

**Housing & Economic
Development Committee Meeting**
Tuesday, March 19, 2024 at 5:30 PM



MEMBERS

Councilor Pious Ali, Chair
Councilor Roberto Rodríguez
Councilor Regina Phillips
Councilor Kate Sykes

To submit written public comment on an agenda item, email edd@portlandmaine.gov. Submissions must be received by 12:00 pm the day before the Housing & Economic Development meeting to guarantee their inclusion in the agenda packet. All submissions must include the commenter's name and legal address. To help ensure your comment is submitted for the correct item, please include the name of the agenda item (see below).

REMOTE ACCESS INFORMATION

The Housing & Economic Development Committee will conduct this meeting remotely via Zoom pursuant to the Remote Meeting Policy adopted by the Portland City Council. Allow your computer to install the free Zoom app to get the best meeting experience. If you are not able to attend live either in person or via Zoom, a recording will be available in the [Agenda Center](#) following the meeting.

For public comment via Zoom, you will need to use the "raise your hand" feature. To raise your hand via the telephone, please hit *9. You will be unmuted by the host when it is time for public comment.

Please click the link below to join the webinar:

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International numbers available: <https://portlandmaine-gov.zoom.us/j/81287382094?pwd=TUtFQU44bk1MGZ1YUplckhHM1JIUT09>

1. **Review and accept Minutes of previous meeting held on March 5, 2024.**
 - a. See attached draft Minutes.
2. **(Public Comment) Review and Recommendation to the City Council of an Amendment to the HOME-ARP Allocation Plan.**
 - a. See attached Memo.
3. **Review of FY2025 HUD Annual Action Plan.**
 - a. See attached Plan.
4. **Executive Session: Pursuant to 1 MR.S.A. 405(6)(C) and 5 M.R.S.A. 13119-A, the Committee will go into executive session to provide staff direction on negotiations for proposed Seadogs/Hadlock Field Lease Agreement.**

Next Meeting Date: April 2, 2024

Minutes

Remote Housing and Economic Development Committee

March 5, 2024

NOTE: This meeting was held via Zoom and can be viewed at this link:

<http://www.portlandmaine.gov/1695/Economic-Development-Committee> These Minutes provide a record of those in attendance, general discussion taking place, and motions made.

A remote meeting of the Housing and Economic Development Committee (HEDC) of the Portland City Council was held on Tuesday, March 5, 2024, at 5:30 p.m. via Zoom. Present from the HEDC were Chair Councilor Pious Ali, and members Councilors Regina Phillips, Roberto Rodriguez, and Kate Sykes. Present from the City staff were Housing and Economic Development Department Director Greg Watson, Housing and Community Development Division Director Mary Davis, and Principal Administrative Officer Lori Paulette.

Item #1: Review and accept Minutes of previous meeting held on February 27, 2024.

On motion made by Councilor Sykes, seconded by Councilor Phillips, the Committee voted 4-0 to accept the Minutes.

Item #2: Review and discuss draft Calendar Year 2025 Work Plan.

Chair Councilor Ali opened this item up noting that the documents in the Agenda packet reflect those priorities Committee members have detailed, as well as regular items that come up during the year. Today, he wanted to discuss scheduling of meetings, suggesting one meeting every other month and then two meetings every other month, with the second meeting targeted for workshop discussion on priorities. This would be based on staff time needed to research the

item, as well as Committee members' complicated schedules to be sure they are available for the workshops, particularly for their priorities.

Mr. Watson then reviewed the draft schedule with the Committee noting regular items through the year, as well as developments moving forward such as Lambert Woods South, Sea Dogs Lease at Hadlock, the new Housing Dashboard presentation, and a suggested workshop with developers and their process/challenges associated with constructing affordable housing, as well as perhaps a workshop with Creative Portland and how the creative economy drives business and tourism. The Summer meeting schedule may be lighter due to various schedules/vacation, with the last meeting of 2024 likely in November.

Councilor Chair Ali thanked Mr. Watson, noting that workshops would be every other month as needed.

Councilor Phillips suggested a workshop regarding inclusionary zoning, with a discussion regarding a possible increase in the number of income-restricted housing units to be built with that zoning, and Councilor Chair Ali agreeing to add this to the workplan schedule.

Councilor Sykes agreed. She also noted that there may need to be coordination with the Finance Committee (as she spoke with them) regarding PILOT (payment in lieu of taxes) payments, social housing bond, and other proposed work plan items. Councilor Sykes also noted that the Portland Housing Authority is having challenges with the maintenance of their buildings. The City Council appoints its Board, but she would like to resume annual meetings between PHA and the City Council.

Councilor Chair Ali noted that the Mayor is in the process of convening a meeting with PHA.

Councilor Sykes also noted that this Committee perhaps have an item on its agenda quarterly regarding housing safety/rent control, hearing from the Permitting and Inspections office.

Councilor Phillips supported that, including updates regarding the Rent Board.

Councilor Rodriguez also noted the Committee will review the Outdoor Dining Ordinance and Administrative Policy, including the use of parklets.

Councilor Chair Ali thanked Committee members for their feedback and will work with them and City staff on capacity and timing for workshop items, noting it is a living work plan schedule based on Committee and staff priorities.

On motion then made by Councilor Phillips, seconded by Councilor Sykes, the Committee voted 4-0 to adjourn at 6:13 p.m.

Respectfully, Lori Paulette

MEMORANDUM

TO: Councilor Pious Ali, Chair
Members of the Housing and Economic Development Committee
FROM: Lauren Bowen, Housing Program Coordinator
Mary Davis, Division Director
Housing and Community Development Division
Cc: Gregory Watson, Director
Housing and Economic Development Department
DATE: March 15, 2024
SUBJECT: HOME- ARP Allocation Plan - Proposed Substantial Amendment

Introduction

The American Rescue Plan (ARP) appropriated funds for the U.S. Department of Housing and Urban Development (HUD) to distribute under the HOME Investment Partnership Program (HOME). The Cumberland County HOME Consortium, a partnership between the City of Portland and Cumberland County, received a \$3,594,143 allocation from the HOME-ARP program. The HOME-ARP program is intended to provide affordable rental housing, tenant based rental assistance, supportive housing services, and non-congregate shelter development, and other resources to folks experiencing homelessness and other vulnerable populations.

The City of Portland and Cumberland County's HOME-ARP Allocation Plan was approved by HUD on May 1, 2023.

The primary objective of the HOME-ARP Substantial Amendment is to better align the distribution of HOME-ARP funds in accordance with the priority needs of individuals and families who are experiencing or at risk of experiencing homelessness. Changes included in the Substantial Amendment will ensure that these one-time funds are used to provide housing, resources, and support to those experiencing homelessness in Cumberland County and the City of Portland.

Tonight's discussion of the HOME-ARP Substantial Amendment is the first of three public meetings with the City of Portland in which the public is encouraged to provide comments to ensure these changes are aligned with public sentiment.

Attached to this memo is the *Draft HOME-ARP Allocation Plan Substantial Amendment* along with the *Notice of Public Hearings and Public Comment Period*.

Public Hearings

The City of Portland and Cumberland County will hold public hearings to consider the HOME-ARP Substantial Amendment on the below dates:

Cumberland County

Commissioner Meeting: Monday, April 8, 2024 at 5:30pm
142 Federal St, Portland, ME - Cumberland County Courthouse, Feeney Room

City of Portland

Housing & Economic Development Committee: Tuesday, March 19, 2024 at 5:30pm (remote)
Health & Human Services/Public Safety Committee: Tuesday, March 26, 2024 at 5:30 pm (remote)

City Council Meeting: Monday, April 22, 2024 at 5:00 pm
389 Congress St, Portland, ME - City Hall, Council Chambers or remotely as allowed in the City of Portland Remote Meeting Policy

Written and verbal public comment is also being accepted during the Public Comment Period from Tuesday, March 19, 2024 to Friday, April 22, 2024.

HOME-ARP Allocation Plan Substantial Amendment

The draft HOME-ARP Substantial Amendment first, incorporates a preference for folks experiencing homelessness (Qualifying Population 1) for the Development of Affordable Rental Housing; second, defines a referral method for these new rental units created with HOME-ARP funding; and third, reallocates funding from the Acquisition and Development of Non-Congregate Shelter to Supportive Services.

