14%, is only slightly higher than the pattern of the 1990's. At 8%, the Medium forecast reflects the average growth rate per decade of the past century.

Portland's goal of maintaining a 25% share of the county's population is paramount to its vitality and its influence over state and regional politics. As the largest city in one of the nation's smallest states, Portland exerts an extraordinary influence over Maine's economy out of proportion with its actual size. Indeed, the number of jobs in the city now outstrips population, making Portland the engine of the largest labor market in Northern New England. Over the last century, Portland's share of the county's population has declined from a peak of 56% in 1920 to 24% in 2010. While this share is on a definite downward trajectory, Portland did not yield any ground during the 2000's.

To claim a 25% share of the county's population, Portland would need to grow by 15,268 people, or 764 people per year, a growth rate of 11.5% per decade. This would bring Portland's population to 81,462 people, just past its 1950 peak. In order to reach this 25% share, Portland would need to claim 35% of the county's future growth. In order to accommodate new residents, Portland would need to build 8,636 housing units, or 432 units per year over a 20-year period. This robust growth would be double that witnessed in the 2000's and five times the growth of the 1990's.

Another method of calculating housing demand relies on the economic impact of job creation based on the demand from more families purchasing market-rate housing. The purchasing power of those families support more jobs and increase the need for workforce housing. The number of workforce households is multiplied by 62%, which is the percentage of Portland households earning less than the county's median income. The result, 53%, is the percentage of workforce housing demand generated by these 100 market-rate units. If the market, in keeping with current production patterns, supplies 29 affordable units for every 100 built, there would still be an unmet gap for 24 affordable units.

From: *2030 Workforce Housing Demand Study*

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction

Currently, the Greater Portland housing market is emerging from one of the worst economic downturns in recent memory. However, data from Wells Fargo Bank indicates that the proportion of homes sold that are affordable to the average person has more than doubled since 2007. Further, Wells Fargo estimates that the current median value of a home in the Portland metropolitan area is $219,000 (4th quarter 2011), up from a bottom value of $188,000 in the first quarter of 2011, but down from the previous market high of $257,000 in the second quarter of 2007.

The Portland housing market is emerging from the recession and while owner housing is more affordable than it was five years ago, rental housing prices have been fluctuating, and as the economy improves, can be expected to go even higher.

Fortunately, the Portland area has not experienced the severe foreclosure problems of other sections of the country since the 2008 recession. While the area has not seen the devastation that foreclosure caused in many other areas throughout the country, Maine has seen some of the highest foreclosure rates in New England. Foreclosure counseling agencies indicate that filings appear to be leveling off.

From: Analysis of Impediments to Fair Housing

Cost of Housing

	Base Year: 2000	Most Recent Year: 2011	% Change
Median Home Value	125,200	244,200	95%
Median Contract Rent	552	814	47%

Table 28 – Cost of Housing

Data Source: 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)

Rent Paid	Number	%
Less than $500	3,890	22.5%
$500-999	9,336	54.0%
$1,000-1,499	3,353	19.4%
$1,500-1,999	385	2.2%
$2,000 or more	315	1.8%
Total	***17,279***	***100.0%***

Table 29 - Rent Paid

Data Source: 2007-2011 ACS

Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	2,390	No Data
50% HAMFI	4,760	250

% Units affordable to Households earning	Renter	Owner
80% HAMFI	11,920	1,575
100% HAMFI	No Data	3,460
Total	***19,070***	***5,285***

Table 30 – Housing Affordability

Data Source: 2007-2011 CHAS

Monthly Rent

Monthly Rent ($)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	0	0	0	0	0
High HOME Rent	0	0	0	0	0
Low HOME Rent	0	0	0	0	0

Table 31 – Monthly Rent

Data Source Comments:

Is there sufficient housing for households at all income levels?

Of the city's 17,585 rental units, 90%, or 15,800, are offered at rents affordable to households earning up to 80% of the region's median income. At first glance, these numbers seem to indicate that there is no affordable housing problem in the rental market. The reality, however, is that there is a mismatch between income and availability because renters do not seek to maximize their incomes on rent. While many households seek to buy "more house" than they need, renters tend to seek out the best bargain for their preferred location and/or the smallest unit that they can squeeze into. Some renters want to spend as little as possible so that they can save money for a home. Other renters may not compete well for housing in the private market against higher income renters with more stable jobs, incomes, and credit ratings.

Of the 3,390 rental units offered at rents affordable to very low income households (earning less than or equal to 30% of Median Income), 92% are occupied by households earning up to 100% HAMFI. Judging by the vacancy rate, competition is stiffest for units with three or more bedrooms. Of the 2,490 rental units offered at rents affordable to low income households (earning 30%-50% of Median Income), 86% are occupied by households earning up to 100% HAMFI. Judging by the vacancy rate of 0%, competition is stiffest for units with three or more bedrooms. Of the 9,145 rental units offered at rents affordable to moderate income households (50%-80% of Median Income), 74% are occupied by households earning up to 100% of HAMFI. Vacancy is tightest in this price range. Of the 1,790 units offered at rents affordable to households earning more than 80% of Median Income, 47% are occupied by households earning up to 100% of HAMFI. At 12.1%, the vacancy rate is highest amongst 3-bedroom units.

Rental growth in Portland does not reflect current need. Distribution of rents between 2010 and 2012 shows a decrease in units under $500 and an increase in units over $1,000 over a very short period of time. Rents under $500 decreased by 821 units between 2010 and 2012, for a loss of 27% among these low cost units. Rental units available between $500 and $1,000 remained relatively flat, with an increase of only 140 units during the same time period. Rents available between $1,000 and $1500 increased by 15% and rents over $1,500 increased by 47%.

In 2011, 66% of existing home ownership units, or 6,895 units, were affordable to households earning 100% of the region's median household income. This data should be used with caution as owners lock in 30 year mortgages which stabilizes their payments for the life of the loan. Also these numbers do not reflect cost burden, for example seniors who are house rick but cash poor.

From: *2030 Workforce Housing Demand Study*

How is affordability of housing likely to change considering changes to home values and/or rents?

Rental rates in Portland have fluctuated during the recession, and are now closer to 2005 levels. Fifty-seven percent of Portland households and 45% of Cumberland County households are renters. Census data shows that over the last ten years rental rates in Portland have increased by 20% and by 16% in Cumberland County. The proportion of low-income people paying 30% or more for housing is higher on the peninsula than elsewhere in Portland or in Cumberland County. The peninsula is also relatively expensive for moderate income renters (income between $20,000 and $35,000) – 80% of whom pay over 30% for rent and utilities. This is an even higher percentage than low-income renters, due to the fact that moderate income renters do not get the rent subsidy help that some low income renters receive. Rents will continue to increase from 5-12%.

Homeownership pricing also continues to increase. Costs of two, three and four unit buildings are up from previous years. Over the last year multi-family units cost $80,000-$100,000/ unit or more. Affordability on the peninsula is particularly difficult as similar homes can cost about $200,000 more if located on the peninsula than elsewhere in the City. Even for existing homeowners, affordability in the peninsulas is a particular issue for low income homeowners (incomes under $20,000) – where 100% pay more than 30% for housing (includes mortgage, taxes, and utilities). Most such homeowners are over age 45 (25% owners over age 45 are paying over 30% of their income for mortgage costs). Homeownership prices are also expected to increase.

From: Analysis of Impediments to Fair Housing and presentation at Mereda Conference

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

The rent to FMR ratio is calculated by dividing the total amount of gross rent being charged for subsidized units by the total amount of rent that would be charged if the rents were equal to the HUD-determined Fair Market Rent levels. Maine's overall rent to FMR ratio is fourth in the nation at 146%

after New Jersey, Hawaii and West Virginia, and most of Portland subsidized and public housing units are above this ratio.

The rent to fair market rent (FMR) ratio for these properties ranges from 89.4% at Portland Volunteers of America's Bayview Heights with 60 units of elderly housing, to 187.3% at Goodwill Industries' Ingraham House with 12 units for disabled adults. The average rent to FMR ratio among subsidized and PHA units is 137.58%.

Discussion

The City of Portland contracted with the Greater Portland Council of Governments (GPCOG) to produce a 2030 Workforce Housing Demand Study to examine trends in the Portland housing market in order to help policy makers determine what gaps may exist between what is currently being provided in the market and the city's housing needs. The study utilizes two approaches to an analysis used in other states: the Massachusetts Approach and the California Approach. The Massachusetts Approach is based on the goals articulated in a municipality's comprehensive plan, including the housing plan and individual neighborhood plans. This approach assumes that Portland will capture a certain percentage of the region's population growth, and that the demand from those new households can be projected by the current distribution of housing units by tenure and affordability. The California Approach assumes that the construction of market-rate units attract high income households, which support lesser income households through their support of low-paid service jobs with their purchases of goods and services. The two approaches were deployed to help policymakers determine what percentage of new construction should be made affordable by policy to increase diversity in the city's housing stock.

Portland's Housing Plan establishes as a goal to maintain the city's 25% share of the county's population. In order to create enough affordable housing for the future, this share should be applied to the county's future growth projections. To address this housing plan goal, utilizing the Massachusetts Approach one calculates the gap between current production trends and future demand, which finds: Approximately 62% of Portland households earn less than the county's median income and if recent construction trends hold, the market, without compulsion, will build affordable units to meet 29% of demand. This leaves a gap between supply and demand of 33%.

Utilizing the California Approach if the market, in keeping with current production patterns, supplies 29 affordable units for every 100 built, there would still be an unmet gap for 24 affordable units, or 24% gap.

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

Much of Portland's housing stock is old. According to recent ACS data 50% percent of Portland's housing stock was built before 1939 and 30% percent of the housing stock was built between 1940 and 1980. Overall, the county's housing stock is newer when compared with Portland. Almost 39% of the county's housing stock was built after 1980. Twenty-seven percent of the housing stock was built prior to 1939. Single family homes, which include condominium units, account for almost half of the housing stock in Portland. Buildings with 20 or more units make-up approximately 22% of Portland's housing stock. Almost 72% of the county's housing stock is made up of single family homes, which include condominium units, while only 6% is made up of buildings with 20 or more units.

From: *Analysis of Impediments to Fair Housing*

Definitions

The City defines substandard condition as "properties unfit for human habitation." Property unfit for human habitation shall include but not be limited to: (a) Properties which are either damaged, decayed, dilapidated, unsanitary, unsafe, or vermin-infested in such a manner as to create a serious hazard to the health, safety, and general welfare of the occupants or the public; (b) Properties which lack plumbing, ventilating, lighting or heating facilities or equipment adequate to protect the health, safety and general welfare of the occupants or the public; (c) Properties which, because of their general condition, state of the premises, number of occupants, or location, are so unsanitary, unsafe, overcrowded or otherwise dangerous or detrimental that they create a serious menace to the occupants or the public; (d) Properties which contain lead-based paint substances, as defined by the City.

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	4,474	32%	8,194	47%
With two selected Conditions	70	1%	404	2%
With three selected Conditions	56	0%	58	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	9,247	67%	8,623	50%
Total	***13,847***	***100%***	***17,279***	***99%***

Table 32 - Condition of Units

Data Source: 2007-2011 ACS

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	744	5%	861	5%
1980-1999	2,425	18%	2,264	13%

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
1950-1979	3,633	26%	3,544	21%
Before 1950	7,045	51%	10,610	61%
Total	***13,847***	***100%***	***17,279***	***100%***

Table 33 – Year Unit Built

Data Source: 2007-2011 CHAS

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	10,678	77%	14,154	82%
Housing Units build before 1980 with children present	415	3%	330	2%

Table 34 – Risk of Lead-Based Paint

Data Source: 2007-2011 ACS (Total Units) 2007-2011 CHAS (Units with Children present)

Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	0	0	0
Abandoned Vacant Units	0	0	0
REO Properties	0	0	0
Abandoned REO Properties	0	0	0

Table 35 - Vacant Units

Data Source: 2005-2009 CHAS

Need for Owner and Rental Rehabilitation

Only 5% of the housing units in the City of Portland have been built in the last 15 years. 77% were built before 1979, thereby being at risk for lead paint. While many units have been and continue to be rehabilitated and upgraded to compete in the market, many have not and are in poor condition thereby causing risk to those who live there. All homes need basic maintenance, repair and upgrades. The older the unit, the more likely it is to need some level of repair; the lower the income of the household who occupies the unit, the more likely it is that repairs will be deferred. There are many levels of repair that pose a threat to health, life, safety and comfort. Structural needs, system improvements, energy efficiency, handicap accessibility and some of the more frequent types of repairs need in older housing units.

Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

Although the City of Portland has an aging housing stock, it is estimated that only 3% of owner-occupied and 2% of renter-occupied housing units build before 1980 have children present based on the ACS 2007-2011 data provided by HUD. Lead based paint causes the most harm to children under the age of six because lead poisons their ability to think, concentrate and learn, so the City will focus its strategic planning for dealing with LBP hazards on these units as a priority. There is, however, a very large percentage of housing units in the City with potential LBP hazards that could affect future populations if not considered early. 77% of owner-occupied housing units build before 1980 have a risk of LBP hazards and 82% of renter-occupied housing units built before 1980 have the risk of LBP hazards. Abatement of LBP hazards is expensive. Units occupied by low or moderate income households are less likely to have the means or command the rent necessary to abate the LBP hazards.

Discussion

In addition to catching up with the high demand for housing of all types, particularly workforce housing affordable to low and low to moderate income households, the housing market in Portland will be approaching the end of the useful life of a large percentage of its housing stock due to age. Based on ACS 2007-2011 data provided by HUD, 33% of owner-occupied units have one or two housing conditions, other than lead based paint hazard, and 49% of renter-occupied housing units have one or two housing conditions, also separate from lead based paint hazards. Vacant properties that are and become available to the city will likely have issues with the condition of the housing, requiring extensive rehabilitation to make them suitable for habitation, and will likely be aging. The current vacant housing stock in the city was built between 1800 and 1966, and many have permits and are under renovation already.

MA-25 Public and Assisted Housing – 91.210(b)

Introduction

The Portland Housing Authority currently owns and manages 994 active public housing units within 12 developments and four Asset Management Projects, representing 420 elderly/disabled units and 574 family units. The occupancy rate is 97% in all developments. All PHA units are in good condition and continue to provide decent, safe affordable housing for extremely low, very low and low to moderate income families and individuals. PHA is rated as a "high performer" under HUD's Public Housing Assessment System.

The PHA administers 1809 Section 8 Housing Choice Vouchers for very and extremely low income families and individuals in Greater Portland. Within the total number of vouchers administered, there are special programs for homeownership, chronically homeless individuals and homeless veterans. Utilization of vouchers and funding is always between 98% and 100%. PHA consistently scores 100% under HUD Section 8 Management Assessment Program.

From: *2000-2015 PHA Five Year Plan*

Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available	0	102	1,006	1,789	164	1,625	205	0	0
# of accessible units									
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 36 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

Describe the supply of public housing developments:

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

There are 12 active sites, including combined scattered sites on Anderson Street, Hammond Street and Salem Street, built between 1941 and 1994.

The Portland Housing Authority (PHA) maintains 14 housing development properties with a total of 994 individual units. The majority of the units are in large developments built in the late 1960s and early 1970s, with four developments built during this time containing 100-200 units each, and one built in 1942 containing 198 units. Four additional units built in the 1960s and early 1970s contain 24-98 units each, and one built in 1971 contains just 4 units. Four newer developments built in the late 1980s and early 1990s are of a much smaller scale and contain only 1-6 units each.

The following is a list of units and the year they were built: Sagamore Village (1941) 198 units; Kennedy Park (1965) 45 units; Bayside Terrace (1966) 24 units; Franklin Towers (1969) 200 units; ; Dermot Court (1971) 4 units; Front Street (1971) 50 units; Harbor Terrace (1971) 119 units; Bayside East (1972) 98 units; Riverton Park (1972) 142 units; Washington Gardens (1973) 100 units; and most recently various scattered sites on Anderson Street (1994) 6 units, Hammon Street (1994) 4 units, and Salem Street (1994) 3 units.

The 12 developments are combined into four AMPs (asset management projects). They use one development name to describe each AMP, but all 12 are included in the REAC score.

Public Housing Condition

Public Housing Development	Average Inspection Score
AMP 1 Franklin Towers	89
AMP 2 Bayside East	95
AMP 3 Washington Gardens	90
AMP 4 Sagamore Village	74

Table 37 - Public Housing Condition

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

In 2011, the Portland Housing Authority (PHA) completed a physical needs assessment and asset positioning report for all of its public housing properties to determine priorities for capital investment and redevelopment. 98% of apartments are over 40 years old and 20% are closer to 70 years old. The majority have not had a major investment in renovations, only maintenance. They are safe and warm, but worn, inefficient, and closing in on the end of useful life. It is critical to plan for the long term viability of PHA inventory.

The report identifies $25 million of renovation work needed in the properties in the next five years to extend the useful life for another 50 years. Findings from the assessment include:

Years 1-5: $25 million needed to replace items that exceeded their useful life, for deferred maintenance, maintain HUD Quality Standards and reduce energy and water use.

Years 1-20: $55.5 million needed for projected needs and to insure long term viability of the housing.

From: Portland Housing Authority 2015 Five Year Agency Plan and Capital Fund Plan

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

The Portland Housing Authority (PHA) includes the following resident services and security goals and objectives as part of its 2015 Five Year Agency Plan and Capital Fund Plan: Continue to provide and expand services and programming to youth and adult residents to help improve the quality of their lives and empower them to succeed; Implement a volunteer management plan to maximize volunteer effectiveness and recognize their efforts; Increase the number Family Self Sufficiency (FSS) participants 10% annually; Continue the close working relationship with the Portland Police Department to reduce and prevent criminal activities in public housing; and Update fire safety and emergency policies and procedures for all properties and programs.

Additionally, the PHA has the following operations and policy goals and objectives that contribute to the agency’s long-term sustainability: Maintain the high level of excellence in the administration of its core programs and the overall financial stability of the agency; Seek opportunities to increase revenue, reduce operating costs and gain efficiencies without impacting program effectiveness; Work with Housing Authorities in neighboring communities to provide and expand common services; Increase communications with all stakeholders to improve access to programs, enhance the understanding of the PHA mission, and improve engagement and feedback on topics such as policy development and operations; Continue to implement Green Policy goals with the installation of energy conservation measures using the HUD Energy Performance Contract Program, and the completion recycling programs in all developments; and Implement a web based energy monitoring system to track consumption, rates and savings based on established benchmarks.

The PHA 2015 Five Year Agency Plan further identifies the following Public Housing Program, Housing Choice Voucher Program, and New Housing Development goals and objectives: Insure the long term viability of the Public Housing inventory; Develop a strategy and set priorities for future investment to finance, modernize and redevelop Public Housing, using HUD and non-HUD resources; Maximize utilization Housing Choice Voucher rates to insure program benefits and future funding opportunities; Increase the number of available Housing Choice Vouchers through programs such as VASH; Continue conversion to project-based vouchers to meet community needs and enhance development opportunities. Expand Portland's inventory of affordable housing by developing 100 new housing units in five years utilizing a variety of programs, partnerships and financing opportunities; and Develop a strategy to set priorities for new development concerning housing types, location, funding and timing.

From: *Portland Housing Authority 2015 Five Year Agency Plan and Capital Fund Plan*

Discussion:

The Portland Housing Authority's (PHA) progress on its previous five year goals (2010 to 2014) demonstrates its ability to achieve sustainability goals.

The PHA achieved high performer status under PHAS three of the last five years and under SEMAP in each of the last five years to meet its goal of maintaining and enhancing a high level of excellence in the administration of its core programs.

To meet its goal of maintaining excellent financial stability, the PHA obtained additional revenue generation through increased rent collection, and new development; lowered operating expenses through operating efficiencies and energy conservation efforts; obtained unqualified annual audits with no findings in each of the last five years; created a non-profit corporation to work with South Portland and Westbrook Housing Authorities and implemented a shared waiting list program for Housing Choice Vouchers; and converted to a new internal integrated software programs with expanded capabilities.

The PHA invested in its buildings, apartments and grounds to insure the safety of its residents, visitors and employees, as well as the efficient management of all facilities by Investing over $7 million in HUD CFP grant funding in the renovation and upgrading for public housing apartments, common areas and sites; adopting a Green Policy to guide to guide energy and resource conservation efforts and investments; and investing $4.3 million of bond funds in energy and water conservation measures under HUD's Energy Performance Contract Program.

Improving the safety and security of its residents was achieved as a goal by improving community policing efforts with the Portland Police Department in the family developments in Riverton Park and Kennedy Park/Bayside and by Continuing aggressive tenant screening and lease enforcement.

The PHA housed additional low income families and individuals by obtaining 50 additional HUD VASH vouchers for homeless veterans and creating a set aside of 40 Housing Choice Vouchers for chronically homeless disabled individuals living in emergency shelters in partnership with Preble Street Resource

Center and the City of Portland. In addition, the PHA planned and obtained financing for the Bayside Anchor project, 45 new units of affordable and market rate housing in East Bayside, which provided an additional 45 housing choice vouchers at three properties in Portland to serve homeless and disabled tenants.

The PHA continued to provide services and programming to youth and adult residents to help improve the quality of their lives and empower them to achieve self-sufficiency through expanded youth services through the PHA Study Centers to include the CHEETA Program and other special programming administered by Americorp members. In addition, it created an additional Study Centers in the Front Street family development and expanded Boys and Girls Club facilities and programming in Riverton Park and Sagamore Village. The PHA also developed a new partnership with Portland Community Health Center, and opened two new health clinics in our Riverton Park and Franklin Towers developments.

From: Portland Housing Authority 2015 Five Year Agency Plan and Capital Fund Plan

MA-30 Homeless Facilities and Services – 91.210(c)

Introduction

Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	132	0	0	0	0
Households with Only Adults	207	92	23	0	0
Chronically Homeless Households	0	0	0	0	0
Veterans	0	0	0	0	0
Unaccompanied Youth	24	0	0	0	0

Table 38 - Facilities and Housing Targeted to Homeless Households

Data Source Comments: 2014 Year End Shelter Report

Describe mainstream services, such as health, mental health, and employment services to the extent those services are use to complement services targeted to homeless persons

The Portland Community Health Center offers a Integrated behavioral Health program that is designed to bring adults into treatment who are experiencing homelessness, and are suffering from co-occurring mental health and substance abuse disorders. The goal of the program is to help stabilize individuals in need of health and mental health services and provide housing stabilization, housing placements, residential treatment use, and detox and follow-up treatment.

Milestone operates a program called the Homeless Outreach & Mobile Engagement (HOME) Team who provides outreach and community supports to homeless individuals experiencing chronic health and substance abuse issues in Portland. The HOME Team provides daily street outreach, intervention, referrals and transportation of homeless individuals, highly intoxicated individuals, individuals with mental illness and individuals engaging in disruptive behavior. Staff works to engage these individuals in a compassionate manner, encouraging them to access appropriate treatment services.

Another crisis intervention resource is offered by the Opportunity Alliance provides Crisis by calling 774-HELP.

The City of Portland Homeless Employment Program assists consumers in strengthening their employment skills by working toward independence from public assistance programs. The employment assessment includes identifying transferable skills, job matching and searching, and gaining and retaining temporary, permanent, and part-time employment. Services are designed specifically for Portland’s homeless population. The staff conducts outreach at homeless shelters and linkage to the Career Center in Portland.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

<u>Families with Children</u>- There are three shelters that serve families with children. The City of Portland Family Shelter provides temporary housing to families with children the form of apartments. There are 114 beds available. While staying at the shelter families learn important life skills, have access to various household items, participate in house meetings to discuss issues and assistance, laundry and transportation services to appointments. Staff also assists with housing placement and follows up case management.

Family Crisis Services operates an Emergency Shelter for women and children who are experiencing domestic violence. They provide 16 beds, and families can access basic necessities like food, clothing and personal care items. Residents are offered in house education programs, individual advocacy, case management and safety planning.

Stepping Stones Family Shelter provides 12 beds in a safe environment for homeless, pregnant and or parenting women and their children. They providing trainings, and connections to resources that assist clients attain life skills that will lead to healthy independent living free from government assistance.

Unaccompanied Youth- The Preble Street Joe Kreisler Teen Shelter provides 16-24 beds unaccompanied youth ages 12-20. The shelter provides safe, clean overnight accommodations in a secure building, showers, bathrooms, laundry facilities, towels, and personal hygiene products, community living areas, light breakfast and snacks. Additionally staff responds to the crisis that lead to homelessness, provides referrals, link youth to necessary services including substance abuse, counseling and medical facilities.

Chronically homeless- Chronically homeless men and women would stay at the Oxford Street Shelter. Oxford Street has the capacity of 154 beds with overflow services at Preble Street (an additional 75 beds) and General Assistance Lobby (15 beds). While at Oxford Street consumers have access to showers; housing placement, referrals and counseling; mental health services; access to interpreting services; rapid rehousing and Veterans services including an interdisciplinary health clinic and Veteran housing services.

Effective January of 2014, Oxford Street and Family Shelter housing staff have focused resources and efforts to house the most chronic and vulnerable clients residing at the shelter. The Long Term Stayer Initiative is based on the theory that if we are successful in securing housing for folks who are with us night after night after night, it will create capacity in the shelters and free up resources (e.g. personnel and housing subsidies) that can be made available for others. In addition, as the 100,000 Homes Campaign has taught us, these folks are also the most vulnerable. It is estimated that this group represents approximately 5% of the individuals served at the OSS. There are variations of the Initiative at the Family Shelter and Oxford Street, particularly in defining long term stayers, but the premise remains the same; prioritize resources for those who have been in the shelter the longest.

MA-35 Special Needs Facilities and Services – 91.210(d)

Introduction

Portland's population has a higher incidence of disability than people in Cumberland County as a whole. There is a much higher incidence of people with "cognitive difficulties" in Portland among adults, and a much higher incidence of disability in the population 65 years or over. 40% of the non-institutional population 65 years and over has a disability, including hearing difficulty, vision difficulty, cognitive difficulty, ambulatory difficulty, self-care difficulty, and independent living difficulty.

From: Analysis of Impediments to Fair Housing

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

Riverview & Dorothea Dix are Maine's two publicly-funded mental health hospitals that have adopted a discharge plan process that begins at admission, to connect clients back to community supports & housing. Several agencies and organizations, including Amistad, Opportunity Alliance, Spring Harbor, collaborate to address "difficult to discharge" patients. Various funding resources are utilized to help in this effort including: BRAP, HOPWA, VASH and other resources.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

Riverview & Dorothea Dix are Maine's two publicly-funded mental health hospitals that have adopted a discharge plan process that begins at admission, to connect clients back to community supports & housing. Maine DHHS' top priority is to use BRAP to house those being discharged from psychiatric hospitals. The Opportunity Alliance works with Spring Harbor (private psychiatric hospital) to prevent patients from being discharged to homelessness. Portland homeless providers have regular discharge meetings with hospitals for "difficult to discharge" patients. Placements are in residential treatment facilities, market rate apartments, boarding homes & other federal, state, or locally-funded housing options, HOPWA, & VASH. Another resource is the Amistad Peer Center, which invites membership from adults in Portland who live with the symptoms of severe & persistent mental illness, addiction, homelessness, etc.

VA Maine Healthcare partners with Portland Housing Authority to administer VASH vouchers, & participates in ESAC. In 2013, the City of Portland Oxford Street Adult Shelter appointed a Veteran Liaison to conduct outreach to Vets, including those ineligible for VA assistance due to less than honorable discharge. Preble Street is a SSVF grantee, providing outreach, case management, housing search assistance, budget counseling & financial assistance to eligible homeless & at risk Vets & their families. In addition, there are two per-diem projects in York County to which Vets are referred. All referred Veterans are helped to access entitlements, community resources, & VA benefits. Portland CoC will continue to use these strategies to reduce bed nights by another 25% in the first 6 months of 2014 to continue making progress toward the goal of ending all Vet homelessness in 2015.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

Riverview & Dorothea Dix are Maine's two publicly-funded mental health hospitals that have adopted a discharge plan process that begins at admission, to connect clients back to community supports & housing. Several agencies and organizations, including Amistad, Opportunity Alliance, Spring Harbor, collaborate to address "difficult to discharge" patients. Various funding resources are utilized to help in this effort including: BRAP, HOPWA, VASH and other resources.

For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))

N/A

MA-40 Barriers to Affordable Housing – 91.210(e)

Negative Effects of Public Policies on Affordable Housing and Residential Investment

The City of Portland recognizes there are certain public policies, particularly zoning and land use regulations that pose challenges in increasing affordable housing opportunities and residential investment. This is revealed in higher housing costs, a shortage of affordable housing in relation to demand and higher land costs. Inflexible or outdated regulations contribute to this problem.

Portland acknowledges present ordinances (particularly in older neighborhoods) do not reflect the traditional urban character of these neighborhoods, resulting in a scenario where many neighborhoods built in the 1800s and early 1900s could not be duplicated under present ordinances. The net effect is that fewer dwelling units could be built today than in the past and even modest additions to existing buildings for affordable housing are impeded. Present ordinance language such as residential density, yard dimensions, lot coverage and lot size hinders affordable workforce housing and housing investment. Parking provisions require an inordinate number of spaces for neighborhoods within walking distance of the downtown and served by public transportation. Excessive parking occupies valuable buildable land on residential lots and is costly to provide. Resources given to parking would be better served by enhancing housing investment.

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

Portland exists in a high-cost region and has experienced a slow economic recovery. The City of Portland currently lags in more indicators than it keeps up with or exceeds. The health care industry appears to be the bright spot in Portland's economy. Hospitals are the economic development anchor within the sector and there appears to be room for more growth in the health care sector. The real estate market in Portland has been extremely tight since slow growth during the economic recession has not kept up with real estate demand. Portland's commercial vacancy rate has shown improvement over the past two years suggesting a rising demand for office space in the City. As well, the annual city median household income exceeds national benchmarks, but lags behind growth compared to the greater region, the State, and the U.S. On average, households in the City of Portland have slightly higher incomes than the national benchmark cities, but the gap has been closing since 2010.

Portland is keeping up with targeted annual growth in restaurant and lodging sales, and hotel occupancy rates. Overnight visitor rates as part of the Greater Portland and Casco Bay region compared with other regions in Maine kept up with targeted growth for the region as well. Restaurant and lodging sales had virtually the same annual growth in sales as the State of Maine, and the Portland region's hotel occupancy rate was similar to the New England rate. Portland, as part of the Greater Portland/Casco Bay region, is keeping up with its target of attracting 35% of Maine's overnight visitors: in 2013 the region captured 34% of Maine's overnight visitors.

Exceeding economic indicators in Portland, include a lower unemployment rate than national benchmark cities, the State of Maine, and the nation as a whole; an annual percent change in the value of total imports at the Port of Portland that exceeds national benchmarks and the Portland International Jetport's imports; an annual percent of the City's population 25 years or older with a bachelor's degree or higher exceeding national benchmark cities, the Portland region, Maine, and the U.S.; the median gross rent as a percent of household income below national benchmarks and the U.S.; annual city property valuation exceeding Maine benchmark cities; annual passenger enplanements growth exceeding national benchmarks; annual ridership of the Amtrak Downeaster experiencing growth; and the City crime rate falling below national benchmark cities. The low unemployment rate signifies opportunities for workers to have jobs and generate incomes, and as imports through the port increase, more jobs and business are generated to handle the flow of goods, allowing businesses and consumers to increase purchases and to add to the manufacturing supply chain.

In spite of a slow recovery, the previous economic development indicators exceeding benchmarks suggest Portland is a wonderful place to live and work with a highly educated population, a low unemployment rate, high property values, and a low crime rate. Employment growth and average annual wages in most areas continues to lag, making it hard for young professionals to relocate to Portland, in spite of a high quality of life. From: Portland Community Chamber of Commerce, Portland's Economic Scorecard 2014-2015

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	69	67	0	0	0
Arts, Entertainment, Accommodations	3,677	5,953	14	11	-3
Construction	755	1,984	3	4	1
Education and Health Care Services	6,775	16,276	26	29	3
Finance, Insurance, and Real Estate	2,713	7,784	10	14	4
Information	713	2,181	3	4	1
Manufacturing	1,800	3,249	7	6	-1
Other Services	1,042	2,162	4	4	0
Professional, Scientific, Management Services	2,833	6,557	11	12	1
Public Administration	0	0	0	0	0
Retail Trade	3,587	5,176	14	9	-5
Transportation and Warehousing	753	1,386	3	3	0
Wholesale Trade	1,134	2,597	4	5	1
Total	25,851	55,372	--	--	--

Table 39 - Business Activity

Data Source: 2007-2011 ACS (Workers), 2011 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	39,410
Civilian Employed Population 16 years and over	36,994
Unemployment Rate	6.13
Unemployment Rate for Ages 16-24	23.19
Unemployment Rate for Ages 25-65	4.42

Table 40 - Labor Force

Data Source: 2007-2011 ACS

Occupations by Sector	Number of People
Management, business and financial	10,278
Farming, fisheries and forestry occupations	1,548
Service	4,308
Sales and office	8,281
Construction, extraction, maintenance and repair	2,051
Production, transportation and material moving	1,393

Table 41 – Occupations by Sector

Data Source: 2007-2011 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	29,680	86%
30-59 Minutes	3,813	11%
60 or More Minutes	991	3%
Total	***34,484***	***100%***

Table 42 - Travel Time

Data Source: 2007-2011 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		
	Civilian Employed	Unemployed	Not in Labor Force
Less than high school graduate	1,299	307	1,201
High school graduate (includes equivalency)	4,636	544	2,215
Some college or Associate's degree	8,156	347	1,702
Bachelor's degree or higher	15,955	519	1,871

Table 43 - Educational Attainment by Employment Status

Data Source: 2007-2011 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	25	171	279	581	759
9th to 12th grade, no diploma	834	508	522	746	607
High school graduate, GED, or alternative	1,650	1,673	1,952	3,781	2,674
Some college, no degree	3,584	2,204	1,749	3,013	1,296
Associate's degree	199	942	755	1,596	473
Bachelor's degree	1,452	4,590	2,851	4,154	1,342
Graduate or professional degree	14	1,665	1,540	3,590	1,114

Table 44 - Educational Attainment by Age

Data Source: 2007-2011 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	18,370
High school graduate (includes equivalency)	24,100
Some college or Associate's degree	28,776
Bachelor's degree	38,585
Graduate or professional degree	51,587

Table 45 – Median Earnings in the Past 12 Months

Data Source: 2007-2011 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

Major employment sectors in Portland making up 70% of the share of jobs include Education and Health Care Services; Arts, Entertainment, and Accommodations; Retail Trade; Finance, Insurance, and Real Estate; and Professional, Scientific, and Management Services. The employment sector with the largest share of jobs is Education and Health Care Services, with 29% of jobs and 26% of the share of workers, followed by Arts, Entertainment, and Accommodations and Retail trade, each with 11% of the job share. Finance, Insurance, and Real Estate with 14% of the job share and Professional, Scientific, and Management Service sectors with 12% of the job share. Arts, Entertainment, and Accommodations show 3% more works than there are jobs available and as well as Retail trade show 5% more workers than jobs available. This may be a reflection of seasonal demand with peak seasonal employment reflecting a shortage of workers, and perhaps balancing out during the off season. Although not a major employment sector in Portland, Manufacturing also shows 1% more workers than jobs. It should be noted that Greater Portland losing over 4,000 manufacturing jobs from 2000 - 2010.[1] Education and Health Care Services and Finance, Insurance, and Real Estate show worker shortages of 3 and 4% respectively.

Data collected by the ACS 2007-2011 shows 27,859 occupations by sector. Management, Business and Financial occupations employ the most people in Portland, 10,278 (26.1%) of total civilians in the labor force. Sales and Office occupations employ 8,281(21.0%) of the population, followed by 4,308 (10.9%) in Service occupations. Interestingly, farming, fisheries and forestry occupations comprises only 5.5% of the occupations by sector or 1,548 jobs.

The unemployment rate among Portland residents 25-65 was 4.42% as of the 2007-2011 ACS, slightly skewed by the high proportion of young adults ages 16-24 showing an unemployment rate of 23.19, presumably because many of these young people are in high school, college or graduate school.

[1] GPCOG 2014-2018 Economic Development Action Plan

Describe the workforce and infrastructure needs of the business community:

Infrastructure supports communities, businesses, families, and workers, and includes water, sewer, gas, electric, broadband, roads, airports, interstates, ports and rail lines. Much of the infrastructure in Maine is old and expensive to maintain. The Greater Portland Council of Governments (GPCOG) has identified transportation infrastructure needs of $1.484 billion over the next 20 years. Within the region, Portland specifically faces the following infrastructure challenges:

- Aging water, gas and sewer lines
- Lack of safe, decent and affordable multi-family workforce housing
- High homeowner costs
- Vacant, abandoned or idle Brownfield sites
- High costs to preserve, renovate and reuse historic buildings
- Limited public transportation with little or no linkages to the rest of the region
- Maintaining bridges and collector road systems
- Heavy dependence on foreign oil as a home heating fuel

The majority of workers (86%) travel less than 30 minutes to their job, while 11% travel between 30 and 59 minutes. Improvements to the current public transportation system alone would put the majority of current commuters' needs within reach.

From: GPCOG 2014-2018 Economic Development Action Plan

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

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

In 2012 the City underwent negotiations with Federated Companies for the purchase and sale of seven parcels of land in the Bayside neighborhood. The project is slated to build four buildings consisting of approximately 715,000 square feet, including 90,000 square feet of direct street access retail space at the ground level, 445 new apartments (from 400 sq. ft studios to 1050 sq. ft. two-bedroom units) and structured off street parking for approximately 800 vehicles.

The specific community development objectives flow from activities required to relieve the blighted conditions and introduce economic activity: Remove blighted land uses; upgrade infrastructure; facilitate re-use by firms that compliment downtown Portland and the city overall; create a vital area of mixed business, residential and recreational uses by building a parking garage to spur growth; and private sector job creation.

The project received Portland Planning Board approval in January 2014. A legal appeal filed by opponents of the project has been settled. In March 2015, the Portland Planning Board approved revisions to the original plan. The City anticipates the project to be under construction by the Summer of 2015 with an anticipated two to three year build-out period.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

According to the 2007-2011 ACS data provided, 53% of the population in the civilian labor force in Portland has a Bachelor's degree, and 27% of that population has some college or an Associate's degree. 15.4% of the civilian labor force has only a high school education and only 4.3% has not graduated from high school. The labor force unemployment rate among 16-24 year-olds is 23.19, however, this age group includes high school, college and graduate students who will not identify as full-time employed.

Considering the Occupations by Sector, Management, business and Financial comprise 36.8% of the jobs while Sales and office provide 29.72% of the jobs. If you assume that both of these sectors require college degrees, this comprises of 66.2% of the market. If only 53% of the population has a Bachelor's degree or higher than this is 13% gap in education to employment opportunities.

Median earnings are directly correlated by educational attainment. Individuals who do not graduate from high school earn a median income of $18,370. High school graduates earn 1.3 times as much as those who do not graduate from high school. Those with some college or an Associate's degree earn 1.6 times more than those without a high school diploma, and those who graduate with a Bachelor's degree earn 2.1 times as much. Those with graduate or professional degrees earn 2.8 times as much as those who do not finish high school.

From: *GPCOG 2014-2018 Economic Development Action Plan*

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

The City of Portland has created an Employment Development Program funded by CDBG. As a result the Portland Jobs Alliance was created, a collaborative and coordinated approach to providing employment services that promote access and success for low/moderate income job seekers. The initiative is a collaboration of Coastal Enterprises Inc, Catholic Charities Maine, City of Portland Refugee Services, Portland Adult Education, Preble Street, Community Financial Literacy, Southern Maine Community College, and other organizations partnering to improve coordination and employment outcomes for homeless individuals, new Mainers and single parents by addressing some of the employment challenges they experience. The initiative focuses on business engagement, job readiness and sector specific training, linking learning to work through internships work experiences, job retention support and helping to initiative conversations of workforce diversity. The project takes a collaborative approach to job referral and placement utilizing a web-based interagency database to communicate information about job seekers and job opportunities and track participant activity. This initiative has piqued the interest of the Gorman Foundation which seeks to bring this initiative community wide. This will be directly funded by CDBG funds in the future and therefore tied to the Consolidated Plan.

Another initiative in Portland is ConnectED, a partnership between the following organizations in the municipality: the City of Portland, Creative Portland, the Sam L. Cohen Foundation, the John T. Gorman Foundation, the Opportunity Alliance, the Portland Public Schools, Portland Regional Chamber, Southern Maine Community College, United Way of Greater Portland, and the University of Southern Maine. The partnership aims to build and sustain a citywide culture dedicated to supporting highly effective education for Portland's youth, for Portland Families, and for the Portland community at large.