Summary

Once the public comment period and public hearings are completed, staff will summarize all comments and recommendations, add them to the HOME-ARP Substantial Amendment, and incorporate suggestions to ensure the distribution of HOME-ARP funds is aligned with public feedback.

Attachments

Notice of Public Hearings and Public Comment Period
HOME-ARP Substantial Amendment - Draft
HOME-ARP Allocation Plan - Original

NOTICE OF PUBLIC HEARINGS and PUBLIC COMMENT PERIOD

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389 Congress St, Portland, ME - City Hall, Council Chambers or remotely as allowed in the City of Portland Remote Meeting Policy

30 DAY PUBLIC COMMENT PERIOD

CITY OF PORTLAND, MAINE / CUMBERLAND COUNTY HOME CONSORTIUM

Tuesday, March 19, 2024 through Friday, April 19, 2024

389 Congress Street, Portland City Hall, Room 312

Lauren Bowen@portlandmaine.gov, 207-756-8246

HOME-ARP ALLOCATION PLAN - SUBSTANTIAL AMENDMENT

The City of Portland and the County of Cumberland will hold two public hearings to consider the HOME-ARP Substantial Amendment outlining the use of funds received by the Cumberland County HOME Consortium from the U.S. Department of Housing and Urban Development (HUD). Public comments on the proposed Amendment will be accepted in writing or verbally from Tuesday, March 19, 2024 to Friday, April 19, 2024.

To submit written public comment for the public hearing, please send an email to LBowen@portlandmaine.gov by midnight on Friday, April 19, 2024. All submissions must include the commenter's name and legal address. Verbal public comments will be accepted during the Public Hearings held on the dates and times noted above or by calling 207-756-8246 during the 30-day public comment period.

The primary objective of the HOME-ARP Substantial Amendment is to better align the distribution of HOME-ARP funds in accordance with the priority needs of individuals and families who are experiencing or at risk of experiencing homelessness. Changes included in the Substantial Amendment will ensure that these one-time funds are used to provide housing, resources, and support to those experiencing homelessness in Cumberland County and the City of Portland.

The draft HOME-ARP Substantial Amendment and original Allocation Plan can be viewed at <https://portlandmaine.gov/1203/Plans-and-Reports-Accepting-Public-Comme> and [Cumberlandcountyme.gov/HOME-ARP](https://cumberlandcountyme.gov/HOME-ARP) starting on March 19, 2024.

Translation, interpretation, and other accommodations will be available for materials and meetings upon request.

Please contact the following person to request an interpreter or accommodation for the meeting: Lauren Bowen@portlandmaine.gov, 207-756-8246.

Fadlan la xiriir qofkan hoose si aad u condsato turjumaan ama tixgelin xiliga shirka: Lauren Bowen@portlandmaine.gov, 207-756-8246.

Por favor entre em contato com a seguinte pessoa para solicitar um intérprete ou acomodação para a reunião: Lauren Bowen@portlandmaine.gov, 207-756-8246.

Lauren Bowen@portlandmaine.gov, 207-756-8246:

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Pour obtenir un interprète ou faciliter une réunion, veuillez contacter la personne suivante: Lauren Bowen@portlandmaine.gov, 207-756-8246.

Para solicitar un intérprete o una adaptación especial para la reunión, comuníquese con esta persona: Lauren Bowen@portlandmaine.gov, 207-756-8246.

Leka na ko benga moto oyo soki oza na bosenga ya interprete to ya bosalisi pona rendez-vous na yo: Lauren Bowen@portlandmaine.gov, 207-756-8246.

CITY OF PORTLAND /CUMBERLAND COUNTY
HOME CONSORTIUM

HOME – ARP ALLOCATION PLAN
Draft Substantial Amendment #1



Substantial Amendment #1 Summary

The US Department of Housing and Urban Development (HUD) requires Project Jurisdictions (PJs) to formally amend their HOME Investment Partnership Program American Rescue Plan (HOME-ARP) Allocation Plan when it proposes a change in the method of distributing funds; to carry out an activity not previously described in the plan; to change the purpose, scope, location, or beneficiaries of an activity, including new preferences not previously described in the plan; or if the proposed change triggers a substantial amendment under the PJ's Citizen's Participation Plan (CPP).

The City of Portland / Cumberland County HOME Consortium (CCHC) proposes to amend its HUD-approved FY 2021 HOME-ARP Allocation Plan in order to, first, incorporate a preference for Qualifying Population (QP) 1 for the Development of Affordable Rental Housing; second, to define a referral method for these new rental units; and third, to reallocate funding from the Acquisition and Development of Non-Congregate Shelter to Supportive Services. These amendments are found on pages 3-5 of this document and are highlighted in yellow herein. All other aspects of CCHC's HOME-ARP Allocation Plan remain unchanged.

By providing a preference, CCHC is establishing the order in which individuals and families are admitted to or selected by subrecipients, service providers, and owner/developers for HOME-ARP housing and supportive services. Preferences do not change who is eligible for HOME-ARP assistance, nor do preferences exclude an individual or family that is part of another QP from applying for HOME-ARP housing, shelter, or services.

By reallocating the funding allotments, CCHC intends to provide more resources, support, and housing navigation services to those in our community who need it most.

The changes made to CCHC's HOME-ARP Allocation Plan will allow the PJ to better serve HOME-ARP QPs, while also advancing our mission to end homelessness. Recognizing the dire need for housing for people experiencing homelessness, CCHC's revised HOME-ARP Allocation Plan will now focus on ensuring HOME-ARP funds serve the most vulnerable in our community.

HOME-ARP ALLOCATION PLAN
FOR HOME-AMERICAN RESCUE PLAN PROGRAM
DRAFT Substantial Amendment #1

PREFERENCES

Identify whether the PJ intends to give preference to one or more qualifying populations or a subpopulation within one or more qualifying populations for any eligible activity or project:

Preferences (ORIGINAL HOME-ARP Allocation Plan Page 31)

The City of Portland / Cumberland County HOME Consortium does not plan to give preference to one or more qualifying populations or subpopulations for any eligible activity or project. If it is determined that the only viable project would require a preference, a substantial amendment, including the required public participation process will be submitted.

Preferences (REVISED HOME-ARP Allocation Plan)

The City of Portland / Cumberland County HOME Consortium will give preference to proposals for the development of affordable housing serving HOME-ARP Qualifying Population (QP) 1.

If a preference was identified, explain how the use of a preference or method of prioritization will address the unmet need or gap in benefits and services received by individuals and families in the qualifying population or category of qualifying population, consistent with the PJ's needs assessment and gap analysis:

These preferences offer our most vulnerable population the quickest access to achieving housing stability, while at the same time achieving the goals set forth in the Allocation Plan. These preferences, along with the allocations to the HOME-ARP activities, allow for the greatest positive impacts to our community.

CCHC will ensure that selected projects comply with all applicable fair housing, civil rights, and non-discrimination requirements, including but not limited to requirements listed in 24 CFR 5.105(a). In accordance with federal and Maine Fair Housing laws, no housing or services will be denied to persons based on race, color, family status, disability, sex, national origin, religion, marital status, ancestry, source of income, sexual orientation, age and the status as a victim of domestic abuse, sexual assault or stalking.

If a preference was identified, describe how the PJ will use HOME-ARP funds to address the unmet needs or gaps in benefits and services of the other qualifying populations that are not included in the preference:

As detailed in the needs assessment, Cumberland County, which encompasses the City of Portland, has significant shortages of housing for households in each of the HOME- ARP QPs. The shortage of housing units is most apparent for individuals and families experiencing homelessness, particularly those who are chronically homeless. While there will be a preference for people experiencing homelessness, who may themselves fall into other qualifying population categories, HOME- ARP units would not exclude any QP or subpopulation from a waitlist.

REFERRAL METHODS

Identify the referral methods that the PJ intends to use for its HOME-ARP projects and activities. PJ's may use multiple referral methods in its HOME-ARP program. (Optional):

Referral Methods (ORIGINAL HOME-ARP Allocation Plan Page 31)

At this time the City of Portland / Cumberland County HOME Consortium have not defined a referral method. A referral method will be defined during the RFP process for selecting projects, programs, or services.

Referral Methods (REVISED HOME-ARP Allocation Plan)

As CCHC is implementing a preference for the development of affordable housing serving QP 1, the PJ intends to use referrals from Coordinated Entry (CE). Qualifying populations that are not served through CE will be served through other referral methods that are developed through coordination with service providers who serve those QPs.

Use of HOME-ARP Funding (ORIGINAL HOME-ARP Allocation Plan Page 29)

CCHC's original HOME-ARP Allocation Plan described needs and gaps in shelter, housing, supportive services, and the PJ's planned use of \$3,594,143.00 in HOME-ARP funding. CCHC originally received approval for its HOME-ARP Allocation Plan from HUD on May 1, 2023, which showed how much funding CCHC would appropriate to each of the following activities:

Supportive Services - \$763,756

Acquisition and Development of Non-Congregate Shelters - \$250,000

Tenant Based Rental Assistance (TBRA) - \$0

Development of Affordable Rental Housing - \$2,041,266
Non-Profit Operating - \$0
Non-Profit Capacity Building - \$0
Administration and Planning - \$539,121
Total: \$3,594,143

Use of HOME-ARP Funding (REVISED HOME-ARP Allocation Plan)

CCHC proposes to revise the HOME-ARP Allocation Plan to redistribute funding from the Acquisition and Development of Non-Congregate Shelters to Supportive Services, as shown below:

Supportive Services - \$1,013,756
Acquisition and Development of Non-Congregate Shelters - \$0
Tenant Based Rental Assistance (TBRA) - \$0
Development of Affordable Rental Housing - \$2,041,266.
Non-Profit Operating - \$0
Non-Profit Capacity Building - \$0
Administration and Planning - \$539,121
Total: \$3,594,143 (No bottom-line change; redistribution only)

CUMBERLAND COUNTY HOME CONSORTIUM

HOME – ARP PY21 Allocation Plan

Adopted by the Cumberland County Commissioners on March 13, 2023
Adopted by the Portland City Council on March 20, 2023



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HOME-ARP ALLOCATION PLAN

INTRODUCTION

The American Rescue Plan (ARP) Act, which was the most recent federal relief package created to assist states, counties, and local governments to address the negative economic effects of the Coronavirus pandemic, appropriated funds for the U.S. Department of Housing and Urban Development (HUD) to distribute under the HOME Investment Partnership Program (HOME) in Federal Fiscal Year 2021. The City of Portland / Cumberland County HOME Consortium Participating Jurisdiction (PJ) received a total allocation of \$3,594,143 in HOME-American Rescue Plan (HOME-ARP) funds. These funds are to be distributed by the City of Portland / Cumberland County HOME Consortium in accordance with this Allocation Plan.

This plan was created utilizing the HUD CPD template provided, including questions and tables, as well as the requirements for the HOME-ARP allocation plan, as described in Notice CPD-21-10: *Requirements of the Use of Funds in the HOME-American Rescue Plan Program*, unless noted as optional. Also submitted with this plan are the SF-424, and the related certifications. References to “ARP” mean the HOME-ARP statute at section 3205 of the American Rescue Plan Act of 2021 (P.L. 117-2).

The HOME-ARP program is intended to serve four types of qualifying populations: 1. Homeless; 2. At-Risk of Homelessness; 3. Fleeing Domestic Violence, Dating Violence, Stalking or Assault; 4. Other populations. More information on the four qualifying populations will be described within this Allocation Plan but the complete definitions can be found in HUD CPD Notice 21-10.

The HOME-ARP program can be used to fund the following eligible activities: Rental housing development, tenant based rental assistance, supportive housing services, non-congregate shelter development, operating and capacity building expenses for non-profits undertaking HOME-ARP activities, and administration expenses related to implementing HOME-ARP funded programs. A description of each of these activities can be found in HUD CPD Notice 21-10.

The following Allocation Plan will describe the City of Portland / Cumberland County HOME Consortium’s process for consulting with required groups, impacted populations, service providers, public agencies, and other organizations. This plan will also summarize information gained from these consultations, review the current conditions, and assess the needs and gaps for qualifying populations within Cumberland County. Finally, this plan will describe the process for determining the most effective uses of the HOME-ARP allocation. The allocation of these funds to specific projects or programs requires first posting a draft of the plan for public comment and submitting the HOME-ARP Allocation Plan to the U.S. Department of Housing and Urban Development (HUD) for review and approval. Once approved by HUD, the City of Portland / Cumberland County HOME Consortium will release one or more RFPs for specific types of projects and/or programs needed to address the identified needs.

CONSULTATION

Before developing the Allocation Plan, the City of Portland and Cumberland County consulted with a diverse group of organizations and stakeholders serving the qualifying populations. As required under HUD CPD Notice 21-10, Section V.A, the City of Portland and Cumberland County's consultations included the following:

- Maine Statewide Continuum of Care
- Homeless Service Providers
- Domestic Violence Service Providers
- Veterans Groups
- Public Housing Authorities
- Public Agencies that Address the Needs of Qualifying Populations
- Public or Private Organizations that Address Civil Rights and Fair Housing
- Public or Private Organizations that Address the Needs of Persons with Disabilities

The Greater Portland Area is known state-wide as the hub for services addressing the needs of many HOME-ARP qualifying populations. Because of this, MaineHousing asked the City of Portland/Cumberland County HOME Consortium to jointly participate in a series of six virtual HOME-ARP stakeholder meetings. Each meeting was designed to ensure that all required consultations were included and all qualifying populations were covered. In addition to these six meetings, the City of Portland and Cumberland County conducted an additional three virtual stakeholder meetings specifically to discuss the qualifying populations in Cumberland County. Each meeting included an overview of the HOME-ARP program parameters, expected allocation, and projected timeline. In an effort to include the general public, the City of Portland and Cumberland County held a virtual meeting open to all interested parties. Finally, the City of Portland and Cumberland County held one on one discussions via email and telephone with the Maine Continuum of Care, Homeless Service Providers, Domestic Violence Service Providers, and Public Housing Agencies in an effort to ensure all required information was collected. All consultations, whether in a group setting or one-on-one encouraged an open dialogue about the needs, gaps, and suggested best uses of the HOME-ARP funds to address these needs for specific qualifying populations.

The following table includes a list of all formal consultations, type of agency, consultation method, and feedback:

Agency/Org Consulted	Type of Agency/Org	Method of Consultation	Feedback
Maine Shelter Network	The Network is currently composed of 20 or so active participating agencies. Participants are Executive Directors of single adult shelters, family shelters, shelters for	10/19/2021 Virtual Meeting	More units of affordable housing split between supportive and non-supportive units. Non-supportive units are needed. Mixed use of affordable housing comprised both of permanent supportive units and non-congregate shelters. There is a need for more non-profit housing providers. Create

	domestic violence families, substance use shelters and youth shelters.		more transitional housing. More S.R.O.s are needed. Additional supportive units for youths sharing space with a roommate (a best practice). Additional medium tiered housing. More shelter beds in rural areas. More navigators. Tiny homes that are handicap accessible. Additional low barrier units. Additional workforce housing.
Maine Continuum of Care (MCoC)	Continuum of Care	10-21-2021 Virtual meeting with 59 people attending	Continue with rental assistance. Fund Security Deposit Assistance. Landlord outreach to address landlord fear. Supplement income gaps with rental assistance. LIHTC Housing that is welcoming to the homeless population and voucher holders. More affordable housing units are needed. Fund Rapid Re-Housing and wrap around services with additional funds for more outreach workers. Use funds to rehab buildings. Fund housing for low income population with relaxed criteria.
Advocates and People with Lived Experience	Group of people with lived experience of homelessness and their advocates.	10-22-2021 Virtual meeting with 13 people attending	Work with local landlords to repair and bring units to code. Purchase hotels in different areas of the state, add cooking ability to each room making it an efficiency. Create supportive and emergency housing units. Need additional warming centers. Look for old schools, stores and other empty buildings that can be quickly renovated. Hire temp staff to help shelters advocate for the homeless. Fund Rapid Re-Housing. Implement and enforce that landlords can't discriminate against voucher holders. Use funds to help with cost for applying for rentals, background checks and credit checks. More navigators. Help with funds for required paperwork for HCVs (birth