There are also a variety of targeted incentive programs are offered by the State of Maine including workforce training and education. Tax reimbursements are available at the local level for Workforce Development, the Governors Training Initiative (training cost reimbursement for new hires and incumbent workers), and Maine Quality Centers, which provide custom workforce education.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

Yes

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

In 2011, the Greater Portland Council of Governments (GPCOG) was designated by the Economic Development Administration, a division of the United Sates Department of Commerce, as an Economic Development District serving 26 communities in Cumberland County. The region's 256,656 people represent 19% of Maine's population, its 155,431 jobs represent 27% of its employment, and accounts for 33% of the state's gross domestic product. As an Economic Development District, one of GPCOG's core responsibilities is the creation of a Comprehensive Economic Development Strategy for the region. To fulfill that mission, GPCOG, along with each of the state's seven economic development districts, is implementing Mobilize Maine, a grassroots economic strategy that focuses on leveraging unique assets within each region for economic growth and quality of place.

Through Mobilize Maine, GPCOG has identified the six drivers of economic development that will be implemented across time in each of the state's seven economic development districts: Asset-based cluster development, Entrepreneurship and innovation, Education and workforce development, Access to capital, Infrastructure and environment, and Leadership. The areas most in line to the Consolidated Plan include Entrepreneurship and Innovation, Education and Workforce Development, Access to Capitol, and Infrastructure and Environment.

Entrepreneurship and innovation: Through the Employment Development Program, projects can apply to assist individuals, specifically new Americans and single parent head of households to create businesses. Currently a program through Coastal Enterprises has been funded to support microenterprise creation through Start Smart (business startup for New Americans) and the Women's Business Center.

Education and workforce development: One source of population growth for the state is foreign in-migration, but new Americans face long waits for course in English as a second language and many are unable to work in their chosen career because they lack American credentials. Strategies for success include working with colleges and universities, industry groups, Coastal Counties Workforce Investment Board, adult education, and other stakeholders to develop short-term training certificates for occupations in demand among others. The Employment Development Program provides real world opportunities through internships and on the job training experiences for new Americans, homeless individuals and single parent head of households.

Access to capital: The most popular ways in Cumberland County to finance small business are family and friends and traditional bank financing. The economic development challenge is to connect businesses to the array of resources available to them but that they do not necessarily know about. The City's economic development vision and plan proposes developing creative financing mechanisms.. Two programs that are funded by CDBG are the Business Assistance Program and the Façade Improvement Program. The Business Assistance program provides funding to businesses opening or expanding to create net new jobs. Businesses can apply to receive up to $20,000 to create two full time jobs. The Façade Improvement program is for improving the storefront of buildings and businesses located in the target zone. Business or building owners can apply for up to $20,000 for design and construction assistance.

Infrastructure and environment: With the 20-year funding shortfall for transportation projects in Greater Portland at $978,000,000, investing in public infrastructure to leverage these assets for growth will become increasingly important. CDBG continues to a be resource for improving streetscapes, handicapped accessibility, sidewalks, parks and other infrastructure in targeted neighborhoods where low to moderate income residents live.

Discussion

A unified Portland Economic Development Plan was created in collaboration with the Portland Community Chamber of Commerce, the Creative Portland Corporation, the Portland Development Corporation, Convention and Visitors Bureau, Portland's Downtown District, and the City of Portland. These groups formed a task force to steer the direction of the plan from its infancy to completion. Mayor Brennan then formed the Portland Economic Development Plan Implementation Stakeholder Group to oversee the work plan activities and annually measure progress.

The Plan has three main sections: Grow the Economy; Enrich the Creative Economy; and Support Business. All three plan sections set forth a development direction for Portland, including specific work

plan activities to support “creating economic prosperity through growth of the city’s employment and tax base,” while paying respect to Portland’s quality of life. The 2011-2012 Work Plan was recently updated to a 2014/2015 Work Plan:
http://www.portlandmaine.gov/DocumentCenter/Home/View/4202

Economic Development Vision & Plan Portland Maine August 2011:
http://www.portlandmaine.gov/documentcenter/view/1648

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

The City of Portland Inspections Division was consulted to determine areas with the most housing problems within the city. Complaints reported for housing problems, junk or trash accumulation, infestations, bed bugs, fire complaints and utility shut-offs were sorted by Census Tract and analyzed for the 2014 year. The neighborhoods with the most cumulative reports for all housing problems (reports in excess of 100) were Parkside, Bayside, St. John Valley, East Bayside, the West End and the East End, all HCD eligible areas in Census Tracts 1, 5, 6, 10, 11 and 13. Parkside, Bayside and St. John Valley in Census Tracts 10, 6 and 13, respectively, exceeded 150 complaints each for housing problems.

The majority of the actions by inspections involved performing a drive by inspection in response to a complaint about junk or trash accumulation on the sidewalk. Again, Census Tracts 6, 10 and 13 saw the most complaints of this type, over 150 in Parkside and nearly 150 each in Bayside and St. John Valley. There were at least twice as many reports for junk and trash accumulation in yards in East Bayside and Parkside than in most other neighborhoods and slightly more reports of bed bug infestations in the East End, East Bayside and Bayside.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

According to the 2010 Census, 95.3% of the Maine's population is white. Cumberland County has slightly more minorities than the state as a whole (6.2%), and the HCD neighborhoods in Portland have a nearly 10% black population and 3% Asian population. The Asian population declined on the Portland peninsula in the 2000s, even as it increased in the county. The Black/African American population has more than doubled. These numbers largely reflect an increase in the number of refugees and immigrants in Portland. For the past 35 years Portland has been an official refugee resettlement city, originally drawing many refugees from Southeast Asia, while more recent refugees have come from sub-Saharan Africa.

Population estimates of these communities are imprecise, but the City of Portland Refugee Services estimates that there are 5,000 refugees in Portland (and 3,000 in Lewiston). At a count of 5,000, recent immigrants would make up 7.5% of Portland's population – and the Portland Refugee Services program has seen as average of 650 new clients (refugees and asylees) each year for the past five years. The most common countries of origin in 2011 were Somalia, Burundi, Iraq, Sudan, Rwanda, and Congo/Zaire.

Due to the high percentage of rental and public housing, certain neighborhoods exhibit high concentrations of racial or ethnic minorities and low-income families, particularly Parkside and Bayside. St John Valley neighborhood is also showing a higher concentration of Hispanic population. This has not occurred because of a deliberate effort to segregate these populations. Areas of higher concentrations of race and poverty occur in the sections of the city where many social service agencies are located as well as affordable housing, including public housing, and public transportation. Many in the refugee and immigrant community choose to live in proximity to their social and cultural network and in areas with better access to schools, public transportation, employment within the city, health care, and affordable housing.

A major challenge in the area is poverty. The HCD area on the Portland peninsula has a concentration of families below the poverty level that is three times that of the rest of the county. The proportion of families with children below poverty is four times the county rate. Within Portland, 90% of the families under poverty are renting. In the rest of the county, only 62% are renters, and 38% are owners. Portland has the highest concentration of poverty not only with the county but also within the state. However, as noted previously, Portland also offers greater access to affordable housing, social services, public transportation and jobs. Most Black/African American families living below the poverty level in Cumberland County live in Portland. On the other hand, most white families under poverty live in the rest of the county.

From: Analysis of Impediments to Fair Housing, p.5, 16, 22-24, 34

What are the characteristics of the market in these areas/neighborhoods?

The Portland market is within a healthy vacancy rate, however the owner housing vacancy rate in the HCD areas of Portland is more than twice the rate of the owner housing outside of HCD areas. Also, the actual number of vacant units available for rent has declined. Subsidized housing is concentrated on the peninsula, where there is also higher concentrations o of populations living below poverty and racial minorities. The peninsula also has more accessible resources than other areas of the City.

Are there any community assets in these areas/neighborhoods?

Nearly all of the neighborhoods on the peninsula have active neighborhood associations: Parkside, Bayside, East Bayside, West End, Munjoy Hill, and St. John Valley. Each of the neighborhood associations work to foster a sense of community and neighborhood among its members and fellow citizens, to work for the safety, cleanliness, and livability of its streets and homes, and to work for the preservation, restoration, promotion and appreciation of their neighborhoods and parks. They hold neighborhood meetings, clean ups, and work to inform their neighborhoods about projects at the City that will impact them.

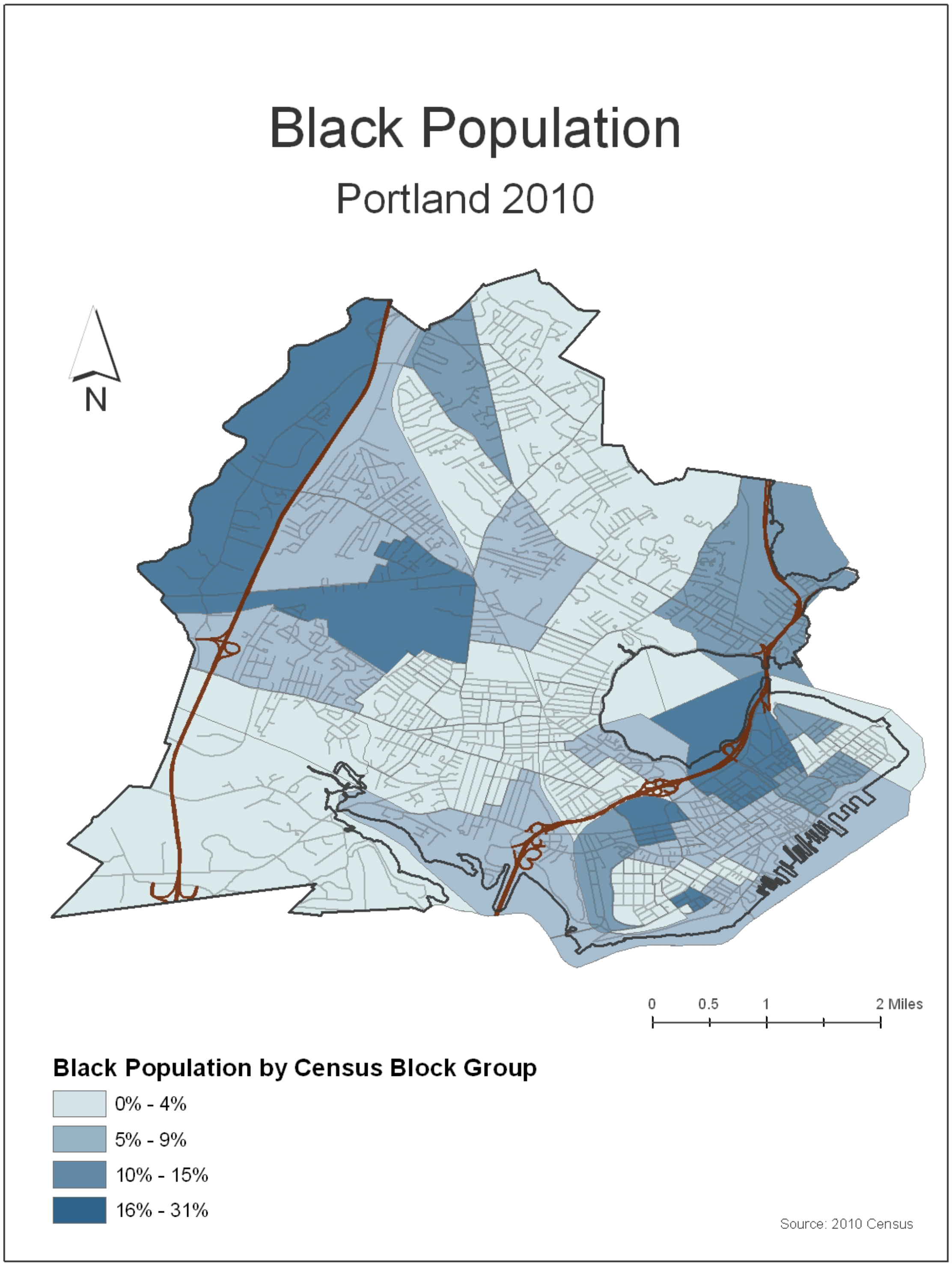
Neighborhoods on the peninsula have a higher concentration of parks, playgrounds, churches, stores, restaurants, shelters, schools, and community resources than other areas of the City. Plus because neighborhoods are dense, amenities are more accessible because residents can access them by walking, biking or taking the bus.

Are there other strategic opportunities in any of these areas?

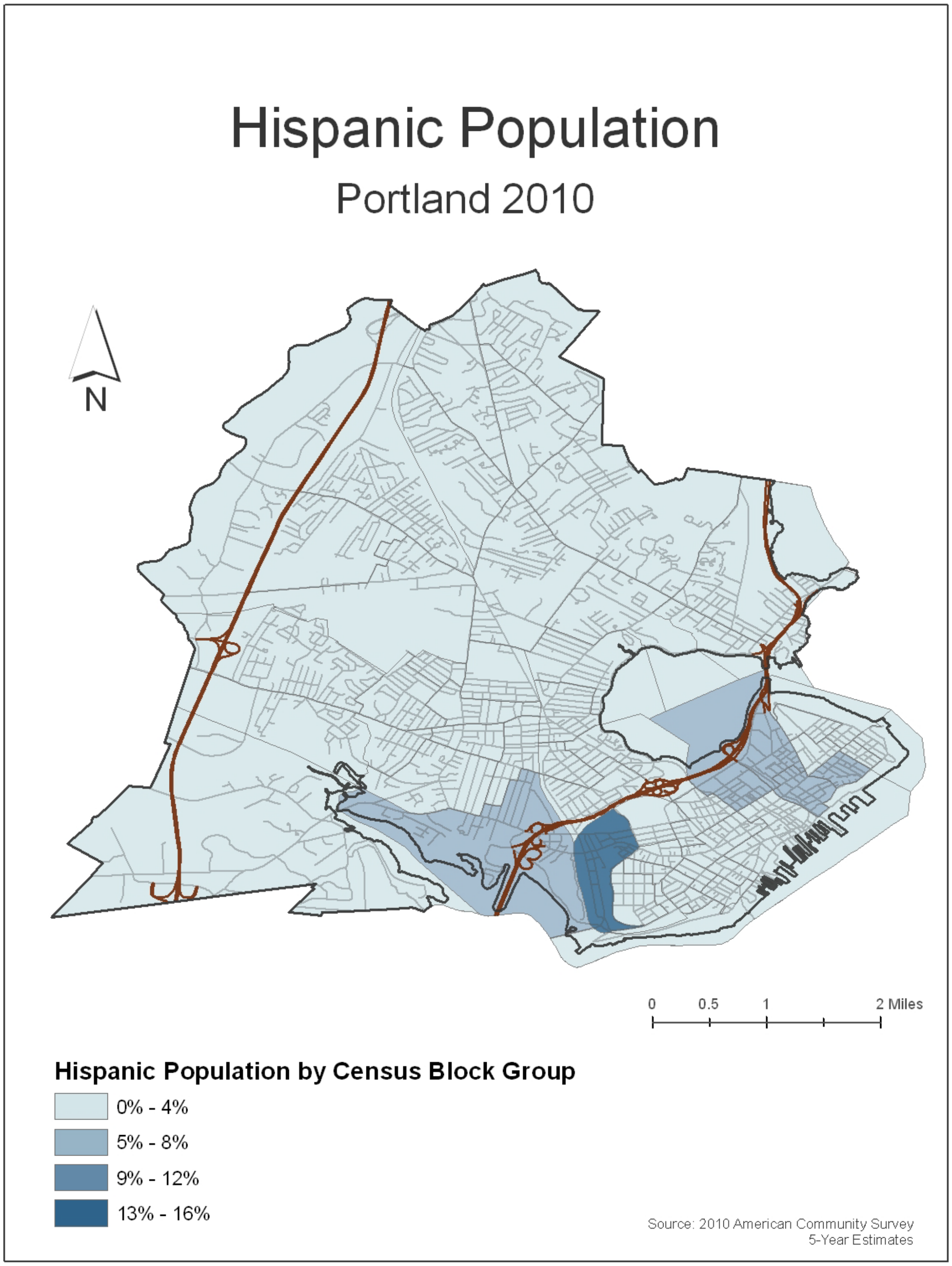
The areas of with higher concentration of poverty and racial diversity are also the target areas for CDBG funding. Neighborhood improvements and area wide benefit projects are then focused on these areas of the City. As a result more neighborhood scale infrastructure projects, playgrounds, parks, trees, handicap ramps, and other amenities will be constructed in these neighborhoods.

A HUD BEDI/108 project is slated to be built in the Bayside neighborhood. This will bring over 235 market rate housing units, a 700 parking space garage plus 43,000 square feet of retail/ commercial space. This will transform the Bayside neighborhood.

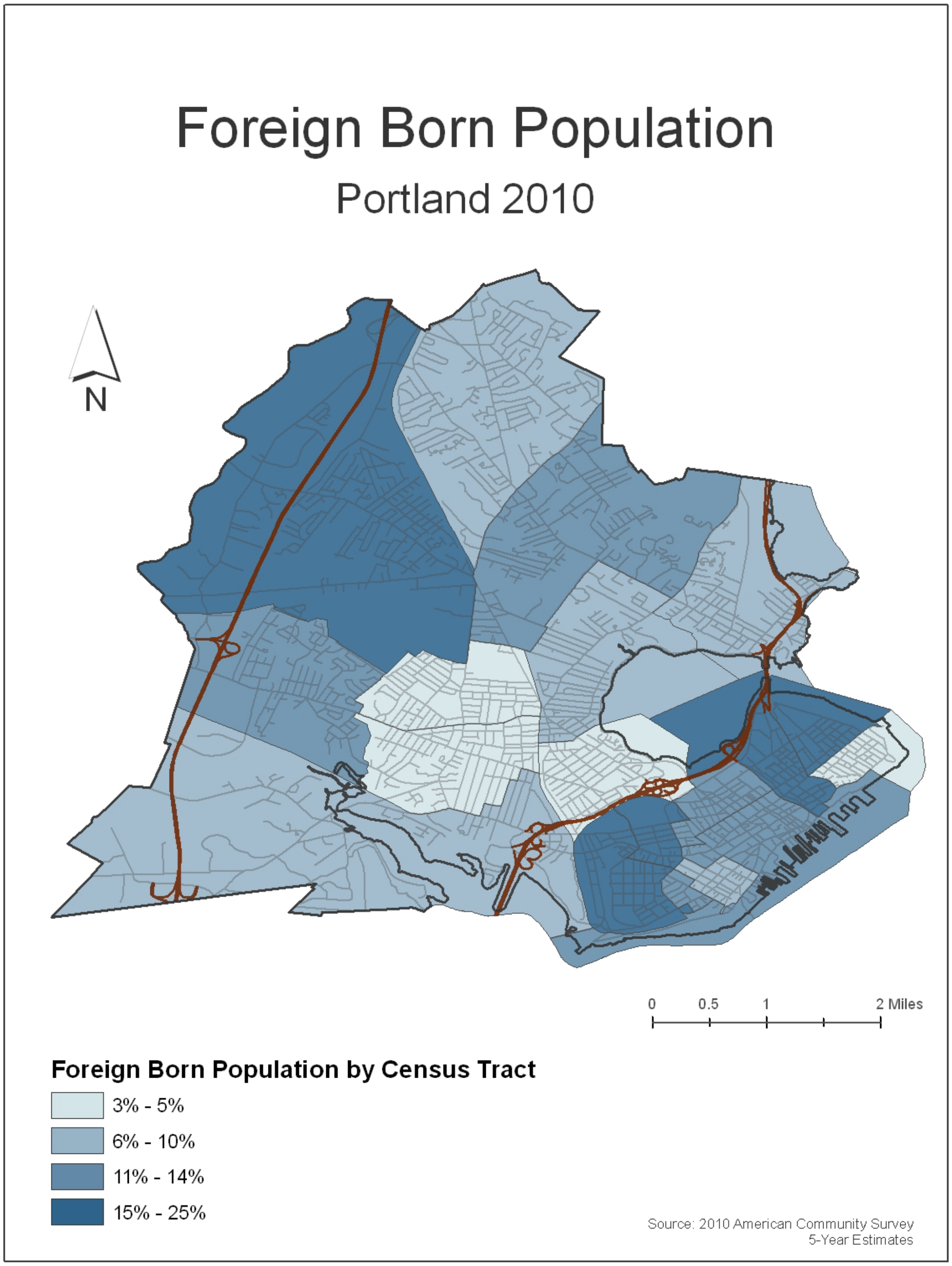
Additionally the City of Portland is considering creating a Neighborhood Revitalization Strategy Area for certain areas of the peninsula, Bayside, East Bayside and possibly Parkside. This will bring additional resources and focused development in these neighborhoods.



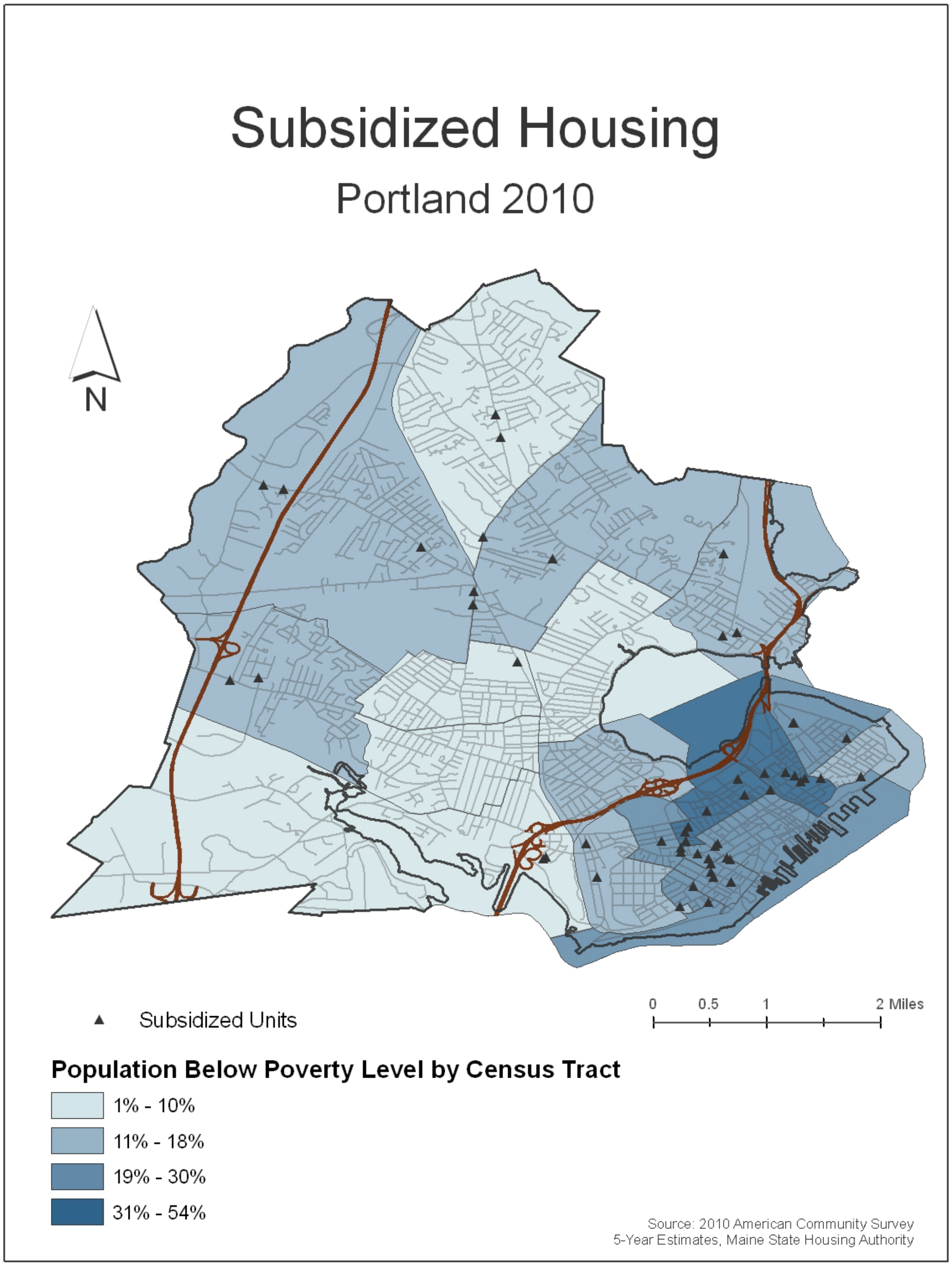
Black Population, ACS 2010 from COP AI



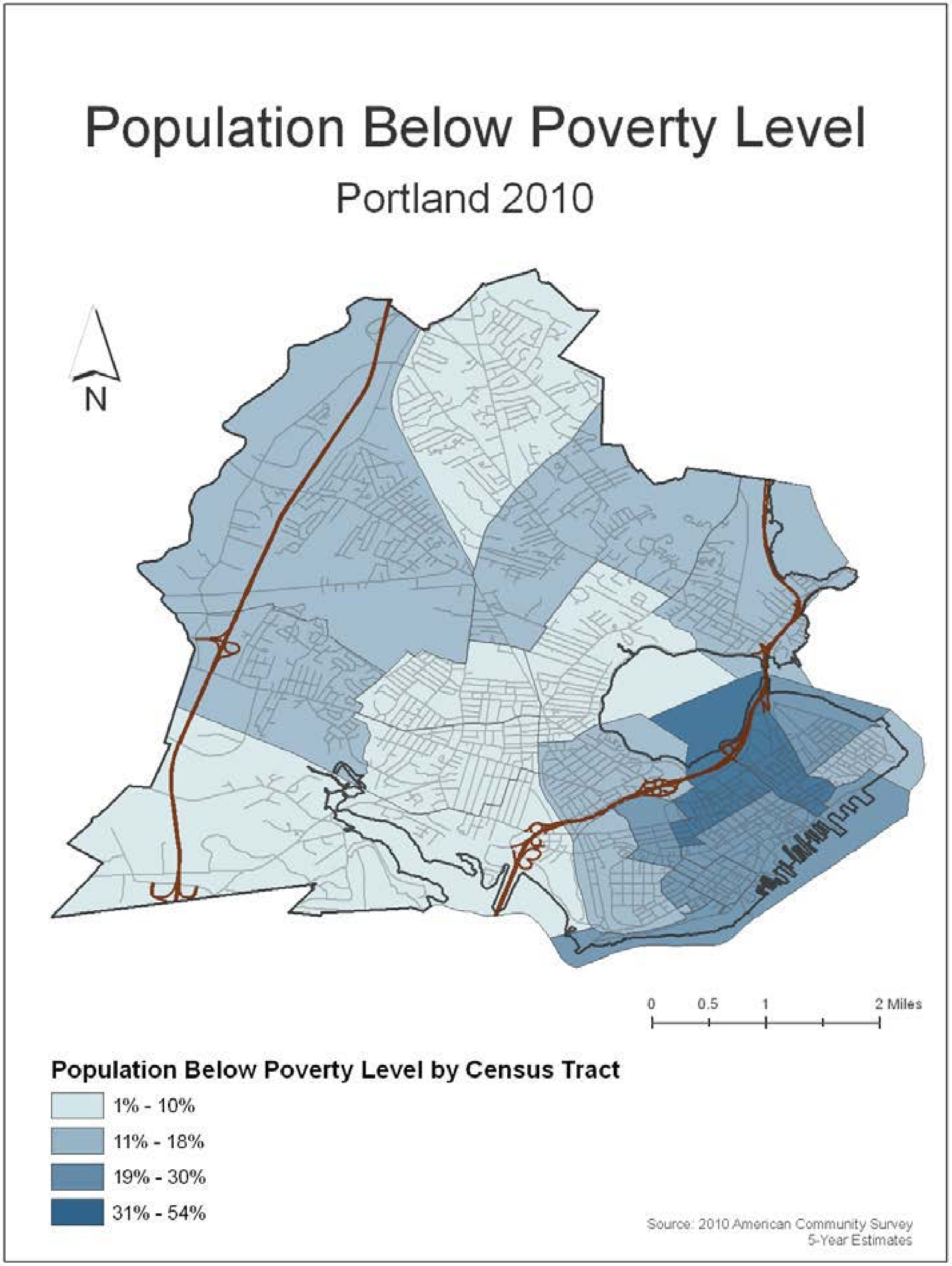
Hispanic Population, ACS 2010 from COP AI



Foreign Born Population, ACS 2010 from COP AI



Subsidized Housing, ACS 2010 from COP AI



Below Poverty Population, ACS 2010 from COP AI

Strategic Plan

SP-05 Overview

Strategic Plan Overview

In 2014, the Portland City Council created a list of Common Goals designed to guide the City Council in the policy decisions and City Departments in their goals and operations. Eight goals were identified including and five of those will be addressed in this Consolidated Plan, including: Promote Housing Availability, Increase Transportation Initiatives, Economic Development, Prevent and End Homelessness, and Advance an Environmental Program.

- There is a need to improve housing availability. Therefore the strategic goal is to increase housing availability and affordability.
- There is a need to increase economic opportunity. Therefore the strategic goal is to create economic opportunities to transition individuals and families out of poverty.
- There is a need to address the needs for the growing homeless population. Therefore the strategic goal is to prevent and reduce homelessness.
- There is a need to invest in infrastructure in target neighborhoods. Therefore the strategic goal is to create strong, safe, accessible, and vibrant neighborhoods.

SP-10 Geographic Priorities – 91.215 (a)(1)

Geographic Area

Table 46 - Geographic Priority Areas

1	**Area Name:**	Census Tracts 5, 6, and 10
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Comprehensive
	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	
	Include specific housing and commercial characteristics of this target area.	
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	
	Identify the needs in this target area.	
	What are the opportunities for improvement in this target area?	
	Are there barriers to improvement in this target area?	
2	**Area Name:**	CDBG Target Neighborhoods
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Comprehensive
	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	The Target Neighborhoods are the Census Tracts and Block Groups that have more than 51% low and moderate income persons based on the most recent HUD data released in 2014. This area includes most of the penninsula, excluding the Western Promade and a small section of Munjoy Hill.
	Include specific housing and commercial characteristics of this target area.	This area includes the City of Portland downtown, Old Port, Arts District, Waterfront, Munjoy Hill, India Street Neighborhood, Bayside, East Bayside, Parkside, St. John/Valley Street neighborhood, West End, including all of the neighborhood business and commercial districts. The majority of housing located in these neighborhoods is pre-1978 and contain lead based paint. New in-fill cosntruction is popular and many affordable housing buildings and complexes have been built in recent years.

	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	The peninsula has historically been a target of CDBG funding, however with new HUD data more of the peninsula is now eligilble.
	Identify the needs in this target area.	The needs are great, and include multi-family housing rehabilitation, street and sidewalk infrastructure improvements, walkability, trails, parks, playgrounds, services for homeless, child care, jobs, among other needs.
	What are the opportunities for improvement in this target area?	
	Are there barriers to improvement in this target area?	The primary barrrier to improving this area is simply lack of resources or funding.
3	**Area Name:**	PORTLAND, MAINE
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Housing
	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	
	Include specific housing and commercial characteristics of this target area.	
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	
	Identify the needs in this target area.	
	What are the opportunities for improvement in this target area?	
	Are there barriers to improvement in this target area?	
4	**Area Name:**	Cumberland County
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Housing
	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	
	Include specific housing and commercial characteristics of this target area.	

	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	
	Identify the needs in this target area.	
	What are the opportunities for improvement in this target area?	
	Are there barriers to improvement in this target area?	

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

The City of Portland's priority to allocating resources is to focus them on the areas of the jurisdiction that is in the most need. To determine this the City considered which areas of the City have the highest combination of poverty, minorities, single parents, oldest housing stock, and housing problems. These are located in Census Tracts 5, 6 and 10, which represents East Bayside, Bayside and Parkside neighborhoods respectively. The goal is to direct the majority of resources into these neighborhoods. Over the next five years the City of Portland will consider creating a Neighborhood Revitalization Strategy Area to help increase investment in these neighborhoods.

The second priority is to focus federal resources into the target neighborhoods, which are located primarily on the peninsula, district 1 & 2. The target neighborhoods are sections of the City that have been identified through the 2010 Census as neighborhoods where at least 51% of the residents are low to moderate income individuals or households. Based on new American Community Survey Data and updated information from HUD, Portland has now identified more of the peninsula, than in the past, for federal resources. Nearly all of the peninsula will now be part of the target neighborhoods. Street, sidewalk, infrastructure, parks, playgrounds, and other area benefit projects will be located in the target neighborhoods to benefit the low and moderate income individuals and families that live there. Due to the amenities and proximity to services, many HOME funded affordable housing projects are also located in the target neighborhoods.

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

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

Table 47 – Priority Needs Summary

1	**Priority Need Name**	Housing Availability
	Priority Level	High
	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly
	Geographic Areas Affected	Census Tracts 5, 6, and 10 PORTLAND, MAINE Cumberland County CDBG Target Neighborhoods
	Associated Goals	Increase housing availability and affordability
	Description	In 2014 Portland contracted with the Greater Portland Council of Governments to complete a study entitled *2030 Workforce Housing Demand Study.* The report, released in January 2015, found that current housing production is not meeting the housing needs of Portland. The City Council has made a goal to promote housing availability in all segments of the housing market while insuring a suitable balance of housing opportunities among those sectors.
	Basis for Relative Priority	In 2014 the Portland City Council identified the following goal to address this need: provide increased availability in all segments of the housing market while insuring that there is suitable balance of housing opportunities among those sectors.
2	**Priority Need Name**	Economic Opportunity
	Priority Level	High
	Population	Low Moderate Middle Large Families Families with Children Public Housing Residents
	Geographic Areas Affected	PORTLAND, MAINE
	Associated Goals	Create economic opp. to transition out of poverty

	Description	Portland has a well-developed employment support system with many established providers. However, the system is fragmented, providers work in silos, there is insufficient funding to cover needs of potential workers, and career planning and financial stability are often prioritized less than job placement. Employment retention support is scarce and turnover results in economic uncertainty for employees and higher costs for employers.
	Basis for Relative Priority	In 2014 the Portland City Council identified the following goal: Promote Economic Development in the City in a manner that provides for increased property values, diversification across industry sectors and high paying jobs. Specifically, as it relates to HUD programming and objectives the Council further identified the need to advance work on the "Minority and Women-owned Business Development Initiative" and secure City Council approval to invest CDBG funds in workforce development.
3	**Priority Need Name**	Address the Needs for Growing Homeless Popoluation
	Priority Level	High
	Population	Extremely Low Large Families Families with Children Elderly Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth
	Geographic Areas Affected	PORTLAND, MAINE
	Associated Goals	Prevent and Reduce Homelessness

	Description	The shelter system in Portland is beyond capacity. Staff and local organizations struggle to deal with overflow strategies to meet increasing need. Data suggests that people most persons who are homeless stay at the shelter less than three weeks. Homeless Prevention and Rapid Rehousing are key components to helping to reduce shelter usage and homelessness. Additionally increased case management is needed for those who have mental illness and substance abuse issues to help them navigate the service delivery system. Additionally the State of Maine will be reducing funding support and increase documentation and requirements for those staying at the shelter, making it more difficult to serve those in the most need.
	Basis for Relative Priority	In 2014 the Portland City Council identified the goal to: Prevent and end homelessness in the city of Portland by continuing to implement the recommendations of the Homelessness Task Force, including retooling the emergency shelter system to create centralized intake process and evaluate steps to improve efficiency, prevent homelessness and rapidly rehouse those who become homeless to avoid long term stays in the shelters, and increase case management for persons with mental illness and substance abuse to help navigate the service delivery system.
4	**Priority Need Name**	Infrastructure Investment in Target Neighborhoods
	Priority Level	Low
	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents
	Geographic Areas Affected	Census Tracts 5, 6, and 10 CDBG Target Neighborhoods
	Associated Goals	Create strong, safe, accessible & vibrant nghbrhds
	Description	Keeping all of the City's capital assets in functional and working order requires regular reinvestment. There is significant need throughout the target neighborhoods to build sidewalks where none exist, improve accessibility through ADA compliance, increase the use of bicycles as a mode of transportation, and redevelop streetscapes to create shared streets for cars, bikes, and pedestrians that integrates with the fabric of the neighborhood.

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	Basis for Relative Priority	In 2014 the Portland City Council identified two goals that identified this need. 1) Develop a transportation system that advances healthy living, minimizes environmental impacts, and promotes the local economy by advancing opportunities for mass transit, bicycle use and walking. 2) Advance environmental program that safeguards our natural resources, promotes a healthy lifestyle and supports a sustainable economy.

Narrative (Optional)

In 2014, the City Council established Common Goals and Objectives. These goals include:

Promote Housing Availability in all segments of the housing market while insuring a suitable balance of housing opportunities among those sectors. The City will accomplish these objectives by offering city owned property to construct affordable housing and by implementing Encourage and Ensure strategy mentioned previously.

Transportation initiatives to develop a transportation system that advances healthy living, minimizes environmental impacts and promotes the local economy by advancing opportunities for mass transit, bicycle use and walking.

Promote economic development in a manner that provides for increased property values, diversification across industry sectors, and high paying jobs. One objective will be to include work on the "Minority and Women-owned Business Development Initiative" and promote investment of CDBG funds for workforce development.

Advance an environmental program that safeguards natural resources, promotes a healthy lifestyle and supports a sustainable economy.

Prevent and end homelessness by continuing to implement the recommendations of the Homelessness Task Force which includes a comprehensive approach to work with the chronically homeless on housing stability plans, engaging surrounding communities in collaborative efforts to address homelessness on a regional basis, promote affordable housing development and access to additional housing subsidies, avoid duplication of services and maximize resources by clearly articulating roles and responsibilities of all homeless service providers.

These goals serve as the basis in which the priority needs outlined in this plan were established. Federal funding is an integral resource for accomplishing these goals and vital to making strategic decisions regarding the implementation of City priorities.

SP-30 Influence of Market Conditions – 91.215 (b)

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	The number of people seeking housing in the city's shelters has increased by 6.6% in the last year; over 36% of individuals staying at the shelter have been identified as chronically homeless.
TBRA for Non-Homeless Special Needs	Not applicable
New Unit Production	There is a gap of 33% between the demand and supply of affordable housing. 62% of Portland households earn less than the county's median income.
Rehabilitation	50% of Portland's housing stock was built before 1939; 30% of the housing stock was built between 1940 and 1980.
Acquisition, including preservation	Preservation of building stock is a focus of the affordable housing development program. The creation of affordable housing that includes the conversion of non-residential property into affordable housing is encouraged as a means of meeting the supply/demand needs mentioned above.

Table 48 – Influence of Market Conditions

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

Introduction

For the Five Year Consolidated Plan, the anticipated resources include federal CDBG, HOME, ESG, and Continuum of Care. The amount of each of these resources is dependent on federal allocation, which can be unpredictable. Estimates assume level funding for the next four years. Lead Safe Housing is program income from past grants. Payments are typically made when owners sell or refinance their homes and are therefore unpredictable. Estimates are based on past years income. The Local Housing Trust Fund is funded by the city's Housing Replacement Ordinance, which is only paid into when an owner decides to remove housing from the market. The Section 108 funding is to build a parking garage in the Bayside neighborhood through a project called Midtown. Once funds are expended no more are expected.

Portland Housing resources include Section 8 and the Public Housing Capitol funds. Estimates were provided by Portland Housing Authority. HOPWA is managed by Frannie Peabody Center. Five year estimates were provided by them.

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Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,791,064	114,500	256,446	2,162,010	7,622,256	$1,905,564 will be allocated to CDBG project requests. There was an additional $120,000 in CDBG Housing Loan repayments (which went to calculating the CDBG Admin cap) which will be part of a revolving loan rehab program. $405,113 will be spent on Administration and Planning, $525,270 will be spent on Public Services, $575,181 will be spent on Development Activities, and $400,000 will be spent on the Employment Development Program ($300,000 in DA and $100,000 in PS). There is also $256,446 in CDBG Housing Program Income funds that will be used within the Housing Program.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	820,832	210,000	0	1,030,832	4,123,328	The $1,030,832 in HOME funds will be split between the City ($473,597) and County ($347,236) as part of the Portland- Cumberland County HOME Consortium agreement. 10% ($82,083) will go to Administration.