			certificates, ID cards and other documents). More houses that people can afford to rent and maybe someday buy.
Developers and Community Action Agencies	Mixed group of people representing developers, providers and Community Action Agencies	10-27-2021 Virtual meeting with 24 people attending	Need more affordable units; develop additional LIHTC units. Build shelters with more capacity, provide additional training for shelter staff. Increase the amount of PSM in areas where there are no shelters, especially the rural areas of the state. Create housing for long term stayers (who tend to be single adults). There is a need for larger units for multi-generational living and large families.
Homeless Veterans Action Committee	Homeless Veterans Action Committee is the Veterans Committee of the Maine Continuum of Care (MCOC)	11-2-2021 Virtual meeting with 20 people attending	Use funding to combat the lack of affordable units. Construct affordable, safe and quality housing. Purchase hotels. Develop a project that has units accepting VASH and people with mixed incomes for Veterans. Use funding for a project that has a portion of the units accepting project-based vouchers, a portion for people who need support services and a portion that provides non-congregant shelter beds.
Public Housing Authorities	Public Housing Authorities from across the State of Maine representing both urban and rural areas.	11-5-2021 Virtual meeting with 20 people attending	Create more supportive housing with low barriers and access to services. Assist with operating costs of long-term tax credit development projects. Create housing that provides an interim stage/setting for people between shelters and permanent housing that provides support and assist in helping people become ready for permanent housing. Use funding for housing stability-more funding for wrap around services and housing navigation. Invest money into a statewide network for eviction prevention and diversion. Low interest loans to PHAs to assist in the purchase of 4-

			8 unit buildings. More PHA loan subsidies to assist with their buying units for VASH tenants.
Emergency Shelter Assessment Committee (ESAC)	ESAC is a collaborative of service providers, consumers, local and state governmental representatives, advocates, and other interested community members working to ensure the safety and well-being of people who are homeless in Portland.	12-6-2021 Virtual meeting with 20 people attending	While the presentation largely focused on explaining the HOME-ARP funds, eligible uses, and qualifying populations, there was opportunity for general feedback and there was specific interest in using these funds for housing and supportive services.
Maine Continuum of Care/Advocates for the Homeless/Maine Shelter Network	Service providers and representatives from local and state agencies.	1-11-2022 Virtual meeting with 12 people attending	Need more rapid re-housing initiatives to secure housing. Should develop some type of family housing with supportive services. Housing that remains affordable is needed. The populations of individuals that struggle with substance use and mental health issues are struggling with finding housing. These longest-term stayers would benefit from low barrier non-congregate care. Build or acquire housing with support services. Permanent housing is the ideal. Renovating hotels may be quicker and would be a low barrier solution. Emergency hotels are an absolute critical need. Renovate hotels with cooking facilities. Housing for the homeless is a critical need. Support creation of affordable housing for people with disabilities
The Opportunity Alliance	Emergency Shelter Provider	1-11-2022 Email	Interim motel or shelter supports for emergency shelter placement when necessary and no other resources are readily available. Programs such and Emergency Rent Relief and General Assistance are experience extremely high volume of housing emergencies and there are times

			when there are no other options for shelter at the moment – and there needs to be another ‘emergency access’ from anywhere from 1 night to 30 days to give time to secure other potential resources, when no other exists. Fund more hands-on housing navigators to help work with and support housing stability work. There are way too many in need to sustain housing and not enough to help navigate.
Developers and Advocates for Public Housing	Mixed group of people representing developers, service providers, public housing authority and representatives from local and state agencies.	1-14-2022 Virtual meeting with 18 people attending	There are no units available. Need supportive services. Need mental health centers. Best way forward is to pair it with LIHTC for Homeless units/Mental Health Services. This is an opportunity to support programs such as workforce housing and housing first. Need more housing units.
Publicly noticed meeting facilitated by the Cumberland County HOME Consortium	Participating Jurisdiction	2-8-2022 Virtual public meeting with 35 people attending	The biggest barrier is finding landlords that will accept Section 8 vouchers. Need wrap around services. Need supportive services for behavioral health issues as well as outreach services. Need to provide services for people who are resistant to aggregate care. Need to move people out of hotels and into: (1) tiny houses, mobile homes, and shipping containers; (2) housing in unused buildings that would need retrofits (empty malls, military bases or condemned property). Should provide a safe and supportive environment where people can transition away from addiction and grow toward developing a meaningful and productive life for themselves. Would like to see supportive housing (with mental health services). Need permanent housing. Need for production is acute.
City of Portland	Social Services Division of Health	9-16-2022	Provided data consisting of: project type, organization name, project

	and Human Services Department	Email	name, year-round beds, and overflow bed data regarding emergency shelter, transitional housing, rapid re-housing, and permanent supportive housing in Cumberland County.
Through These Doors	Domestic Violence Shelter	10-28-2022 Email	Provided qualifying population demographics regarding emergency shelter and transitional housing programs offered by Through These Doors.
MaineHousing		11-1-2022 Email	Provided qualifying population demographics regarding emergency shelter, transitional housing, rapid re-housing, and permanent supportive housing in Cumberland County. Provided PIT demographics for Cumberland County.
Preble Street		11-9-2022 11-18-2022 Email	Confirmed bed count and provided gap number of beds needed for adults and youths. Also provided the age range, average age, gender ID ratio, and race/ethnicity status per property. Noted, the most striking trend is the increase in asylum-seeking youth from African countries.
Community Housing of Maine		11-17-2022 Email	Provided data consisting of: property location, apartment size, family size, adult/children count, sex, and gap in service delivery per property.
Portland Housing Authority	Public Housing Authority	11-22-2022 12-6-22 Email	Provided data regarding PBV and HCV. Also noted; we do have unmet needs for Households exiting Homelessness – from the Applicant stage to Lease-up. At Application: It is very challenging for folks to get on our waitlist and not be purged from the list due to not being able to locate them. At Intake: For the small number that make it off the list and to our Intake we have found a very small number of them are able to complete our basic eligibility process. At lease-up: If we are able to find them and get the Voucher to

			them – they now have to find a unit in a highly competitive market. Although we have generous eligibility requirements for the Voucher, landlords can select out these folks in three typically ways – all of which are significantly exaggerated when homeless. Once Leased: Should the Individual make it through all of these hurdles to this point – they are now moving into a unit without furnishings, have a disproportionate likelihood of bringing pest issues – many times from the Homeless Shelter, to fairly and consistently provide affordable housing to the unhoused population we need funding for staff to walk them through each of these processes listed above. We need funding for staff and flex funding to make utilization of these Vouchers happen. If not – the individuals who are less needy in many ways end up being the ones that are able to utilize them. We have tested this theory with FYI and EHV Vouchers and have been very successful. When staff and flex funds are allocated we have more success. We find this only works when the staff are working under the Housing Authority
Milestone-Recovery	Provides outreach and community support to individuals experiencing homelessness concurrent with substance use or mental health disorders; operates Substance Use Homeless Shelter along with a program to transition	12-6-2022 Email	The most urgent unmet need of Milestone’s qualifying population is emergency homeless shelter capacity. Our emergency shelter is currently operating at full capacity of 36 beds per night, and still experiences significantly higher demand than we can meet. In the last several months we have been forced to turn away an average of 10-15 qualified individuals seeking shelter each night, and the need is only expected to intensify as we move into the depths of winter.

	clients out of chronic homelessness and into permanent, stable housing; and offers treatment programs directed at low-income individuals, including those experiencing homelessness.		Most broadly, the largest unmet systemic need for the Housing Navigator Program is the short supply of affordable housing in the community, especially housing programs that employ a housing-first model to substance use.
Shalom House		12-9-2022 Email	Confirmed property locations and headcount.
Westbrook Housing	Public Housing Authority	12-21-2022 In-Person Meeting	Need for more housing across all income levels and age groups. There is a need for funds to pay for ongoing supportive services, not just when the housing is first built but for many years to come. It's harder to find ways to build this type of housing than to build senior or even family affordable housing units. It's harder to build supportive housing outside of the Greater Portland area because the supportive services just aren't accessible by the tenants.
Tedford Housing	Provides emergency homeless shelter, supportive housing for previously homeless families and individuals as well as homeless prevention services.	1-23-2023 Email	There is a need for more support and emergency housing (shelters). We are all straining to serve clients and there are very few revenue streams, including ARPA funds, to support emergency housing. Lots of money is being thrown at supportive housing, but where are people supposed to go in the meantime. Funding for hotel rooms could have been put into real solutions to assist people experiencing homelessness or at risk, like support for shelters, case management, facility renovation and new construction for emergency, transitional and permanent supportive housing.
City of Portland	Social Services	1-25-2023	Simply put, there are not enough