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Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	161,834	0	0	161,834	647,336	The $161,834 will go to pay for Essential Services at the Family Shelter ($28,327), Homeless Prevention at the Family Shelter and Oxford Street Shelter ($66169) and Rapid Rehousing at Oxford Street Shelter ($55,200). An additional $12,138 will go to pay for Admin and HMIS.
Continuum of Care	public - federal	Admin and Planning Overnight shelter Rental Assistance Services Transitional housing	2,452,076	0	0	2,452,076	9,800,000	The CoC funds a variety of program including Transitional Housing, Shelter plus Care, Supportive Housing, Housing First, Safe Havens and Planning Grants.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
Public Housing Capital Fund	public - federal	Multifamily rental new construction Multifamily rental rehab Public Improvements	1,400,000	0	0	1,400,000	7,000,000	

OMB Control No: 2506-0117 (exp. 07/31/2015)

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
Section 108	public - federal	Public Improvements Other	10,800,000	0	0	10,800,000	0	In 2007 the City of Portland applied for 108/BEDI funds in an amount of $1.2 million in Brownfields Economic Development Initiative (BEDI) and $10.8 million in Section 108 loan. The funds were awarded in February 2008. The combined $12 million will revitalize the distressed area of Bayside by stimulating residential and commercial economic development activities and creating jobs. In 2012 the City underwent negotiations with Federated Companies for the purchase and sale of seven parcels of land in the Bayside neighborhood. The project is slated to build a million square foot mixed use development, 471,000 square feet of which is slated for Phase I which will begin in FY14/15 and include up to 235 market rate housing units, 700 parking space garage plus 43,000 square feet of retail/commercial space.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
Section 8	public - federal	Rental Assistance	15,000,000	0	0	15,000,000	75,000,000	PHAs Housing choice voucher program provides rental subsidies to a max of 1829 households- 1664 tenant based and project based vouchers, 50 home ownership vouchers, 75 VASH vouchers, and 40 vouchers set aside for chronically homeless individuals
Other	public - federal	Homeowner rehab Multifamily rental rehab Other	280,413	0	0	280,413	40,000	Although no new Lead Safe Housing grants have been awarded to the City of Portland, Program Income is still generated from previous grant awards. Program Income is typically paid when homes are sold and therefore unpredictable.
Other	public - federal	Public Services Rental Assistance Other	0	0	0	0	0	KATIE!!
Other	public - local	Multifamily rental new construction New construction for ownership	643,551	0	0	643,551	300,000	The City of Portland has its own local Housing Trust Fund which is currently funded by a Housing Replacement Ordinance. Funding is dependent on building owners removing rental housing stock from the market and being required to pay into the fund, and therefore unpredictable.

Table 49 - Anticipated Resources

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

CDBG funds are leveraged considerably for their investment. During FY 14-15, CDBG investment of $2,209,577 leveraged over $8.7 million in outside resources. The CDBG Program Application process mandates that CDBG funds cannot be the sole source of program or project funding. Applicants must include other resources as leveraged funding. The City will continue to make this a requirement of the program.

The HOME Program leverages considerable funds, primarily through the Affordable Housing Development Program. This program leverages funding from several sources including Low Income Housing Tax Credits, state and federal Historic Tax Credits, state funds from the Maine State Housing Authority and local Housing Trust Funds. The City of Portland meets its match requirement through the expenditure of local General Assistance funds providing tenant based rental assistance to low and very low income households. The City expends General Assistance funds for this purpose, well in excess of the required HOME program match and will continue this assistance.

The ESG Program is expected to provide match funds equal to the amount of ESG funds allocated through the following resources: City's General Assistance.

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

In 2012, the City Council adopted a Housing Investment Policy that requires the Housing & Community Development Committee (HCDC) to complete an annual review of program priorities that includes the type and location of housing, and an analysis of tax acquired or City-owned property that may be included as a development resource. In its 2014 Common Goals and Objectives the City Council identified the promotion of housing availability as a goal with one objective being the assessment of city owned property to construct affordable housing. The HCDC has identified four parcels as potential development sites and will be working towards a development project for each parcel. The identified parcels are 98 High Street, 83 Middle Street, 65 Munjoy Street and 65 Hanover Street/52 Alder Street. The City is negotiating with a developer who has submitted a proposal to create 8 homeownership units at 65 Munjoy Street. In addition, a Request for Proposals has been published for the 65 Hanover/52 Alder Street site. The City anticipates construction at both of these sites will begin in the next 12-14 months. Over the next few years, the HCDC will continue to identify 1-2 additional city-owned properties each year for affordable housing development.

Discussion

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

In 2012 the City underwent negotiations with Federated Companies for the purchase and sale of seven parcels of land in the Bayside neighborhood. The project is slated to build four buildings consisting of approximately 715,000 square feet, including 90,000 square feet of direct street access retail space at the ground level, 445 new apartments (from 400 sq. ft studios to 1050 sq. ft. two-bedroom units) and structured off street parking for approximately 800 vehicles.

The specific community development objectives flow from activities required to relieve the blighted conditions and introduce economic activity: Remove blighted land uses; upgrade infrastructure; facilitate re-use by firms that compliment downtown Portland and the city overall; create a vital area of mixed business, residential and recreational uses by building a parking garage to spur growth; and private sector job creation.

The project received Portland Planning Board approval in January 2014. A legal appeal filed by opponents of the project has been settled. In March 2015, the Portland Planning Board approved revisions to the original plan. The City anticipates the project to be under construction by the summer of 2015 with an anticipated two to three year build-out period.

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SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
CITY OF PORTLAND	Government	Economic Development Homelessness Non-homeless special needs Ownership Planning Rental neighborhood improvements public facilities public services	Jurisdiction
CUMBERLAND COUNTY	Government	Ownership Rental	Region
FRANNIE PEABODY CENTER	Non-profit organizations	Non-homeless special needs	State
PREBLE STREET	Non-profit organizations	Homelessness	Jurisdiction
COMMUNITY HOUSING OF MAINE, INC	Non-profit organizations	Non-homeless special needs Rental	State

Table 50 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

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

The City of Portland Housing and Community Development Division is responsible for overseeing the budget and distribution of the City's CDBG, HOME and ESG entitlement funds and development of the Five-Year Consolidated Plan and Annual Action Plan and Consolidated Annual Performance Evaluation Report, as well as ensuring that all programs comply with HUD’s federal regulations. Additionally the HCD Division administers the City's housing rehabilitation, new construction and homebuyer programs.

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

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Portland Housing Authority owns and manages twelve public housing developments with 994 dwelling units and administers 1,809 HUD Section 8 Housing Choice Vouchers. 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, homeless, and special needs populations throughout Portland.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	
Legal Assistance	X	X	
Mortgage Assistance	X		X
Rental Assistance	X		X
Utilities Assistance	X		X
Street Outreach Services			
Law Enforcement	X		
Mobile Clinics			
Other Street Outreach Services	X	X	X
Supportive Services			
Alcohol & Drug Abuse	X	X	
Child Care	X		
Education	X		
Employment and Employment Training	X	X	X
Healthcare	X	X	X
HIV/AIDS			X
Life Skills	X	X	X
Mental Health Counseling	X	X	X
Transportation	X		X
Other			

Table 51 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

There are several services available to the homeless and persons with HIV/AIDS in the Community.

The Portland Community Health Center offers an Integrated behavioral Health program that is designed to bring adults into treatment who are experiencing homelessness, and are suffering from co-occurring mental health and substance abuse disorders. The goal of the program is to help stabilize individuals in need of health and mental health services and provide housing stabilization, housing placements, residential treatment use, and detox and follow-up treatment.

Milestone operates a program called the Homeless Outreach & Mobile Engagement (HOME) Team who provides outreach and community supports to homeless individuals experiencing chronic health and substance abuse issues in Portland. The HOME Team provides daily street outreach, intervention, referrals and transportation of homeless individuals, highly intoxicated individuals, individuals with mental illness and individuals engaging in disruptive behavior. Staff works to engage these individuals in a compassionate manner, encouraging them to access appropriate treatment services.

Another crisis intervention resource is offered by the Opportunity Alliance provides Crisis by calling 774-HELP.

The City of Portland Homeless Employment Program assists consumers in strengthening their employment skills by working toward independence from public assistance programs. The employment assessment includes identifying transferable skills, job matching and searching, and gaining and retaining temporary, permanent, and part-time employment. Services are designed specifically for Portland’s homeless population. The staff conducts outreach at homeless shelters and linkage to the Career Center in Portland.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

Working collaboratively, these entities implement the City's Housing and Community Development Plan. The system's strengths include the collaborative manner in which these diverse groups work together to maximize available resources. Portland is a large enough City to have many institutional resources, yet small enough to be able to effectively communicate and collaborate. Currently there are no gaps in types of housing and services, but there is a lack of adequate amounts of both due to insufficient resources. The City and its partners will continue to seek additional resources to improve the system's ability to meet community needs.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

The City of Portland will continue to work in collaboration with partners oragnizations and governments to meet the goals and objectives of this Five Year Consolidated Plan.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase housing availability and affordability	2015	2019	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	Census Tracts 5, 6, and 10 PORTLAND, MAINE Cumberland County CDBG Target Neighborhoods	Housing Availability		
2	Create economic opp. to transition out of poverty	2015	2019	Homeless Non-Homeless Special Needs Non-Housing Community Development	Census Tracts 5, 6, and 10 PORTLAND, MAINE CDBG Target Neighborhoods	Economic Opportunity		
3	Prevent and Reduce Homelessness	2015	2019	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	Census Tracts 5, 6, and 10 PORTLAND, MAINE CDBG Target Neighborhoods	Address the Needs for Growing Homeless Popoluation		
4	Create strong, safe, accessible & vibrant nghbrhds	2015	2019	Non-Housing Community Development	Census Tracts 5, 6, and 10 CDBG Target Neighborhoods	Infrastructure Investment in Target Neighborhoods		

Table 52 – Goals Summary

Goal Descriptions

1	**Goal Name**	Increase housing availability and affordability
	Goal Description	
2	**Goal Name**	Create economic opp. to transition out of poverty
	Goal Description	
3	**Goal Name**	Prevent and Reduce Homelessness
	Goal Description	
4	**Goal Name**	Create strong, safe, accessible & vibrant nghbrhds
	Goal Description	Invest in infrastructure to improve neighborhood assets and build strong, safe, accessible and vibrant neighborhoods. Improve accessibility through ADA compliance, build sidewalks and trails to improve connectivity, increase the use of bicycles as a mode of transportation, and redevelop streetscapes to create shared streets for cars, bikes, and pedestrians that integrate with the fabric of the neighborhood. Support programs that increase safety in neighborhoods for residents and visitors.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

SP-50 Public Housing Accessibility and Involvement – 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

50 units, or 5% or total Portland Housing Authority Units, meet accessibility standards.

Activities to Increase Resident Involvements

- Periodic community meetings with residents
- Assist with the organization of resident councils where none exist
- A new website with inactive features for residents to engage staff
- Newsletters in certain developments

Is the public housing agency designated as troubled under 24 CFR part 902?

No

Plan to remove the 'troubled' designation

N/A

SP-55 Barriers to affordable housing – 91.215(h)

Barriers to Affordable Housing

The City of Portland recognizes there are certain public policies, particularly zoning and land use regulations that pose challenges in increasing affordable housing opportunities and residential investment. This is revealed in higher housing costs, a shortage of affordable housing in relation to demand and higher land costs. Inflexible or outdated regulations contribute to this problem.

Portland acknowledges present ordinances (particularly in older neighborhoods) do not reflect the traditional urban character of these neighborhoods, resulting in a scenario where many neighborhoods built in the 1800s and early 1900s could not be duplicated under present ordinances. The net effect is that fewer dwelling units could be built today than in the past and even modest additions to existing buildings for affordable housing are impeded. Present ordinance language such as residential density, yard dimensions, lot coverage and lot size hinders affordable workforce housing and housing investment. Parking provisions require an inordinate number of spaces for neighborhoods within walking distance of the downtown and served by public transportation. Excessive parking occupies valuable buildable land on residential lots and is costly to provide. Resources given to parking would be better served by enhancing housing investment.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

The City has a new housing policy entitled Encourage and Ensure. Encourage and Ensure is a two-pronged approach designed to encourage housing development by removing barriers to traditional urban housing types while ensuring the inclusion of workforce housing in significant development projects. The City's Planning and Urban Development Department is proposing a suite of ordinance changes that would loosen restrictions on housing development while still preserving City residents' quality of life. Part of this approach includes changes to Division 30 of the City's ordinance which refers to affordable housing. These changes would provide additional density through development incentives as well as adding a workforce housing inclusionary zoning requirement. These changes will help to address housing needs throughout the City through reforms to zoning and density requirements and neighborhood strategies.

The "encourage" portion of the City's housing policy provides a regulatory framework for affordable housing production that utilizes a variety of methods including accessory dwelling units, mixed use development, infill development, rehabilitation and new construction in supporting opportunities for affordable housing.

SP-60 Homelessness Strategy – 91.215(d)

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

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

The Emergency Shelter Client Support & Services Plan Policy guides needs assessments. The policy requires clients to work with their case manager on a plan to secure permanent housing and clients who chose not to participate are asked to leave the shelter. Also, the Oxford Street Shelter housing placement team now focuses on housing long-term stayers. The City has also added a full-time case manager to work with families experiencing homelessness, resulting in locating permanent housing placements with follow up case management and tenant education services. The City has also designated a full time housing counselor to work with the Preble Street Support Services for Veteran Families Program to prevent and end homelessness among veterans at the Oxford Street Shelter.

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

A Portland-based non-profit organization that has been CDBG funded for its peer coaching initiative works with clients that live with mental illness, often times co-occurring substance abuse disorders, and often times experience homelessness. The initiation of the peer coaching initiative includes placing an ad on Craigslist for hiring peer coaches with mental illness and selecting coaches through and extensive interview process involving scoring the applicants. Hired coaches job-shadow a peer supporter working inside the emergency department at the local hospital, attend a 3-day motivational interviewing session, complete a peer-support class at Amistad, and participate in weekly staff meetings that provide on-going training. Clients are identified by Amistad peer coaches and confirmed by the hospital staff as someone who presents to the emergency department frequently and absent of medical need.

Addressing the emergency and transitional housing needs of homeless persons

Shelter Consolidation: Due to mounting financial pressures, the need for more efficient and effective emergency shelter service delivery is paramount. The City has created a task force to explore the idea of redesigning the shelter system in Portland. Staff has already started exploring the possibility of a consolidated shelter where all services would be located under one roof. A second option is to create multiple specialized shelters to serve the various needs. A Task Force has been created and will be examining the various options and collecting public input. The Task Force will be evaluating the different options and making recommendations in the fall to the Portland City Council.

Special Population Housing: The United Way of Greater Portland is taking the lead on convening a group of stakeholder to investigate the feasibility of a Homeless Medical Respite Program. The group will research models that have been effective in other communities, potential funding sources and evaluate the need for such a program. The pilot program at York County Shelter, Inc. (YCSI) which provides sober shelter for Oxford Street Shelter consumers was finalized in the fall of 2013 and a total of 9 individuals

Housing First: Last year the Planning and Urban Development department released a Pre-Development RFP for a new Housing First project. They decided to fund two proposals, one a traditional housing first project which proposed the development of 30-35 efficiency apartments in Portland. The second is a scattered site approach which proposes to blend "the population quickly and seamlessly into a combination of rehabilitated existing small multifamily apartment buildings and larger low income Housing Tax Credit and/or Historic Tax Credit funded properties aimed at serving the general public."

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

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

In 2011, the Portland City Council created the Task Force to Develop a Strategic Plan to Prevent and End Homelessness (TF). The TF submitted its final report which included an Implementation Plan comprised of four overarching Recommended Actions: 1) Retooling the Emergency Shelter System, 2) Rapid Rehousing, 3) Increased Case Management and 4) Report Monitoring. The plan includes six general themes of focus: Case Management, Rapid Rehousing, Outreach, Zoning Constraints, Special Population Housing and the Housing First Model.

Significant gains have been made to address these complex issues since the plan was endorsed. The City, along with its many partners, has made great progress in addressing the recommended actions of the Plan. However several obstacles, including a major shift in funding allowances through the state mandated General Assistance Program, have surfaced and delayed progress on many of the recommended actions. These changes will require that the City re-evaluate its role as the social services center for Maine.

For the three federal grants utilized in this consolidated plan: one of the goals for the CDBG program will be for projects that help to reduce homelessness through rapid rehousing or other means and nearly 35% of the Emergency Solution Grant Funds is dedicated to rapid rehousing at the City's Oxford Street Shelter. The HOME funded Tenant Based Rental Assistance Program was designed to meet the recommendations from the homelessness task force report. The funds will be used to pay for security deposits and short term rental assistance for individuals and families currently homeless in the "midrange" (clients who have 14-178 bed nights) for whom a potential living unit has been identified. In addition, the program will also provide assistance to those individuals who may be in danger of becoming homeless because their current housing situation is no longer affordable. These individuals will receive short term assistance to relocate to a more affordable unit.

Additionally the Home to Stay (HTS) Program is modeled after a rapid re-housing approach that provides housing stability services to persons who are experiencing homelessness. The Home to Stay Program assists homeless clients seeking permanent housing with education, services and support to meet their health, housing, and employment needs in order to overcome barriers to obtaining and maintaining housing. The goal is to help participants achieve permanent stable housing.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

One of this Consolidated Plans strategic goal is to Prevent and Reduce Homelessness. Through the Portland City Council effort to end homelessness, they are implementing the 2011 Task Force to Develop a Strategic Plan to Prevent and End Homelessness. This program had four overarching Recommended Actions: 1) Retooling the Emergency Shelter System, 2) Rapid Rehousing, 3) Increased Case Management and 4) Report Monitoring; and six general themes of focus: Case Management, Rapid Rehousing, Outreach, Zoning Constraints, Special Population Housing and the Housing First Model.

For the three federal grants utilized in this consolidated plan: priority will be given to CDBG projects that address homeless prevention; nearly 40% of the Emergency Solution Grant Funds is dedicated to homeless prevention at the City's Family and Oxford Street Shelters; and HOME TBRA will provide assistance to those individuals who may be in danger of becoming homeless because their current housing situation is no longer affordable. These individuals will receive short term assistance to relocate to a more affordable unit.

In addition there are policies and procedures in place that mitigate individuals and families who are likely to become homeless after being discharged from a publically funded institution or system of care or other service.

Mental Health: Riverview & Dorothea Dix are Maine's two publicly-funded mental health hospitals that have adopted a discharge plan process that begins at admission, to connect clients back to community supports & housing. Several agencies and organizations, including Amistad, Opportunity Alliance, Spring Harbor, collaborate to address "difficult to discharge" patients. Various funding resources are utilized to help in this effort including: BRAP, HOPWA, VASH and other resources.

Corrections: The Department of Corrections (DOC) & the Cumberland County jail include The Opportunity Alliance, Preble Street, and/or the City of Portland Oxford Street Shelter in pre-release planning for offenders & Maine DHHS funds Intensive Case Managers in corrections facilities to help with release planning and placements.

Youth: Preble Street provides 24-hour care to all unaccompanied youth through its Teen Center & night shelter, which provides support in transitioning back to their families or to other situations, health care, employment, education, mental health & substance abuse counseling, & legal assistance. Primary partners include Day One (substance abuse & mental health), City of Portland Public Health (health care), & Portland Adult Education Street Academy (education).

Veterans: VA Maine Healthcare partners with Portland Housing Authority to administer VASH vouchers, & participates in ESAC. In 2013, the City of Portland Oxford Street Adult Shelter appointed a Veteran Liaison to conduct outreach to Vets, including those ineligible for VA assistance due to less than honorable discharge. Preble Street is a SSVF grantee, providing outreach, case management, housing search assistance, budget counseling & financial assistance to eligible homeless & at risk Vets & their families.

SP-65 Lead based paint Hazards – 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

The City of Portland has been committed to eliminating lead poisoning in children since 1995 when it received its first HUD Lead Hazard Control Grant. The control and elimination of lead-based paint remains a critical focus of the City of Portland in the housing rehabilitation program and over the years, 405 units have been made lead-safe in Portland. In past years Portland received Lead Hazard Control funds and has effectively and successfully addressed the lead hazards prevalent in the City's older housing stock. Lead-safe efforts will continue through the housing rehabilitation program, first-time home buyer program and lead program income funded projects.

Portland also addresses lead-safe practices by leveraging funds as the lead entity for the Cumberland County HOME Consortium (CCHC). The Consortium allows both parties to reach a much wider audience with their lead outreach and education efforts, as well as produce a number of lead-safe units in other communities across Cumberland County. This joint effort results from a desire to provide cost-effective, efficient programs to benefit all communities of the region.

In addition, the City leads the County in its rehabilitation program. The program is geared to benefit low and moderate income families and households. An owner-occupied applicant in the City of Portland must prove that their income is less than 80% of the median area income with a child under six years of age. In order to remediate a rental unit the building must contain at least 50% of individuals who earn 50% of the area median income. Preference is given to rental units where children reside. Projects outside of the City of Portland will meet HUD income eligibility limits established for Cumberland County. Wherever possible, the City will utilize housing rehab program funds in combination with lead program income funds to complete additional units.

How are the actions listed above related to the extent of lead poisoning and hazards?

Portland has had a referral process for those children identified with elevated blood lead levels (EBLL) since 1990 when legislation was passed requiring all lead blood test to be reported to the State of Maine laboratory. The laboratory then reports all EBLL’s to Maine Childhood Lead Poisoning Prevention Program (MCLPPP) and they do an environmental investigation and case management referral to the local public health nurse and community action agency, for lead hazard reduction funding. The City of Portland receives referrals for cases in Portland and a remediation plan is implemented for all income eligible property owners.

Primary prevention measures are a critical focus of Portland’s hazard reduction efforts, through education and outreach we continue to eliminate the risk of childhood lead poisoning. Lead notification is given to all property owners, as well as referrals for blood lead testing for children at risk. All rehabilitation projects are assessed for risk and lead- safe practices are implemented on all projects.

How are the actions listed above integrated into housing policies and procedures?

Integration of lead hazard control policies and procedures are standard practice in all Portland’s housing programs.

SP-70 Anti-Poverty Strategy – 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

It is the policy of the City of Portland to consider all resources, regardless of their source, when making strategic decisions regarding the City's service priorities. For this reason, Portland has identified needs and goals that align with the 2014 City Council Common Goals and Objectives. These Common Goals were designed to guide the City Council in their policy decisions and City Departments in their goals and operations. Eight goals were identified including: Promote Housing Availability, Increase Transportation Initiatives, Economic Development, Prevent and End Homelessness, Advance an Environmental Program, Improve City Services, Implement TIF Program, and Intergovernmental Collaboration. In addition, Portland has incorporated the recommendations and findings from several plans and studies, such as the Report of the Task Force to Prevent and End Homelessness in Portland and the 2030 Workforce Housing Demand Study, into its strategic plan. Portland will continue to allocate federal resources towards activities designed to improve the lives of families and individuals and facilitate their transition out of poverty. Programs will be designed to help families move out of poverty as opposed to simply serving those in poverty.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

Portland has identified needs and goals that align with the 2014 City Council Common Goals and Objectives and respond to the recommendations and findings from the Report of the Task Force to Prevent and End Homelessness in Portland and the 2030 Workforce Housing Demand Study into its strategic plan.

NEED: Housing Availability GOAL: Increase housing availability & affordability Description: Increase housing availability and affordability to all Portland residents regardless of income, race, ethnicity, and family size. Encourage housing development by removing barriers to traditional urban housing types while ensuring the inclusion of workforce housing in significant development projects. Projects that will meet this goal: Community Housing of Maine, Housing Rehabilitation Program, TBRA Program, Affordable Housing Development Program,

NEED: Economic Opportunity GOAL: Create economic opportunities to transition out of poverty Description: Invest in Portland businesses to enable them to expand to create jobs. Invest in persons wanting to create microenterprises. Engage job seekers in a continuum of services to increase their professional capacity, financial stability, and ability to maintain employment. Focus on difficult to employ populations including homeless, new Americans and single parent head of households. Combine resources and build partnerships between public and private entities to provide opportunities to transition Portland residents out of poverty to sustainable employment and financial stability. Projects that will meet this goal: Business Assistance Program, Catherine Morrill Child Care Assistance, Employment Development Program

NEED: Address the Needs for Growing Homeless Population GOAL: Prevent and Reduce Homelessness Description: Prevent individuals and families from becoming homeless and entering into the shelter system. Rapidly rehouse those who enter the shelter system. Provide necessary resources to assist vulnerable population's transition out of homelessness, including housing opportunities for chronically homeless or long-term stayers. Projects that will meet this goal: Community Housing of Maine, Preble Street Emergency Food, Preble Street Resource Center, Amistad Peer Support and Recovery Center, Preble Street Women's Shelter, Preble Street, Teen Center, Milestone HOME Team, Amistad Peer Coaching Initiative, ESG funded programs

NEED: Infrastructure Investment in Target Neighborhoods GOAL: Create strong, safe, accessible and vibrant neighborhoods Description: Invest in infrastructure to improve neighborhood assets and build strong, safe, accessible and vibrant neighborhoods. Improve accessibility through ADA compliance, build sidewalks and trails to improve connectivity, increase the use of bicycles as a mode of transportation, and redevelop streetscapes to create shared streets for cars, bikes, and pedestrians that integrate with the fabric of the neighborhood. Support programs that increase safety in neighborhoods for residents and visitors. Projects that will meet this goal: Greenleaf Street Reconstruction, Reiche School Brackett Street Pedestrian Safety Project, Community Policing, Bike Parking

SP-80 Monitoring – 91.230

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

The City of Portland is committed to monitoring the performance of grant recipients to ensure that Federal funds are used appropriately and in a manner to maximize low and moderate income public benefit. Grant recipients include City of Portland Departments and Divisions, outside social service agencies, and non-profit organizations. Monitoring each grant recipient ensures that the goals and objectives identified within the Action and Consolidated Plan are met.

CDBG public service recipients submit performance reports quarterly. The reports are reviewed for accuracy, goals, performance measures, and compliance. If an agency is not meeting their target goals, or not reporting on time, this information is shared with the citizen review committee, who utilizes this information when allocating resources for the following year. On site monitoring of social service agencies is done on a rotating schedule.

Public infrastructure projects are managed by staff in the Public Services Department and monitored by staff in the Housing and Community Development Office. Staffs from both offices attend the engineering project coordination meetings monthly during the construction season. City staff monitors all construction, infrastructure and non-profit rehabilitation projects.

Non-profit rehabilitation projects are monitored from beginning to end to ensure that they comply with federal procurement, davis bacon and other federal requirements. The City's Housing Rehabilitation Specialist reviews project scope and pricing and assists in working with the subrecipient to ensure the project will be completed on time and on budget.

Economic Development projects are monitored on a case by case basis with the staff from Economic Development Department for the Façade and Business Assistance Program. Additional monitoring for other economic development projects happens yearly as needed.

HOME and CDBG funded housing projects are monitored regularly to ensure that rent level and income guidelines are being met. All housing projects are entered into the Housing Database.

All contracts for CDBG and HOME funds include provisions that include outreach to women and minority business owners.

Owner occupied rehab projects are monitored on an annual basis for occupancy. HomePort projects are monitored on an annual basis for occupancy. Owner Occupied 2-4 Units and Multi-Family Rehab Program are monitored on an annual basis for occupancy and rental affordability compliance. Occupancy monitoring notices and tenant income verification forms are sent out on a quarterly basis. (HOME funds have not been a successful financing mechanism for multi-family rehab and therefore we have very few of these types of projects that require monitoring). Additionally any necessary housing inspections are completed. New Construction/CHDO Funded Rental Housing are monitored on an annual basis. Tenant affordability reports are obtained annually and staff works with the developer and/or property management company to coordinate the necessary housing inspections. Preferably, the inspections are scheduled to coincide with the inspections of other lending sources.

To report timeliness the City’s Finance Officer reports expenditures at month end and compares totals to total allocated funds. The resulting percentage is utilized to track timeliness. Monthly draw-downs are completed through IDIS.

Divisions in the Department funded under the 20% administrative cap submit plans identifying CDBG projects and the percentage of their time spent working on such projects, as well as identifying specific areas in eligible census tracts where the projects are taking place. This information, plus quarterly reports, are reviewed to ensure compliance with comprehensive planning goals and requirements.

Expected Resources

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

Introduction

For the Five Year Consolidated Plan, the anticipated resources include federal CDBG, HOME, ESG, and Continuum of Care. The amount of each of these resources is dependent on federal allocation, which can be unpredictable. Estimates assume level funding for the next four years. Lead Safe Housing is program income from past grants. Payments are typically made when owners sell or refinance their homes and are therefore unpredictable. Estimates are based on past years income. The Local Housing Trust Fund is funded by the city's Housing Replacement Ordinance, which is only paid into when an owner decides to remove housing from the market. The Section 108 funding is to build a parking garage in the Bayside neighborhood through a project called Midtown. Once funds are expended no more are expected.

Portland Housing resources include Section 8 and the Public Housing Capitol funds. Estimates were provided by Portland Housing Authority. HOPWA is managed by Frannie Peabody Center. Five year estimates were provided by them.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,791,064	114,500	256,446	2,162,010	7,622,256	$1,905,564 will be allocated to CDBG project requests. There was an additional $120,000 in CDBG Housing Loan repayments (which went to calculating the CDBG Admin cap) which will be part of a revolving loan rehab program. $405,113 will be spent on Administration and Planning, $525,270 will be spent on Public Services, $575,181 will be spent on Development Activities, and $400,000 will be spent on the Employment Development Program ($300,000 in DA and $100,000 in PS). There is also $256,446 in CDBG Housing Program Income funds that will be used within the Housing Program.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	820,832	210,000	0	1,030,832	4,123,328	The $1,030,832 in HOME funds will be split between the City ($473,597) and County ($347,236) as part of the Portland- Cumberland County HOME Consortium agreement. 10% ($82,083) will go to Administration.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	161,834	0	0	161,834	647,336	The $161,834 will go to pay for Essential Services at the Family Shelter ($28,327), Homeless Prevention at the Family Shelter and Oxford Street Shelter ($66169) and Rapid Rehousing at Oxford Street Shelter ($55,200). An additional $12,138 will go to pay for Admin and HMIS.
Continuum of Care	public - federal	Admin and Planning Overnight shelter Rental Assistance Services Transitional housing	2,452,076	0	0	2,452,076	9,800,000	The CoC funds a variety of program including Transitional Housing, Shelter plus Care, Supportive Housing, Housing First, Safe Havens and Planning Grants.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
Public Housing Capital Fund	public - federal	Multifamily rental new construction Multifamily rental rehab Public Improvements	1,400,000	0	0	1,400,000	7,000,000	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
Section 108	public - federal	Public Improvements Other	10,800,000	0	0	10,800,000	0	In 2007 the City of Portland applied for 108/BEDI funds in an amount of $1.2 million in Brownfields Economic Development Initiative (BEDI) and $10.8 million in Section 108 loan. The funds were awarded in February 2008. The combined $12 million will revitalize the distressed area of Bayside by stimulating residential and commercial economic development activities and creating jobs. In 2012 the City underwent negotiations with Federated Companies for the purchase and sale of seven parcels of land in the Bayside neighborhood. The project is slated to build a million square foot mixed use development, 471,000 square feet of which is slated for Phase I which will begin in FY14/15 and include up to 235 market rate housing units, 700 parking space garage plus 43,000 square feet of retail/commercial space.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
Section 8	public - federal	Rental Assistance	15,000,000	0	0	15,000,000	75,000,000	PHAs Housing choice voucher program provides rental subsidies to a max of 1829 households- 1664 tenant based and project based vouchers, 50 home ownership vouchers, 75 VASH vouchers, and 40 vouchers set aside for chronically homeless individuals
Other	public - federal	Homeowner rehab Multifamily rental rehab Other	280,413	0	0	280,413	40,000	Although no new Lead Safe Housing grants have been awarded to the City of Portland, Program Income is still generated from previous grant awards. Program Income is typically paid when homes are sold and therefore unpredictable.
Other	public - federal	Public Services Rental Assistance Other	0	0	0	0	0	KATIE!!
Other	public - local	Multifamily rental new construction New construction for ownership	643,551	0	0	643,551	300,000	The City of Portland has its own local Housing Trust Fund which is currently funded by a Housing Replacement Ordinance. Funding is dependent on building owners removing rental housing stock from the market and being required to pay into the fund, and therefore unpredictable.

Table 53 - Expected Resources – Priority Table

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

CDBG funds are leveraged considerably for their investment. During FY 14-15, CDBG investment of $2,209,577 leveraged over $8.7 million in outside resources. The CDBG Program Application process mandates that CDBG funds cannot be the sole source of program or project funding. Applicants must include other resources as leveraged funding. The City will continue to make this a requirement of the program.

The HOME Program leverages considerable funds, primarily through the Affordable Housing Development Program. This program leverages funding from several sources including Low Income Housing Tax Credits, state and federal Historic Tax Credits, state funds from the Maine State Housing Authority and local Housing Trust Funds. The City of Portland meets its match requirement through the expenditure of local General Assistance funds providing tenant based rental assistance to low and very low income households. The City expends General Assistance funds for this purpose, well in excess of the required HOME program match and will continue this assistance.

The ESG Program is expected to provide match funds equal to the amount of ESG funds allocated through the following resources: City's General Assistance.

OMB Control No: 2506-0117 (exp. 07/31/2015)

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

In 2012, the City Council adopted a Housing Investment Policy that requires the Housing & Community Development Committee (HCDC) to complete an annual review of program priorities that includes the type and location of housing, and an analysis of tax acquired or City-owned property that may be included as a development resource. In its 2014 Common Goals and Objectives the City Council identified the promotion of housing availability as a goal with one objective being the assessment of city owned property to construct affordable housing. The HCDC has identified four parcels as potential development sites and will be working towards a development project for each parcel. The identified parcels are 98 High Street, 83 Middle Street, 65 Munjoy Street and 65 Hanover Street/52 Alder Street. The City is negotiating with a developer who has submitted a proposal to create 8 homeownership units at 65 Munjoy Street. In addition, a Request for Proposals has been published for the 65 Hanover/52 Alder Street site. The City anticipates construction at both of these sites will begin in the next 12-14 months. Over the next few years, the HCDC will continue to identify 1-2 additional city-owned properties each year for affordable housing development.

Discussion

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

In 2012 the City underwent negotiations with Federated Companies for the purchase and sale of seven parcels of land in the Bayside neighborhood. The project is slated to build four buildings consisting of approximately 715,000 square feet, including 90,000 square feet of direct street access retail space at the ground level, 445 new apartments (from 400 sq. ft studios to 1050 sq. ft. two-bedroom units) and structured off street parking for approximately 800 vehicles.

The specific community development objectives flow from activities required to relieve the blighted conditions and introduce economic activity: Remove blighted land uses; upgrade infrastructure; facilitate re-use by firms that compliment downtown Portland and the city overall; create a vital area of mixed business, residential and recreational uses by building a parking garage to spur growth; and private sector job creation.

The project received Portland Planning Board approval in January 2014. A legal appeal filed by opponents of the project has been settled. In March 2015, the Portland Planning Board approved revisions to the original plan. The City anticipates the project to be under construction by the summer of 2015 with an anticipated two to three year build-out period.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Create strong, safe, accessible & vibrant nghbrhds	2015	2019	Non-Housing Community Development	Census Tracts 5, 6, and 10 CDBG Target Neighborhoods			
2	Create economic opp. to transition out of poverty	2015	2019	Homeless Non-Homeless Special Needs Non-Housing Community Development	Census Tracts 5, 6, and 10 PORTLAND, MAINE Cumberland County CDBG Target Neighborhoods			
3	Increase housing availability and affordability	2015	2019	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	Census Tracts 5, 6, and 10 PORTLAND, MAINE Cumberland County CDBG Target Neighborhoods			
4	Prevent and Reduce Homelessness	2015	2019	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development				

Table 54 – Goals Summary

Goal Descriptions

1	**Goal Name**	Create strong, safe, accessible & vibrant nghbrhds
	Goal Description	
2	**Goal Name**	Create economic opp. to transition out of poverty
	Goal Description	
3	**Goal Name**	Increase housing availability and affordability
	Goal Description	
4	**Goal Name**	Prevent and Reduce Homelessness
	Goal Description	

Projects

AP-35 Projects – 91.220(d)

Introduction

The projects listed below summarize all of the projects and activities that will be funded in the 2014-2015 Annual Action Plan with CDBG, HOME and ESG funding. The Community Development Block Grant allocated funds are determined by the entitlement grant, program income and surplus funds, which are unexpended funds from a prior year. The calculation for determining the allocation amount is below.

Traditionally around the country CDBG entitlement communities are allowed to spend a maximum of 15% of their allocation on public service activities. However in 1983 the City of Portland was granted a waiver and HUD determined that any municipality spending more than 15% on public service activities could continue spending that amount. At the time Portland was expending 33% of the grant allocation and therefore has been allowed to continue to spend 33% on public services.

There were fifteen (15) CDBG requests for development activity funding from nine (9) different entities, and fifteen (15) requests for social service funding from eleven (11) different entities. Administration funding from CDBG is essential for operating the CDBG program and reporting to HUD. The Planning & Urban Development Department submitted a budget of $405,727 CDBG funds and the Committee recommended full funding based on HUD allocation. The Committee received fifteen (15) Development Activities applications including construction and economic development, requesting a total of $1,699,418, and only $575,181 is available. The Committee received sixteen (16) Social Service applications, including a $150,000 request from Community Policing which will be funded through a set-aside. There is $869,826 of Social Service requests with $525,270 available.

Projects

#	Project Name
1	CDBG Administration
2	CDBG Planning
3	Business Assistance Program
4	CHOM Supportive Housing in Portland
5	Bike Parking in East Bayside, Munjoy & Parkside
6	Greenleaf Street Reconstruction
7	Reiche School Brackett Street Pedestrian Safety Project
8	Community Policing
9	Preble Street Emergency Food
10	Preble Street Resource Center
11	Amistad Peer Support and Recovery Center
12	Preble Street Florence House Women's Shelter
13	Preble Street Joe Kreisler Teen Shelter
14	Miletsone Homeless OUtreach and Mobile Engagement Team
15	Amistad Peer Coaching Initative
16	Catherine Morrill Day Nursery CDBG Child Care Assistance

#	Project Name
17	CDBG Employment Development Project
18	H Emergency Solutions Grant
19	City HOME Housing Rehabiliation
20	City HOME Tenant Based Rental Assistance
21	City HOME Affordable Housing Development
22	County HOME Housing Rehabilitation
23	County HOME Affordable Housing Development
24	City HDF Housing Development Fund Housing Rehabilitation
25	HOME Administration
26	Housing Development Fund Project Staff Costs

Table 55 – Project Information

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

Nearly all of HUD CPD funds go to serve underserved needs with CDBG , HOME and ESG funding.

Community Development Block Grant: 80% of the CDBG allocation this year will go to serve low and moderate income persons, either directly through services and jobs, or indirectly by improving low to moderate income neighborhoods. CDBG funds are allocated through a competitive application process. To apply, organizations must attend a mandatory application meeting. Applications are available through the Housing and Community Development Office in City Hall and on the City's webpage. Applications are reviewed by a volunteer citizen allocation committee appointed by the City Council. The Allocation Committee sends its recommendations to the City Manager who forwards the funding recommendations to the City Council. The City Council conducts two public hearings before deciding on the final funding recommendations. The funds not going to serve low to moderate income persons is the funds is for administration and planning. To

HOME: 90% of the HOME Program funds will benefit households throughout Cumberland County earning at or below 80% of the area median income. The HOME Program budget is formulated by staff, endorsed by the City Council's Housing and Community Development Committee and Cumberland County's Municipal Oversight Committee. The City Council conducts two public hearings before deciding on the final HOME Program budget. Program guidelines and applications are available through the Housing and Community Development Office in City Hall and on the City's webpage. The funds not going to serve low to moderate income persons is the funds is for administration of the program.

Emergency Solutions Grant: 92% of the Emergency Solutions Grant funds will benefit persons that are low to moderate income. The Emergency Solutions Grant funding is drafted by staff and presented to the Continuum of Care and the City’s Emergency Solutions Grant. The funding supports shelter operations, homeless prevention, rapid rehousing and HMIS. The funds that do not go to support low income individuals is for HMIS.