	Division of Health and Human Services Department	Email	affordable units to meet the number of individuals seeking permanent housing. Many hotels are not interested in working with GA offices for temporary emergency shelter for a number of reasons. Many hotels require security deposits that GA typically cannot assist with, and many hotels require valid ID's and credit cards to make reservations which are not something that most have. Priorities needs include shelter/housing/rental assistance, food and non-food items, medications, and assistance with utilities. This program of last resort has met many, many people's basic needs throughout the pandemic, but the needs are growing as more new arrivals present, and as inflation/rent rises so do the number of applications with our GA office.
United Way of Southern Maine	Social Services Agency	1-27-2023 Email	Provided ERA data within Cumberland County
Westbrook Housing Authority	Public Housing Authority	1-30-2023 Email	Provided PBV and HCV program numbers for the City of Westbrook

Summary of Feedback

Through the City of Portland and Cumberland County's HOME-ARP consultation process, there were several reoccurring themes across multiple type of agencies working with various qualifying populations. The most common theme was the need for permanent housing. The types of housing needed included permanent supportive housing, housing for hard-to house populations such as individuals with felony records and substance use disorders, housing for specific populations such as veterans, DV victims, seniors, families, and persons with mental and physical disabilities. Affordable housing across all family sizes and income levels is needed. In addition to the need for more affordable housing units, the need for increased capacity in the level of supportive services being offered throughout Cumberland County, particularly in the Greater Portland Area, was a common theme.

Based on the feedback provided through the consultation process, the City of Portland and Cumberland County HOME Consortium have concluded that there is not enough evidence available to justify offering preferences or prioritizing of one HOME-ARP qualifying population over another. At this time a clear referral process has not been identified and

the CoC coordinated entry system has been eliminated as the referral method without modification to remove embedded prioritization. The City and County are committed to ensuring that all proposed projects and activities are open to all HOME-ARP qualifying populations. If in the selection of a specific project or activity, a preference or limitation of eligibility is required, a substantial amendment of the HOME-ARP Allocation Plan will be submitted to HUD for review and approval.

PUBLIC PARTICIPATION

Summary of Public Participation Process

In accordance with Section V.B of the Notice, The City of Portland / Cumberland County HOME Consortium provided for and encouraged citizens to participate in the development of the HOME-ARP allocation plan. Before submitting the HOME-ARP Allocation Plan, the HOME Consortium provided Cumberland County residents with reasonable notice and multiple opportunities to comment on the proposed HOME-ARP allocation plan. The City of Portland and Cumberland County ensured that the public comment period and public hearings adhered to the City and County's respective citizen participation plans. The following public participation process was followed:

- Public Notice: Portland Press Herald 2/3/2023 and correction notice on 2/7/2023
- Public Comment Period: 2/8/2023 through 3/10/2023 – 30 Days
- Public Hearings:
 - Cumberland County Commissioners Meeting- 2/13/23- 5:30pm (In-person)
 - City Housing & Economic Dev. Committee 2/21/23 – 5:30pm (Remote)
 - Cumberland County Commissioners Meeting – 3/13/23 5:30pm (In-person)
 - City of Portland City Council Meeting- 3/20/23 5:00pm (In-person and Remote)

Please see Appendix B for a copy of the public notices and images of the public notices posted in various locations.

Efforts to Broaden Public Participation

As mentioned above, before the creation the HOME-ARP Allocation Plan, the City and County began to engage with citizens in the preparation of this Allocation Plan. The Portland Press Herald, the largest newspaper in Maine ran a story to help spread the word that the City and County are seeking public input. Additionally, the Press Herald highlighted the City and County's virtual public listening session under their list of events happening in Cumberland County.

Once the Allocation Plan was created, the City and County made efforts to promote the plan beyond the required public notice in the newspaper. The full draft of the HOME-ARP Allocation Plan was made available on the City of Portland and Cumberland County's Community Development pages, under a labeled section called "Plans and Reports". Both the City of Portland and Cumberland County promoted the report through social media pages. The City of Portland promoted the report through a listserv "CityNews"

blast with 5,500 subscribers. The County promoted the Allocation Plan through a County Newsletter that is delivered to 60 elected officials, Town/City Managers, and interested parties throughout all 27 Cumberland County municipalities. **Additionally, an email forwarding a copy of the Allocation Plan was sent to all organizations that contributed data and information used in the plan.**

Please see Appendix B for screen shots and copies off public outreach.

Summary of Comments and Recommendations

At the two City of Portland Public Hearings, there was only one public comment at the March 20 City Council meeting. The public comment was received and accepted but did not require any revisions or further action. A summary of the public comment is included in Appendix B. Although public comment was invited during the County Commissioners meetings, no public comment was received at either of the two meetings.

Summary of Comments or Recommendations not accepted

All public comment was accepted.

NEEDS ASSESSMENT AND GAP ANALYSIS

Qualifying Population Size and Demographics

A full description of each qualifying population can be found starting on page 3, under Section IV. of the HUD CPD Notice 21-10.

<https://www.hud.gov/sites/dfiles/OCHCO/documents/2021-10cpdn.pdf>

The following is only a brief description of the four qualifying populations follows:

- Homeless
 - lacking fixed/regular and adequate nighttime residence
 - Nighttime residence is not designed for ordinary sleeping accommodations
 - Living in public/private shelter or commercial lodging
 - Will lose nighttime residence:
 - Within 14 days
 - Lacks support network needed to obtain new housing
 - Unaccompanied youth (under 25) or families with children which:
 - Defined by HUD as Runaway, DV or McKinney-Vento
 - Not had lease or ownership in permanent housing within 60 days
- At-Risk of Homelessness
 - Annual income below 30%AMI as defined by HUD
 - Not had lease or ownership in permanent housing within 60 days
 - Has been notified in writing of eviction
- Fleeing or attempting to flee Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking
- Other Populations
 - Families requiring services or housing assistance to prevent homelessness

- At greatest risk of homelessness
- Annual income less than 30%AMI
- Cost burden of 50% monthly household income
- Veterans and families that include a veteran family member

In accordance with Section V.C.1 of the Notice, the following sections will describe the size and demographic composition of all four qualifying populations within the geographic boundaries of the City of Portland / Cumberland County HOME Consortium. The City and County made great efforts to use current data, such as the point in time count, housing inventory counts, and data available through the CoC and MaineHousing in the creation of the following sections.

Homeless as defined in 24 CFR 91.5

On December 8, 2022, MaineHousing confirmed 1,921 people in Cumberland County were counted as either receiving general assistance from the City of Portland, receiving Emergency Rental Assistance, or included in the Maine HMIS (Homeless Management Information System) database. The following demographics were identified for the subcategories; (A) Household with children and Households without children receiving general assistance to pay for hotels/motels; (B) Households with children and Households without children receiving rental assistance; and (C) Households with children and Households without children in shelters.

	Households with Children				Households without Children		
	A	B	C		A	B	C
Households	187	154	30		209	126	284
people	647	509	84		250	147	284
under 18	334	270	38		0	0	0
18 to 24	15	36	5		23	12	35
over 24	298	203	41		227	135	249
Female	337	283	48		85	41	76
Male	310	224	35		149	10	199
non-binary	0	3	1		0	2	5
Transgender	0	0	0		0	1	4
Questioning	0	0	0		16	1	0

NonHispanic	647	488	84		239	141	270
Hispanic	0	21	0		11	6	14
Total	647	509	84		150	147	284
Am Indian/Indigenous	0	3	0		3	2	4
Asian/Asian Am	0	0	0		2	1	4
Black/Af Am/African	647	168	64		36	21	71
Hawaiian/Pacific	0	0	-		1	1	0
White	0	300	18		198	117	201
Multiple	0	39	2		9	5	4
Total	647	509	84		249	147	284
Chronic Hh	0	28	1				
Chronic persons	0	103	2		0	42	79

Source: MaineHousing 12-8-22

Within the homeless population of Cumberland County, people of color are significantly over-represented. In a county where people of all races other than white make up only 14% of the overall population, people of color represent approximately 57% of the homeless population in Cumberland County. This is especially true in the case of black individuals who account for about 52% of individuals experiencing homelessness. There has been a fairly significant increase in the percentage of black individuals within the homeless system during the past few years, partially due to an influx of African Asylum-seeking families who have been served through the homeless response system.