AP-38 Project Summary

Project Summary Information

1	**Project Name**	CDBG Administration
	Target Area	Census Tracts 5, 6, and 10 PORTLAND, MAINE Cumberland County CDBG Target Neighborhoods
	Goals Supported	Increase housing availability and affordability Create economic opp. to transition out of poverty Create strong, safe, accessible & vibrant nghbrhds
	Needs Addressed	
	Funding	:
	Description	CDBG funds to help administer the program and report to HUD.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	This is for administration of the grant. No families will benefit directly from this project.
	Location Description	While the focus will be on the eligible areas, beneficiaries can be throughout the City and County.
	Planned Activities	Manage the CDBG Grant. Comply with grant requirements adn reporting. Follow federal regulations.
2	**Project Name**	CDBG Planning
	Target Area	Census Tracts 5, 6, and 10 PORTLAND, MAINE CDBG Target Neighborhoods
	Goals Supported	
	Needs Addressed	
	Funding	:
	Description	CDBG eligible planning activities.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	This is for planning activities. No families will benefit directly from this project.
	Location Description	While the focus will be on the eligible areas, eligible planning can happen throughout the City of Portland.
	Planned Activities	Long Range Planning efforts
3	**Project Name**	Business Assistance Program
	Target Area	PORTLAND, MAINE
	Goals Supported	Create economic opp. to transition out of poverty
	Needs Addressed	
	Funding	:
	Description	The Business Assistance Program for Job Creation will provide grant funds to new and expanding Portland businesses to create jobs for LMI Portlanders, encourage new skills training, and strengthen Portland's HCD eligible neighborhoods.
	Target Date	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	At least 9 and as many as 14 low/moderate income Portland residents and their families will benefit.
	Location Description	Supporting HCD eligible areas small businesses and small businesses within walking distance of or accessible via public transportation to HCD eligible areas, all businesses will be in Portland.
	Planned Activities	Market the program, accept applications on a first come-first served basis, present applicants to Portland Development Corporation, and award funds to successful applicants who will be given one year to create the required number of jobs
4	**Project Name**	CHOM Supportive Housing in Portland
	Target Area	PORTLAND, MAINE
	Goals Supported	Increase housing availability and affordability Create economic opp. to transition out of poverty
	Needs Addressed	
	Funding	:
	Description	Community Housing of Maine acquires and rehabilitates existing properties in Portland, specifically to serve long term stayers at the City's homeless shelters. The City will identify those individuals who have been homeless the longest, and has committed to provide referrals and support services to ensure that each individual is successful in their housing.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	100% of clients will be LMI long term stayers in the City of Portland's homeless shelters. Housing acquisition and rehabilitation will serve 8-18 individuals.
	Location Description	The housing location will be located within the City of Portland, exact locations have not yet been identified.
	Planned Activities	CHOM plans to acquire and or rehabilitate up to three existing 4-10 unit properties in Portland to serve long term stayers at the City's homeless shelters.
5	**Project Name**	Bike Parking in East Bayside, Munjoy & Parkside
	Target Area	CDBG Target Neighborhoods
	Goals Supported	Create strong, safe, accessible & vibrant nghbrhds
	Needs Addressed	
	Funding	:
	Description	The Bicycle parking project involves installing bicycle parking spaces in low- and moderate-income areas of East Bayside, Munjoy Hill, and Parkside to improve accessibility and transportation options for residents, as well as improve health indicators for residents by encouraging active living.
	Target Date	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	40 bicycle parking spaces in low- to moderate-income HCD areas.
	Location Description	Census Tracts: 1, 2, 5, 6, 10 and 13, including East Bayside, Munjoy Hill, and Parkside neighborhoods. The persons living in these neighborhoods is 15,890 of which 11,535 qualify as being low to moderate income according to HUD, which is 73% LMI.
	Planned Activities	Install 40 bicycle parking spaces
6	**Project Name**	Greenleaf Street Reconstruction
	Target Area	Census Tracts 5, 6, and 10
	Goals Supported	Create strong, safe, accessible & vibrant nghbrhds
	Needs Addressed	
	Funding	:
	Description	The Greenleaf Street Reconstruction Project seeks to improve the quality of life in the neighborhood by designing a street for people, not just for motor vehicles, and to improve the neighborhood by transforming a neglected and unattractive street into an asset that enhances the neighborhood.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	All residents of the East Bayside neighborhood or CT 5. There are estimated to be 2,469 persons in Census Tract 5.
	Location Description	The block of Greenleaf Street between Everett Street and Madison Street in the Bayside neighborhood of Portland, Maine
	Planned Activities	The proejct will reconstruct the blokc of Greenleaf Street from Everett to Madison as a "shared street." It will seek to improve the quality of life in theneighborhood by desinging a street for people, not just motor vehicles. The projects seeks to improve the neighborhodo by transorming a neglected and unattractive street into an neighborhood asset.
7	**Project Name**	Reiche School Brackett Street Pedestrian Safety Project
	Target Area	CDBG Target Neighborhoods
	Goals Supported	Create strong, safe, accessible & vibrant nghbrhds
	Needs Addressed	
	Funding	:
	Description	Phase 2 of a pedestrian safety project that provides safer and more accessible pedestrian crossings on the Brackett Street frontage of the Reiche Elementary School and Community Center, intended to improve overall safety and access to the campus.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	All the residents of census Tract 11 and 12 and families who attend Reiche school. Census Tract 11 is home to 2,087 persons and Census Tract 12 is home to 1,386, totalling 3,473 persons to benefit from this project.

	Location Description	This is located on Brackett Street next to Reiche School in Portland's West End.
	Planned Activities	Installation of 2 crosswalks; 4 brick curb extensions/curb ramps for ADA-compliance and make pedestrians much more visible to motorists; white edge lines on each side of the street; 4 pedestrian/school crossing signs; and granite curb to create a treed esplanade along a portion of the school frontage.
8	**Project Name**	Community Policing
	Target Area	CDBG Target Neighborhoods
	Goals Supported	Create strong, safe, accessible & vibrant nghbrhds
	Needs Addressed	
	Funding	:
	Description	The Portland Police Department will utilize grant funds to pay a portion of the salary of five Community Policing Coordinators who will be assigned to HCD eligible neighborhoods where they work closely with residents, social service agencies, businesses, community stakeholders, and other city departments and government agencies to identify problems and develop suitable and effective programs and strategies to effect long-term change in their respective neighborhood.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	5,000 residents of HCD target neighborhoods, 66% of whom are LMI Portlanders
	Location Description	109 Middle Street (police headquarters); 101 Atlantic Street (Munjoy Hill Community Policing Center); 26 Portland Street (Midtown Center); 85 Grant Street (Parkside Center); 166 Bracket Street (West End Center); 44 Mayo Street (East Bayside Center); and all Portland housing neighborhoods
	Planned Activities	Manage the City Council mandated Disorderly House ordinance; staff community centers, facilitate problem-solving and crime prevention efforts in their neighborhoods; act as a resource/referral service for community members requiring assistance from other agencies; coordinate activities for at-risk and under-privileged children; provide training and direction to neighborhood watch groups; and coordinate free summer lunch programs, summer field trips, sex offender notifications, children's finger print programs, free cell phones to crime victims, summer camp assistance programs, youth mentoring and an athletic program for under-privileged youth
9	**Project Name**	Preble Street Emergency Food
	Target Area	Census Tracts 5, 6, and 10
	Goals Supported	Create strong, safe, accessible & vibrant nghbrhds
	Needs Addressed	
	Funding	:

OMB Control No: 2506-0117 (exp. 07/31/2015)

	Description	Three soup kitchens serving 3 meals a day, 365 days a year at the Resource Center, Florence House and Teen Center and a weekly food pantry distributing emergency food boxes to meet the nutrition needs of people who are homeless and living in poverty.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	4,200 adults and families who are homeless or living in poverty, 95% of whom are LMI Portlanders
	Location Description	Soup kitchens are located at 252 Oxford Street, 190 Valley Street, and 343 Cumberland Avenue, all in Portland in Census Tract 5, 6 and 10
	Planned Activities	Provide 570,000 nutritious meals at soup kitchens and through food pantry meal boxes
10	**Project Name**	Preble Street Resource Center
	Target Area	Census Tracts 5, 6, and 10
	Goals Supported	Create economic opp. to transition out of poverty
	Needs Addressed	
	Funding	:
	Description	A drop-in service center providing adults and families with essential services - bathrooms, showers, clothing, phones, mail, support assistance, and linkage to resources to help them move beyond homelessness
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	1,100 adults who are experiencing homelessness or living in poverty, 98% of whom are LMI Portlanders
	Location Description	Program is located in the Bayside Neighborhood, Census Tract 6 (a CDBG eligible neighborhood)
	Planned Activities	Provide safe shelter during the day 7 days a week and meet the basis critical needs of adults and families with inadequate access to clothing, storage, bathrooms, laundry, and personal hygiene items.
11	**Project Name**	Amistad Peer Support and Recovery Center
	Target Area	CDBG Target Neighborhoods
	Goals Supported	Create strong, safe, accessible & vibrant nghbrhds
	Needs Addressed	
	Funding	:
	Description	A low barrier community center, which invites membership from adults in Portland who live with the symptoms of severe and persistent mental illness, as well as addiction, homelessness or other life challenges
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	110 adults per day (on 52 Saturdays per year- 5720) with severe and persistent mental illness, and who may face other serious life challenges, including substance abuse issues, physical disabilities, and homelessness, 100% of whom are LMI Portlanders
	Location Description	66 State Street in Portland

	Planned Activities	Continue to operate on Saturdays as a low barrier community center, which invites membership from adults in Portland who live with the symptoms of severe and persistent mental illness, as well as addiction, homelessness or other life challenges
12	**Project Name**	Preble Street Florence House Women's Shelter
	Target Area	Census Tracts 5, 6, and 10
	Goals Supported	Create strong, safe, accessible & vibrant nghbrhds
	Needs Addressed	
	Funding	:
	Description	Emergency shelter providing safety, basic services, support and housing assistance for homeless women 24 hours a day/365 days a year
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	210 women who are experiencing homelessness, 100% of whom are LMI Portlanders. Provide 14,200 bed nights
	Location Description	190 Valley Street in Portland
	Planned Activities	Provide gender specific safe shelter for women; provide access to basic immediate needs for homeless women; and provide referral and linkages to community resources to help women move beyond homelessness.
13	**Project Name**	Preble Street Joe Kreisler Teen Shelter
	Target Area	Census Tracts 5, 6, and 10
	Goals Supported	Create strong, safe, accessible & vibrant nghbrhds
	Needs Addressed	
	Funding	:
	Description	Overnight emergency shelter open 365 days per year for homeless and run-away youth 12-20 years old
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	200 children and youth, ages 12-20, living on the street, 100% of whom are LMI Portlanders. Provide 6000 bed nights.
	Location Description	38 Preble Street in the Bayside neighborhood, CDBG Census Tract 6
	Planned Activities	Meet the safety and support needs of youth on the streets by providing over 5000 shelter bed nights and meals; separate youth from the population of homeless adults who can place them at risk; engage homeless youth to better meet their needs in a system designed specifically to address youth issues with a complete initial intake, safety plan and/or guardian notification and initial stabilization plan
14	**Project Name**	Miletsone Homeless OUtreach and Mobile Engagement Team
	Target Area	CDBG Target Neighborhoods
	Goals Supported	Create strong, safe, accessible & vibrant nghbrhds
	Needs Addressed	
	Funding	:
	Description	The HOME Team will provide daily street outreach, intervention, referrals and transportation to highly intoxicated homeless individuals.
	Target Date	6/30/2016

	Estimate the number and type of families that will benefit from the proposed activities	400 homeless adults with chronic health, mental health and substance abuse issues, 100% of whom are LMI Portlanders
	Location Description	Portland, focusing on Bayside, Deering Oaks Park, Downtown District, campsites and the waterfront
	Planned Activities	Provide daily street outreach, intervention, referrals and transportation to homeless, highly intoxicated, mentally ill individuals; engage individuals in a compassionate manner by encouraging them to access appropriate treatment services; and partner with Amistad (another CDBG funding recipient) to provide outreach services seven days per week
15	**Project Name**	Amistad Peer Coaching Initative
	Target Area	CDBG Target Neighborhoods
	Goals Supported	Create economic opp. to transition out of poverty
	Needs Addressed	
	Funding	:
	Description	The peer coaching initiative intervenes in the lives of Portlandâ¿¿s hardest to serve individuals, frequently those who live with the symptoms of severe and persistent mental illness, as well as addiction, homelessness or other life challenges. These individuals are the most frequent users of area emergency rooms and other crisis services, are often in contact with the police. This program will focus on persons at the shelter.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Initiative will serve 18-25 individuals at a time and provide 4500 sessions. Clients are adults with severe and persistent mental illness, and who may face other serious life challenges, including substance abuse issues, physical disabilities, and homelessness. 100% of service recipients are LMI Portlanders.
	Location Description	Peer Support and Recovery Center is on State Street in Census Tract 11 and serves individuals who live in low-income neighborhoods throughout the city.
	Planned Activities	Provide coaching sessions with the peer coach, either over the phone, in person on the street, or in person over a cup of coffee. Coaching clients are referred to Amistad by area hospitals who see this population as frequent users of emergency departments, as well as by the community health center, city shelters and resource center, Cumberland County Sheriff’s department, Portland Police department, area psychiatric service providers, Milestone Foundation, and other service providers in the community.
16	**Project Name**	Catherine Morrill Day Nursery CDBG Child Care Assistance
	Target Area	Census Tracts 5, 6, and 10
	Goals Supported	Create economic opp. to transition out of poverty
	Needs Addressed	
	Funding	:

	Description	Partnership will provide subsidized child care services in high quality programs to LMI Portland families looking for work, working, participating in educational, vocational or social services or waiting for a state voucher. Social services will help ameliorate barriers to employment as well as to help them navigate DHHS's child care subsidy application process.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 12-20 LMI Portland families will be assisted
	Location Description	Program is located at 96 Danforth Street and 331 Cumberland Avenue
	Planned Activities	The program will provide subsidized child care to 12-20 LMI Portland families in need of affordable quality child care services so that they can be a productive member of the workforce, and in turn, move toward self-sufficiency. Case management social services to support LMI Portland parents on an "as needed" basis in order to reduce barriers to employment.
17	**Project Name**	CDBG Employment Development Project
	Target Area	PORTLAND, MAINE
	Goals Supported	Create economic opp. to transition out of poverty
	Needs Addressed	
	Funding	:
	Description	This project is for two economic development projects: 1. Portland Microenterprise Assistance Program ($60,000) provides technical assistance, business advice and services, customized training, and networking opportunities to help aspiring entrepreneurs build their capacity to achieve economic self-sufficiency; and 2. Portland Jobs Alliance ($340,000)
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The Portland Microenterprise Assistance Program targets LMI New Americans and women living and doing business in Portland. Their current client list and steady pipeline of new clients will enable the program to help seven clients start a business in Portland, which meets the business creation goal by the end of 12 months. The Portland Jobs Alliance will serve 100 homeless individuals, New Mainers and single parents, with an estimated 25 individuals being placed in newly created positions in Portland.
	Location Description	The Portland Micros are from various neighborhoods in Portland, including Munjoy Hill, East Bayside, Bayside, Parkside, West End, North Deering, and Riverton. The Portland Jobs Alliance anticipates that 25% of clients will be placed in newly created positions in Portland, with the remaining 75% securing employment in the greater Portland region.

	Planned Activities	The Portland Microenterprise Assistance Program will work with LMI Portland residents to help them start a business. The Portland Jobs Alliance will build a collaborative and coordinated approach to providing employment services that promote access and success for LMI job seekers.
18	**Project Name**	H Emergency Solutions Grant
	Target Area	PORTLAND, MAINE
	Goals Supported	Create economic opp. to transition out of poverty
	Needs Addressed	
	Funding	:
	Description	This is for all Emergency Solutions Grant programs, including Family Shelter essential services; Family Shelter homeless prevention and rapid rehousing; Oxford Street Shelter homeless prevention; and administration and HMIS
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The goal of the City of Portland's ESG program is to provide rapid re housing services to individuals staying at the shelter and to provide prevention services to individuals facing homelessness in the community. In 2015 the projected annual goal for Oxford Street Shelter is to serve 125 people who are literally homeless and 10 people who are at risk of homelessness. Likewise, for the Family Shelter the goal is to serve 75 families who are literally homeless and 25 families who are at risk of homelessness. Additionally, we will have no more than 10% recidivism. Below are some of the additional goals that will ensure the 135 clients at Oxford Street and 100 families at the Family Shelter will have success in housing.
	Location Description	Family Shelter: 54 and 55 Chestnut Street Oxford Street Shelter: 203 Oxford Street Administration: 196 Lancaster Street

	Planned Activities	Case management, housing counseling, rapid re-housing assistance, homeless prevention • 100% of enrolled clients will be assessed for barriers to stable housing and will be provided with an overview of mainstream resources. • 100% of enrolled clients will have an individual housing stability plan. • 90% of homeless assistance clients will be placed into permanent housing during program enrollment. • 100% of clients will receive at least one follow up service after placed into housing. • 100% of clients placed in housing in the state of Maine will receive more than one follow up service. • 50% of enrolled clients will be enrolled in the first 60 days after shelter intake/update. • 50% of enrolled clients will be housed within one month of enrollment. • 90% will be enrolled in the program for less than 3 months after housing placement or enrollment in prevention services.
19	**Project Name**	City HOME Housing Rehabiliation
	Target Area	PORTLAND, MAINE
	Goals Supported	Increase housing availability and affordability
	Needs Addressed	
	Funding	:
	Description	Housing rehabilitation program will provide home repair assistance to income eligible homeowners in the City of Portland.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 7 housing units will be assisted in the City of Portland HOME Rehabilitation Program. Assistance will be provided to low income households earning at or below 80% of the area median income.
	Location Description	Throughout the City of Portland.
	Planned Activities	Various housing rehabilitation projects throughout the City of Portland
20	**Project Name**	City HOME Tenant Based Rental Assistance
	Target Area	PORTLAND, MAINE
	Goals Supported	Create economic opp. to transition out of poverty
	Needs Addressed	
	Funding	:
	Description	Tenant Based Rental Assistance Program
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 110 extremely low income individuals or households will be assisted through this program
	Location Description	Throughout the City of Portland

	Planned Activities	Tenant Based Rental Assistance typically consisting of security deposit, utility deposits and/or first month's rent.
21	**Project Name**	City HOME Affordable Housing Development
	Target Area	PORTLAND, MAINE
	Goals Supported	Create economic opp. to transition out of poverty
	Needs Addressed	
	Funding	:
	Description	Affordable Housing Development projects which create rental or homeownership housing units however, conversion of non-residential property is also eligible.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 15 low and very low income families will be assisted.
	Location Description	Throughout the City of Portland
	Planned Activities	The goal for the distribution of HOME funds is to promote and finance the development of affordable housing in the City of Portland. This housing may be rental or ownership housing designed for senior, multi-family, single-family, SRO units, or small apartment or cottage units as deemed appropriate for the City of Portland and with location consistent with the City of Portland's Comprehensive Plan. The City of Portland seeks development projects with a high standard of quality, design, and livability and would not require a contract or conditional zone (although other rezoning consistent with the City's Comprehensive Plan may be considered). Developments should promote efficient use of land, locations proximate to shopping, work places and community facilities. They should also incorporate high standards of energy efficiency and "green" design criteria.
22	**Project Name**	County HOME Housing Rehabilitation
	Target Area	Cumberland County
	Goals Supported	Increase housing availability and affordability
	Needs Addressed	
	Funding	:
	Description	Housing Rehabilitation Program - Owner Occupied Housing in Cumberland County
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 15 housing units will be assisted and 100% of individuals and families assisted will be low income.
	Location Description	Throughout Cumberland County
	Planned Activities	Housing rehab projects typically include energy efficiency repairs and other basic home repairs such as heating system replacements, roof repairs and utility upgrades. A housing inspection and energy audit are completed on each property assisted.
23	**Project Name**	County HOME Affordable Housing Development

	Target Area	Cumberland County
	Goals Supported	Increase housing availability and affordability
	Needs Addressed	
	Funding	:
	Description	Affordable Housing Development Program is designed to promote and help finance the development of affordable housing in the communities of Cumberland County, not including the City of Portland. Funding for this activity includes a portion of the annual CHDO set-aside.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 2 new units available to low to very low income households will be created
	Location Description	Throughout Cumberland County, excluding the City of Portland
	Planned Activities	The goal is to promote and finance the development of affordable housing in Consortium communities outside the City of Portland. This housing may be rental or ownership housing or the conversion of nonresidential property to housing units. Developments must be deemed appropriate for the community and location consistent with the community's Comprehensive Plan. The Consortium seeks developments with a high standard for quality, design and livability. Developments should promote efficient use of land, a location proximate to shopping, work places and community facilities and incorporate high standards of energy efficiency and "green" design criteria.
24	**Project Name**	City HDF Housing Development Fund Housing Rehabilitation
	Target Area	PORTLAND, MAINE
	Goals Supported	Increase housing availability and affordability
	Needs Addressed	
	Funding	:
	Description	Housing Rehabilitation Program - owner occupied housing and multi-family tenant occupied housing
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 27 units available to low income households will be assisted. Throughout the City of Portland
	Location Description	Throughout the City of Portland
	Planned Activities	Housing rehab projects typically include energy efficiency repairs and other basic home repairs such as heating system replacements, roof repairs and utility upgrades. A housing inspection and energy audit are completed on each property assisted.
25	**Project Name**	HOME Administration
	Target Area	PORTLAND, MAINE Cumberland County
	Goals Supported	Increase housing availability and affordability
	Needs Addressed	

	Funding	:
	Description	10% HOME set-aside for administrative costs of the program
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	This is for administration of the HOME program. No families will benefit directly from this project.
	Location Description	HOME program activities can occur throughout the City of Portland and Cumberland County, specific locations to be determined.
	Planned Activities	Mange the HOME Program including housing rehabilitation, affordable housing development, TBRA and HUD reporting.
26	**Project Name**	Housing Development Fund Project Staff Costs
	Target Area	PORTLAND, MAINE
	Goals Supported	Increase housing availability and affordability
	Needs Addressed	
	Funding	:
	Description	Rehabilitation staff project costs
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	This is for project staff costs on specific rehabilitation projects throughout the City.
	Location Description	Rehabilitation projects throughout the City of Portland.
	Planned Activities	Staff salaries for managing specific rehabilitation projects.

AP-50 Geographic Distribution – 91.220(f)

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

The City of Portland's priority to allocating resources is to focus them on the areas of the jurisdiction that is in the most need. The areas of the highest minority populations and lowest incomes include Census Tracts 5, 6 and 10, which represents East Bayside, Bayside and Parkside neighborhoods respectively. The goal is to direct the majority of resources into these neighborhoods. Over the next five years the City of Portland will consider creating a Neighborhood Revitalization Strategy Area to help increase investment in these neighborhoods.

The second priority is to focus federal resources into the target neighborhoods, which are located primarily on the peninsula, district 1 & 2. The target neighborhoods are sections of the City that have been identified through the 2010 Census as neighborhoods where at least 51% of the residents are low to moderate income individuals or households. Based on new American Community Survey Data and updated information from HUD, Portland has now identified more of the peninsula, than in the past, for federal resources. Nearly all of the peninsula will now be part of the target neighborhoods. Street, sidewalk, infrastructure, parks, playgrounds, and other area benefit projects will be located in the target neighborhoods to benefit the low and moderate income individuals and families that live there. Due to the amenities and proximity to services, many HOME funded affordable housing projects are also located in the target neighborhoods.

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

Geographic Distribution

Target Area	Percentage of Funds
Census Tracts 5, 6, and 10	11
PORTLAND, MAINE	58
Cumberland County	14
CDBG Target Neighborhoods	18

Table 56 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The percentage distribution listed in the table above is based on the total amount of the HUD allocation for CDBG, HOME and ESG, plus program income. As a result there are $1,791,064 in CDBG funding and $114,500 in CDBG program income from 2014-2015, $1,030,832 in HOME allocation, including $210,000 in program income, and $161,834 in ESG funding for the year.

The CDBG funds, including program income from last year, will be distributed to HCD eligible areas, Census Tracts 5, 6 and 10, and to Portland. The majority of this year's social service program funding (72%) will go to the target neighborhoods, and an addition 23% will go directly to Census Tracts 5, 6 and

10. A few social service programs serve low income residents throughout the City (5%). Infrastructure projects include one located in CT 5, 6, and 10 and one located in the target neighborhoods.

However, when considering the CDBG Program as a whole, including Administration and Planning, Economic Development, and Housing Rehabilitation which benefits the City as a whole, the funding by geographic location looks differently. For the CDBG Program 18% of the funds are distributed to Census Tracts 5, 6, and 10, 22% are in the targeted neighborhoods and 60% is distributed throughout the City of Portland.

58% of HOME funds are directed City wide in Portland and 42% are directed County wide as part of the Cumberland County HOME Consortium.

All ESG funds are distributed at Portland area shelters and are located within Census Tract 6.

When all funding is considered, CDBG, HOME and ESG, 11% is targeted to Census Tracts 5, 6 and 10, 18% is distributed to the target neighborhoods, 58% throughout the City of Portland and 14% to Cumberland County as part of the Home Consortium.

Discussion

The City is considering creating a Neighborhood Revitalization Strategy Area in the neighborhoods Bayside, East Bayside and Parkside or Census Tracts 5, 6, and 10. These neighborhoods have been a focus for the City of Portland for several years. Although they are not the only areas of the City, these neighborhoods are of highest concern for the city because in combination they have the highest concentration of poverty, minorities, single parents, oldest housing stock, and housing problems. This effort will be undertaken within the timeframe of this Consolidated Plan.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of Portland/Cumberland County HUD HOME Consortium (CCHC) began in May 2008. Through the Consortium the region captures additional funding for housing rehabilitation, rental housing development and tenant based rental assistance for low and moderate income persons throughout Cumberland County.

Portland retains independent operation of its HUD HOME program and will receive an annual direct allocation from the Consortium by formula defined in the Mutual Cooperation Agreement which was signed by all members of the Consortium. The second three-year Mutual Cooperation Agreement, which was signed on May 27, 2011, included an automatic renewal clause. Portland serves as the "Lead Entity" of the Consortium. The Consortium is in the last year of its current three-year agreement, which runs through June 30, 2015. The member communities are in the process of automatically renewing the Consortium for an additional three-year period.

As agreed upon in the Mutual Cooperation Agreement, the Cumberland County Community Development Municipal Oversight Committee (MOC) provides policy oversight for planning, operations, project selection and evaluation for the CCHC excepting activities conducted by the City of Portland. The MOC includes members of the Cumberland County Entitlement Jurisdiction (County) expanded to include the Town of Brunswick for HOME Program activities. The MOC will review the proposed HOME program design each year and the CCHC program application to HUD. The proposed HOME program design will define a strategy in sufficient detail to accommodate the collective and individual needs and priorities of the County and the Town of Brunswick.

The City of Portland Home Programs Tenant Based Rental Assistance (TBRA) funding will allow the Social Services Division to implement programming in line with the Homeless Task Force Recommendations (published November 16th, 2012). These funds will be used to pay for security deposits and short term rental assistance for individuals and families residing in homeless shelters. This Program will be operated out of the City of Portland's Social Services Division. The Program will be operated out of the Division's Home to Stay Program. There will be a centralized intake with a single point of contact located at the Oxford Street Shelter and Family Shelter, utilization of a rapid re-housing approach with a particular focus on reducing recidivism; as such clients will be assigned a case manager to provide follow-up care services. Follow-up service provided by the Home to Stay Program will connect clients to other mainstream resources to ensure successful outcomes. Federal guidelines may allow TBRA funds to pay for longer term rental assistance moving into the 2015-2016 budget year, which will allow families and individuals receiving assistance a bit longer to ensure housing security.

One Year Goals for the Number of Households to be Supported	
Homeless	90
Non-Homeless	80
Special-Needs	0
Total	170

Table 57 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	90
The Production of New Units	22
Rehab of Existing Units	58
Acquisition of Existing Units	0
Total	170

Table 58 - One Year Goals for Affordable Housing by Support Type

Discussion

Affirmative Marketing. The City of Portland has not funded any single projects containing five or more HOME assisted units. Portland does require that developers receiving HOME funds for new construction provide to the City a copy of their affirmative marketing policy.

Minority Outreach. The City of Portland intends to meet the requirements of 24 CFR 92.350 for establishing and overseeing a minority and women's business outreach program through the following policies and procedures. The City of Portland prohibits discrimination against any person in pursuit of business opportunities on the basis of race, color, national origin, religion, sex, age, disability or veteran status. Additionally, City policy prevents discrimination in employment, housing, access to public accommodations or in the extension of credit on account of sexual orientation. City policy provides equal opportunity for participating in all aspects of the City's contracting and procurement programs.

All CDBG sub-recipients are required to:(1)Comply with the Maine State Human Rights Act and with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086; (2) Comply with non-discrimination in employment and contracting opportunities laws, regulations and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable; (3) Comply with Section 3 of the Housing and Urban Development Act of 1968, as amended; (4) Use its best efforts to afford small businesses, minority business enterprises and women business enterprises the maximum practical opportunity to participate in the performance of this contract. In all solicitations or advertisements for employees placed by or on behalf of the sub-recipient, state that it is an Equal Opportunity or Affirmative Action employer.

All housing contractors are required to:(1) Comply with Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3), and 24 CFR Part 135, which implement Section 3; (2) Comply with Section 503 - Affirmative Action for Handicapped Workers. The Contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap in regard to any position for which the employee or applicant for employment is qualified; (3) Not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin (4) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration without regard to race, color, religion, sex or national origin; (5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965 and of the rules, regulations and relevant orders of the Secretary of Labor.

AP-60 Public Housing – 91.220(h)

Introduction

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

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

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

7.0 (b) Public Housing Demolition and/or Disposition

Two important goals in PHA's 5 Year Plan (2015 to 2019) include the development of additional affordable housing and investment in PHA owned properties. To assist in accomplishing these goals the agency will utilize existing public housing property that may be vacant land, underutilized surface parking or land, and or buildings that are identified as obsolete and beyond their useful life.

In the 2011, PHA completed a capital needs assessment and asset position report for all its public housing properties to determine priorities for capital investment and redevelopment. This report confirmed that there is excess land available that can be utilized more effectively to accomplish agency goals and help insure the long term viability of the agency's housing.

HUD through its Special Application Center (SAC) provides the ability to demolish and or sell current public housing property for purposes meeting a community's housing needs. Under the Section 18 of the Housing Act of 1937, HUD has promulgated a regulation (24CFR 970) outlining the necessary steps.

The PHA has identified several properties that may be opportunities for investment and redevelopment and appropriate for the demolition and or disposition process outlined by HUD. During 2015, PHA will analyze the feasibility and consider making application to HUD to dispose of land with the possible demolition of housing units at the following PHA locations: Bayside East: corner of Boyd Street and Oxford Street, and building at 58 Boyd Street; 155 Anderson Street; 14 Baxter Boulevard, PHA Administrative Offices; Harbor Terrace: parcel at the corner of Salem and Orange Street; parcels at: Front Street, Sagamore Village, Riverton Park and Kennedy Park.

7.0 (c) Public Housing Conversion

Important goals in PHA's 5 Year Plan (2015 to 2019) are continued investment in PHA owned properties and long term viability of the public housing inventory. In 2012, PHA completed a physical needs assessment and asset positioning report for all its public housing properties to determine priorities for capital investment and redevelopment. This report identified $25 million dollars of renovation work needed in our properties in the next five years to extend the useful life for another 50 years. HUD funding is not adequate to accomplish the renovations for comprehensive modernization that is needed. The HUD Capital Fund, the primary source of funding for renovations, has been reduced approximately by 25% in the last 10 years.

HUD now acknowledges the need and the inadequate funding. They are now encouraging housing authorities to seek opportunities to convert public housing to the Section 8/Multifamily model of subsidized housing when HUD cuts the strings of public housing in order for housing authorities to seek private financing for refinancing and renovations. HUD has created the Rental Assistance Demonstration Program (RAD) to accomplish and facilitate these conversions. Demolition of units and redevelopment are also possible under the RAD as part of the conversion process. Tenants of Public Housing continued to be subsidized under the RAD program.

In 2015 the Portland Housing Authority will evaluate opportunities to participate in RAD and other potential conversion programs. All PHA housing developments are potential opportunities conversion.

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

- Hold periodic community meetings with residents
- Assist with the organization of resident councils where none exist
- Develop a new website with active features for residents to engage staff
- Create newsletters in certain developments
- Implement a volunteer management plan to maximize volunteer effectiveness and recognize efforts
- Increase the number of Family Self Sufficiency participants by 10% annually

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

N/A

Discussion

Portland's vitality depends on the availability of a diverse array of housing options, particularly apartments, which are often the first and often the only choice for working professionals, immigrants and families. The Portland Housing Authority has strategic plans in place to participate in the City's efforts to increase housing for LMI Portlanders, including building in-house housing development capacity; prioritize development; utilize program reserves to seed fund development opportunities; redevelop PHA properties and utilize excess land for development opportunities; continue to seek financing programs for new housing development; and partner with non-profit housing developers for developments beyond the capacity of PHA.

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

Introduction

In light of likely reduced general assistance reimbursement from the state, the acting City Manager recommend CDBG funds be allocated a bit differently than the allocation committee recommended, based on the need to prioritize funding to social service organizations that will have the most impact on vulnerable populations depending on general assistance. **MORE ON THIS WHEN WE HAVE THE FINAL ALLOCATION AMOUNTS FROM COUNCIL**

Through their ranking process, the CDBG allocation committee selected eight social service programs to receive CDBG funding, after the set-aside for community policing. The acting City Manager recommended funding a high needs social service organization and a child care assistance program rather than partially fund an integrated behavioral health program that would not be able to hire the intended medical professionals with partial funding. The funded social service program, Amistad Peer Coaching Initiative, is a public outreach program that intervenes in the lives of Portland's hardest to serve individuals, frequently those who live with the symptoms of severe and persistent mental illness, addiction, homelessness, or other life challenges. The acting City Manager allocated more than the requested amount to continue to fund the program, with the expectation that not funding the integrated behavioral health program medical professionals will increase the need for the service.

Addressing the social service and programming needs of Portland's most vulnerable populations is an increasing challenge as a constant rise in homeless populations continues to overwhelm the city's shelters at the same time the city is faced with budget cuts affecting shelter staff the most. Adjusting the CDBG allocation to allocate more funding to social service providers will help the city support more of its vulnerable populations than it will be able to in the coming year.

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

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

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

A Portland-based non-profit organization that has been CDBG funded for its peer coaching initiative works with clients that live with mental illness, often times co-occurring substance abuse disorders, and often times experience homelessness. The initiation of the peer coaching initiative includes placing an ad on Craigslist for hiring peer coaches with mental illness and selecting coaches through and extensive interview process involving scoring the applicants. Hired coaches job-shadow a peer supporter working inside the emergency department at the local hospital, attend a 3-day motivational interviewing session, complete a peer-support class at Amistad, and participate in weekly staff meetings that provide on-going training. Clients are identified by Amistad peer coaches and confirmed by the hospital staff as someone who presents to the emergency department frequently and absent of medical need.

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

Addressing the emergency shelter and transitional housing needs of homeless persons

Shelter Consolidation: Due to mounting financial pressures, the need for more efficient and effective emergency shelter service delivery is paramount. The City has created a task force to explore the idea of redesigning the shelter system in Portland. Staff has already started exploring the possibility of a consolidated shelter where all services would be located under one roof. A second option is to create multiple specialized shelters to serve the various needs. A Task Force has been created and will be examining the various options and collecting public input. The Task Force will be evaluating the different options and making recommendations in the fall to the Portland City Council.

Special Population Housing: The United Way of Greater Portland is taking the lead on convening a group of stakeholder to investigate the feasibility of a Homeless Medical Respite Program. The group will research models that have been effective in other communities, potential funding sources and evaluate the need for such a program. The pilot program at York County Shelter, Inc. (YCSI) which provides sober shelter for Oxford Street Shelter consumers was finalized in the fall of 2013 and a total of 9 individuals

Housing First: Last year the Planning and Urban Development department released a Pre-Development RFP for a new Housing First project. They decided to fund two proposals, one a traditional housing first project which proposed the development of 30-35 efficiency apartments in Portland. The second is a scattered site approach which proposes to blend "the population quickly and seamlessly into a combination of rehabilitated existing small multifamily apartment buildings and larger low income Housing Tax Credit and/or Historic Tax Credit funded properties aimed at serving the general public."

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

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

The goal of the City of Portland's Emergency Solutions Grant program is to provide rapid re housing services to individuals staying at the shelter and to provide prevention services to individuals facing homelessness in the community. In 2015 there is $55,200 for rapid rehousing and $13,800 in homeless prevention for the Oxford Street Shelter. The projected annual goal for Oxford Street Shelter is to serve 125 people who are literally homeless and 10 people who are at risk of homelessness. Likewise, the Family Shelter has $52,369 for homeless prevention. T goal for the Family Shelter is to serve 75 families who are literally homeless and 25 families who are at risk of homelessness. Additionally, we will have no more than 10% recidivism. The goal is to ensure the 135 clients at Oxford Street and 100 families at the Family Shelter will have success in housing.

The City's Tenant Based Rental Assistance program (TBRA) was implemented on April 1, 2014. This program uses a portion of the City's HOME funds ($130,000). There is a centralized intake with a single point of contact located at the Oxford Street Shelter and Family Shelter, utilization of a rapid re-housing approach with a particular focus on reducing recidivism; as such clients are assigned a case manager to provide follow-up care services. Follow-up services provided will have a strong emphasis on connecting clients to other mainstream resources to ensure long term housing success. The program began March 1st, 2014, and has successfully assisted 30 households totaling 70 individuals move out of emergency shelters into permanent housing, accounting for $23,168 out of the $135,662 available (or 17%).

The Home to Stay (HTS) Program is modeled after a rapid re-housing approach that provides housing stability services to persons who are experiencing homelessness. This project is funded by Maine Housing and is in its first year of operation (August 2013), the program covers both city-operated shelters: the Oxford Street Shelter and the Family Shelter. The Home to Stay Program assists homeless clients seeking permanent housing with education, services and support to meet their health, housing, and employment needs in order to overcome barriers to obtaining and maintaining housing. The goal is to help participants achieve permanent stable housing. Participants are assigned a Navigator who has experience in working with people who are experiencing homelessness. Navigators conduct assessments to determine best course of action and customize a plan that best suits each individuals housing needs.

The program has provided assessments for 114 individuals residing at the Oxford Street Shelter. Of the 114 participants, 47 have exited the program, including 39 or 80% who have secured housing. 69 participants remain actively engaged in housing search. 100% of participants were offered and received case management services throughout the enrollment in Home To Stay.

The program provided assessments for 39 families, totaling 119 individuals residing at the City of Portland Family Shelter. Of the 39 families, 22 families or 88% secured permanent housing with 13 participants remaining actively engaged in housing search.

The Emergency Solutions Grant, Tenant Based Rental Assistance, and Home To Stay will continue to be used to help prevent homelessness and rapidly rehouse individuals who become homeless.

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

Mental Health: Riverview & Dorothea Dix are Maine's two publicly-funded mental health hospitals that have adopted a discharge plan process that begins at admission, to connect clients back to community supports & housing. Maine DHHS' top priority is to use BRAP to house those being discharged from psychiatric hospitals. The Opportunity Alliance works with Spring Harbor (private psychiatric hospital) to prevent patients from being discharged to homelessness. Portland homeless providers have regular discharge meetings with hospitals for "difficult to discharge" patients. Placements are in residential treatment facilities, market rate apartments, boarding homes & other federal, state, or locally-funded housing options, HOPWA, & VASH. [AG1] Another resource is the Amistad Peer Center, which invites membership from adults in Portland who live with the symptoms of severe & persistent mental illness, addiction, homelessness, etc.

Corrections: The Department of Corrections (DOC) & the Cumberland County jail include The Opportunity Alliance, Preble Street, and/or the City of Portland Oxford Street Shelter in pre-release planning for offenders & Maine DHHS funds Intensive Case Managers in corrections facilities to help with release planning. Placements are to families & friends, market rate apartments, boarding homes & other federal, state, or locally-funded housing options. Also, the DOC operates two pre-release programs for men & one for women that help prepare for successful reintegration. These programs require that inmates who have jobs pay room & board, restitution, & save money for security deposits.

Youth: Preble Street provides 24-hour care to all unaccompanied youth through its Teen Center & night shelter, which includes three meals per day. Services include street outreach, support in transitioning back to their families or to other situations, health care, employment, education, mental health & substance abuse counseling, & legal assistance. Primary partners include Day One (substance abuse & mental health), City of Portland Public Health (health care), & Portland Adult Education Street Academy (education). Also, Preble Street received a substantial grant from the Department of Justice to establish the Greater Portland Coalition Against Sex Trafficking. [AG2] This is a new collaboration between law enforcement, shelters, & other providers that primarily focuses on homeless youth, looking at both prevention & care for those who have been trafficked.

Veterans: VA Maine Healthcare partners with Portland Housing Authority to administer VASH vouchers, & participates in ESAC. In 2013, the City of Portland Oxford Street Adult Shelter appointed a Veteran Liaison to conduct outreach to Vets, including those ineligible for VA assistance due to less than honorable discharge. Preble Street is a SSVF grantee, providing outreach, case management, housing search assistance, budget counseling & financial assistance to eligible homeless & at risk Vets & their families. In addition, there are two per-diem projects in York County to which Vets are referred. All referred Veterans are helped to access entitlements, community resources, & VA benefits. Portland CoC will continue to use these strategies to reduce bed nights by another 25% in the first 6 months of 2014 to continue making progress toward the goal of ending all Vet homelessness in 2015.

Discussion

The needs of the city's most vulnerable populations include individuals dealing with chronic and severe mental illness, often with co-occurring substance abuse issues. Providing necessary programs and resources to serve this growing population has been a challenge for the city. Collaborating with non-profit organizations reaching out to the city's most vulnerable populations, including the mentally ill and individuals with chronic substance abuse issues, will assist the city in providing programs and resources to serve the needs of the most vulnerable citizens in the community.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Encourage and Ensure is two-pronged approach designed to encourage housing development by removing barriers to traditional urban housing types while ensuring the inclusion of workforce housing in significant development projects. The City's Planning and Urban Development Department is proposing a suite of ordinance changes that would loosen restrictions on housing development while still preserving City residents' quality of life. Part of this approach includes changes to Division 30 of the City's ordinance which refers to affordable housing. These changes would provide additional density through development incentives as well as adding a workforce housing inclusionary zoning requirement.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Under the new housing initiative Encourage and Ensure, the Planning Department and the Housing and Community Development Committee plans to examine various ordinances to help promote workforce housing development. Several zoning changes are being proposed to help minimize the barriers to building affordable housing. These include changes to the B2 to increase allowed housing densities to 100 units/ acre and R6 zone that would increase density from 45 to 60 units an acre and reducing minimum lot size. Eliminate parking requirements for residential uses in the B3, B5, B6 and B7 business zones. Eliminate residential density limits in B1 and B2 business zones. Allow the use of fee-in-lieu of parking in off-peninsula business zones. Amend the downtown height overlay map to increase it to 45 feet height limits. Examine the use of accessory dwelling units in island residential zones. Examine the R5 zone accessory dwelling unit requirements and reuse of existing structures. Amend Division 30 affordable housing, proposing to increase the affordability levels to allow for rental properties affordable at up to 100% AMI. In additional looking at density bonus numbers to see if they provide sufficient incentive. The conglomeration of these initiatives will help to reduce barriers to building affordable housing in the City of Portland.

Discussion:

The Planning Department has developed a series of proposed ordinance changes to help increase workforce housing development. To assist in this process this Department has created a new Housing Planner position. This position will work to develop and implement an inclusionary zoning ordinance along with other housing initiatives. This will help move forward the goal of increasing the availability and affordability of housing in Portland.

AP-85 Other Actions – 91.220(k)

Introduction:

Actions planned to address obstacles to meeting underserved needs

In the City of Portland the majority of allocations do address underserved needs of the City. The proposed projects will be meeting underserved needs such as food (soup kitchen and community meals), shelter (teen shelter, women shelter, and adult day shelter), safety (five community policing offices), support for those with mental illness and substance abuse issues and child care.

Actions planned to foster and maintain affordable housing

Primary Goals: To ensure that an adequate supply of housing is available to meet the needs of all Portland Households now and in the future; to maintain, rehabilitate and restore the existing housing stock as a safe and important physical, economic and architectural resource for the community.

One Year Housing Goals: Rehabilitation City- 43, County- 15, Affordable Housing Development City -20 HOME assisted, County -2 HOME assisted, Tenant Based Rental Assistance City 90 individuals and families.

City of Portland: In 2002 a comprehensive approach to housing in the City of Portland was defined in the report Housing: Sustaining Portland's Future. This document describes the housing needs and priorities that the City is continuing to work towards accomplishing. Specific policy goals were identified and include: ensure that an adequate supply of housing is available to meet the needs, preferences, and financial capabilities of all Portland households, now and in the future; maintain, rehabilitate, and restore the existing housing stock as a safe and important physical, economic and architectural resource for the community; seek opportunities for economic and social integration throughout the Greater Portland region by encouraging the development of a range of housing options that are available and affordable to all income levels in the region.

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

Specific goals for PY 2015-2016 include the following:

Assisting 43 owners to rehabilitate their homes and remediate LBP hazards.

Expand our energy and heat-loss program, to more owner occupied rehab projects for low and moderate income individuals and other projects.

OMB Control No: 2506-0117 (exp. 07/31/2015)

Encourage the development of affordable rental and homeownership housing.

Tenant Based Rental Assistance: assist 90 residents currently experiencing or at imminent risk of homelessness, and other very low income households, to obtain and maintain rental housing. Include security deposit assistance as needed to assist program participants or other at-risk or currently homeless people to move into permanent housing.

Promote housing availability by completing an assessment of and as appropriate, offer city owned property to construct affordable housing.

Cumberland County Consortium - The Priorities and the specific objectives for the non-Portland members of the Consortium for PY2015-2016 are: Housing Rehabilitation and Housing Development as a CHDO Activity, i.e. the provision of development subsidy funds to a certified Community Housing Development Organization (CHDO) for the development of either homeownership or rental housing.

Actions planned to reduce lead-based paint hazards

The City of Portland has been committed to eliminating lead poisoning in children since 1995 when it received its first HUD Lead Hazard Control Grant. The control and elimination of lead-based paint remains a critical focus of the City of Portland in the housing rehabilitation program and over the years, 405 units have been made lead-safe in Portland. In past years Portland received Lead Hazard Control funds and has effectively and successfully addressed the lead hazards prevalent in the City's older housing stock. Lead-safe efforts will continue through the housing rehabilitation program, first-time home buyer program and lead program income funded projects.

$280,413 in program income funds will be utilized to create approximately 20 lead-safe additional units.

Portland also addresses lead-safe practices by leveraging funds as the lead entity for the Cumberland County HOME Consortium (CCHC). The Consortium allows both parties to reach a much wider audience with their lead outreach and education efforts, as well as produce a number of lead-safe units in other communities across Cumberland County. This joint effort results from a desire to provide cost-effective, efficient programs to benefit all communities of the region.

In addition, the City leads the County in its rehabilitation program. The program is geared to benefit low and moderate income families and households. An owner-occupied applicant in the City of Portland must prove that their income is less than 80% of the median area income with a child under six years of age. In order to remediate a rental unit the building must contain at least 50% of individuals who earn 50% of the area median income. Preference is given to rental units where children reside. Projects outside of the City of Portland will meet HUD income eligibility limits established for Cumberland County. Wherever possible, the City will utilize housing rehab program funds in combination with lead program income funds to complete additional units.

Actions planned to reduce the number of poverty-level families

This is a particularly difficult year for the City of Portland in working to reduce the number of poverty-level families. The State is amending its rules regarding General Assistance funding, which will affect more than 505 cases which will lose food vouchers, housing subsidies and other resources. 234 will lose all supplemental food vouchers. The City is struggling to address this emergent and urgent need.

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

Quality child care from infancy to 12 years of age for low and moderate-income families. Subsidized childcare enables families to move from welfare to work.

Microenterprise assistance and business creation.

Job creation for local businesses.

Day and night shelter with case management and counseling programs, night shelters specifically for teens and women.

Community meals.

Homeless outreach and engagement program to assist individuals in crisis to access necessary services.

Peer support services for individuals with mental illness.

New Affordable Rental Housing for low and moderate-income families and individuals.

Stable affordable housing is the critical base people need to work on their other issues.

Tenant based rental assistance to help families to be rapidly rehoused or maintain their current housing, to help build stability.

Homeless prevention services to individuals facing homelessness.

Rapid rehousing for individuals staying at the Oxford Street Shelter and Family Shelter

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

Actions planned to develop institutional structure

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

The City of Portland Housing and Community Development Division is responsible for overseeing the budget and distribution of the City's CDBG, HOME and ESG entitlement funds and development of the Five-Year Consolidated Plan and Annual Action Plan and Consolidated Annual Performance Evaluation Report, as well as ensuring that all programs comply with HUD's federal regulations. Additionally the HCD Division administers the City's housing rehabilitation, new construction and homebuyer programs.

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

Portland Housing Authority owns and manages 14 housing development properties with a total of 994 individual units and administers 1,789 HUD Section 8 Housing Choice Vouchers. 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, homeless, and special needs populations throughout Portland.

Working collaboratively, these entities implement the City's Housing and Community Development Plan. The system's strengths include the collaborative manner in which these diverse groups work together to maximize available resources. Portland is a large enough City to have many institutional resources, yet small enough to be able to effectively communicate and collaborate. Currently there are no gaps in types of housing and services, but there is a lack of adequate amounts of both due to insufficient resources. The City and its partners will continue to seek additional resources to improve the system's ability to meet community needs.

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

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

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

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

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

Discussion:

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

In 2012 the City underwent negotiations with Federated Companies for the purchase and sale of seven parcels of land in the Bayside neighborhood. The project is slated to build four buildings consisting of approximately 715,000 square feet, including 90,000 square feet of direct street access retail space at the ground level, 445 new apartments (from 400 sq. ft studios to 1050 sq. ft. two-bedroom units) and structured off street parking for approximately 800 vehicles.

The specific community development objectives flow from activities required to relieve the blighted conditions and introduce economic activity: Remove blighted land uses; upgrade infrastructure; facilitate re-use by firms that compliment downtown Portland and the city overall; create a vital area of mixed business, residential and recreational uses by building a parking garage to spur growth; and private sector job creation.

The project received Portland Planning Board approval in January 2014. A legal appeal filed by opponents of the project has been settled. In March 2015, the Portland Planning Board approved revisions to the original plan. The City anticipates the project to be under construction by the Summer of 2015 with an anticipated two to three year build-out period.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income.Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	0.00%

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

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:
   Not applicable

OMB Control No: 2506-0117 (exp. 07/31/2015)

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:
   Homebuyer activities of down payment or closing cost assistance are not part of the PY 2015/2016 planned activities.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:
   Acquisition of units with HOME funds is not part of the PY 2015/2016 planned activities.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:
   Refinancing of existing debt is not part of the PY 2015/2016 planned activities.

Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)

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

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

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

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

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

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

   The Portland CoC uses a common intake form. Intake is coordinated but not yet centralized.

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

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

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

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

   Portland does meet the requirements of homeless participation through the Emergency Shelter Assessment Committee or ESAC. Portland has created a centralized structure, the Emergency Shelter Assessment Committee (ESAC), which is a collaborative of social services agencies, community representatives, businesses and consumers to identify, monitor, advocate, plan, encourage consumer input and involvement in, and facilitate collaborative decision making around all shelter, housing and support issues concerning homeless teens, adults, and families. The United Way and the City of Portland first established ESAC in 1987 as a purely advisory entity. ESAC is also the central entity for planning, monitoring, and decision making for the Department of Housing & Urban Development (HUD) Continuum of Care homeless Assistance Grant Application. ESAC also produces monthly and quarterly statistics on shelter usage and provides a forum to discuss new programs, resource availability, emerging trends and resolving problems within the continuum that may arise from time to time.

ESAC has two co-chairs from Health & Human Services Department, Social Services Division, and an individual from a community nonprofit organization. Homeless Voices for Justice is a state-wide social change movement, organized and led by people who have struggled with homelessness. It is a grassroots effort based on the belief that true change occurs only when those affected by an unjust system are directly involved in addressing the injustices and in which disenfranchised people become empowered and gain leadership skills to organize and advocate for institutional change. Working with chapters in Alfred, Augusta, Brunswick, and Portland, Homeless Voices for Justice holds membership meetings at shelters and soup kitchens to strengthen communications between people experiencing homelessness. Our social change activities range from representation in planning bodies, to policy advocacy, to voter registration and community education, to direct action. A member from Homeless Voices for Justice always sits as one of the tri-chairs for the ESAC Committee.

5. Describe performance standards for evaluating ESG.

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

Discussion:

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

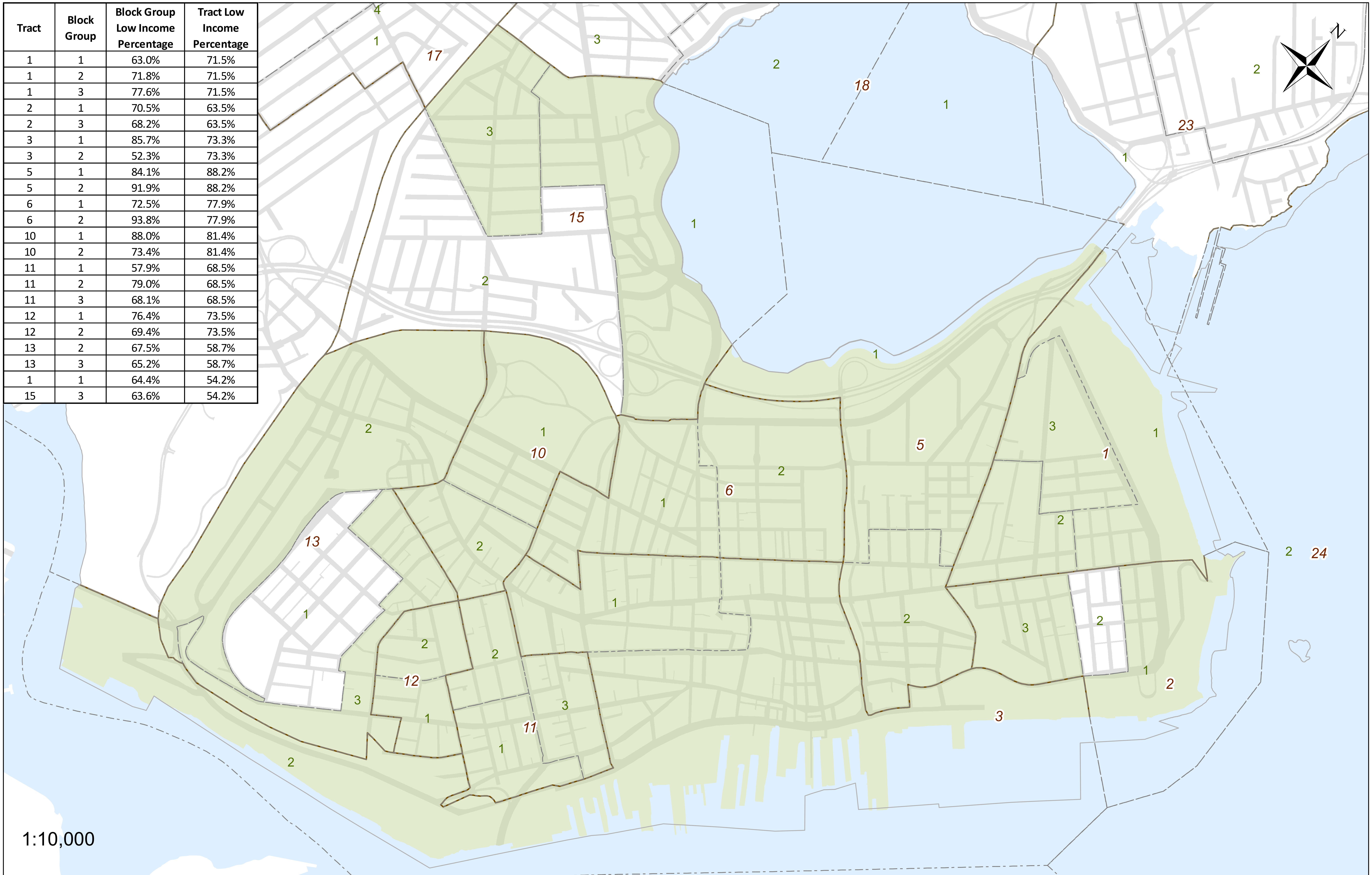
City staff monitors each agency checking for compliance and eligibility. Copies of the monitoring reports are kept in the Housing and Community Development office. CDBG and HOME Housing Projects are monitored regularly to ensure that rent levels, income guidelines and occupancy are being met. All housing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

Owner occupied rehab projects are monitored through an annual mailing to ensure owner occupancy and tenant occupancy requirements are being met. HomePort projects are monitored through an annual mailing to ensure owner occupancy. The Owner Occupied Housing Rehabilitation Program is monitored on an annual basis for occupancy and rental affordability compliance. Occupancy monitoring notices and tenant income verification forms are sent out on a quarterly basis. (HOME funds have not been a successful financing mechanism for multi-family rehab and therefore we have very few of these types of projects that require monitoring). Additionally any necessary housing inspections are completed. New Construction/CHDO Funded Rental Housing projects are monitored for tenant income certifications and site inspections. Site inspections are completed by the City's Housing Rehabilitation Specialist and include an inspection of all HOME assisted units as well as common areas and the exterior of each property.

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

City of Portland CDBG Target Areas

Tract	Block Group	Block Group Low Income Percentage	Tract Low Income Percentage
1	1	63.0%	71.5%
1	2	71.8%	71.5%
1	3	77.6%	71.5%
2	1	70.5%	63.5%
2	3	68.2%	63.5%
3	1	85.7%	73.3%
3	2	52.3%	73.3%
5	1	84.1%	88.2%
5	2	91.9%	88.2%
6	1	72.5%	77.9%
6	2	93.8%	77.9%
10	1	88.0%	81.4%
10	2	73.4%	81.4%
11	1	57.9%	68.5%
11	2	79.0%	68.5%
11	3	68.1%	68.5%
12	1	76.4%	73.5%
12	2	69.4%	73.5%
13	2	67.5%	58.7%
13	3	65.2%	58.7%
1	1	64.4%	54.2%
15	3	63.6%	54.2%



2010 Block Groups

2010 Census Tracts

Block Group & Tract > 51% Low Income

Map prepared by the City of Portland, Maine
Department of Public Services

Date: 4/16/2015

Mary Davis
Division Director, Housing & Community Development Division

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

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

DATE: April 17, 2015 (**Revised April 22, 2015**)

SUBJECT: **Withdrawn** - FY 2015-2019 HUD 5-Year Consolidated Plan

Submitted for Approval and Recommendation to City Council –
FY 15/16 HUD Annual Action Plan

My office has been working with our HUD representative and a HUD technical assistance consultant to solve an issue with the new web-based reporting system used to create the five year plan. As you may recall, Portland is part of a county-wide HOME Program Consortium. As the lead agency, Portland is responsible for all administrative requirements which includes the portion of the five year plan related to housing and the HOME program. Data and analysis for this section of the plan needs to be county-wide. The HUD reporting system assumes that Portland and Cumberland County have the same five year consolidated planning cycle while in reality our five year plans do not coincide. Cumberland County is entering the 4th year of their five year plan while Portland was ready to submit a new five year plan. With a paper reporting system, we could deal with this inconsistency in the narrative. However, the web-based reporting system does not allow us to operate on different consolidating planning cycles.

We were notified on Tuesday, April 21st, that the only way to correct the reporting problem is for Portland to request a one year extension to file our five year plan. Cumberland County will need to file a request to submit their five year plan early. This will allow Portland and Cumberland County to submit the five year plan for 2016-2020 (instead of 2015-2019). Therefore, the City of Portland will not file a new five year plan until May 2016 thereby removing the five year plan from tonight's agenda.

Annual Action Plan

A copy of the proposed FY 15/16 Annual Action Plan is attached. Essentially, this plan includes the projects and activities recommended for funding through the CDBG Allocation Process and Housing Program Budget.

Mary Davis
Division Director, Housing & Community Development Division

Geographic Distribution of Funds

Additionally, as a result of the delay in the consolidated planning process, we would like to amend our recommendation for revisions to the CDBG Allocation Process to include the new geographic distribution of funds (CDBG Targeted Area Map).

The City of Portland's priority in allocating federal resources has always been to focus on the areas of the jurisdiction with the most need. The areas of the highest minority populations and lowest incomes include Census Tracts 5, 6 and 10, which represent the East Bayside, Bayside and Parkside neighborhoods respectively. The goal is to direct the majority of resources into these neighborhoods. The HCD office is also considering the benefits of creating a HUD Neighborhood Revitalization Strategy Area to help increase investment in these neighborhoods.

In addition to the areas mentioned above, we have identified additional target neighborhoods, which are located primarily on the peninsula in Districts 1 and 2. The target neighborhoods are sections of the City that have been identified through the 2010 Census as neighborhoods where at least 51% of the residents are low to moderate income individuals or households. Based on new American Community Survey Data and updated information from HUD, Portland has now identified more of the peninsula, than in the past, for federal resources. Nearly all of the peninsula will now be part of the target neighborhoods. Street, sidewalk, infrastructure, parks, playgrounds, and other area benefit projects will be located in the target neighborhoods to benefit the low and moderate income individuals and families that live there.

Housing rehabilitation and new construction benefit individual persons or households who are low to moderate income, and therefore HOME funds can be spent throughout the City and County and are not limited to a specific geographic area.

The new CDBG Targeted Area Map is attached. The map represents CDBG "targeted areas" rather than a more restrictive "eligible areas" approach. The current map designates CDBG "eligible areas" and restricts area-wide CDBG activities to these designated areas. The new map identifies areas in which CDBG investment would be focused or targeted. This recommended approach would not eliminate projects in other areas of the City. Projects in other areas would to have to be determined eligible based on a review of the American Community Survey income data for the service area of the project.

Mary Davis
Division Director, Housing & Community Development Division

Staff Recommendation

Staff is asking for Committee support of the FY 15/16 Annual Action Plan, including the CDBG Targeted Area Map, and requesting the Committee recommend approval of this plan to the City Council.

Attachments:
Draft of FY 15/16 HUD Annual Action Plan
CDBG Targeted Area Map

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

Introduction

For the Five Year Consolidated Plan, the anticipated resources include federal CDBG, HOME, ESG, and Continuum of Care. The amount of each of these resources is dependent on federal allocation, which can be unpredictable. Estimates assume level funding for the next four years. Lead Safe Housing is program income from past grants. Payments are typically made when owners sell or refinance their homes and are therefore unpredictable. Estimates are based on past years income. The Local Housing Trust Fund is funded by the city's Housing Replacement Ordinance, which is only paid into when an owner decides to remove housing from the market. The Section 108 funding is to build a parking garage in the Bayside neighborhood through a project called Midtown. Once funds are expended no more are expected.

Portland Housing resources include Section 8 and the Public Housing Capitol funds. Estimates were provided by Portland Housing Authority. HOPWA is managed by Frannie Peabody Center. Five year estimates were provided by them.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,791,064	114,500	256,446	2,162,010	7,622,256	$1,905,564 will be allocated to CDBG project requests. There was an additional $120,000 in CDBG Housing Loan repayments (which went to calculating the CDBG Admin cap) which will be part of a revolving loan rehab program. $405,113 will be spent on Administration and Planning, $525,270 will be spent on Public Services, $575,181 will be spent on Development Activities, and $400,000 will be spent on the Employment Development Program ($300,000 in DA and $100,000 in PS). There is also $256,446 in CDBG Housing Program Income funds that will be used within the Housing Program.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	820,832	210,000	0	1,030,832	4,123,328	The $1,030,832 in HOME funds will be split between the City ($473,597) and County ($347,236) as part of the Portland- Cumberland County HOME Consortium agreement. 10% ($82,083) will go to Administration.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	161,834	0	0	161,834	647,336	The $161,834 will go to pay for Essential Services at the Family Shelter ($28,327), Homeless Prevention at the Family Shelter and Oxford Street Shelter ($66169) and Rapid Rehousing at Oxford Street Shelter ($55,200). An additional $12,138 will go to pay for Admin and HMIS.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
Continuum of Care	public - federal	Admin and Planning Overnight shelter Rental Assistance Services Transitional housing	2,452,076	0	0	2,452,076	9,800,000	The CoC funds a variety of program including Transitional Housing, Shelter plus Care, Supportive Housing, Housing First, Safe Havens and Planning Grants.
Public Housing Capital Fund	public - federal	Multifamily rental new construction Multifamily rental rehab Public Improvements	1,400,000	0	0	1,400,000	7,000,000	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
Section 108	public - federal	Public Improvements Other	10,800,000	0	0	10,800,000	0	In 2007 the City of Portland applied for 108/BEDI funds in an amount of $1.2 million in Brownfields Economic Development Initiative (BEDI) and $10.8 million in Section 108 loan. The funds were awarded in February 2008. The combined $12 million will revitalize the distressed area of Bayside by stimulating residential and commercial economic development activities and creating jobs. In 2012 the City underwent negotiations with Federated Companies for the purchase and sale of seven parcels of land in the Bayside neighborhood. The project is slated to build a million square foot mixed use development, 471,000 square feet of which is slated for Phase I which will begin in FY14/15 and include up to 235 market rate housing units, 700 parking space garage plus 43,000 square feet of retail/commercial space.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
Section 8	public - federal	Rental Assistance	15,000,000	0	0	15,000,000	75,000,000	PHAs Housing choice voucher program provides rental subsidies to a max of 1829 households- 1664 tenant based and project based vouchers, 50 home ownership vouchers, 75 VASH vouchers, and 40 vouchers set aside for chronically homeless individuals
Other	public - federal	Homeowner rehab Multifamily rental rehab Other	280,413	0	0	280,413	40,000	Although no new Lead Safe Housing grants have been awarded to the City of Portland, Program Income is still generated from previous grant awards. Program Income is typically paid when homes are sold and therefore unpredictable.
Other	public - federal	Public Services Rental Assistance Other	0	0	0	0	0	KATIE!!

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
Other	public - local	Multifamily rental new construction New construction for ownership	643,551	0	0	643,551	300,000	The City of Portland has its own local Housing Trust Fund which is currently funded by a Housing Replacement Ordinance. Funding is dependent on building owners removing rental housing stock from the market and being required to pay into the fund, and therefore unpredictable.

Table 1 - Expected Resources – Priority Table

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

CDBG funds are leveraged considerably for their investment. During FY 14-15, CDBG investment of $2,209,577 leveraged over $8.7 million in outside resources. The CDBG Program Application process mandates that CDBG funds cannot be the sole source of program or project funding. Applicants must include other resources as leveraged funding. The City will continue to make this a requirement of the program.

The HOME Program leverages considerable funds, primarily through the Affordable Housing Development Program. This program leverages funding from several sources including Low Income Housing Tax Credits, state and federal Historic Tax Credits, state funds from the Maine State Housing Authority and local Housing Trust Funds. The City of Portland meets its match requirement through the expenditure of local General Assistance funds providing tenant based rental assistance to low and very low income households. The City expends General Assistance funds for this purpose, well in excess of the required HOME program match and will continue this assistance.

The ESG Program is expected to provide match funds equal to the amount of ESG funds allocated through the following resources: City's General

Assistance.

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

In 2012, the City Council adopted a Housing Investment Policy that requires the Housing & Community Development Committee (HCDC) to complete an annual review of program priorities that includes the type and location of housing, and an analysis of tax acquired or City-owned property that may be included as a development resource. In its 2014 Common Goals and Objectives the City Council identified the promotion of housing availability as a goal with one objective being the assessment of city owned property to construct affordable housing. The HCDC has identified four parcels as potential development sites and will be working towards a development project for each parcel. The identified parcels are 98 High Street, 83 Middle Street, 65 Munjoy Street and 65 Hanover Street/52 Alder Street. The City is negotiating with a developer who has submitted a proposal to create 8 homeownership units at 65 Munjoy Street. In addition, a Request for Proposals has been published for the 65 Hanover/52 Alder Street site. The City anticipates construction at both of these sites will begin in the next 12-14 months. Over the next few years, the HCDC will continue to identify 1-2 additional city-owned properties each year for affordable housing development.

Discussion

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

In 2012 the City underwent negotiations with Federated Companies for the purchase and sale of seven parcels of land in the Bayside neighborhood. The project is slated to build four buildings consisting of approximately 715,000 square feet, including 90,000 square feet of direct street access retail space at the ground level, 445 new apartments (from 400 sq. ft studios to 1050 sq. ft. two-bedroom units) and structured off street parking for approximately 800 vehicles.

The specific community development objectives flow from activities required to relieve the blighted conditions and introduce economic activity: Remove blighted land uses; upgrade infrastructure; facilitate re-use by firms that compliment downtown Portland and the city overall; create a vital area of mixed business, residential and recreational uses by building a parking garage to spur growth; and private sector job creation.

The project received Portland Planning Board approval in January 2014. A legal appeal filed by opponents of the project has been settled. In March 2015, the Portland Planning Board approved revisions to the original plan. The City anticipates the project to be under construction by the summer of 2015 with an anticipated two to three year build-out period.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Transition out of poverty	2015	2019	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	Census Tracts 5, 6, and 10 PORTLAND, MAINE Cumberland County CDBG Target Neighborhoods			
2	Strong, self-sustaining neighborhoods	2015	2019	Non-Homeless Special Needs Non-Housing Community Development	Census Tracts 5, 6, and 10 PORTLAND, MAINE Cumberland County CDBG Target Neighborhoods			

Table 2 – Goals Summary

Goal Descriptions

1	**Goal Name**	Transition out of poverty
	Goal Description	Transition individuals and families out of poverty into self-sufficiency, to stability, to productivity and beyond, so each member of our community can reach their full potential and contribute to community life.
2	**Goal Name**	Strong, self-sustaining neighborhoods
	Goal Description	Build Strong, self-sustaining neighborhoods

Projects

AP-35 Projects – 91.220(d)

Introduction

The projects listed below summarize all of the projects and activities that will be funded in the 2014-2015 Annual Action Plan with CDBG, HOME and ESG funding. The Community Development Block Grant allocated funds are determined by the entitlement grant, program income and surplus funds, which are unexpended funds from a prior year. The calculation for determining the allocation amount is below.

Traditionally around the country CDBG entitlement communities are allowed to spend a maximum of 15% of their allocation on public service activities. However in 1983 the City of Portland was granted a waiver and HUD determined that any municipality spending more than 15% on public service activities could continue spending that amount. At the time Portland was expending 33% of the grant allocation and therefore has been allowed to continue to spend 33% on public services.

There were fifteen (15) CDBG requests for development activity funding from nine (9) different entities, and fifteen (15) requests for social service funding from eleven (11) different entities. Administration funding from CDBG is essential for operating the CDBG program and reporting to HUD. The Planning & Urban Development Department submitted a budget of $405,727 CDBG funds and the Committee recommended full funding based on HUD allocation. The Committee received fifteen (15) Development Activities applications including construction and economic development, requesting a total of $1,699,418, and only $575,181 is available. The Committee received sixteen (16) Social Service applications, including a $150,000 request from Community Policing which will be funded through a set-aside. There is $869,826 of Social Service requests with $525,270 available.

Projects

#	Project Name
1	CDBG Administration
2	CDBG Planning
3	Business Assistance Program
4	CHOM Supportive Housing in Portland
5	Bike Parking in East Bayside, Munjoy & Parkside
6	Greenleaf Street Reconstruction
7	Reiche School Brackett Street Pedestrian Safety Project
8	Community Policing
9	Preble Street Emergency Food
10	Preble Street Resource Center
11	Amistad Peer Support and Recovery Center

#	Project Name
12	Preble Street Florence House Women's Shelter
13	Preble Street Joe Kreisler Teen Shelter
14	Milestone Homeless Outreach and Mobile Engagement Team
15	Amistad Peer Coaching Initiative
16	Catherine Morrill Day Nursery CDBG Child Care Assistance
17	CDBG Employment Development Project
18	H Emergency Solutions Grant
19	City HOME Housing Rehabilitation
20	City HOME Tenant Based Rental Assistance
21	City HOME Affordable Housing Development
22	County HOME Housing Rehabilitation
23	County HOME Affordable Housing Development
24	City HDF Housing Development Fund Housing Rehabilitation
25	HOME Administration
26	Housing Development Fund Project Staff Costs

Table 3 - Project Information

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

Nearly all of HUD CPD funds go to serve underserved needs with CDBG, HOME and ESG funding.

Community Development Block Grant: 80% of the CDBG allocation this year will go to serve low and moderate income persons, either directly through services and jobs, or indirectly by improving low to moderate income neighborhoods. CDBG funds are allocated through a competitive application process. To apply, organizations must attend a mandatory application meeting. Applications are available through the Housing and Community Development Office in City Hall and on the City's webpage. Applications are reviewed by a volunteer citizen allocation committee appointed by the City Council. The Allocation Committee sends its recommendations to the City Manager who forwards the funding recommendations to the City Council. The City Council conducts two public hearings before deciding on the final funding recommendations. The funds not going to serve low to moderate income persons is the funds is for administration and planning. To

HOME: 90% of the HOME Program funds will benefit households throughout Cumberland County earning at or below 80% of the area median income. The HOME Program budget is formulated by staff, endorsed by the City Council's Housing and Community Development Committee and Cumberland County's Municipal Oversight Committee. The City Council conducts two public hearings before deciding on the final HOME Program budget. Program guidelines and applications are available through the Housing and Community Development Office in City Hall and on the City's webpage. The funds not going to serve low to moderate income persons is the funds is for administration of the program.

Emergency Solutions Grant: 92% of the Emergency Solutions Grant funds will benefit persons that are low to moderate income. The Emergency Solutions Grant funding is drafted by staff and presented to the Continuum of Care and the City’s Emergency Solutions Grant. The funding supports shelter operations, homeless prevention, rapid rehousing and HMIS. The funds that do not go to support low income individuals is for HMIS.

1	**Project Name**	CDBG Administration
	Target Area	Census Tracts 5, 6, and 10 PORTLAND, MAINE Cumberland County CDBG Target Neighborhoods
	Goals Supported	Strong, self-sustaining neighborhoods Transition out of poverty
	Needs Addressed	
	Funding	:
	Description	CDBG funds to help administer the program and report to HUD.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	This is for administration of the grant. No families will benefit directly from this project.
	Location Description	While the focus will be on the eligible areas, beneficiaries can be throughout the City and County.
	Planned Activities	Manage the CDBG Grant. Comply with grant requirements adn reporting. Follow federal regulations.
2	**Project Name**	CDBG Planning
	Target Area	Census Tracts 5, 6, and 10 PORTLAND, MAINE CDBG Target Neighborhoods
	Goals Supported	Strong, self-sustaining neighborhoods
	Needs Addressed	
	Funding	:
	Description	CDBG eligible planning activities.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	This is for planning activities. No families will benefit directly from this project.
	Location Description	While the focus will be on the eligible areas, eligible planning can happen throughout the City of Portland.

	Planned Activities	Long Range Planning efforts
3	**Project Name**	Business Assistance Program
	Target Area	PORTLAND, MAINE
	Goals Supported	Transition out of poverty
	Needs Addressed	Economic Opportunity
	Funding	:
	Description	The Business Assistance Program for Job Creation will provide grant funds to new and expanding Portland businesses to create jobs for LMI Portlanders, encourage new skills training, and strengthen Portland's HCD eligible neighborhoods.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	At least 9 and as many as 14 low/moderate income Portland residents and their families will benefit.
	Location Description	Supporting HCD eligible areas small businesses and small businesses within walking distance of or accessible via public transportation to HCD eligible areas, all businesses will be in Portland.
	Planned Activities	Market the program, accept applications on a first come-first served basis, present applicants to Portland Development Corporation, and award funds to successful applicants who will be given one year to create the required number of jobs
4	**Project Name**	CHOM Supportive Housing in Portland
	Target Area	PORTLAND, MAINE
	Goals Supported	Strong, self-sustaining neighborhoods Transition out of poverty
	Needs Addressed	Housing Availability
	Funding	:
	Description	Community Housing of Maine acquires and rehabilitates existing properties in Portland, specifically to serve long term stayers at the City's homeless shelters. The City will identify those individuals who have been homeless the longest, and has committed to provide referrals and support services to ensure that each individual is successful in their housing.

	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	100% of clients will be LMI long term stayers in the City of Portland's homeless shelters. Housing acquisition and rehabilitation will serve 8-18 individuals.
	Location Description	The housing location will be located within the City of Portland, exact locations have not yet been identified.
	Planned Activities	CHOM plans to acquire and or rehabilitate up to three existing 4-10 unit properties in Portland to serve long term stayers at the City's homeless shelters.
5	**Project Name**	Bike Parking in East Bayside, Munjoy & Parkside
	Target Area	CDBG Target Neighborhoods
	Goals Supported	Strong, self-sustaining neighborhoods
	Needs Addressed	Infrastructure Investment in Target Neighborhoods
	Funding	:
	Description	The Bicycle parking project involves installing bicycle parking spaces in low- and moderate-income areas of East Bayside, Munjoy Hill, and Parkside to improve accessibility and transportation options for residents, as well as improve health indicators for residents by encouraging active living.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	40 bicycle parking spaces in low- to moderate-income HCD areas.
	Location Description	Census Tracts: 1, 2, 5, 6, 10 and 13, including East Bayside, Munjoy Hill, and Parkside neighborhoods. The persons living in these neighborhoods is 15,890 of which 11,535 qualify as being low to moderate income according to HUD, which is 73% LMI.
	Planned Activities	Install 40 bicycle parking spaces
6	**Project Name**	Greenleaf Street Reconstruction
	Target Area	Census Tracts 5, 6, and 10
	Goals Supported	Strong, self-sustaining neighborhoods
	Needs Addressed	Infrastructure Investment in Target Neighborhoods

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	Funding	:
	Description	The Greenleaf Street Reconstruction Project seeks to improve the quality of life in the neighborhood by designing a street for people, not just for motor vehicles, and to improve the neighborhood by transforming a neglected and unattractive street into an asset that enhances the neighborhood.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	All residents of the East Bayside neighborhood or CT 5. There are estimated to be 2,469 persons in Census Tract 5.
	Location Description	The block of Greenleaf Street between Everett Street and Madison Street in the Bayside neighborhood of Portland, Maine
	Planned Activities	The project will reconstruct the block of Greenleaf Street from Everett to Madison as a "shared street." It will seek to improve the quality of life in the neighborhood by designing a street for people, not just motor vehicles. The projects seek to improve the neighborhood by transforming a neglected and unattractive street into an neighborhood asset.
7	**Project Name**	Reiche School Brackett Street Pedestrian Safety Project
	Target Area	CDBG Target Neighborhoods
	Goals Supported	Strong, self-sustaining neighborhoods
	Needs Addressed	Infrastructure Investment in Target Neighborhoods
	Funding	:
	Description	Phase 2 of a pedestrian safety project that provides safer and more accessible pedestrian crossings on the Brackett Street frontage of the Reiche Elementary School and Community Center, intended to improve overall safety and access to the campus.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	All the residents of census Tract 11 and 12 and families who attend Reiche school. Census Tract 11 is home to 2,087 persons and Census Tract 12 is home to 1,386, totaling 3,473 persons to benefit from this project.
	Location Description	This is located on Brackett Street next to Reiche School in Portland's West End.