At Risk of Homelessness as defined in 23 CFR 91.5

Those most at risk of homelessness in Maine are renter households within 30% of Area Median Income. There are an estimated 23,726 renter households within this income range. The following charts include the demographics of this group of renters.

Renter-Households- Race/Ethnicity	At-Risk of Homelessness: 0% - 30% AMI Renter HH w/ 1 or more severe housing problems		Cumberland County	
	#	%	#	%
Total Renter Households	23,726	8.3%	37,027	33.3%
White alone, non-	18,220	7.0%	32,764	88.5%

Hispanic				
Black or African American alone, non-Hispanic	2,858	33.5%	2,206	6.0%
Asian alone, non-Hispanic	886	13.9%	912	2.5%
American Indian or Alaska Native alone, non-Hispanic	127	15.7%	132	0.4%
Pacific Islander alone, non-Hispanic	0	0.0%	6	0.0%
Hispanic, any race	793	13.4%	781	2.1%

Source: 2020 ACS 5-year estimate S1701; 2016-2020 ACS 5-year estimate S2502

Poverty, housing instability, and cost burden are characteristics of Maine's low-income families most at risk of becoming homeless. The Maine Continuum of Care has identified the following factors associated with housing instability and increased risk of homelessness: insufficient rental assistance options; eviction; family conflict; unemployment; behavioral health challenges, including substance use disorder; and lack of affordable units. Among single individuals, mental and physical disabilities combined with chronic health conditions and addictions are a much larger factor in a person's risk for becoming homeless.

Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking as defined by HUD in CPD Notice 21-10

From October 1, 2021 through September 30, 2022, Through These Doors Domestic Violence Shelter served 78 adults and 37 children for a total of 115 individuals in Cumberland County. The following chart provides demographic information for this group. However, it is important to note that Through These Doors had 500 requests for shelter. The numbers on the below chart only capture those who were able to secure a bed through the domestic violence shelter.

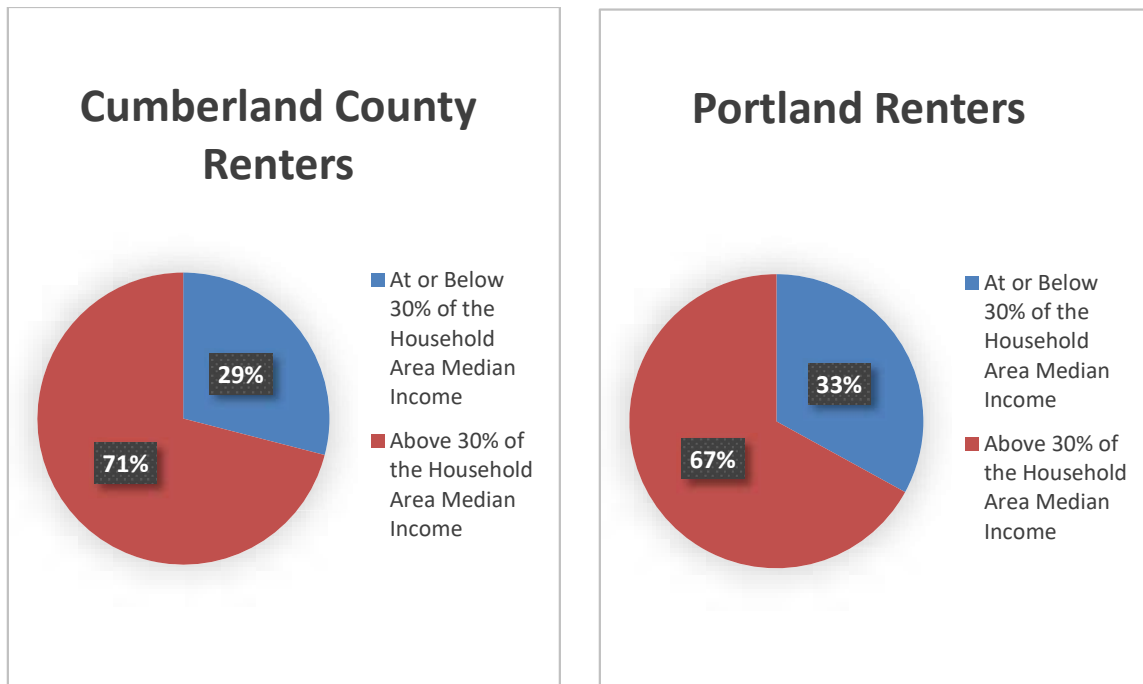
	Family Beds		
	Adult	Children	Total
Adults Total	78	37	115
Beds Total	78	37	115
Age			
0-6		22	22
7-12		11	11
13-17		4	4
18-24	3		13
25-29	70		70

60+	5		5
Gender			
Female	72	17	89
Male		19	19
Transgender	1	1	2
Questioning gender	1		1
Unknown	4		4
Race			
Black or African American	6	10	16
American Indian/Alaska Native	1	1	2
Asian	1	1	2
Hispanic or Latino		7	7
Native Hawaiian/ Other Pacific	3		3
White	42	16	58
Unknown / Other	25	2	27

Source: Through These Doors Domestic Violence Shelter 10-1-21 - 9-30-22

Other populations requiring services or housing assistance to prevent homelessness and other populations at greatest risk of housing instability, as defined by HUD in the Notice

Defining the size and demographic of the ‘Other populations’ category is a difficult task. A common characteristic among many individuals requiring services or housing assistance to prevent homelessness and other populations at greatest risk of housing instability is often income level. According to Comprehensive Housing Affordability Strategy (CHAS) data, utilizing 2015-2019 ACS data, 33% of Portland renters and 29% of Cumberland County renters have household incomes less than or equal to 30% of the household area median family income. Twenty-two percent (22%) of Portland renters and 21% of Cumberland County renters spend between 30% and 50% of their household income on housing costs.



Milestone Recovery operates a program called the Homeless Outreach and Mobile Engagement (HOME) Team, which provides outreach and community support to individuals experiencing homelessness concurrent with substance use or mental health disorders in Portland and South Portland. Milestone also operates Southern Maine's only Substance Use Homeless Shelter, along with a Housing Navigator Program to transition clients out of chronic homelessness and into permanent, stable housing, along with both short-term and long-term substance use treatment programs directed at low-income individuals, including those experiencing homelessness.

The following charts provide demographic information for the HOME Team as of December 20, 2022.

	Number	Percentage
Female	108	22.6%
Male	366	76.6%
non-binary	0	
Transgender	3	.6%
Client Refused	1	.2%
Total	478	100%
Non-Hispanic/Non-Latino	462	96.66%

Hispanic/Latino	13	2.71%
Client does not know	2	.42%
Client refused	1	.21%
Total	478	100%
Am Indian/Indigenous	12	2.50%
Asian/Asian Am	0	0.00%
Black/Af Am/African	43	9.00%
Hawaiian/Pacific	5	1.00%
White	411	86.00%
Client does not know	6	1.30%
Client Refuses	1	.20%
Total	478	100%

Source: Milestone Recovery HOME (Homeless Outreach and Mobile Engagement)

Identification and consideration of current resources available to assist qualifying populations under congregate and non-congregate shelter units, support services, TBRA, and affordable and permanent supportive rental housing.