	Planned Activities	Installation of 2 crosswalks; 4 brick curb extensions/curb ramps for ADA-compliance and make pedestrians much more visible to motorists; white edge lines on each side of the street; 4 pedestrian/school crossing signs; and granite curb to create a treed esplanade along a portion of the school frontage.
8	**Project Name**	Community Policing
	Target Area	CDBG Target Neighborhoods
	Goals Supported	Strong, self-sustaining neighborhoods
	Needs Addressed	
	Funding	:
	Description	The Portland Police Department will utilize grant funds to pay a portion of the salary of five Community Policing Coordinators who will be assigned to HCD eligible neighborhoods where they work closely with residents, social service agencies, businesses, community stakeholders, and other city departments and government agencies to identify problems and develop suitable and effective programs and strategies to effect long-term change in their respective neighborhood.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	5,000 residents of HCD target neighborhoods, 66% of whom are LMI Portlanders
	Location Description	109 Middle Street (police headquarters); 101 Atlantic Street (Munjoy Hill Community Policing Center); 26 Portland Street (Midtown Center); 85 Grant Street (Parkside Center); 166 Bracket Street (West End Center); 44 Mayo Street (East Bayside Center); and all Portland housing neighborhoods
	Planned Activities	Manage the City Council mandated Disorderly House ordinance; staff community centers, facilitate problem-solving and crime prevention efforts in their neighborhoods; act as a resource/referral service for community members requiring assistance from other agencies; coordinate activities for at-risk and under-privileged children; provide training and direction to neighborhood watch groups; and coordinate free summer lunch programs, summer field trips, sex offender notifications, children's finger print programs, free cell phones to crime victims, summer camp assistance programs, youth mentoring and an athletic program for under-privileged youth

9	**Project Name**	Preble Street Emergency Food
	Target Area	Census Tracts 5, 6, and 10
	Goals Supported	Transition out of poverty
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	:
	Description	Three soup kitchens serving 3 meals a day, 365 days a year at the Resource Center, Florence House and Teen Center and a weekly food pantry distributing emergency food boxes to meet the nutrition needs of people who are homeless and living in poverty.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	4,200 adults and families who are homeless or living in poverty, 95% of whom are LMI Portlanders
	Location Description	Soup kitchens are located at 252 Oxford Street, 190 Valley Street, and 343 Cumberland Avenue, all in Portland in Census Tract 5, 6 and 10
	Planned Activities	Provide 570,000 nutritious meals at soup kitchens and through food pantry meal boxes
10	**Project Name**	Preble Street Resource Center
	Target Area	Census Tracts 5, 6, and 10
	Goals Supported	Transition out of poverty
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	:
	Description	A drop-in service center providing adults and families with essential services - bathrooms, showers, clothing, phones, mail, support assistance, and linkage to resources to help them move beyond homelessness
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	1,100 adults who are experiencing homelessness or living in poverty, 98% of whom are LMI Portlanders
	Location Description	Program is located in the Bayside Neighborhood, Census Tract 6 (a CDBG eligible neighborhood)

	Planned Activities	Provide safe shelter during the day 7 days a week and meet the basis critical needs of adults and families with inadequate access to clothing, storage, bathrooms, laundry, and personal hygiene items.
11	**Project Name**	Amistad Peer Support and Recovery Center
	Target Area	CDBG Target Neighborhoods
	Goals Supported	Strong, self-sustaining neighborhoods Transition out of poverty
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	:
	Description	A low barrier community center, which invites membership from adults in Portland who live with the symptoms of severe and persistent mental illness, as well as addiction, homelessness or other life challenges
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	110 adults per day (on 52 Saturdays per year- 5720) with severe and persistent mental illness, and who may face other serious life challenges, including substance abuse issues, physical disabilities, and homelessness, 100% of whom are LMI Portlanders
	Location Description	66 State Street in Portland
	Planned Activities	Continue to operate on Saturdays as a low barrier community center, which invites membership from adults in Portland who live with the symptoms of severe and persistent mental illness, as well as addiction, homelessness or other life challenges
12	**Project Name**	Preble Street Florence House Women's Shelter
	Target Area	Census Tracts 5, 6, and 10
	Goals Supported	Transition out of poverty
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	:
	Description	Emergency shelter providing safety, basic services, support and housing assistance for homeless women 24 hours a day/365 days a year
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	210 women who are experiencing homelessness, 100% of whom are LMI Portlanders. Provide 14,200 bed nights

	Location Description	190 Valley Street in Portland
	Planned Activities	Provide gender specific safe shelter for women; provide access to basic immediate needs for homeless women; and provide referral and linkages to community resources to help women move beyond homelessness.
13	**Project Name**	Preble Street Joe Kreisler Teen Shelter
	Target Area	Census Tracts 5, 6, and 10
	Goals Supported	Transition out of poverty
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	:
	Description	Overnight emergency shelter open 365 days per year for homeless and run-away youth 12-20 years old
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	200 children and youth, ages 12-20, living on the street, 100% of whom are LMI Portlanders. Provide 6000 bed nights.
	Location Description	38 Preble Street in the Bayside neighborhood, CDBG Census Tract 6
	Planned Activities	Meet the safety and support needs of youth on the streets by providing over 5000 shelter bed nights and meals; separate youth from the population of homeless adults who can place them at risk; engage homeless youth to better meet their needs in a system designed specifically to address youth issues with a complete initial intake, safety plan and/or guardian notification and initial stabilization plan
14	**Project Name**	Milestone Homeless Outreach and Mobile Engagement Team
	Target Area	CDBG Target Neighborhoods
	Goals Supported	Transition out of poverty
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	:
	Description	The HOME Team will provide daily street outreach, intervention, referrals and transportation to highly intoxicated homeless individuals.
	Target Date	6/30/2016

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	Estimate the number and type of families that will benefit from the proposed activities	400 homeless adults with chronic health, mental health and substance abuse issues, 100% of whom are LMI Portlanders
	Location Description	Portland, focusing on Bayside, Deering Oaks Park, Downtown District, campsites and the waterfront
	Planned Activities	Provide daily street outreach, intervention, referrals and transportation to homeless, highly intoxicated, mentally ill individuals; engage individuals in a compassionate manner by encouraging them to access appropriate treatment services; and partner with Amistad (another CDBG funding recipient) to provide outreach services seven days per week
15	**Project Name**	Amistad Peer Coaching Initiative
	Target Area	CDBG Target Neighborhoods
	Goals Supported	Transition out of poverty
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	:
	Description	The peer coaching initiative intervenes in the lives of Portland's hardest to serve individuals, frequently those who live with the symptoms of severe and persistent mental illness, as well as addiction, homelessness or other life challenges. These individuals are the most frequent users of area emergency rooms and other crisis services, are often in contact with the police. This program will focus on persons at the shelter.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Initiative will serve 18-25 individuals at a time and provide 4500 sessions. Clients are adults with severe and persistent mental illness, and who may face other serious life challenges, including substance abuse issues, physical disabilities, and homelessness. 100% of service recipients are LMI Portlanders.
	Location Description	Peer Support and Recovery Center is on State Street in Census Tract 11 and serves individuals who live in low-income neighborhoods throughout the city.

	Planned Activities	Provide coaching sessions with the peer coach, either over the phone, in person on the street, or in person over a cup of coffee. Coaching clients are referred to Amistad by area hospitals who see this population as frequent users of emergency departments, as well as by the community health center, city shelters and resource center, Cumberland County Sheriff's department, Portland Police department, area psychiatric service providers, Milestone Foundation, and other service providers in the community.
16	**Project Name**	Catherine Morrill Day Nursery CDBG Child Care Assistance
	Target Area	Census Tracts 5, 6, and 10
	Goals Supported	Transition out of poverty
	Needs Addressed	Economic Opportunity
	Funding	:
	Description	Partnership will provide subsidized child care services in high quality programs to LMI Portland families looking for work, working, participating in educational, vocational or social services or waiting for a state voucher. Social services will help ameliorate barriers to employment as well as to help them navigate DHHS's child care subsidy application process.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 12-20 LMI Portland families will be assisted
	Location Description	Program is located at 96 Danforth Street and 331 Cumberland Avenue
	Planned Activities	The program will provide subsidized child care to 12-20 LMI Portland families in need of affordable quality child care services so that they can be a productive member of the workforce, and in turn, move toward self-sufficiency. Case management social services to support LMI Portland parents on an "as needed" basis in order to reduce barriers to employment.
17	**Project Name**	CDBG Employment Development Project
	Target Area	PORTLAND, MAINE
	Goals Supported	Transition out of poverty
	Needs Addressed	Economic Opportunity

OMB Control No: 2506-0117 (exp. 07/31/2015)

	Funding	:
	Description	This project is for two economic development projects: 1. Portland Microenterprise Assistance Program ($60,000) provides technical assistance, business advice and services, customized training, and networking opportunities to help aspiring entrepreneurs build their capacity to achieve economic self-sufficiency; and 2. Portland Jobs Alliance ($340,000)
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The Portland Microenterprise Assistance Program targets LMI New Americans and women living and doing business in Portland. Their current client list and steady pipeline of new clients will enable the program to help seven clients start a business in Portland, which meets the business creation goal by the end of 12 months. The Portland Jobs Alliance will serve 100 homeless individuals, New Mainers and single parents, with an estimated 25 individuals being placed in newly created positions in Portland.
	Location Description	The Portland Micros are from various neighborhoods in Portland, including Munjoy Hill, East Bayside, Bayside, Parkside, West End, North Deering, and Riverton. The Portland Jobs Alliance anticipates that 25% of clients will be placed in newly created positions in Portland, with the remaining 75% securing employment in the greater Portland region.
	Planned Activities	The Portland Microenterprise Assistance Program will work with LMI Portland residents to help them start a business. The Portland Jobs Alliance will build a collaborative and coordinated approach to providing employment services that promote access and success for LMI job seekers.
18	**Project Name**	H Emergency Solutions Grant
	Target Area	PORTLAND, MAINE
	Goals Supported	Transition out of poverty
	Needs Addressed	Address the Needs for Growing Homeless Population
	Funding	:
	Description	This is for all Emergency Solutions Grant programs, including Family Shelter essential services; Family Shelter homeless prevention and rapid rehousing; Oxford Street Shelter homeless prevention; and administration and HMIS
	Target Date	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	The goal of the City of Portland's ESG program is to provide rapid re housing services to individuals staying at the shelter and to provide prevention services to individuals facing homelessness in the community. In 2015 the projected annual goal for Oxford Street Shelter is to serve 125 people who are literally homeless and 10 people who are at risk of homelessness. Likewise, for the Family Shelter the goal is to serve 75 families who are literally homeless and 25 families who are at risk of homelessness. Additionally, we will have no more than 10% recidivism. Below are some of the additional goals that will ensure the 135 clients at Oxford Street and 100 families at the Family Shelter will have success in housing.
	Location Description	Family Shelter: 54 and 55 Chestnut Street Oxford Street Shelter: 203 Oxford Street Administration: 196 Lancaster Street
	Planned Activities	Case management, housing counseling, rapid re-housing assistance, homeless prevention • 100% of enrolled clients will be assessed for barriers to stable housing and will be provided with an overview of mainstream resources. • 100% of enrolled clients will have an individual housing stability plan. • 90% of homeless assistance clients will be placed into permanent housing during program enrollment. • 100% of clients will receive at least one follow up service after placed into housing. • 100% of clients placed in housing in the state of Maine will receive more than one follow up service. • 50% of enrolled clients will be enrolled in the first 60 days after shelter intake/update. • 50% of enrolled clients will be housed within one month of enrollment. • 90% will be enrolled in the program for less than 3 months after housing placement or enrollment in prevention services.

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19	**Project Name**	City HOME Housing Rehabilitation
	Target Area	PORTLAND, MAINE
	Goals Supported	Strong, self-sustaining neighborhoods
	Needs Addressed	Housing Availability
	Funding	:
	Description	Housing rehabilitation program will provide home repair assistance to income eligible homeowners in the City of Portland.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 7 housing units will be assisted in the City of Portland HOME Rehabilitation Program. Assistance will be provided to low income households earning at or below 80% of the area median income.
	Location Description	Throughout the City of Portland.
	Planned Activities	Various housing rehabilitation projects throughout the City of Portland
20	**Project Name**	City HOME Tenant Based Rental Assistance
	Target Area	PORTLAND, MAINE
	Goals Supported	Transition out of poverty
	Needs Addressed	Housing Availability
	Funding	:
	Description	Tenant Based Rental Assistance Program
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 110 extremely low income individuals or households will be assisted through this program
	Location Description	Throughout the City of Portland
	Planned Activities	Tenant Based Rental Assistance typically consisting of security deposit, utility deposits and/or first month's rent.
21	**Project Name**	City HOME Affordable Housing Development
	Target Area	PORTLAND, MAINE
	Goals Supported	Transition out of poverty
	Needs Addressed	Housing Availability

OMB Control No: 2506-0117 (exp. 07/31/2015)

	Funding	:
	Description	Affordable Housing Development projects which create rental or homeownership housing units however, conversion of non-residential property is also eligible.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 15 low and very low income families will be assisted.
	Location Description	Throughout the City of Portland
	Planned Activities	The goal for the distribution of HOME funds is to promote and finance the development of affordable housing in the City of Portland. This housing may be rental or ownership housing designed for senior, multi-family, single-family, SRO units, or small apartment or cottage units as deemed appropriate for the City of Portland and with location consistent with the City of Portland’s Comprehensive Plan. The City of Portland seeks development projects with a high standard of quality, design, and livability and would not require a contract or conditional zone (although other rezoning consistent with the City’s Comprehensive Plan may be considered). Developments should promote efficient use of land, locations proximate to shopping, work places and community facilities. They should also incorporate high standards of energy efficiency and “green” design criteria.
22	**Project Name**	County HOME Housing Rehabilitation
	Target Area	Cumberland County
	Goals Supported	Transition out of poverty
	Needs Addressed	Housing Availability
	Funding	:
	Description	Housing Rehabilitation Program - Owner Occupied Housing in Cumberland County
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 15 housing units will be assisted and 100% of individuals and families assisted will be low income.
	Location Description	Throughout Cumberland County

	Planned Activities	Housing rehab projects typically include energy efficiency repairs and other basic home repairs such as heating system replacements, roof repairs and utility upgrades. A housing inspection and energy audit are completed on each property assisted.
23	**Project Name**	County HOME Affordable Housing Development
	Target Area	Cumberland County
	Goals Supported	Transition out of poverty
	Needs Addressed	Housing Availability
	Funding	:
	Description	Affordable Housing Development Program is designed to promote and help finance the development of affordable housing in the communities of Cumberland County, not including the City of Portland. Funding for this activity includes a portion of the annual CHDO set-aside.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 2 new units available to low to very low income households will be created
	Location Description	Throughout Cumberland County, excluding the City of Portland
	Planned Activities	The goal is to promote and finance the development of affordable housing in Consortium communities outside the City of Portland. This housing may be rental or ownership housing or the conversion of nonresidential property to housing units. Developments must be deemed appropriate for the community and location consistent with the community's Comprehensive Plan. The Consortium seeks developments with a high standard for quality, design and livability. Developments should promote efficient use of land, a location proximate to shopping, work places and community facilities and incorporate high standards of energy efficiency and "green" design criteria.
24	**Project Name**	City HDF Housing Development Fund Housing Rehabilitation
	Target Area	PORTLAND, MAINE
	Goals Supported	Transition out of poverty
	Needs Addressed	Housing Availability
	Funding	:

	Description	Housing Rehabilitation Program - owner occupied housing and multi-family tenant occupied housing
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 27 units available to low income households will be assisted. Throughout the City of Portland
	Location Description	Throughout the City of Portland
	Planned Activities	Housing rehab projects typically include energy efficiency repairs and other basic home repairs such as heating system replacements, roof repairs and utility upgrades. A housing inspection and energy audit are completed on each property assisted.
25	**Project Name**	HOME Administration
	Target Area	PORTLAND, MAINE Cumberland County
	Goals Supported	Strong, self-sustaining neighborhoods
	Needs Addressed	Housing Availability
	Funding	:
	Description	10% HOME set-aside for administrative costs of the program
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	This is for administration of the HOME program. No families will benefit directly from this project.
	Location Description	HOME program activities can occur throughout the City of Portland and Cumberland County, specific locations to be determined.
	Planned Activities	Mange the HOME Program including housing rehabilitation, affordable housing development, TBRA and HUD reporting.
26	**Project Name**	Housing Development Fund Project Staff Costs
	Target Area	PORTLAND, MAINE

	Goals Supported	Transition out of poverty
	Needs Addressed	Housing Availability
	Funding	:
	Description	Rehabilitation staff project costs
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	This is for project staff costs on specific rehabilitation projects throughout the City.
	Location Description	Rehabilitation projects throughout the City of Portland.
	Planned Activities	Staff salaries for managing specific rehabilitation projects.

OMB Control No: 2506-0117 (exp. 07/31/2015)

AP-50 Geographic Distribution – 91.220(f)

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

The City of Portland's priority to allocating resources is to focus them on the areas of the jurisdiction that is in the most need. The areas of the highest minority populations and lowest incomes include Census Tracts 5, 6 and 10, which represents East Bayside, Bayside and Parkside neighborhoods respectively. The goal is to direct the majority of resources into these neighborhoods. Over the next five years the City of Portland will consider creating a Neighborhood Revitalization Strategy Area to help increase investment in these neighborhoods.

The second priority is to focus federal resources into the target neighborhoods, which are located primarily on the peninsula, district 1 & 2. The target neighborhoods are sections of the City that have been identified through the 2010 Census as neighborhoods where at least 51% of the residents are low to moderate income individuals or households. Based on new American Community Survey Data and updated information from HUD, Portland has now identified more of the peninsula, than in the past, for federal resources. Nearly all of the peninsula will now be part of the target neighborhoods. Street, sidewalk, infrastructure, parks, playgrounds, and other area benefit projects will be located in the target neighborhoods to benefit the low and moderate income individuals and families that live there. Due to the amenities and proximity to services, many HOME funded affordable housing projects are also located in the target neighborhoods.

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

Geographic Distribution

Target Area	Percentage of Funds
Census Tracts 5, 6, and 10	11
PORTLAND, MAINE	58
Cumberland County	14
CDBG Target Neighborhoods	18

Table 4 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The percentage distribution listed in the table above is based on the total amount of the HUD allocation for CDBG, HOME and ESG, plus program income. As a result there are $1,791,064 in CDBG funding and

$114,500 in CDBG program income from 2014-2015, $1,030,832 in HOME allocation, including $210,000 in program income, and $161,834 in ESG funding for the year.

The CDBG funds, including program income from last year, will be distributed to HCD eligible areas, Census Tracts 5, 6 and 10, and to Portland. The majority of this year's social service program funding (72%) will go to the target neighborhoods, and an addition 23% will go directly to Census Tracts 5, 6 and 10. A few social service programs serve low income residents throughout the City (5%). Infrastructure projects include one located in CT 5, 6, and 10 and one located in the target neighborhoods.

However, when considering the CDBG Program as a whole, including Administration and Planning, Economic Development, and Housing Rehabilitation which benefits the City as a whole, the funding by geographic location looks differently. For the CDBG Program 18% of the funds are distributed to Census Tracts 5, 6, and 10, 22% are in the targeted neighborhoods and 60% is distributed throughout the City of Portland.

58% of HOME funds are directed City wide in Portland and 42% are directed County wide as part of the Cumberland County HOME Consortium.

All ESG funds are distributed at Portland area shelters and are located within Census Tract 6.

When all funding is considered, CDBG, HOME and ESG, 11% is targeted to Census Tracts 5, 6 and 10, 18% is distributed to the target neighborhoods, 58% throughout the City of Portland and 14% to Cumberland County as part of the Home Consortium.

Discussion

The City is considering creating a Neighborhood Revitalization Strategy Area in the neighborhoods Bayside, East Bayside and Parkside or Census Tracts 5, 6, and 10. These neighborhoods have been a focus for the City of Portland for several years. Although they are not the only areas of the City, these neighborhoods are of highest concern for the city because in combination they have the highest concentration of poverty, minorities, single parents, oldest housing stock, and housing problems. This effort will be undertaken within the timeframe of this Consolidated Plan.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of Portland/Cumberland County HUD HOME Consortium (CCHC) began in May 2008. Through the Consortium the region captures additional funding for housing rehabilitation, rental housing development and tenant based rental assistance for low and moderate income persons throughout Cumberland County.

Portland retains independent operation of its HUD HOME program and will receive an annual direct allocation from the Consortium by formula defined in the Mutual Cooperation Agreement which was signed by all members of the Consortium. The second three-year Mutual Cooperation Agreement, which was signed on May 27, 2011, included an automatic renewal clause. Portland serves as the "Lead Entity" of the Consortium. The Consortium is in the last year of its current three-year agreement, which runs through June 30, 2015. The member communities are in the process of automatically renewing the Consortium for an additional three-year period.

As agreed upon in the Mutual Cooperation Agreement, the Cumberland County Community Development Municipal Oversight Committee (MOC) provides policy oversight for planning, operations, project selection and evaluation for the CCHC excepting activities conducted by the City of Portland. The MOC includes members of the Cumberland County Entitlement Jurisdiction (County) expanded to include the Town of Brunswick for HOME Program activities. The MOC will review the proposed HOME program design each year and the CCHC program application to HUD. The proposed HOME program design will define a strategy in sufficient detail to accommodate the collective and individual needs and priorities of the County and the Town of Brunswick.

The City of Portland Home Programs Tenant Based Rental Assistance (TBRA) funding will allow the Social Services Division to implement programming in line with the Homeless Task Force Recommendations (published November 16th, 2012). These funds will be used to pay for security deposits and short term rental assistance for individuals and families residing in homeless shelters. This Program will be operated out of the City of Portland’s Social Services Division. The Program will be operated out of the Division’s Home to Stay Program. There will be a centralized intake with a single point of contact located at the Oxford Street Shelter and Family Shelter, utilization of a rapid re-housing approach with a particular focus on reducing recidivism; as such clients will be assigned a case manager to provide follow-up care services. Follow-up service provided by the Home to Stay Program will connect clients to other mainstream resources to ensure successful outcomes. Federal guidelines may allow TBRA funds to pay for longer term rental assistance moving into the 2015-2016 budget year, which will allow families and individuals receiving assistance a bit longer to ensure housing security.

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One Year Goals for the Number of Households to be Supported	
Homeless	90
Non-Homeless	80
Special-Needs	0
Total	170

Table 5 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	90
The Production of New Units	22
Rehab of Existing Units	58
Acquisition of Existing Units	0
Total	170

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

Discussion

Affirmative Marketing. The City of Portland has not funded any single projects containing five or more HOME assisted units. Portland does require that developers receiving HOME funds for new construction provide to the City a copy of their affirmative marketing policy.

Minority Outreach. The City of Portland intends to meet the requirements of 24 CFR 92.350 for establishing and overseeing a minority and women's business outreach program through the following policies and procedures. The City of Portland prohibits discrimination against any person in pursuit of business opportunities on the basis of race, color, national origin, religion, sex, age, disability or veteran status. Additionally, City policy prevents discrimination in employment, housing, access to public accommodations or in the extension of credit on account of sexual orientation. City policy provides equal opportunity for participating in all aspects of the City's contracting and procurement programs.

All CDBG sub-recipients are required to:(1)Comply with the Maine State Human Rights Act and with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086; (2) Comply with non-discrimination in employment and contracting opportunities laws, regulations and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable; (3) Comply with Section 3 of the Housing and Urban Development Act of 1968, as amended; (4) Use its best efforts to afford small businesses, minority business enterprises and women business enterprises the maximum practical opportunity to participate in the performance of this contract. In all solicitations or advertisements for employees placed by or on behalf of the sub-recipient, state that it is an Equal Opportunity or Affirmative Action employer.

All housing contractors are required to:(1) Comply with Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3), and 24 CFR Part 135, which implement Section 3; (2) Comply with Section 503 - Affirmative Action for Handicapped Workers. The Contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap in regard to any position for which the employee or applicant for employment is qualified; (3) Not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin (4) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration without regard to race, color, religion, sex or national origin; (5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965 and of the rules, regulations and relevant orders of the Secretary of Labor.

AP-60 Public Housing – 91.220(h)

Introduction

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

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

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

7.0 (b) Public Housing Demolition and/or Disposition

Two important goals in PHA's 5 Year Plan (2015 to 2019) include the development of additional affordable housing and investment in PHA owned properties. To assist in accomplishing these goals the agency will utilize existing public housing property that may be vacant land, underutilized surface parking or land, and or buildings that are identified as obsolete and beyond their useful life.

In the 2011, PHA completed a capital needs assessment and asset position report for all its public housing properties to determine priorities for capital investment and redevelopment. This report confirmed that there is excess land available that can be utilized more effectively to accomplish agency goals and help insure the long term viability of the agency's housing.

HUD through its Special Application Center (SAC) provides the ability to demolish and or sell current public housing property for purposes meeting a community's housing needs. Under the Section 18 of the Housing Act of 1937, HUD has promulgated a regulation (24CFR 970) outlining the necessary steps.

The PHA has identified several properties that may be opportunities for investment and redevelopment and appropriate for the demolition and or disposition process outlined by HUD. During 2015, PHA will analyze the feasibility and consider making application to HUD to dispose of land with the possible demolition of housing units at the following PHA locations: Bayside East: corner of Boyd Street and Oxford Street, and building at 58 Boyd Street; 155 Anderson Street; 14 Baxter Boulevard, PHA Administrative Offices; Harbor Terrace: parcel at the corner of Salem and Orange Street; parcels at: Front Street, Sagamore Village, Riverton Park and Kennedy Park.

7.0 (c) Public Housing Conversion

Important goals in PHA's 5 Year Plan (2015 to 2019) are continued investment in PHA owned properties and long term viability of the public housing inventory. In 2012, PHA completed a physical needs assessment and asset positioning report for all its public housing properties to determine priorities for capital investment and redevelopment. This report identified $25 million dollars of renovation work needed in our properties in the next five years to extend the useful life for another 50 years. HUD funding is not adequate to accomplish the renovations for comprehensive modernization that is needed. The HUD Capital Fund, the primary source of funding for renovations, has been reduced approximately by 25% in the last 10 years.

HUD now acknowledges the need and the inadequate funding. They are now encouraging housing authorities to seek opportunities to convert public housing to the Section 8/Multifamily model of subsidized housing when HUD cuts the strings of public housing in order for housing authorities to seek private financing for refinancing and renovations. HUD has created the Rental Assistance Demonstration Program (RAD) to accomplish and facilitate these conversions. Demolition of units and redevelopment are also possible under the RAD as part of the conversion process. Tenants of Public Housing continued to be subsidized under the RAD program.

In 2015 the Portland Housing Authority will evaluate opportunities to participate in RAD and other potential conversion programs. All PHA housing developments are potential opportunities conversion.

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

- Hold periodic community meetings with residents
- Assist with the organization of resident councils where none exist
- Develop a new website with active features for residents to engage staff
- Create newsletters in certain developments
- Implement a volunteer management plan to maximize volunteer effectiveness and recognize efforts
- Increase the number of Family Self Sufficiency participants by 10% annually

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

N/A

Discussion

Portland's vitality depends on the availability of a diverse array of housing options, particularly apartments, which are often the first and often the only choice for working professionals, immigrants and families. The Portland Housing Authority has strategic plans in place to participate in the City's efforts to increase housing for LMI Portlanders, including building in-house housing development capacity; prioritize development; utilize program reserves to seed fund development opportunities; redevelop PHA properties and utilize excess land for development opportunities; continue to seek financing programs for new housing development; and partner with non-profit housing developers for developments beyond the capacity of PHA.

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

Introduction

In light of likely reduced general assistance reimbursement from the state, the acting City Manager recommend CDBG funds be allocated a bit differently than the allocation committee recommended, based on the need to prioritize funding to social service organizations that will have the most impact on vulnerable populations depending on general assistance. **MORE ON THIS WHEN WE HAVE THE FINAL ALLOCATION AMOUNTS FROM COUNCIL**

Through their ranking process, the CDBG allocation committee selected eight social service programs to receive CDBG funding, after the set-aside for community policing. The acting City Manager recommended funding a high needs social service organization and a child care assistance program rather than partially fund an integrated behavioral health program that would not be able to hire the intended medical professionals with partial funding. The funded social service program, Amistad Peer Coaching Initiative, is a public outreach program that intervenes in the lives of Portland's hardest to serve individuals, frequently those who live with the symptoms of severe and persistent mental illness, addiction, homelessness, or other life challenges. The acting City Manager allocated more than the requested amount to continue to fund the program, with the expectation that not funding the integrated behavioral health program medical professionals will increase the need for the service.

Addressing the social service and programming needs of Portland's most vulnerable populations is an increasing challenge as a constant rise in homeless populations continues to overwhelm the city's shelters at the same time the city is faced with budget cuts affecting shelter staff the most. Adjusting the CDBG allocation to allocate more funding to social service providers will help the city support more of its vulnerable populations than it will be able to in the coming year.

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

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

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

A Portland-based non-profit organization that has been CDBG funded for its peer coaching initiative works with clients that live with mental illness, often times co-occurring substance abuse disorders, and often times experience homelessness. The initiation of the peer coaching initiative includes placing an ad on Craigslist for hiring peer coaches with mental illness and selecting coaches through and extensive interview process involving scoring the applicants. Hired coaches job-shadow a peer supporter working inside the emergency department at the local hospital, attend a 3-day motivational interviewing session, complete a peer-support class at Amistad, and participate in weekly staff meetings that provide on-going training. Clients are identified by Amistad peer coaches and confirmed by the hospital staff as someone who presents to the emergency department frequently and absent of medical need.

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

Addressing the emergency shelter and transitional housing needs of homeless persons

Shelter Consolidation: Due to mounting financial pressures, the need for more efficient and effective emergency shelter service delivery is paramount. The City has created a task force to explore the idea of redesigning the shelter system in Portland. Staff has already started exploring the possibility of a consolidated shelter where all services would be located under one roof. A second option is to create multiple specialized shelters to serve the various needs. A Task Force has been created and will be examining the various options and collecting public input. The Task Force will be evaluating the different options and making recommendations in the fall to the Portland City Council.

Special Population Housing: The United Way of Greater Portland is taking the lead on convening a group of stakeholder to investigate the feasibility of a Homeless Medical Respite Program. The group will research models that have been effective in other communities, potential funding sources and evaluate the need for such a program. The pilot program at York County Shelter, Inc. (YCSI) which provides sober shelter for Oxford Street Shelter consumers was finalized in the fall of 2013 and a total of 9 individuals

Housing First: Last year the Planning and Urban Development department released a Pre-Development RFP for a new Housing First project. They decided to fund two proposals, one a traditional housing first project which proposed the development of 30-35 efficiency apartments in Portland. The second is a scattered site approach which proposes to blend “the population quickly and seamlessly into a combination of rehabilitated existing small multifamily apartment buildings and larger low income Housing Tax Credit and/or Historic Tax Credit funded properties aimed at serving the general public.”

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

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

The goal of the City of Portland's Emergency Solutions Grant program is to provide rapid re housing services to individuals staying at the shelter and to provide prevention services to individuals facing homelessness in the community. In 2015 there is $55,200 for rapid rehousing and $13,800 in homeless prevention for the Oxford Street Shelter. The projected annual goal for Oxford Street Shelter is to serve 125 people who are literally homeless and 10 people who are at risk of homelessness. Likewise, the Family Shelter has $52,369 for homeless prevention. T goal for the Family Shelter is to serve 75 families who are literally homeless and 25 families who are at risk of homelessness. Additionally, we will have no more than 10% recidivism. The goal is to ensure the 135 clients at Oxford Street and 100 families at the Family Shelter will have success in housing.

The City's Tenant Based Rental Assistance program (TBRA) was implemented on April 1, 2014. This program uses a portion of the City's HOME funds ($130,000). There is a centralized intake with a single point of contact located at the Oxford Street Shelter and Family Shelter, utilization of a rapid re-housing approach with a particular focus on reducing recidivism; as such clients are assigned a case manager to provide follow-up care services. Follow-up services provided will have a strong emphasis on connecting clients to other mainstream resources to ensure long term housing success. The program began March 1st, 2014, and has successfully assisted 30 households totaling 70 individuals move out of emergency shelters into permanent housing, accounting for $23,168 out of the $135,662 available (or 17%).

The Home to Stay (HTS) Program is modeled after a rapid re-housing approach that provides housing stability services to persons who are experiencing homelessness. This project is funded by Maine Housing and is in its first year of operation (August 2013), the program covers both city-operated shelters: the Oxford Street Shelter and the Family Shelter. The Home to Stay Program assists homeless clients seeking permanent housing with education, services and support to meet their health, housing, and employment needs in order to overcome barriers to obtaining and maintaining housing. The goal is to help participants achieve permanent stable housing. Participants are assigned a Navigator who has experience in working with people who are experiencing homelessness. Navigators conduct assessments to determine best course of action and customize a plan that best suits each individuals housing needs.

The program has provided assessments for 114 individuals residing at the Oxford Street Shelter. Of the 114 participants, 47 have exited the program, including 39 or 80% who have secured housing. 69 participants remain actively engaged in housing search. 100% of participants were offered and received case management services throughout the enrollment in Home To Stay.

The program provided assessments for 39 families, totaling 119 individuals residing at the City of Portland Family Shelter. Of the 39 families, 22 families or 88% secured permanent housing with 13 participants remaining actively engaged in housing search.

The Emergency Solutions Grant, Tenant Based Rental Assistance, and Home To Stay will continue to be used to help prevent homelessness and rapidly rehouse individuals who become homeless.

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

<u>Mental Health</u>: Riverview & Dorothea Dix are Maine's two publicly-funded mental health hospitals that have adopted a discharge plan process that begins at admission, to connect clients back to community supports & housing. Maine DHHS' top priority is to use BRAP to house those being discharged from psychiatric hospitals. The Opportunity Alliance works with Spring Harbor (private psychiatric hospital) to prevent patients from being discharged to homelessness. Portland homeless providers have regular discharge meetings with hospitals for "difficult to discharge" patients. Placements are in residential treatment facilities, market rate apartments, boarding homes & other federal, state, or locally-funded housing options, HOPWA, & VASH. [AG1] Another resource is the Amistad Peer Center, which invites membership from adults in Portland who live with the symptoms of severe & persistent mental illness, addiction, homelessness, etc.

<u>Corrections</u>: The Department of Corrections (DOC) & the Cumberland County jail include The Opportunity Alliance, Preble Street, and/or the City of Portland Oxford Street Shelter in pre-release planning for offenders & Maine DHHS funds Intensive Case Managers in corrections facilities to help with release planning. Placements are to families & friends, market rate apartments, boarding homes & other federal, state, or locally-funded housing options. Also, the DOC operates two pre-release programs for men & one for women that help prepare for successful reintegration. These programs require that inmates who have jobs pay room & board, restitution, & save money for security deposits.

<u>Youth</u>: Preble Street provides 24-hour care to all unaccompanied youth through its Teen Center & night shelter, which includes three meals per day. Services include street outreach, support in transitioning back to their families or to other situations, health care, employment, education, mental health & substance abuse counseling, & legal assistance. Primary partners include Day One (substance abuse & mental health), City of Portland Public Health (health care), & Portland Adult Education Street Academy (education). Also, Preble Street received a substantial grant from the Department of Justice to establish

the Greater Portland Coalition Against Sex Trafficking. [AG2] This is a new collaboration between law enforcement, shelters, & other providers that primarily focuses on homeless youth, looking at both prevention & care for those who have been trafficked.

Veterans: VA Maine Healthcare partners with Portland Housing Authority to administer VASH vouchers, & participates in ESAC. In 2013, the City of Portland Oxford Street Adult Shelter appointed a Veteran Liaison to conduct outreach to Vets, including those ineligible for VA assistance due to less than honorable discharge. Preble Street is a SSVF grantee, providing outreach, case management, housing search assistance, budget counseling & financial assistance to eligible homeless & at risk Vets & their families. In addition, there are two per-diem projects in York County to which Vets are referred. All referred Veterans are helped to access entitlements, community resources, & VA benefits. Portland CoC will continue to use these strategies to reduce bed nights by another 25% in the first 6 months of 2014 to continue making progress toward the goal of ending all Vet homelessness in 2015.

Discussion

The needs of the city's most vulnerable populations include individuals dealing with chronic and severe mental illness, often with co-occurring substance abuse issues. Providing necessary programs and resources to serve this growing population has been a challenge for the city. Collaborating with non-profit organizations reaching out to the city's most vulnerable populations, including the mentally ill and individuals with chronic substance abuse issues, will assist the city in providing programs and resources to serve the needs of the most vulnerable citizens in the community.

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AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Encourage and Ensure is two-pronged approach designed to encourage housing development by removing barriers to traditional urban housing types while ensuring the inclusion of workforce housing in significant development projects. The City's Planning and Urban Development Department is proposing a suite of ordinance changes that would loosen restrictions on housing development while still preserving City residents' quality of life. Part of this approach includes changes to Division 30 of the City's ordinance which refers to affordable housing. These changes would provide additional density through development incentives as well as adding a workforce housing inclusionary zoning requirement.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Under the new housing initiative Encourage and Ensure, the Planning Department and the Housing and Community Development Committee plans to examine various ordinances to help promote workforce housing development. Several zoning changes are being proposed to help minimize the barriers to building affordable housing. These include changes to the B2 to increase allowed housing densities to 100 units/ acre and R6 zone that would increase density from 45 to 60 units an acre and reducing minimum lot size. Eliminate parking requirements for residential uses in the B3, B5, B6 and B7 business zones. Eliminate residential density limits in B1 and B2 business zones. Allow the use of fee-in-lieu of parking in off-peninsula business zones. Amend the downtown height overlay map to increase it to 45 feet height limits. Examine the use of accessory dwelling units in island residential zones. Examine the R5 zone accessory dwelling unit requirements and reuse of existing structures. Amend Division 30 affordable housing, proposing to increase the affordability levels to allow for rental properties affordable at up to 100% AMI. In additional looking at density bonus numbers to see if they provide sufficient incentive. The conglomeration of these initiatives will help to reduce barriers to building affordable housing in the City of Portland.

Discussion:

The Planning Department has developed a series of proposed ordinance changes to help increase workforce housing development. To assist in this process this Department has created a new Housing Planner position. This position will work to develop and implement an inclusionary zoning ordinance along with other housing initiatives. This will help move forward the goal of increasing the availability and affordability of housing in Portland.

AP-85 Other Actions – 91.220(k)

Introduction:

Actions planned to address obstacles to meeting underserved needs

In the City of Portland the majority of allocations do address underserved needs of the City. The proposed projects will be meeting underserved needs such as food (soup kitchen and community meals), shelter (teen shelter, women shelter, and adult day shelter), safety (five community policing offices), support for those with mental illness and substance abuse issues and child care.

Actions planned to foster and maintain affordable housing

Primary Goals: To ensure that an adequate supply of housing is available to meet the needs of all Portland Households now and in the future; to maintain, rehabilitate and restore the existing housing stock as a safe and important physical, economic and architectural resource for the community.

One Year Housing Goals: Rehabilitation City- 43, County- 15, Affordable Housing Development City -20 HOME assisted, County -2 HOME assisted, Tenant Based Rental Assistance City 90 individuals and families.

City of Portland: In 2002 a comprehensive approach to housing in the City of Portland was defined in the report Housing: Sustaining Portland's Future. This document describes the housing needs and priorities that the City is continuing to work towards accomplishing. Specific policy goals were identified and include: ensure that an adequate supply of housing is available to meet the needs, preferences, and financial capabilities of all Portland households, now and in the future; maintain, rehabilitate, and restore the existing housing stock as a safe and important physical, economic and architectural resource for the community; seek opportunities for economic and social integration throughout the Greater Portland region by encouraging the development of a range of housing options that are available and affordable to all income levels in the region.

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

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Specific goals for PY 2015-2016 include the following:

Assisting 43 owners to rehabilitate their homes and remediate LBP hazards.

Expand our energy and heat-loss program, to more owner occupied rehab projects for low and moderate income individuals and other projects.

Encourage the development of affordable rental and homeownership housing.

Tenant Based Rental Assistance: assist 90 residents currently experiencing or at imminent risk of homelessness, and other very low income households, to obtain and maintain rental housing. Include security deposit assistance as needed to assist program participants or other at-risk or currently homeless people to move into permanent housing.

Promote housing availability by completing an assessment of and as appropriate, offer city owned property to construct affordable housing.

Cumberland County Consortium - The Priorities and the specific objectives for the non-Portland members of the Consortium for PY2015-2016 are: Housing Rehabilitation and Housing Development as a CHDO Activity, i.e. the provision of development subsidy funds to a certified Community Housing Development Organization (CHDO) for the development of either homeownership or rental housing.

Actions planned to reduce lead-based paint hazards

The City of Portland has been committed to eliminating lead poisoning in children since 1995 when it received its first HUD Lead Hazard Control Grant. The control and elimination of lead-based paint remains a critical focus of the City of Portland in the housing rehabilitation program and over the years, 405 units have been made lead-safe in Portland. In past years Portland received Lead Hazard Control funds and has effectively and successfully addressed the lead hazards prevalent in the City's older housing stock. Lead-safe efforts will continue through the housing rehabilitation program, first-time home buyer program and lead program income funded projects.

$280,413 in program income funds will be utilized to create approximately 20 lead-safe additional units.

Portland also addresses lead-safe practices by leveraging funds as the lead entity for the Cumberland County HOME Consortium (CCHC). The Consortium allows both parties to reach a much wider audience with their lead outreach and education efforts, as well as produce a number of lead-safe units in other communities across Cumberland County. This joint effort results from a desire to provide cost-effective, efficient programs to benefit all communities of the region.

In addition, the City leads the County in its rehabilitation program. The program is geared to benefit low and moderate income families and households. An owner-occupied applicant in the City of Portland must prove that their income is less than 80% of the median area income with a child under six years of age. In order to remediate a rental unit the building must contain at least 50% of individuals who earn 50% of the area median income. Preference is given to rental units where children reside. Projects outside of the City of Portland will meet HUD income eligibility limits established for Cumberland County. Wherever possible, the City will utilize housing rehab program funds in combination with lead program income funds to complete additional units.

Actions planned to reduce the number of poverty-level families

This is a particularly difficult year for the City of Portland in working to reduce the number of poverty-level families. The State is amending its rules regarding General Assistance funding, which will affect more than 505 cases which will lose food vouchers, housing subsidies and other resources. 234 will lose all supplemental food vouchers. The City is struggling to address this emergent and urgent need.

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

Quality child care from infancy to 12 years of age for low and moderate-income families. Subsidized childcare enables families to move from welfare to work.