Congregate & Non-Congregate Shelter Units

- The City of Portland's Health and Human Services Department, Social Services Division operates the Oxford Street Shelter and Family Shelter. The Oxford Street Shelter (OSS), the largest emergency shelter in the State of Maine, is open 24 hours, 365 days a year, and provides safe, temporary, low-barrier housing for homeless adults. OSS served 612 men, 200 women, and 6 transgender individuals for a total of 818 unduplicated individuals in PY2020. The Family Shelter is the largest shelter for families in the State of Maine. The Family Shelter provides temporary housing to families with children under the age of 18, offering both preventative services for families at risk of experiencing homelessness and support services to assist families in locating housing and achieving stability. The Family Shelter provided shelter for 98 families consisting of 327 individuals for a total of 30,028 bed nights. In addition to operating the OSS, the Family Shelter, temporary emergency shelter, a non-congregate hotel for overflow emergency shelter, and providing assistance to area hotels for those referred to General Assistance, the Social Service Division also operated a quarantine shelter for all other Greater Portland Shelters. The City of Portland has 152 year-round emergency shelter beds for adults and children; 134 emergency shelter beds for adult-only households; and 24 shelter beds for unaccompanied youth. An

additional 164 voucher/seasonal overflow emergency shelter beds are available in Portland for households with only adults.

- Tedford Housing in Brunswick operates an adult and family shelter with a capacity of 12 adults and 6 households respectively. During fiscal year 2021-2022, 55 individuals and 58 family members were sheltered by Tedford. Their homeless prevention services assisted 145 individuals and family members while 79 individuals and family members were provided supportive housing. 234 individuals and family members were provided with emergency home heating assistance by Tedford Housing's Warm Thy Neighbor program. In May of 2022, Tedford Housing purchased land in Brunswick for a new emergency housing facility for adults and families. The new building will include twenty-four adult guest beds and ten apartment-style units. The proposed single new facility incorporates separate, secure wings for the adult and family emergency housing facilities with a total of 64 emergency housing beds. The family apartment units will contain four beds each, as well as living and dining spaces in each unit. The adult wing will include shared dormitory spaces that will provide beds for a maximum of 24 individuals. The building will provide a kitchen, dining area and living room for guests in the dormitory style rooms. The new building will replace existing aging facilities.
- With homelessness defined as an emergency under General Assistance statutes, 1,514 unduplicated householders were placed into area hotels utilizing General Assistance vouchers. There are 180 families totaling 607 individuals currently residing in GA funded hotels who are experiencing homelessness. Due to the large number of people presenting for shelter, individuals are immediately sheltered in hotels paid by General Assistance before moving into the Family Shelter as space becomes available. The ESG program has an estimated five-year plan (minus administration) of \$757,636.

Supportive Services

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 use disorders. 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. Preble Street Support Services receives funding from the Veterans Administration to prevent and end homelessness among veterans. Tedford Housing provides permanent supportive services through three locations within Cumberland County that serve a total of thirteen adults and six families. Milestone Recovery operates a program called the Homeless Outreach and Mobile Engagement (HOME) Team which provides outreach and community support to individuals experiencing homelessness concurrent with substance use or mental health disorders in Portland and South Portland. Milestone also operates Southern Maine's only Substance Use Homeless Shelter, along with a Housing Navigator Program to transition clients out of chronic homelessness and into permanent, stable housing, along with both short-term and long-term substance use treatment programs directed at low-income individuals, including those experiencing homelessness. Amistad, a Portland-based nonprofit organization, and Portland Downtown (a 501c4) have created a Peer Outreach Worker program. This program will allow a peer outreach worker to connect with clients that live with mental illness, oftentimes co-occurring substance-use disorders, and oftentimes experiencing

homelessness. The outreach worker will then collaborate with the Milestone Recovery, the City's shelters, local hospitals, and Portland Downtown businesses to get the client the services they need. 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, and links youth to necessary services including substance use, counseling and medical facilities.

Affordable Rental Housing- Portland and Cumberland County have formed a HOME Consortium to receive an annual allocation of HOME Investment funds through the U.S. Department of Housing and Urban Development. HOME funds are used for the creation of affordable housing development throughout Cumberland County and within Portland. Since 2011, \$2,574,887 has been allocated for the construction of 563 low-income rental housing units within Cumberland County. Since 2000, \$10,509,084 in HOME funds, \$1,384,359 in CDBG funds, and \$2,963,584 from the local Jill C. Dusen Housing Trust Fund have been allocated for the construction of 1,361 units of low-income housing and 38 single-occupancy units in Portland. Eleven units (six in Portland and five additional units within Cumberland County) are affordable to low-income households through the assistance of HUD Project Based Rental Assistance (PBRA). 74 units (thirty-nine in Portland, and thirty-five in Cumberland County) make use of the Low-Income Housing Tax Credit Program (LIHTC). In 22-23, \$136,392 of HOME funding was earmarked to support 96 individuals at risk for homelessness through tenant-based rental assistance.

Homelessness Diversion Services- In 2022, 500 persons were assisted through Homeless Prevention services in Greater Portland. The Oxford Street Shelter, through the Emergency Shelter Grant, prevented eight individuals from becoming homeless. In PY2020, 190 individuals received a wide range of comprehensive housing related services, including full assessments to identify barriers to housing and housing stability, connection to appropriate mainstream resources in the community, employment and training opportunities, and at least three months of follow-up services after housing placement. Of the 152 individuals enrolled in the program this year, 30 individuals were rapidly re-housed, 49 families or 152 individuals received essential services, and eight individuals were prevented from becoming homeless.

Rapid Rehousing Services- The goals of the ESG program are 1) to help people who become homeless by quickly moving them into permanent housing and 2) to prevent individuals and families becoming homeless. By using ESG in the shelters and community it helps ensure individuals and families do not become Long Term Stayers. Of 152 individuals enrolled in the program, 30 were rapidly re-housed, 49 received essential services, and 8 individuals were prevented from becoming homeless. The Oxford Street Shelter staff located permanent housing for 102 homeless individuals (79 men and 23 women, including six Veterans and 37 chronically homeless individuals). The Family Shelter placed 73 families into permanent housing without a subsidy, reunified six families with other family members, secured a Shelter+Care Subsidy for 8 families, and secured four families a Housing Choice Subsidy.

Emergency Rental Assistance- One of the goals of the City of Portland's Emergency Solutions Grant program is to provide prevention services to individuals facing homelessness in the

community. PY 20/21 allocated \$16,363 in homeless prevention for the Oxford Street Shelter. The projected annual goal for Oxford Street Shelter is to serve six people who are at risk of homelessness. The Family Shelter has \$30,412 for homeless prevention and \$52,065 for Essential Services. The goal for the Family Shelter is to serve 10 families who are at risk of homelessness. Due to the large number of people presenting for shelter, individuals are immediately sheltered in hotels paid by General Assistance before moving into the Family Shelter as space becomes available.

General Assistance is a locally and state-funded program administered by municipalities that helps families and individuals pay for housing (among other needs). In March 2021, MaineHousing funded an Emergency Rental Assistance Program through federal Covid-19 relief money. The state reimburses 70% of applicable GA expenses, as long as municipalities process applications within 24 hours. Since its inception, Cumberland County municipalities have received \$78,594,903 in ERA benefits (as of 12-7-22). The Opportunity Alliance administered the ERA program within Cumberland County assisting 20,894 participants/10,213 households with \$45-50 million in funds distributed during January 2022 through December 2022. Over \$70 million has been distributed since January 2021. Of that funding an estimated \$22 million was distributed to support individuals in hotels/motels since January 2022. An estimated 700 to 1,000 unduplicated individuals were served in hotels/motels since January 2021. During their December 15, 2022 meeting, the Emergency Shelter Assessment Committee announced Emergency Rental Assistance funding has run out (but rent is paid through December). Per MaineHousing, the demand for the program increased in 2022 due to a combination of rising rents, the housing shortage and financial repercussions from the continuing pandemic. MaineHousing tried to reduce demand by changing eligibility from 80% AMI to 50% AMI and capping the amount paid to hotels. As of January, 2023, hotels in Freeport, Scarborough and South Portland are currently in the process of evicting their residents. Per the Opportunity Alliance, about 2,000 people will not have secure funding for housing heading into 2023.

Victims of Domestic Violence- Since 2013, Preble Street Anti-Trafficking Services (ATS) has supported more than 600 victims, enrolling over 300 in intensive case management and housing support services. Safe housing is often one of the most expensive costs in supporting survivors of human trafficking. Through These Doors operates an Emergency Shelter for women and children who are experiencing domestic violence. They have sixteen available beds at any given time, which may be occupied by either families or single adults. Through These Doors also provides shelter in hotels as funding permits. From October 1, 2021 through September 30, 2022, Through These Doors provided emergency shelter to 115 individuals and allowed access to basic necessities like food, clothing and personal care items. Residents are offered in-house education programs, individual advocacy, case management and safety planning. Community Housing of Maine (CHOM) operates three permanent supportive housing units serving a total of seven people, and two transitional housing units currently home to 6 people fleeing from domestic violence.