Microenterprise assistance and business creation.

Job creation for local businesses.

Day and night shelter with case management and counseling programs, night shelters specifically for teens and women.

Community meals.

Homeless outreach and engagement program to assist individuals in crisis to access necessary services.

Peer support services for individuals with mental illness.

New Affordable Rental Housing for low and moderate-income families and individuals.

Stable affordable housing is the critical base people need to work on their other issues.

Tenant based rental assistance to help families to be rapidly rehoused or maintain their current housing, to help build stability.

Homeless prevention services to individuals facing homelessness.

Rapid rehousing for individuals staying at the Oxford Street Shelter and Family Shelter

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

Actions planned to develop institutional structure

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

The City of Portland Housing and Community Development Division is responsible for overseeing the budget and distribution of the City's CDBG, HOME and ESG entitlement funds and development of the Five-Year Consolidated Plan and Annual Action Plan and Consolidated Annual Performance Evaluation Report, as well as ensuring that all programs comply with HUD’s federal regulations. Additionally the HCD Division administers the City's housing rehabilitation, new construction and homebuyer programs.

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

Portland Housing Authority owns and manages 14 housing development properties with a total of 994 individual units and administers 1,789 HUD Section 8 Housing Choice Vouchers. 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, homeless, and special needs populations throughout Portland.

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

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

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

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

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

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

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

OMB Control No: 2506-0117 (exp. 07/31/2015)

Discussion:

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

In 2012 the City underwent negotiations with Federated Companies for the purchase and sale of seven parcels of land in the Bayside neighborhood. The project is slated to build four buildings consisting of approximately 715,000 square feet, including 90,000 square feet of direct street access retail space at the ground level, 445 new apartments (from 400 sq. ft studios to 1050 sq. ft. two-bedroom units) and structured off street parking for approximately 800 vehicles.

The specific community development objectives flow from activities required to relieve the blighted conditions and introduce economic activity: Remove blighted land uses; upgrade infrastructure; facilitate re-use by firms that compliment downtown Portland and the city overall; create a vital area of mixed business, residential and recreational uses by building a parking garage to spur growth; and private sector job creation.

The project received Portland Planning Board approval in January 2014. A legal appeal filed by opponents of the project has been settled. In March 2015, the Portland Planning Board approved revisions to the original plan. The City anticipates the project to be under construction by the Summer of 2015 with an anticipated two to three year build-out period.

federal sources and have no other viable resources to keep or obtain housing. Further, applicants must have an annual income of less than 30% of area median income. The standard that must be used for calculating annual income is established in 24 CFR 5.609. The highest priority applicants for rapid rehousing are those currently homeless persons for whom a potential living unit has been identified and will be available in less than one (1) month.

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

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

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

2. If the Continuum of Care has established centralized or coordinated assessment system that

meets HUD requirements, describe that centralized or coordinated assessment system.

The Portland CoC uses a common intake form. Intake is coordinated but not yet centralized.

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

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

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

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

Portland does meet the requirements of homeless participation through the Emergency Shelter Assessment Committee or ESAC. Portland has created a centralized structure, the Emergency Shelter Assessment Committee (ESAC), which is a collaborative of social services agencies, community representatives, businesses and consumers to identify, monitor, advocate, plan, encourage consumer input and involvement in, and facilitate collaborative decision making around all shelter, housing and support issues concerning homeless teens, adults, and families. The United Way and the City of Portland first established ESAC in 1987 as a purely advisory entity. ESAC is also the central entity for planning, monitoring, and decision making for the Department of Housing & Urban Development (HUD) Continuum of Care homeless Assistance Grant Application. ESAC also produces monthly and quarterly statistics on shelter usage and provides a forum to discuss new programs, resource availability, emerging trends and resolving problems within the continuum that may arise from time to time.

ESAC has two co-chairs from Health & Human Services Department, Social Services Division, and an individual from a community nonprofit organization. Homeless Voices for Justice is a state-wide social change movement, organized and led by people who have struggled with homelessness. It is a grassroots effort based on the belief that true change occurs only when those affected by an unjust system are directly involved in addressing the injustices and in which disenfranchised people become empowered and gain leadership skills to organize and advocate for institutional change. Working with chapters in Alfred, Augusta, Brunswick, and Portland, Homeless Voices for Justice holds membership meetings at shelters and soup kitchens to strengthen communications between people experiencing homelessness. Our social change activities range from representation in planning bodies, to policy advocacy, to voter registration and community education, to direct action. A member from Homeless Voices for Justice always sits as one of the tri-chairs for the ESAC Committee.

5. Describe performance standards for evaluating ESG.

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

Discussion:

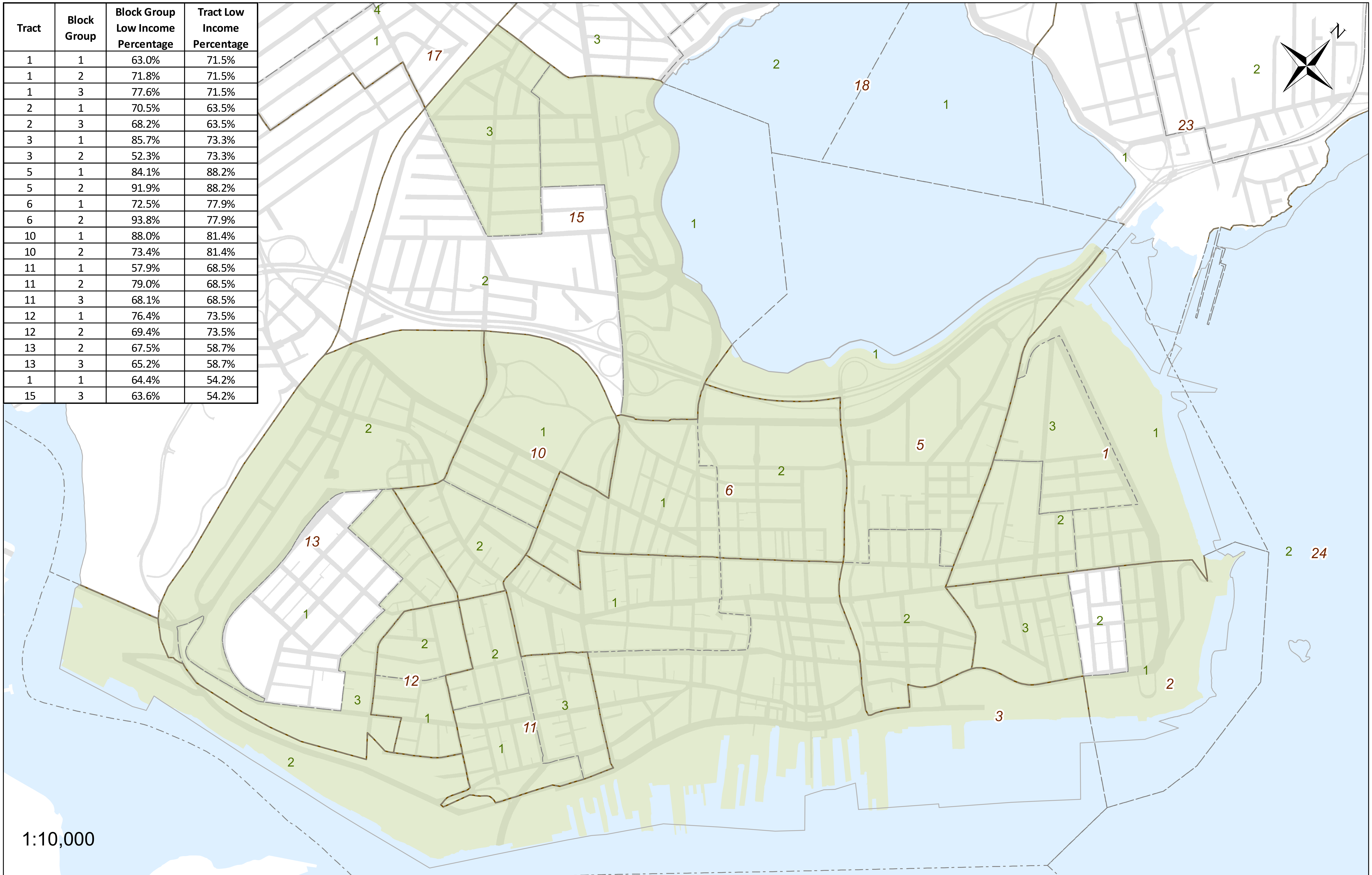
The City of Portland is committed to monitoring the performance of grant recipients to ensure that Federal funds are used appropriately and in a manner to maximize low and moderate income public benefit. Grant recipients include City of Portland Departments and Divisions, outside social service agencies,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

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

Owner occupied rehab projects are monitored through an annual mailing to ensure owner occupancy and tenant occupancy requirements are being met. HomePort projects are monitored through an annual mailing to ensure owner occupancy. The Owner Occupied Housing Rehabilitation Program is monitored on an annual basis for occupancy and rental affordability compliance. Occupancy monitoring notices and tenant income verification forms are sent out on a quarterly basis. (HOME funds have not been a successful financing mechanism for multi-family rehab and therefore we have very few of these types of projects that require monitoring). Additionally any necessary housing inspections are completed. New Construction/CHDO Funded Rental Housing projects are monitored for tenant income certifications and site inspections. Site inspections are completed by the City's Housing Rehabilitation Specialist and include an inspection of all HOME assisted units as well as common areas and the exterior of each property.

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

Tract	Block Group	Block Group Low Income Percentage	Tract Low Income Percentage
1	1	63.0%	71.5%
1	2	71.8%	71.5%
1	3	77.6%	71.5%
2	1	70.5%	63.5%
2	3	68.2%	63.5%
3	1	85.7%	73.3%
3	2	52.3%	73.3%
5	1	84.1%	88.2%
5	2	91.9%	88.2%
6	1	72.5%	77.9%
6	2	93.8%	77.9%
10	1	88.0%	81.4%
10	2	73.4%	81.4%
11	1	57.9%	68.5%
11	2	79.0%	68.5%
11	3	68.1%	68.5%
12	1	76.4%	73.5%
12	2	69.4%	73.5%
13	2	67.5%	58.7%
13	3	65.2%	58.7%
1	1	64.4%	54.2%
15	3	63.6%	54.2%



2010 Block Groups
2010 Census Tracts
Block Group & Tract > 51% Low Income

City of Portland CDBG Target Areas

Map prepared by the City of Portland, Maine
Department of Public Services

Date: 4/16/2015

Portland, Maine
Yes. Life's good here.
Mary Davis
Division Director, Housing & Community Development Division

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

FROM: Mary Davis, Division Director
Amy Grommes-Pulaski, HCD Program Manager
Housing and Community Development Division

DATE: April 17, 2015

SUBJECT: Review and Recommendation to City Council
Revisions to the CDBG Allocation Process

Housing and Community Development staff is recommending the following adjustments to the CDBG allocation process.

CDBG Allocation Committee Recommendation

The current funding caps are $150,000 for social service applicants and $250,000 for development activities. With the cuts to CDBG funding at the federal level, the Allocation Committee (AC) expressed concern that with the current funding caps, large requests can take up the majority of the pot of funds. The AC is recommending a decrease in the amount of funds each applicant can request based on the amount of funds available the previous year. The proposal would be to limit *outside* development requests (including economic development, non-profit rehab, housing and other development projects) to no more than 30% of the previous year's allocation amount or $250,000, whichever is less. Public infrastructure improvement applications from the City would be allowed to request up to $250,000.

Staff Recommendation

After the FY14/15 allocation process, the Allocation Committee recommended eliminating all bonus points in order for the Committee's scoring criteria to guide the allocation process. At that time, HCD staff supported the Allocation Committee's recommendation to eliminate bonus points. However, after further consideration staff has noticed that each year child care is not funded the current City Manager redistributes funding to ensure it receives an award, thus reinforcing child care as a priority. For this reason, HCD staff is recommending that 3 bonus points be awarded for each child care project or program in the Social Services funding category.

In addition, HCD staff is recommending the $150,000 set-aside for Community Policing be continued.

389 Congress Street / www.portlandmaine.gov / tel, 207•756•8246 / tty, 207•874•8936 / fax, 207•874•8949

Portland, Maine

Yes. Life's good here.

Mary Davis
Division Director, Housing & Community Development Division

Summary of Recommendations

Staff is asking approval of and recommendation to the City Council of the following revisions to the CDBG Allocation Process:

1. Limit *outside* development requests (including economic development, non-profit rehab, housing and other development projects) to no more than 30% of the previous year's allocation amount or $250,000, whichever is less. Public infrastructure improvement applications from the City would be allowed to request up to $250,000.

2. Three (3) bonus points be awarded for each child care project or program in the Social Services funding category.

3. $150,000 set-aside for Community Policing be continued.

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Portland, Maine Yes. Life's good here.

Mary Davis
Division Director, Housing & Community Development Division

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

FROM: Mary Davis, Division Director
Amy Grommes-Pulaski, HCD Program Manager
Housing and Community Development Division

DATE: April 17, 2015 (Revised April 22, 2015)

SUBJECT: Review and Recommendation to City Council
Revisions to the CDBG Allocation Process

Housing and Community Development staff is recommending the following adjustments to the CDBG allocation process.

CDBG Allocation Committee Recommendation

The current funding caps are $150,000 for social service applicants and $250,000 for development activities. With the cuts to CDBG funding at the federal level, the Allocation Committee (AC) expressed concern that with the current funding caps, large requests can take up the majority of the pot of funds. The AC is recommending a decrease in the amount of funds each applicant can request based on the amount of funds available the previous year. The proposal would be to limit *outside* development requests (including economic development, non-profit rehab, housing and other development projects) to no more than 30% of the previous year's allocation amount or $250,000, whichever is less. Public infrastructure improvement applications from the City would be allowed to request up to $250,000.

Staff Recommendation

Bonus Points: After the FY14/15 allocation process, the Allocation Committee recommended eliminating all bonus points in order for the Committee's scoring criteria to guide the allocation process. At that time, HCD staff supported the Allocation Committee's recommendation to eliminate bonus points. However, after further consideration staff has noticed that each year child care is not funded the current City Manager redistributes funding to ensure it receives an award, thus reinforcing child care as a priority. For this reason, HCD staff is recommending that 3 bonus points be awarded for each child care project or program in the Social Services funding category.

Set-Aside: In addition, HCD staff is recommending the $150,000 set-aside for Community Policing be continued.

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Mary Davis
Division Director, Housing & Community Development Division

Geographic Distribution of Funds: The City of Portland's priority in allocating federal resources has always been to focus on the areas of the jurisdiction with the most need. The areas of the highest minority populations and lowest incomes include Census Tracts 5, 6 and 10, which represent the East Bayside, Bayside and Parkside neighborhoods respectively. The goal is to direct the majority of resources into these neighborhoods. The HCD office is also considering the benefits of creating a HUD Neighborhood Revitalization Strategy Area to help increase investment in these neighborhoods.

In addition to the areas mentioned above, we have identified additional target neighborhoods, which are located primarily on the peninsula in Districts 1 and 2. The target neighborhoods are sections of the City that have been identified through the 2010 Census as neighborhoods where at least 51% of the residents are low to moderate income individuals or households. Based on new American Community Survey Data and updated information from HUD, Portland has now identified more of the peninsula, than in the past, for federal resources. Nearly all of the peninsula will now be part of the target neighborhoods. Street, sidewalk, infrastructure, parks, playgrounds, and other area benefit projects will be located in the target neighborhoods to benefit the low and moderate income individuals and families that live there.

Housing rehabilitation and new construction benefit individual persons or households who are low to moderate income, and therefore HOME funds can be spent throughout the City and County and are not limited to a specific geographic area.

The new CDBG Targeted Area Map is attached. The map represents CDBG "targeted areas" rather than a more restrictive "eligible areas" approach. The current map designates CDBG "eligible areas" and restricts area-wide CDBG activities to these designated areas. The new map identifies areas in which CDBG investment would be focused or targeted. This recommended approach would not eliminate projects in other areas of the City. Projects in other areas would to have to be determined eligible based on a review of the American Community Survey income data for the service area of the project.

Summary of Recommendations

Staff is asking approval of and recommendation to the City Council of the following revisions to the CDBG Allocation Process:

1. Limit *outside* development requests (including economic development, non-profit rehab, housing and other development projects) to no more than 30% of the previous year's allocation amount or $250,000, whichever is less. Public

Mary Davis
Division Director, Housing & Community Development Division

infrastructure improvement applications from the City would be allowed to request up to $250,000.

2. Three (3) bonus points be awarded for each child care project or program in the Social Services funding category.

3. $150,000 set-aside for Community Policing be continued.

4. Adopting a new CDBG Targeted Area Map.

Tract	Block Group	Block Group Low Income Percentage	Tract Low Income Percentage
1	1	63.0%	71.5%
1	2	71.8%	71.5%
1	3	77.6%	71.5%
2	1	70.5%	63.5%
2	3	68.2%	63.5%
3	1	85.7%	73.3%
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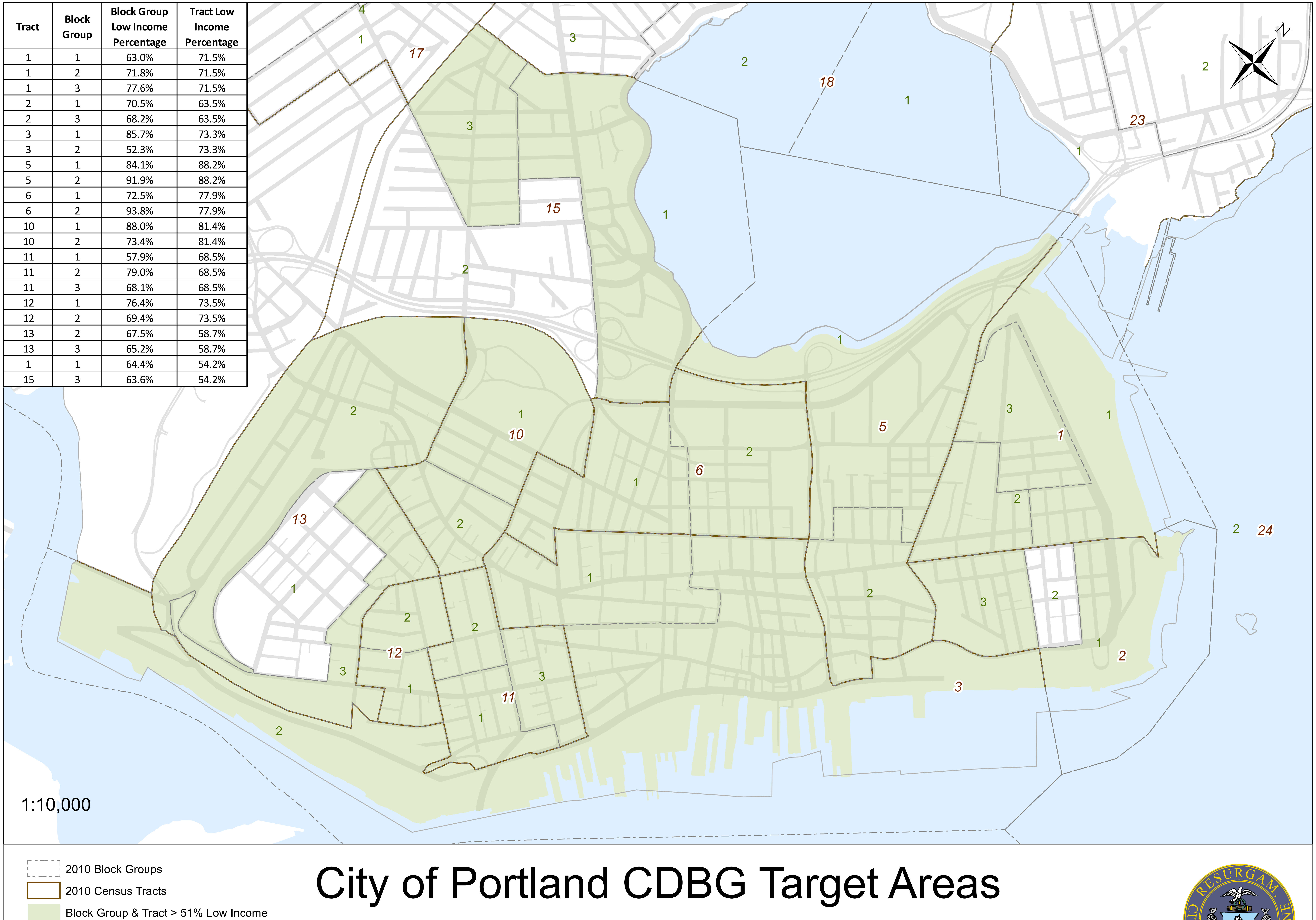
10	1	88.0%	81.4%
10	2	73.4%	81.4%
11	1	57.9%	68.5%
11	2	79.0%	68.5%
11	3	68.1%	68.5%
12	1	76.4%	73.5%
12	2	69.4%	73.5%
13	2	67.5%	58.7%
13	3	65.2%	58.7%
1	1	64.4%	54.2%
15	3	63.6%	54.2%



City of Portland CDBG Target Areas

Map prepared by the City of Portland, Maine
Department of Public Services

Date: 4/16/2015

Economic Development Department
Gregory A. Mitchell, Director

MEMORANDUM

TO: Housing and Community Development Committee (HCDC)

FROM: Greg Mitchell, Economic Development Director

DATE: April 14, 2015

SUBJECT: Review and recommendation to City Council to Authorize the Acting City Manager to execute Amended and Restated Lease Agreement with Nova Star Cruises Limited

I. SUMMARY OF ISSUE

On April 7, 2014, the City Council authorized the City Manager to execute a lease with Nova Star Cruises for use of Ocean Gateway for ferry service connecting the Port of Portland, Maine with Yarmouth, Nova Scotia. Nova Star has approached the City for amendments to the lease, including, among others noted below, a shortened season, originally May 1 to October 31 – shortened to June 1 to October 14.

Attached is a proposed Amended and Restated Lease (ARL), with Nova Star Cruises Limited, which has been negotiated under the direction of the HCDC. An overview of the Amended and Restated Lease (ARL) terms is provided below.

Seasonal exclusive use, at certain times, of the following Ocean Gateway facilities and property:

- ***Queuing Area*** during certain times of day – originally 5:00 p.m. to 11:00 p.m., amended to 4:30 p.m. to 9:30 p.m. during the Operating Season.
- ***Berthing*** – originally 7:00 p.m. to 11:00 p.m. daily, amended to 6:30 p.m. to 9:30 p.m., during the Operating Season, except when cruise ships are in port Vessel arrival time shall be 7:00 p.m. It will be Tenant's responsibility to track scheduled cruise ship visits in order to ensure proper berthing time.
- ***Roll-on, Roll-off Ramp*** – Amended lease has Tenant responsible for all repairs and maintenance of the ramp.

- ***Terminal Building*** – No change to original lease. Original lease gives Tenant exclusive daily use of the ground floor of the Terminal Building at Ocean Gateway for Custom Border and Protection screening between the hours of 5:00 p.m. and 9:00 p.m. during the operating season.

- ***Receiving Building*** – Original lease gives Tenant non-exclusive use of the Receiving Building between 9:00 a.m. and 9:00 p.m. for passenger waiting area and rest rooms. The ARL allows Tenant to use the Receiving Building for ticketing and requires Nova Star to conduct daily cleaning. Use of the Receiving Building is "as is", which means any changes to building requested by Tenant shall be implemented at Tenant's sole expense with Landlord approval.

- ***Departure Building*** - Original lease gives Tenant 24/7 exclusive use of the Departure Building for office and ticketing operations, as well as for general passenger support purposes, at an annual amount as rent of $19,200; the ARL has the Tenant not using the Departure Building.

- ***Parking* -** Original lease allows Tenant all day parking spaces for up to five (5) employees, and part-time parking (original start time at 5:00 p.m. changed to 4:00 p.m. to 12:00 midnight) for up to ten (10) additional part-time parking spaces at a mutually agreeable cost and location; the ARL increases 5 full-day parking spaces to 7 and increasing 10 additional part-time parking spaces to 15, all located at the Thames Street parking lot. There are no changes to the parking rates.

- ***Term* -** There are no changes to the original lease term. Original lease allowed for a three (3) year initial term with three additional renewal terms: two, two-year renewal terms, and one-year renewal term. Renewals would be subject to mutual agreement.

- ***City Fees* -** See attached Lease Exhibit B for fees, with amendments to delete all references to first year fees and increase parking cost (due to the number of additional parking spaces), along with an increased cost to use the Receiving Building for ticketing. The ARL has berthing at $1.00 per foot of overall vessel length per day, or $15,900 monthly; monthly parking will be $1,225; and monthly ground rent will be $4,660.

- ***Lease Deposit***. $10,000 – paid at time of execution of original lease.

II. REASON FOR SUBMISSION

The ARL Agreement for use of Ocean Gateway requires City Council approval.

III. INTENDED RESULT

A recommendation from the HCDC to the City Council for the Acting City Manager to execute the ARL.

IV. COUNCIL GOAL ADDRESSED

Promote economic development in the City in a manner that provides for increased property values, diversification across industry sectors, and high paying jobs.

V. FINANCIAL IMPACT

Projected Lease rent and fee revenue is contingent upon the level of passenger, vehicle, and truck use. A conservative estimate is $100,000 per season.

VI. STAFF ANALYSIS

Staff, working under the direction of the HCDC, negotiated the ARL agreement acceptable to both parties.

This matter is scheduled for a vote by the HCDC, in the form of a recommendation to the City Council, on April 22nd. This item has been placed on the April 27th City Council meeting Agenda for final action, as the May City Council meetings are reserved for budget discussions and Nova Star's second season starts June 1st.

VII. RECOMMENDATION

Staff recommends that the HCDC vote to forward this ARL to the City Council with a recommendation that the Acting City Manager be authorized to execute the ARL in substantial conformance to the attached ARL.

VIII. LIST ATTACHMENTS

- Proposed Amended and Restated Lease

AMENDED AND RESTATED

LEASE BY AND BETWEEN CITY OF PORTLAND AND

NOVA STAR CRUISES LIMITED

RE: OCEAN GATEWAY

THIS AMENDED AND RESTATED LEASE AGREEMENT dated as of _____ day of _________, 201~~5~~4 is by and between the City of Portland, Maine, Maine municipal corporation with a principal office at 389 Congress Street, Portland, Maine 04101 (the "**Landlord**"), and Nova Star Cruises Limited, a Canadian registered corporation with a principal office at 131 Sandy Run, Hammond Plains, Nova Scotia, Canada, B4B - 1X9 (the "**Tenant**").

WHEREAS, Landlord and Tenant are parties to a Lease Agreement dated April 28, 2014 (the "Existing Lease") for certain space ~~**Landlord** owns certain real property and improvements known as~~at the Ocean Gateway, including a Receiving building and a Terminal building at 14 Ocean Gateway Pier, ~~and a Departure building (formerly known as the "Paint Building") at 14A Ocean Gateway Pier~~, and queuing and parking areas (collectively the "OG Facilities") located at the Ocean Gateway Pier, Portland, Maine; and

WHEREAS, under the Existing Lease, **Tenant** ~~wishes to~~ operates an international ferry service between Portland, Maine and Yarmouth, Nova Scotia on a cruise ferry vessel known as the Nova Star, 161 meters in length, or other vessel supplied by **Tenant** and approved by **Landlord**; and

WHEREAS, both parties desire to continue the operation of the ferry service under the amended lease terms set forth herein; and ~~wish to continue service between Portland and Yarmouth (the "Service") by a corporate affiliate of **Tenant** on vessel cruise ferry known as the Nova Star, 161 meters in length, or other vessel supplied by **Tenant** and approved by **Landlord**, which shall not be unreasonably withheld, supplied by **Tenant** or its corporate affiliates (the "Vessel"); and~~

WHEREAS, in order to memorialize the above, Landlord and Tenant desire that the Existing Lease be substantially amended and restated to modify the Existing Lease.~~**Landlord** wishes to lease to **Tenant** office, ticketing, and passenger support space and to provide passenger departure and receiving space, queuing, berthing and employee parking facilities (the "Premises"), for use by **Tenant** and its customers in the conduct of the Service~~;

NOW, THEREFORE, in consideration of the mutual promises herein contained, and other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, Landlord and Tenant hereby mutually agree that the Existing Lease be amended and restated as of the Effective Date (as defined in Section 3).~~in consideration of the mutual covenants and agreements set forth herein, and for other good and valuable consideration, receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:~~

1. Premises.

Landlord does hereby lease, demise and let unto **Tenant**, to have and to hold on the terms herein, subject to the reservation and condition in subparts below, the Premises identified herein and shown on Exhibit A, attached hereto and incorporated herein.

~~a. 24/7 Exclusive use space. The following space is available for the exclusive use of **Tenant** for the Initial Term or Renewal Term of this Lease:~~

~~i. Office and ticketing space at the Departure building to be used for customary and usual office and ticketing operations (the "Office Space"), as well as for general passenger support purposes;~~

~~ii. The interior of this structure is now unimproved; **Landlord**'s sole obligation shall be to provide electricity and water to the building, with **Tenant** responsible for any improvement it requires, as provided below.~~

~~iii. The approximate exterior dimensions of the Departure building are forty feet by forty feet, and its location is shown on Exhibit A.~~

a.~~b~~. Spaces for exclusive use at certain times. The following spaces are available for the Exclusive use of **Tenant** for the hours stated during the Operating Season:

i. Queuing area. The sole area to be used for marshalling inbound and outbound vehicles, is the area labeled "Out Bound Queue" and "In Bound Queue" on Exhibit A, as may be modified to meet Customs and Border Protection requirements, and is to be used by **Tenant** on a non-exclusive but priority basis during the Operating Season to accommodate its sailing schedule, as outlined in Section 4. The Queuing area will be available to the **Tenant** for its exclusive use, however, only between the hours of 4:30~~5:00~~ P.M. and 9:30~~11:00~~ P.M., daily, and only during the Operating Season. The Queuing area may be reduced temporarily by mutual agreement of the **Tenant** and the City of Portland's Director of Facilities Management or his/her designee (the "Director"). In addition, **Tenant** may place in the Queuing area any trailers or other facilities or improvements required by the U.S. Custom Border Protection service to be in or near such area, with the approval of the **Landlord** which may not be unreasonable withheld, and subject to regulatory approval by the Portland Planning Board and/or Planning Staff. With respect to the queuing of commercial trucks and all truck with a cab and articulating trailer ('semi's'): The **Tenant** will actively discourage the ~~the~~ queuing of such vehicles in the public ways of the **Landlord**. Before the beginning of the ~~first~~ Operating Season,

Tenant will provide **Landlord** with a written plan for queuing such vehicles, ~~including the contingency of such vehicles, while awaiting departure, being too numerous to be accommodated in the Outbound Queuing Area, and possibly~~ including the establishment of an off- site queuing area, with radio or telephone communication used to coordinate movement of such trucks to the Premises from that area.

ii. Berthing. In addition to the foregoing, berthing at the OG Terminal may be used by **Tenant** and the Vessel on a non-exclusive but priority basis during the Operating Season, based upon **Tenant**'s sailing schedule, as outlined in Section 4. During the Operating Season, ~~T~~the Berthing area will be available to the **Tenant** for its exclusive use between the hours of 6:30~~7:00~~ P.M. and 9:30~~11:00~~ P.M., daily, except that when cruise ships are in port~~, then~~ Vessel arrival time shall be 7 P.M.~~, during the Operating Season.~~ It will be **Tenant**'s responsibility to track scheduled cruise ship visits in order to ensure proper berthing time. In the event **Tenant** wants unscheduled berthing, a request for such berthing shall be made with as much advance notice as reasonably possible prior to the need for such berthing. **Landlord** shall make such berthing available to the extent it is reasonably available, subject to the provisions of Section 4 below. The **Landlord** reserves the right to assign a secondary berth to **Tenant** in the event of **Tenant**'s off-schedule berthing. **Tenant** shall be solely responsible for the cost of moving its vessel to off-schedule berthing, including but not limited to any security costs, and **Landlord** shall have no responsibility for such moving, security or related costs. Use of the Berthing area shall include the use of the "roll-on, roll-off" ramp facilities now existing at the OG Terminal, as is, for vehicle and passenger loading and unloading. Use of this ramp facility is at **Tenant**'s sole risk and expense. **Tenant** shall be solely responsible for all repairs and maintenance of the "roll-on, roll-off" ramp. ~~**Tenant** agrees to have an appropriate engineering or other profession certify to **Landlord** as to the safety and acceptability of the interface of this ramp facility and the corresponding facilities on the Vessel, on or before April 15, 2014. **Landlord** is to certify that the ramp facility is constructed and maintained to the supplied drawings and specifications on execution of this Agreement. Upon request, **Landlord** will provide **Tenant** with any plan or schedule **Landlord** has for the maintenance of this ramp facility.~~ The approximate size and location of this above non-exclusive use space shall be as shown on Exhibit A.

iii. Terminal Building. **Tenant** will have the exclusive use of the ground floor of the Terminal Building at the OG Terminal between the hours of 5:00 P.M. and 9:00 P. M. daily, during the Operating Season, for the processing of passengers by Custom Border Protection, and related functions. The **Tenant** will 'staff' this area during this exclusive use time, and clean the area after each use, and secure (lock up) the area after each use, unless requested otherwise by **Landlord**'s employees.

b~~e~~. Non-exclusive use space. The following spaces is available for the non-exclusive use of **Tenant** during the Operating Season:

i. Receiving Building. Between the hours of 9:00 A.M. and 9:00 P. M. daily, during the Operating Season, the Receiving Building at the OG Terminal may be used by **Tenant** on a non-exclusive basis, in common with others, for ticketing, including the passenger waiting areas and rest rooms within the OG Receiving Building. During cruise ship operations at the OG Terminal, cruise ship passenger support will be a significant use within the Receiving building and surrounding vehicle circulation areas. **Tenant** will secure (lock up) the area after each use, unless requested otherwise by **Landlord**'s employees.

Use of the Receiving Building is provided "as is." Any changes to the building, either requested by the **Tenant** or required to facilitate the **Landlord**'s simultaneous use of the space for cruise ship operations, shall be implemented at the Tenant's sole expense.

ii. Exterior areas. In addition to the foregoing, the walkways, driveways and roadways within the OG Terminal may be used by **Tenant** on a non-exclusive basis, in common with others. However, on any day on which another vessel (such as a cruise ship) or scheduled event will be using the OG Terminal, the **Tenant** and its passengers will only use the area ~~to the east of the Departure Building~~ for dropping off of customers and passenger~~s,~~ ticketing, and **Tenant** will co-operate with **Landlord** to adequately place personnel~~signage~~ for incoming customers and passengers to be aware of this use restriction. No outboard queuing is allowed in Receiving parking lot. Queuing prior to 4:30 PM must occur east of Departure Building or within the outbound queuing lane.

iii. Portland Ocean Terminal. Use of eight hundred (800) square feet of storage space from January 1, 2015 to December 31, 2016.

c~~d~~. Parking. **Landlord** will make available to **Tenant** for its employees' parking up to 7~~5~~ full-day parking spaces and up to 15~~10~~ additional parking spaces available only between 4:00~~5~~ P.M. and 11:59 P.M., daily, in the City-owned Thames Street parking lot per Exhibit B fee schedule~~at a mutually agreeable cost and location, d~~ during the Operating Season of each year of the term of this Lease or any renewal term. **Landlord** will assist the **Tenant** such that **Tenant** is able to direct customers of parking facilities within the City of Portland, including the nearby Ocean Gateway Garage, but **Landlord** will~~th~~ not provide any cus~~m~~tomer parking (other the Queuing area described above, to be used for queuing). Employee vehicles parked in the Receiving lot are subject to ticketing if parked beyond posted limits.

d~~e~~. **Landlord** reserves the right to change particular locations of those portions of the Premises which are for non-exclusive use by **Tenant**, but subject to the condition that such re-location(s) will not unreasonably burden the operations of **Tenant**. The intent of this reserved right to re-locate is to allow **Landlord** to continue the ongoing development and enhanced utili~~t~~zation of its limited waterfront real estate, in coordination with other parties using nearby locations, or desiring to make use of City owned property or nearby locations.

This Lease Agreement is non-exclusive, ~~except as provided for above for exclusive use~~ and nothing herein shall prevent or prohibit the **Landlord** from leasing other available space at either the Ocean Gateway or any other facility owned or operated by **Landlord**, to another **Tenant** for any purposes **Landlord** deems suitable, including but not limited to the operation of a similar ferry service. **Tenant**'s use of the Queuing area and all other areas to be used by passengers is subject to any reduction in size or configuration or availability as may be required, at any time, by any security agencies having jurisdiction with respect to such areas.

2. [intentionally omitted]

3. Term.

a. ~~Initial~~ Term. Except as provided below, the ~~Initial~~ Term of this Lease shall be from May~~April~~ 15, 2015 the "Effective Date") ~~2014~~ through October 31, 2016, with **Tenant** option to renew for two (2) additional two (2) year terms and then one (1) one (1) year term (the Renewal Term or Terms), subject to mutual agreement of the parties as to Rent and Fees. **Tenant** shall provide **Landlord** with notice no later than one full year before the then effective end date of the then term of this Lease, as to whether **Tenant** wishes to renew this Lease. If **Tenant** wishes to renew, the parties shall meet no later than within two months of such notice to negotiate renewal Rent and Fees. In the event the parties have not agreed on such Rent and Fees within four months after such notice, then this Lease will terminate effective on that then effective end date.

b. Operating season. **Tenant**'s Operating Season shall be June~~May~~ 1 to October 14~~31~~, annually (the "Operating Season"), which may be enlarged or extended, upon a request from **Tenant**, after approval of the **Landlord** in its sole discretion. **Tenant** shall have the right to ~~exlusive occupancy of the portion of the Premises which is the Departure Building, and~~ non-exclusive use of the ~~remainder of the~~ Premises from two weeks before the beginning of the Operating Season, and two weeks after the end of the Operating Season of each year of the ~~Initial~~ Term of this Lease and any Renewal Term, for preparation and winding up, but subject to other uses the **Landlord** may make of all portions of the Premises~~, but for the Departure Building~~.

4. Permitted Uses.

a. During the term of this Agreement, **Tenant** is permitted to use the Premises and related OG Facilities for the purpose of conducting the Service via the Vessel. **Tenant** reserves the right to change vessels providing the Service hereunder, (so long as such new vessel is of reasonably comparable quality and is functionally compatible with the then existing facilities at OG), subject to **Landlord**'s approval which shall not be unreasonably withheld. **Tenant** shall pay all costs associated with accommodating any such change in, or addition to, such vessel(s).

b. **Tenant** agrees to provide seven (7) days of service per week during the Operating Season, subject to normal exigencies of the ferry business, including weather and mechanical breakdown. Sailings shall be daily with arrivals at 6:30~~7:00~~ p.m. except that when cruise ships are in port, vessel arrival time will be 7:00 p.m. ~~and~~ with departure~~s~~ by 10:00 p.m. Should **Tenant** wish to institute additional service, the parties will meet to review the issue of priority berthing and queuing availability for such additional or modified service schedule, and such additional service shall only be instituted with the written approval of the **Landlord**, and at **Landlord**'s sole discretion. Should **Tenant** wish to reduce its schedule of service, **Tenant** will provide as much notice as reasonably practicable and will provide best efforts to give notice at least sixty (60) days in advance.

c. **Tenant** acknowledges that no trade or occupation shall be conducted on or from the OG Facilities or use made thereof that would be unlawful, improper, or offensive, or contrary to any law or any municipal by-law or ordinance.

5. Rent; Fees.

a. **Tenant** shall pay Fees, when due, as provided on Exhibit B, attached hereto and incorporated herein.

b. Payment: Tenant shall make monthly rental payments for parking, berthing, and ground rent in advance on the 15th day of each month commencing May 15, 2015 and continuing until and including September 15, 2015, and for the 2016 season. The monthly rent for parking shall be $1,225.00; the monthly rent for berthing shall be $15,900.00; and the monthly ground rent shall be $4,660 for a total monthly expense of $21,785.

~~b. **Tenant** shall pay, for the use of the Departure Building, an annual amount as Rent of Nineteen Thousand Two Hundred Dollars ($19,200.00) due and payable as specified in Section 6 (a), below.~~

c~~be~~. Overnight berthing may be provided upon **Tenant**'s request, if such berthing is reasonably available. In such case, the fee for such berthing shall be pursuant to Exhibit B.

d~~cd~~. Upon execution of this Lease, **Tenant** agrees to pay **Landlord** a deposit in the amount of Ten Thousand ($10,000.00) which deposit shall be forfeited in full to **Landlord** in the event of termination or default prior to one full season of operation by **Tenant**. After this first season of operation, this deposit shall be retained by **Landlord** as security deposit.

6. Payment; Statements.

~~a. Payment: Rent shall be paid in twelve equal monthly payments in advance beginning on April 1, 2014, and thereafter on the 1st day of each month of the term of this Lease and any renewals.~~

a~~b~~. ~~Other fees:~~ **Tenant** shall pay ~~T~~the per passenger fees, per vehicle fees, berthing and common area fees in Exhibit B ~~shall be paid,~~ without need for an invoice from **Landlord**, by the fifteenth (15th) day of each month for the calendar month immediately preceding such payment, accompanied by **Tenant**'s statement as provided below. ~~All other Fees shall be paid within Thirty (30) days of receipt of an invoice from the **Landlord**.~~

b~~c~~. ~~All payments will be made in U.S. legal tender to the **Landlord** at the address herein. **Tenant**'s right to occupy the Exclusive Use space and its Rent and Fee obligations under Paragraph a.. above shall start on April 1, 2014;~~ Fees due ~~only~~ during the Operating Season in Paragraph a~~b~~. above shall begin as of the first day of the month of said Operating Season. No additional rent shall be charged for insurance or operating expenses, unless otherwise provided for herein. **Tenant** shall be responsible for payment of personal property taxes which may be payable on their trade fixtures and equipment, and for payment of any federal, state or local fees or taxes which may apply to their operations hereunder.

c~~d~~. Late payment: **Tenant** shall make prompt and timely payment of all rentals, fees, and other charges due hereunder as the same may from time to time come due.

In the event that any such payment is not made within thirty (30) days of the invoice due date, a penalty of one percent (1-%) per month 12% per annum) shall be assessed and paid on all such amounts outstanding.

d~~e~~. Address: All payments hereunder shall be written to the City of Portland and sent to the attention of: Public Assembly Facilities, Accounting Office, Portland Exposition Building, 239 Park Avenue, ~~Director of Facilities Management, City of Portland, 389 Congress Street,~~ Portland, Maine 04102~~1~~ or such other place as the Director may designate in writing from time to time.

Any invoices shall be sent to **Tenant** at the following address: Nova Star Cruises Limited, 30 Damascus Rd, Suite 201, Bedford NS, Canada B4A 0C1, Attn: Mark H. Amunden, President, or such other person or address as **Tenant** may designate in writing from time to time.

e~~f~~. **Tenant** statements: **Tenant** shall submit its official manifest or other official documentation (or electronic equivalent) showing the number of passengers, vehicles and buses/trucks (or other conveyances) transported by **Tenant** both to and from the City of Portland each month when it submits its per passenger, per vehicle and per bus/truck fees under Exhibit B. **Tenant** shall further provide **Landlord** with a statement as to monthly berthing when it submits its payment for the berthing.

f~~g~~. **Landlord** reserves the right to conduct an audit of **Tenant**'s traffic records, upon reasonable notice and during regular business hours, to determine the accuracy of amounts paid hereunder. In the event such audit discloses an underpayment to **Landlord** of more than Five Percent (5%) in any year, **Tenant** shall pay to **Landlord**, in addition to the amount owed and any applicable late charges, the reasonable cost to **Landlord** of its audit.

7. Condition of Premises; Improvements to Premises.

a. "As is." **Tenant** has had the full opportunity to inspect ~~the Exclusive Use space,~~ the berthing, queuing, parking and the common use space prior to execution of this Amended and Restated Lease Agreement and takes all such space, specifically including the existing 'roll-on roll-off' ramp, "as is", except as specifically provided herein. Should **Tenant**'s Vessel require modifications of the existing 'roll-on roll-off' ramp, such modifications shall be solely at **Tenant**'s cost and expense, and subject to all required reviews and permits for such structure, including but not limited to approval of the Director which shall not be unreasonably withheld. Should **Tenant** change vessels and this results in the need for a new or modified ramp structure, gangway structure or other portions of the OG Facility from that provided as of May 1, 2015~~2014~~, such modified structure or facilities shall be provided solely at **Tenant**'s cost and expense, and subject to all required reviews and permits for such structure, including but not limited to approval of the Director which shall not be unreasonably withheld.

b. In the event **Tenant** wishes to make improvements to the Premises, it shall obtain the written approval of **Landlord** prior to undertaking any such improvements, which approval shall not be unreasonably withheld, but all such improvements shall be at **Tenant**'s cost and expense.

c. Notwithstanding the foregoing, **Landlord** agrees that **Tenant** may install, at **Tenant** expense, only at particular locations approved in advance by the Director, its security camera system in order to monitor the docking basin, vehicle inspection or processing booth and waiting areas for security and operational issues; subject to the condition, however, that **Tenant** will share access with the **Landlord** to the 'live feed' from such cameras, as well as any recordings from such cameras if and when requested.

8. Obligations of Landlord; Maintenance, Utilities.

Except as otherwise provided herein, the **Landlord** shall provide for the 'landside' facilities only, at its expense, the following:

a. Heat and Ventilation to maintain the Receiving Building at a reasonable temperature and hot water at such hours and on such days as **Tenant** is using the Receiving Building, and electricity within the Receiving Building.

~~b. An Electrical connection to the Departure Building, with service to be sub-metered separately for, and paid for by the **Tenant**. **Tenant** shall have the right to use the Departure Building 24 hours per day, 7 days per week.~~

b~~c~~. Except as otherwise provided in this Lease, **Tenant** acknowledges and agrees that this Lease is a 'net lease', for the **Landlord**, and that the **Landlord** shall not be responsible for any costs, charges, expenses or the like whatsoever arising from or related to the leased premises or rights, or the business carried on or related to said premises or rights, and **Tenant** shall pay all costs, charges, expenses or the like of every nature and kind whatsoever relating to the leased premises or rights, including any passenger or vehicle ramps, unless agreed to in advance in writing by **Landlord**.

c~~d~~. Water for ordinary drinking, cleaning, lavatory and toilet facilities and necessary for efficient, adequate and sanitary provision of services for the Receiving Building~~ and the Departure Building~~, and, at the Receiving Building only, **Landlord** will provide at its cost sewer service for the facilities located therein; **Landlord** will provide water (including potable water) to the Vessel, at the Rates in Exhibit B.

d~~e~~. Maintenance and repair of the roof, exterior walls and structure of the Premises, (the marine infrastructure, i.e., the passenger bridge, security fencing, and fendering ~~and ramp~~ (except as provided in section 7.a. above), in the same condition as they are at the commencement of the term or as they may be put in during the term of this Agreement, reasonable wear and tear, damage by fire and other casualty only excepted, unless such maintenance or repair is made necessary by fault or neglect of **Tenant** or the employees, contractors, agents or invitees of **Tenant**, in which case such maintenance or repair shall be at the expense of the **Tenant** and **Tenant** shall pay all costs therefor.

e~~f~~. Maintenance and reasonable cleaning of the common use areas, including washrooms, and the exterior grounds, all walkways and queuing and parking areas available for use by **Tenant**, its employees and invitees, including snow and ice removal.

9. Obligations of Tenant.

Tenant covenants that it will, at its expense:

a. Pay when due, all Rent, Fees and other charges or assessments hereunder;

b. Pay all costs associated with the ferry operation (except as otherwise stipulated herein), including but not limited to, office and ticketing staff, provision of all office and ticketing equipment, and direct Vessel costs including but not limited to fuel, water, electricity, stevedoring, screening and security staff, staff to direct and supervise vehicle traffic and queuing, trash removal and pilotage. **Tenant** shall be responsible for the repair, maintenance and cost of its own Vessel fueling system subject to all applicable federal, state and local regulations.

c. **Tenant** is hereby required to utilize stevedores licensed by the City for line handling, loading and unloading luggage and baggage and the like, and supervising and directing the loading and un-loading of all vehicles;

~~d. Pay all utility periodic charges associated with the Departure Building, based upon a monthly invoice from **Landlord**, or from the utility itself if possible. To the extent reasonably available, sub-metering shall be used to determine such~~

~~costs;~~

d~~e~~. Pay all expenses for all installation and periodic charges associated with communications systems, including but not limited to phone systems and services, computer systems and communication services, television and cable access, satellite services, and security and video equipment and services within the exclusive use areas and used, except as provided herein, soley by the **Tenant**;

e~~f~~. Maintain the Premises in such repair as on the commencement of this Agreement, except only for reasonable wear and tear and damage caused by fire or other unavoidable casualty not the fault of **Tenant**, its employees, contractors, agents or invitees. ~~**Tenant** shall be responsible for furnishing and cleaning its Exclusive Use space.~~ **Tenant** shall not injure or deface the Premises or the OG Facilities nor permit anyone else to do so. **Tenant** agrees to report to **Landlord** promptly, but in any case within 24 hours of when it ~~it~~ knew or reasonably should have known of any substantial damage to the Premises or OG Facilities which poses any potential health or safety issue, including but not limited to any water damage or intrusion;

f~~g~~. Properly contain and dispose of all trash and garbage from its operations, including but not limited to all vessel trash and garbage, in containers suitable for pickup by **Tenant** or **Tenant**'s contractor. **Landlord** shall provide regular trash pickup for the common use areas of the OG Facilities only.

~~h~~. ~~Provide cleaning of the exclusive use space on an as needed basis relating to **Tenant**'s activities.~~ ~~"Cleaning" shall mean dusting, vacuuming, sweeping, pest management, and trash removal and similar cleaning activities;~~

g. **Tenant**, at **Tenant's** expense, to provide nightly cleaning of the common use space. Cleaning shall mean dusting, vacuuming, sweeping, and mopping all common space and similar cleaning activities. **Landlord** will provide one cleaning per day and will provide **Tenant** paper goods for restocking restrooms.

h ~~i~~. Maintain in full force and effect the insurance coverage required in Section 15 below, and such fire and extended coverage or business interruption insurance for its own property or benefit as it may deem to be appropriate. **Tenant** shall hold its property, including fixtures, furniture, equipment and the like, or that of any other owner, on the Premises at **Tenant**'s own risk;

i~~j~~. Notify the **Landlord** in advance of any proposed alterations to the Premises, including but not limited to posting of signage by **Tenant** at OG in accord with Section 11 herein. All such alterations are subject to the prior written approval of the Director, which approval shall not be unreasonably withheld;

j~~k~~. In addition to other payments required herein, **Tenant** shall pay and discharge punctually all generally applicable taxes and governmental assessments on any of **Tenant's** activities or property. The parties understand and agree that there are no real estate property taxes to be assessed against the Premises leased hereunder and chargeable to **Tenant**, but **Tenant** shall be responsible for payment of any personal property taxes which may be assessed. **Tenant** reserves the right to contest the imposition or amount of any such taxes or assessments by any means provided by law;

k~~l~~. Permit **Landlord** at reasonable times to inspect the Premises and to make, at its own expense, repairs, alterations, additions and improvements, structural or otherwise, in or to said Premises or any part thereof, and during such operations to take into and through said Premises or any part of the Premises all materials required, **Landlord** agreeing, however, that it will carry out such work in a manner which will cause **Tenant** minimum inconvenience;

l~~m~~. Not permit any employee, agent, contractor or invitee of **Tenant** to violate any covenant or obligation of **Tenant** hereunder nor create a nuisance at the OG Facilities;

m~~n~~. Keep the Premises equipped with all safety appliances required by law or any public authority because of the use made by the **Tenant** of the Premises;

n~~o~~. Keep **Landlord** informed of any unavoidable changes to sailing times sufficiently in advance so that **Landlord** can accommodate its berthing needs, if possible; however, **Landlord** does not guarantee that any revised sailing times can be accommodated; but for such notice, **Landlord** may presume the Vessel will arrive at approximately 6:30~~7:00~~ P.M, except when cruise ships are in port, when vessel will arrive at 7:00 P.M., and depart at approximately 10:00 P.M. daily; a departure of more than one hour from this time~~s~~ shall require notice to the **Landlord**; and

o~~p~~. Provide all security personnel, and any Custom Border Protection facilities, including utility connections and utilities services for the same, at **Tenant**'s cost and expense, as may be required by, or for compliance with, Custom Border Protection or the Service with the United States Coast Guard operations, and such additional security personnel as may be deemed reasonably necessary by **Tenant**; and all such required facilities and improvements shall be property of **Landlord** at the end of the lease term.

Should any maintenance or repair of the OG Facilities or the systems serving the OG Facilities require repair or replacement as a result of the negligence or willful act of the **Tenant** or the **Tenant**'s invitees, agents or contractors, **Tenant** shall be responsible for the timely repair or replacement of same. Any damage caused to the berthing, queuing, parking or common use areas, including but not limited to waiting areas, hallways, stairwells, and restrooms, caused by any of **Tenant**’s employees, contractors, agents or invitees, shall be repaired by **Landlord**, and the cost of such repair shall be billed to **Tenant** at **Landlord**’s cost, and shall be paid by **Tenant** as additional rent with the next due Rent payment; or, alternatively, taken from any security deposit being held by the **Landlord**, in which case the **Tenant** shall replenish that security deposit within ten (10) days of being informed in writing that this is necessary.

10. Certain Rights Reserved to the Landlord.

The **Landlord** reserves the following rights:

a. To retain and use in appropriate instances keys to all doors within and into the Premises and to change the locks to the Premises if **Landlord** deems it advisable. No lock shall be changed by **Tenant** without the prior written consent of **Landlord**. **Landlord** shall have the right to access the utility rooms through **Tenant**'s exclusive use space as reasonably necessary;

b. On reasonable prior notice to **Tenant**, to exhibit the Premises to prospective **Tenant**s or users of the OG Facilities and to others having a legitimate interest at any time during the term;

c. To adopt reasonable rules and regulations relating to the OG Facilities from time to time during the Term; provided, however, such rules and regulations shall not materially interfere with **Tenant**'s permitted use of the Premises. **Tenant** agrees to comply with reasonable rules and regulations from and after the fifteenth (15^{th}) day after **Tenant**'s receipt thereof;

d. To remove from the Premises, at **Tenant**'s expense, any alterations, additions, signs, awnings, or the like, not consented to in writing by the Director; and

e. **Landlord** reserves the right to berth vessels of any type at the OG Facilities, subject to **Tenant**'s rights under this Lease.

f. **Landlord** reserves the right to use the OG Terminal and OG Facilities for functions and for functions (including but not limited to weddings) for third parties, subject to **Tenant**'s rights under this Lease.

11. Signage.

Tenant shall have the right to have signage on the Premises, including but not limited to outdoor signage, which signage shall be approved by the Director and shall be at **Tenant**'s sole cost. It is the intent of the parties to prominently promote **Tenant**'s ferry service. Installation of such signage may be done by the **Landlord**, or by the **Tenant** by a contractor acceptable to the **Landlord**, at **Tenant**'s cost. General signage for the common use Space, and the parking lot at the OG facility, shall be provided and installed by the **Landlord**, at **Landlord**'s cost. All signage shall be installed and maintained in accordance with all applicable local and state governmental codes. Subject to **Landlord**'s approval which shall not be unreasonably withheld, **Tenant** may, at its expense, place murals and/or photographs and/or graphics on walls of the common use space for promotion of its ferry service. **Tenant** shall restore all such space to its original condition at the termination or expiration of the Lease.

12. Compliance with Laws.

Tenant agrees to comply with all present and future laws, ordinances, orders, rules, regulations and requirements of the federal, state and local governments or any of their departments, bureaus, boards, commissions and officials thereof (collectively, the "Laws") with respect to the Premises, or the use or occupancy thereof, including without limitation, at **Tenant**'s cost, to alter, maintain or restore the Premises in compliance with all laws relating to the condition, use or occupancy of the Premises, whether said compliance shall be ordered or directed to or against **Landlord** or **Tenant**, or both. **Tenant** shall comply, at its sole cost and expense, with all Laws relating to (i) air emissions, (ii) water discharges, (iii) noise emissions, (iv) air, water or ground pollution, or (v) any other environmental or health matter (collectively, "Environmental Laws") during the Term in connection with its use and occupancy of the Premises and the OG Facilities. **Tenant** shall not be responsible for any compliance attributable to the obligations of **Landlord** hereunder nor to any event or act which occurred prior to the execution date or after the expiration date of this Lease Agreement, unless caused by the error or omission of **Tenant**, its officers, agents, employees, contractors or invitees, nor shall **Tenant** be responsible for the cost of any change to the OG Facilities required as a result of any changes in the requirements of laws related to accessibility by persons with disabilities.

13. Security Rules.

a. **Tenant** shall comply with all safety and security requirements in its operations hereunder. **Tenant** further agrees that its officers, employees and agents shall abide by the provisions of the **Landlord**'s Federal Facility Security Plan, and with any other security directives or policies that may be promulgated from time to time by the **Landlord**, the State of Maine or by agencies of the Federal Government during the term of this Agreement. The **Landlord** agrees to provide **Tenant** with copies of the relevant portions of **Landlord**'s Plan to permit **Tenant** to comply with its terms.

b. **Tenant** shall comply with the lawful directions of the City's Facility Security Officer's directions and commands, with respect to its operations at the OG Terminal and berthing area. **Tenant** shall designate a particular person, who must be readily available, as its Security Contact Person, for the purposes of emergency and other communications to, from and with the City's Facility Security Officer.

c. **Tenant** shall, to the extent required by law or any agency with jurisdiction, prepare and file its own Facility Security Plan, which shall then become an amendment to **Landlord**'s Facility Security Plan, for **Tenant**'s operations and its use of **Landlord**'s Facilities, and provide a copy of such Plan and amendment to the **Landlord**.

d. Transportation Workers Identification Credential Requirement: All persons requiring unescorted access to the secure areas of vessels, facilities, and OCS facilities regulated by parts 104, 105, and 106 of 33 CFR (Code of Federal Regulations) must, to the extent required by law and applicable authorities, possess a TWIC (Transportation Workers Identification Credential) before such access will be granted. A TWIC must be obtained via the procedures established by TSA (Transportation Security Administration) in 49 CFR part 1572.

e. In addition, **Tenant** employees working at the OG Facilities shall have **Landlord-** approved identification badges displayed at all times when at the OG Facilities, whether within the Premises or the common use space.

f. **Tenant** shall pay all costs and expenses for additional security, required as determined by the **Landlord** in its sole discretion, due to **Tenant**'s failure to adequately provide security (whether required by third parties or not) at **Landlord**'s OG Facilities.

g. In addition, **Tenant** shall pay all costs, expenses, liabilities, losses, damages, fines, penalties, claims, and demands, including reasonable counsel fees, which may arise directly out of **Tenant**'s failure to comply with the covenants of this paragraph, and such failure shall be deemed a default under this Agreement. **Tenant** shall be responsible for obtaining all necessary permits and licenses required for its use and occupancy of the OG Facilities at its own cost and expense.

h. As provided in Section 9(p) above, **Tenant** will pay all costs related to required Security facilities.

14. <u>Indemnification.</u>

a. General. To the fullest extent permitted by law, **Tenant** shall at its own expense defend, indemnify, and hold harmless the **Landlord**, its officers, agents, and employees, from and against any and all liability, claims, damages, penalties, losses, expenses, including costs of investigation and attorneys fees, or judgments, just or unjust, arising from injury or death to any person, or damage to, or loss of use of, property sustained by anyone (including but not limited to **Landlord**'s employees or property) and arising, in whole or in part, out of **Tenant**'s use, activities at or on, or occupancy of the OG Facilities, except that such obligation of indemnification shall not include indemnification for claims to the extent such claim is caused by (i) the negligent acts or omissions of **Landlord**, its officers, agents, employees or contractors, or (ii) a breach by **Landlord** of its obligations under this Lease. **Tenant** shall include **Tenant**, its officers, agents, employees, contractors, subcontractors (including Atlantic Fleet Services Corporation) and/or invitees.

Tenant shall, at its own cost and expense, defend any and all suits or actions, just or unjust, which may be brought against **Landlord** or in which **Landlord** may be impleaded with others upon any such above-mentioned matter, claim or claims, including claims of contractors, employees, laborers, materialmen, and suppliers. In cases in which **Landlord** is a party, **Landlord** shall have the right to participate at its own discretion and expense and no such suit or action shall be settled without prior written consent of **Landlord**. Such obligation of indemnity and defense shall not be construed to negate nor abridge any other right of indemnification or contribution running to **Landlord** which would otherwise exist.

b. Covenant against liens: **Tenant** shall not cause nor permit any lien against the **Landlord**'s property or any improvements thereto to arise out of or accrue from any action or use thereof by **Tenant** and shall hold the **Landlord** harmless therefrom; provided, however, that **Tenant** may in good faith contest the validity of any alleged lien. Upon request of the **Landlord**, **Tenant** shall post a bond warranting payment of any such lien, or provide other security acceptable to **Landlord**, in the event **Tenant** contests such lien.

c. Survival. The Terms of this Section shall expressly survive the expiration or termination of this Agreement.

15. Insurance.

a. Amounts. Without expense to the **Landlord**, and with no lapse in coverage, **Tenant** shall procure and maintain, at its own cost, and show evidence to the **Landlord** of the following insurance to protect the **Landlord** from claims and damages which may arise from **Tenant**'s operations under this Agreement, whether such operations shall be performed by the **Tenant** or by anyone directly or indirectly employed by it, including without limitation Atlantic Fleet Services Corporation, in the types and minimum amounts set forth below:

Description	Coverage	Each Occurrence
(i) Commercial General Liability, including Broad Form Property Damage	B.I./P.D./ Death	$5,000,000
(ii) Vehicle Liability, including owned, hired or non-owned	B.I./P.D./Death	$2,000,000
(iii) Workers' Compensation, including U.S. Longshoremen and Harbor Workers' Coverage, as applicable	B.I./Death	Statutory
(iv) Protection & Indemnity insurance including Federal Maritime and Jones Act Coverage		$5,000,000
(v) Pollution coverage Land to Sea/Land to Land		$5,000,000
(vi) Employer's Liability B.I./P.D. including U.S. Longshoremen & Harbor Workers, as applicable		$1,000,000

b. **Landlord** protected. The **Landlord** shall be named as an additional insured under items (i) and (ii) above. Item (iii) shall include a waiver of subrogation against **Landlord**. To the extent that **Tenant** has any employees who are not covered by the Longshoremen & Harbor Workers, Federal Maritime and Jones Act coverages, **Tenant** shall provide evidence of Workers Compensation coverage in the statutory amounts, including a waiver of subrogation against **Landlord**.

c. Notice to **Landlord**. All policies of insurance required herein shall be in a form and issued by a company or companies approved to do insurance business in the State of Maine. Each such policy shall provide that such policy may not be changed, altered or canceled by the insurer during its term without first giving thirty (30) days' notice in writing to the **Landlord**. Each liability policy required to be obtained hereunder shall be on an occurrence basis. In the event that policies are not available on an occurrence basis, **Tenant** shall purchase a "tail" which provides coverage hereunder for a minimum of six (6) years after termination of this Agreement.

All policies required hereunder shall be primary to any insurance or self-insurance which **Landlord** may maintain for its own benefit. Liability insurance coverage shall also extend to damage, destruction, and injury to **Landlord**-owned or **Landlord**-leased property and **Landlord** personnel, to the extent caused by, or resulting from negligent acts, operations, or omissions of **Tenant**, its officers, agents, employees, invitees, and/or contractors.

d. Certificates. Certificates or other evidence of insurance coverages required of **Tenant** in this Section, in amounts no less than those stipulated herein or as may be in effect from time-to-time, shall be delivered to the **Landlord** prior to use of the Premises. Such certificate or certificates shall at all times while this Lease Agreement is in effect provide **Landlord** with at least thirty (30) days prior written notice of any change or modification in insurance coverage or insurance carrier.

e. **Tenant** Property Insurance. **Tenant** shall procure and maintain, at its option and election, such all risks fire and casualty insurance covering its property on the Premises as it deems necessary.

f. **Landlord** reserves the right to require a commercially reasonable increase in the minimum insurance limits hereunder at the commencement of any Renewal Term of this Lease.

16. [Intentionally omitted]

17. **Assignment/Subletting.**

a. By **Tenant**. **Tenant** shall not sublease, transfer or assign this Agreement or the rights granted hereunder at any time during the Term of this Agreement without the prior written approval of **Landlord**, which may be granted or withheld in **Landlord**'s discretion; except, however, **Tenant** may, if required by written agreement written agreement between **Tenant** and the Province of Nova Scotia, assign this Agreement and the rights granted hereunder to the Province of Nova Scotia in the event the **Tenant** is itself unable to continue operating the Service, and which case the Province of Nova Scotia will assume all of the obligations of **Tenant**s herein, as well as the rights of **Tenant** herein. No such assignment or subletting shall relieve **Tenant** of any obligations hereunder and any person accepting such assignment shall take the Agreement subject to all prior breaches and shall be liable therefor in the same manner as **Tenant**.

Tenant shall have the right to assign all of its rights, obligations and interests under this Agreement to any successor to its business through merger, consolidation, reorganization or sale of all of its assets and the consent of the **Landlord** thereto shall not be required. In such cases, **Tenant** shall provide **Landlord** with prompt written notice of any such assignment.

b. By **Landlord**. **Landlord** reserves the right to assign this Lease to a quasi municipal or State entity, provided, however, that in such event such entity shall agree to assume all of the terms and obligations of the **Landlord** under this Lease. **Landlord** shall not assign this Lease to a private party without the prior written approval of **Tenant**, which may be granted or withheld in **Tenant**'s discretion.

18. <u>Casualty Damage.</u>

a. If the Premises or any part thereof shall be destroyed or damaged by fire or other unavoidable casualty, so that the same shall be thereby rendered unfit for use, then, and in such case, the Rent hereinabove stated or a just and proportional part thereof, according to the nature and extent of injuries sustained, shall be suspended or abated, until the Premises shall have been put in proper condition for use by **Tenant**; provided, however, in the event of such destruction or damage, either **Landlord** or **Tenant** shall have the right to terminate this Lease by giving the other party written notice of such termination within thirty (30) days after such damage or destruction, and upon the giving of such notice, the term of this Agreement shall cease and come to an end as of the date of such damage or destruction and any unearned rent shall be returned to **Tenant**.

b. **Landlord** and **Tenant** each hereby waive any and all rights of action for negligence against the other which may hereafter arise on account of damage to the OG Facilities or to the property of either party, resulting from any fire, or other casualty of the kind covered by standard fire insurance policies with extended coverage, regardless of whether or not, or in what amounts, such insurance is now or hereafter carried by the parties, or either of them. **Landlord** and **Tenant** shall each be responsible for maintaining such casualty insurance on its property as it deems necessary and such policies shall waive any right of subrogation thereunder against the other party.

19. <u>Default.</u>

a. Either party may terminate this Agreement upon no less than Thirty (30) calendar days' prior written notice for failure of the non-terminating party to comply with the terms and conditions of this Agreement. In such event, the non-terminating party shall have the right to cure such default within the Thirty (30) day period, or in the case of default in any payment due hereunder, within Ten (10) calendar days of receipt of notice of such default. If a default is of such a nature that it cannot reasonably be cured within 30 days, the non-defaulting party shall permit a reasonable period to cure so long as the party in default proceeds diligently to cure such default. Such notice of default shall not be required to coincide with a rental period.

b. Any suspension of operation of the vessel in excess of ten (10) consecutive days during the sailing season, for reasons other than major mechanical failure of the Vessel, shall, at **Landlord**'s option, be deemed to be a default and termination of this Lease. For purposes of this subsection, a sailing season begins on the earlier of May 1 or the first trip of the vessel, and terminates on October 31.

During any period of suspension, **Tenant** shall continue to be liable for any rent or utility payments for its exclusive use space only, unless **Landlord** notifies **Tenant** that **Landlord** wishes to utilize the ticket counter during the suspension period, and such use is not disruptive to **Tenant**, in which case, the rent shall be ratably reduced.

c. Upon termination of this Lease, **Tenant** shall quit and surrender to **Landlord** the Premises in accordance with the provisions of Section 20 hereof. In no event shall either party be liable to the other for incidental, special, or consequential damages of any nature claimed as a result of the breach of any term of this Agreement or termination of this Agreement. And upon termination of this Lease, the parties shall have no further obligation to one another, except those obligations which arose prior to termination of the Lease or which explicitly survive termination of the Lease hereunder.

20. <u>Return of Premises; Holding Over.</u>

a. At the expiration or termination of this Lease, **Tenant** shall ensure that all vessels with which it is in any way affiliated are removed from the OG and all City of Portland berthing areas, and will also promptly quit and surrender the Premises to **Landlord** broom clean and in good order and condition, ordinary wear excepted, and free from debris, trash and waste, and shall cease its operations from the OG Facilities. **Tenant** shall, if any only if so requested by **Landlord**, remove all trade fixtures, equipment and other personal property installed or placed by it at its expense in, on or about the Premises or OG Facilities; provided, however, all damage caused by or as a result of such removal shall be repaired by **Tenant** at its expense. All trade fixtures, equipment, furniture, furnishings and personal effects not removed by **Tenant** within thirty (30) days after expiration or termination of this Lease shall, at **Landlord**'s option, be deemed to have been conveyed to **Landlord** in fee title, and may be appropriated, sold, stored, destroyed or otherwise disposed of by **Landlord** without obligation to account therefor or, at **Landlord**'s option, **Landlord** can have such trade fixtures and items removed and the cost of any such removal and the expense of any repair necessitated by such removal shall be borne by **Tenant**.

b. If **Tenant** or any party claiming through or under **Tenant** shall remain or continue to be in possession of the Premises or any part thereof after the termination of the Lease or any renewal thereof, without **Landlord**'s consent, then, at **Landlord**'s option, **Tenant** or such party or both shall be deemed to be illegally retaining possession or, at **Landlord**'s option, shall be deemed to be a month-to-month **Tenant** of the Premises and subject to all the terms and conditions of this Lease except that the monthly rent hereunder shall be One Hundred and Fifty Percent (150%) of the Rent payable during the month prior to such termination. This Section shall not be construed as giving **Tenant** any right to hold over after the expiration of the Term or to limit **Landlord**'s rights to obtain possession of the Premises upon termination by any lawful means available to **Landlord** if **Landlord** does not elect to treat the continued possession by **Tenant** or any party claiming through or under **Tenant** as a month-to-month tenancy.

c. **Landlord** lawfully may upon termination of this Lease Agreement, enter into and upon the said Premises or any part thereof in the name of the whole, and repossess the same as of its former estate, and expel **Tenant** by any lawful means and those claiming through or under **Tenant**, and remove its or their effects without being deemed guilty of any manner of trespass, and without prejudice to any remedies which might otherwise be used for arrears of rent or preceding breach of covenant.

21. <u>Quiet Enjoyment.</u>

So long as **Tenant** shall observe and perform the covenants and agreements binding on it hereunder, **Tenant** shall at all times during the term herein granted peacefully and quietly have and enjoy possession of the Premises without any encumbrance or hindrance by, from or through the **Landlord**.

22. <u>Notices.</u>

Any notice required to be given under this Lease shall be in writing and shall be hand-delivered or sent by U.S. certified mail, return receipt requested, postage prepaid, addressed to the parties as stated below or such other address as either party may designate in writing to which its future notices shall be sent:

To **Tenant**: Mark H. Amunden, President
Nova Star Cruises Limited
Nova Star Cruises, Ltd
131 Sandy Run
Hammond Plains, Nova Scotia
B4B - 1X9 Canada

With a copy to: D. Kelley Young
Troubh Heisler
P.O. Box 9711
511 Congress Street
Portland, ME 04104-5011

To **Landlord**: Sheila Hill-Christian~~Mark H. Rees~~, Acting City Manager
389 Congress Street
Portland, Maine 04101

With a copy to: Director of Facilities Management
389 Congress Street
Portland, Maine 04101

23. Amendment; Authority.

Both parties hereto acknowledge and agree that they have not relied upon any statements, representations, agreements or warrantees except such as are expressed herein. The terms of this Lease may be modified or amended by the mutual assent of the parties hereto; provided, however, that no such modification or amendment to this Lease shall be binding until in writing and signed by both parties.

Each party warrants that this Lease Agreement has been signed by a representative duly authorized to bind that party to this Lease Agreement.

24. Governing Law.

This Agreement shall be governed by and construed in accordance with the laws of the State of Maine. **Tenant** warrants to **Landlord** that it is licensed to do business in the State of Maine and has an agent authorized to accept service of process in said State. **Tenant** shall provide such information upon request to **Landlord**.

25. Force Majeure.

Neither **Tenant** nor **Landlord** shall be deemed in violation of this Lease if it is prevented from performing any of its obligations hereunder by reason of strikes, boycotts, labor disputes, acts of God, war, acts of superior governmental authority or other reason over which it has no control; provided, however, that the suspension of performance shall be no longer than that required by the force majeure and the party prevented from performance has given written notice thereof to the other party.

26. Non-Waiver.

No waiver of any breach of any one or more of the conditions of this Lease by the **Landlord** or **Tenant** shall be deemed to imply or constitute a waiver of any succeeding or other breach hereunder.

27. Brokers.

Landlord and **Tenant** each represent and warrant to the other that it has not dealt with any agents, brokers or finders in connection with this Agreement. Each party agrees to hold and indemnify the other harmless from and against any losses, damages, costs or expenses (including attorneys' fees) that either party may suffer as a result of claims made or suits brought by any broker in connection with this transaction, the obligated party hereunder to be the party whose conduct gives rise to such claim.

28. Transition Provision.

Prior to the Effective Date, the rights and obligations of Landlord and Tenant are those described in the Existing Lease. On the Effective Date, the Existing Lease shall be deemed amended and restated so as to contain all of the terms of this Lease, and this Lease as amended and restated shall govern all future rights, obligations, duties and liabilities of the parties.

IN WITNESS WHEREOF, the parties hereto have caused this Lease to be duly executed as of the day and year first above written.

WITNESS:

NOVA STAR CRUISES LIMITED

____

By: _________________________
Mark H. Amundsen
Its President and CEO

CITY OF PORTLAND

____

By: _________________________
Sheila Hill-Christian~~Mark H. Rees~~
Its Acting City Manager

<u>AMENDED</u> EXHIBIT A

DIAGRAM OF PREMISES
AND OCEAN GATEWAY TERMINAL

300 150 0 300 Feet

N W E S

Ocean Gateway Site and Facilities
Nova Star Cruises Limited Lease
Exhibit A

April 2015, Amended and Restated Lease

EXHIBIT B

Fuel License, per season	$100.00
Berthing	~~$350 per day during 1st year; 2nd year:~~ $ 1.00 per foot of overall vessel length, per day
Common Area Fee-Receiving Building, And Portand Ocean Terminal storage, per month~~day~~	$3,160 ~~25~~.00
Common Area Fee-Terminal Ground Level, per month~~day~~	$1,500 ~~50~~.00
Subtotal:	**$4,660.00**
Parking	
Full Time Parking (7 Spaces @ $100/space/month	$ 700.00
Part-time Parking (15 spaces) @ $35/space/month	$ 525.00
Subtotal:	**$1,225.00**
Fresh Water, per metric ton	$ 4.00
Security Badges, each	$ 2.50
Security Badges, replacement, each	$ 25.00

The following fees are upon each arrival and each departure:

Passengers	$ 2.50
Bicycles	$ .50
Motorcycles	$ .75
Automobiles	$ ~~3.00/1st year,~~ $5.00~~/ 2nd year.~~
Passenger Vehicle with Camper/Utility Trailer	$ ~~3.00 /1st year,~~ $5.00~~/ 2nd year.~~
Recreational Vehicles/Motor Homes	$ 3.00
Tour Busses/Motor Coaches	$ 20.00
Commercial Trucks (without articulating trailer)	$ ~~20.00/1st year,~~ $25~~/2nd year.~~
Commercial 'Trailer Trucks': Cab with Articulating Trailer	$ ~~20.00/1st year~~, $25~~/2nd year.~~

DRAFT 2015 HOUSING & COMMUNITY DEVELOPMENT COMMITTEE MEETING CALENDAR

Meetings: 2nd & 4th Wednesday of each month

As of April 17, 2015

January	**January 14** Review and Approval of Revisions to Guidelines for Lead Safe Housing Program Housing Study Report Update, Review and Approval of Proposed Rosa True School Housing Transaction Communication: Spring Street Garage/Bid for Broker for leasing Retail/Office Space; Portland Technology Park/RFP for Brokers ~~Executive Session: Possible Disposition of City-Owned Property at 157 Brackett and 176 Clark Streets~~
	January 28 Review and vote to recommend to City Council on award of bid and purchase and sale agreement for Cliff Island tax-acquire parcel. Review of 65 Hanover/52 Alder Street Feasibility Report and possible recommendation on RFP/Deed Options Housing Study Policy Response- Direction from HCDC ~~Review, Discussion and Possible Approval of RFP for 157 Brackett~~ Postponed to a later date.
February	**February 11** Responses to Munjoy Street RFP Review and recommendation to City Council award of bid and Purchase and Sale Agreement for 71 Hanover Street Review of Revised RFP for 65 Hanover/52 Alder Street and possible recommendation to issue Executive session: Guidance to staff on Ready Seafood Lease amendment review at Portland Ocean Terminal
	February 25 HCDC Housing Production and Affordability Forum.
March	**March 11** Review and recommendation to authorize staff to enter into Commercial Broker Agreement for sale of property at Portland Technology Park. Review and guidance to staff re: proposed IZ ordinance Review and guidance to staff re: ordinance changes to encourage and enable housing development Review and Approval of FY15-16 Affordable Housing Application Process. Housing Program Budget Recommendation to City Council. Housing Trust Fund Annual Plan Recommendation to City Council. **Executive Session**: Provide guidance to staff for property acquisitions to support relocation of Public Services out of Bayside; and, direction regarding possible tenant lease negotiations related to City-owned Spring Street Parking Garage commercial space.
	March 25 Review and recommendation to City Council to authorize Ready Brothers Lease Amendments at Portland Ocean Terminal. **Executive Session**: Provide guidance to staff for (a) Amendments to Shucks Lobster lease at Portland Ocean Terminal; (b) proposed lease with New England Ocean Cluster House at Portland Ocean Terminal; and (c) Nova Star Cruises proposed lease amendments. Review and guidance to staff re: ordinance changes to encourage and enable housing development Review of Affordable Housing TIF Program - Postponed

April	**April 8** Loan Term Amendment – Avesta 134 Washington Avenue Project Rosa True approval of additional funding and lease terms Review and referral to Planning Board for public hearing of ordinance changes (Inclusionary Zoning and Others Items) to encourage and ensure housing development including changes to Division 30 (Affordable Housing) Review of Affordable Housing TIF Program - Postponed
	April 22 CDBG Allocation Committee Funding Recommendations. Review of HUD 5-Year (2015-2020) Consolidated Plan and FY 15-16 HUD Annual Action Plan. Review and Comment/Recommendation to City Council if necessary: Improvement to CDBG process. Review and vote to City Council to authorize Amended and Restated Lease with Nova Star Cruises at Ocean Gateway. Executive Sessions: DPS Bayside Relocation guidance. Review and referral to Planning Board for public hearing of ordinance changes to encourage housing development
May	Executive session to discuss Wilmot Street matter resolution; direction regarding New England Ocean House project. ~~Review and Comment/Recommendation to City Council if necessary: Improvement to CDBG process.~~Update on City-owned lot at 98 High Street. Area-wide Affordable Housing TIF District discussion. Short Term Rentals - Air bnb. India Street lot. Police Parking lot. Review and Recommendation to City Council award of bid and Purchase and Sale Agreement for 65 Munjoy Street. New England Ocean Cluster House Lease Update of Tax Acquired Properties for Development Opportunities/Coordinate with Trust for Public Land Review and recommendation to City Council to authorize Purchase and Sale Agreements regarding property acquisitions to relocate Public Services out of Bayside.
	May 13 Review, Discussion and Possible Approval of RFP for 157 Brackett Review of Affordable Housing TIF Program Review and recommendation to City Council regarding 84 Free Street Lease in the Spring Street Garage
	May 27
June	Begin discussion related to Riverside Street area wide needed public infrastructure status and improvements. Waterfront TIF District geography amendment discussions, including consideration of Portland Company as TOD TIF Discussion. Riverwalk TIF District Reduction Amendment – Discussion and direction to staff.
	June 10
	June 24

July	
	July 8
	July 22
August	
	August 12
	August 26
September	
	September 9
	September 23
October	
	October 14
	October 28
November	Note: November 11 is Veteran's Day and November 25 is the day before Thanksgiving Portland Economic Development Plan Implementation - Update
	November 11?
	November 25?
December	FYE 2015 Annual City-Wide TIF District Activity Report 2015 Calendar Year HCDC Accomplishments Report Proposed 2016 HCDC Work Plan
	December 9
	December 23