Other Families Requiring Services or Housing Assistance to Prevent Homelessness - The Long-Term Stayers Initiative is a State-wide effort to end homelessness for those who have been homeless 180 days or more during the year. The City of Portland's Oxford Street Shelter uses Emergency Shelter Grants to prevent individuals from becoming homeless by quickly

moving them into permanent housing. By using ESG in the shelters and community it helps ensure individuals and families do not become Long Term Stayers. In PY2020, 190 individuals received a wide range of housing related services; of 152 enrolled in the program, 30 were rapidly re-housed, 49 received essential services and 8 individuals were prevented from becoming homeless. Portland's 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 monitor shelter bed usage for single adults, adolescents and families. ESAC members include shelter providers, supported housing providers, mental health service providers, substance use 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. In the City of Portland, 33% of CDBG funds support social service agency programs while 70% of CDBG funding is used to benefit persons of low and moderate income. City staff meet with the agencies throughout the year to provide technical assistance and ensure they are meeting HUD guidelines and regulations. Staff also assists in monitoring their progress and makes recommendations for more efficient services. In the calendar year 2021, the Family Shelter in Portland welcomed 295 asylum seeking families totaling 974 individuals presenting for emergency shelter. Due to limited Covid capacity, families were provided access to hotel rooms (through the U.S. Treasury Emergency Rental Assistance program or Maine State General Assistance Funding) as overflow for four to five months prior to entry to shelters where they receive housing navigation. Because asylum seekers do not have Refugee status they are ineligible for most federal rental assistance programs – with the exception of the Emergency Rental Assistance program.

At Greatest Risk of Housing Instability- The City of Portland and Cumberland County collaborate extensively with the four housing authorities within the County. Efforts include development of affordable housing, recreational activities for at-risk youth, self-sufficiency programs, and vouchers for families, unhoused individuals, and disabled persons. Staff from both the County and City of Portland also participate in the Maine Affordable Housing Coalition, which is a collaborative group of developers, Community Action agencies, public housing authorities, investors, housing and service providers, advocates, and others working to increase the supply of quality, affordable housing throughout Maine. In 2019, all Public Housing Authorities and the Maine State Housing Authority created a statewide Combined Wait List (CWL) for the Housing Choice Voucher program. The CWL has an option for individuals in some communities to choose a preference area based on where they live and work. The Portland Housing Authority pays for 357 housing choice vouchers (191 project-based vouchers and 166 tenant-based vouchers) used in 14 housing projects. Of those vouchers, 191 PBVs are for individuals who qualify as homeless, 88 for Veterans Affairs Supportive Housing, 21 Emergency Housing, 37 Mainstream, and 20 Foster Youth Initiatives. The City of Portland's Oxford Street Sheltered used the Emergency Shelter Grant to prevent individuals from becoming homeless. While the city-wide eviction moratorium was in place due to the Covid-19 pandemic, Oxford Street worked with individuals and landlords to mitigate homelessness or return to homelessness. In contrast to the Oxford Street Shelter, the Family Shelter saw a drastic reduction in evictions due to the moratorium and moved prevention funding to essential services to aid with housing placements. The Family shelter placed 73 families into permanent housing without a subsidy, six families were reunified with

other family, eight families secured a Shelter+Care Subsidy, four families secured a Housing Choice Subsidy, and seven families left the shelter of their own accord, due to noncompliance with the program, or due to DHHS involvement. Likewise, the Oxford Street Shelter staff located permanent housing for 102 homeless individuals (79 men and 23 women, including 6 Veterans and 37 chronically homeless individuals). 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 for residents of Portland and Cumberland County. Since 2019, the city of Portland has subsidized 416 units of affordable housing including units set aside for long term shelter stayers and 38 single-room occupancy units for women experiencing homelessness, addiction, and related challenges. Cumberland County, through the Cumberland County HOME Consortium, has funded 146 units of low-income housing during this same time. The City of Portland utilizes 33% of CDBG funds for social service supports, including housing programs, homeless services, crisis management services, childcare, family support services, substance use disorder services, youth and adolescent support services, senior services, neighborhood-based programs and projects, and health care for the homeless. Preble Street provides permanent supportive housing for thirty individuals at Huston Commons, and another thirty individuals at Logan Place while Community Housing of Maine (CHOM) provides permanent supportive housing for twenty-eight people within eight units located throughout three buildings. Preble Street provides emergency shelter to forty individuals at Elena's Way, twenty-four teens at Joe Kreisler Teen Shelter, and twenty-five women at Florence House. Preble Street also provides transitional housing to seventeen youth. Shalom House helps adults living with severe mental illness through an array of community-based mental health services and affordable housing. Residential treatment is provided in group living and supportive apartments. Shalom House operates two transitional buildings in Portland with a total of thirteen units and three permanent supportive housing buildings also in Portland with a total of twenty-five units.

The Westbrook Housing Authority reports they currently provide eighty-three residents with Project Based Vouchers at Riverview Terrace and Larrabee Woods, of which seventeen are designated for homeless. Larrabee Commons has thirty-nine vouchers, eighteen of which are PBV and five designated for homeless. And Robert Harnois Apartments has sixty-one PBVs of which thirteen are designated for homeless. For their Housing Choice Voucher Program, they report one hundred thirteen mainstream MS811 vouchers, thirty-five designated for homeless; ten chronically homeless vouchers, and five VASH vouchers for designated homeless veterans. Three chronically homeless and two VASH voucher holders are looking for housing.

The Portland Housing Authority reports a total of three hundred fifty-seven total vouchers set aside for homeless. These are in the form of Vouchers (166) and Project Based Vouchers (191). Vouchers include; VAHS (88), EHV (21), Mainstream (37), and Foster Youth Initiatives (20). PHA pays for the Vouchers that fund the PBV Units. PBV are currently benefiting households in fourteen different housing development projects including those managed by Community Housing of Maine and Preble Street.

The South Portland Housing Authority provides one hundred and twenty-five PBV. SPHA is in the process of converting their Public Housing units to the Section 8 program. By the end of the year, SPHA will have a total of 375 PBVs. There are approximately 646 applicants on waiting lists.

Unmet Housing and Service Needs of Qualifying Populations:

Homeless as defined in 24 CFR 91.5

The shelter system in Portland is beyond capacity. Staff and local organizations struggle to deal with overflow strategies to meet increasing needs. Data from 2019 showed that 79% of the shelter consumers were new consumers with the average length of stay at the shelter under 60 days. Additionally, increased case management is needed for those who have mental illness and substance use issues to help them navigate the service delivery system. The City's Family Shelter has been experiencing an unprecedented volume of clients. Data from 2021 indicated the Family Shelter welcomed 295 asylum seeking families totaling 974 individuals presenting for emergency shelter. As asylum seekers, this designation adds to the complex nature of moving clients out of the shelter and into permanent housing. Overall, Portland homeless shelters had an average of 345 individuals per night last year. This number exceeded bed capacity among all shelters by over 35 individuals and excludes hotels provided by General Assistance. During 2022, 16,173 applications were submitted to the City of Portland for GA assistance for emergency shelter in hotels (a total of 1,168 applications were denied). One hundred percent of upfront costs are covered by the City of Portland/residents. Then seventy percent of the funding is sought through reimbursement from the State of Maine/Office for Family Independence, thirty percent is the responsibility of the issuing municipality. The City of Portland is seeking funding reimbursement from FEMA for its thirty percent responsibility. Despite having seven workers (two openings at the present moment) to process the applications full time (one staff also working on the weekends), the demand for GA remains since the pandemic onset very high. Many people/applicants are seeking emergency shelter, assistance with medications, food and non- food items, rent, as well as utilities.

The town of Brunswick has one 16 bed shelter, Tedford Housing; other than that, there are no additional shelters outside of Portland in Cumberland County. During fiscal year 2021-2022, Tedford Housing turned away 452 adults and 108 families due to a lack of a shelter bed. The family shelter waitlist is about 125 families as of January 2023. The Opportunity Alliance (TOA) is the Community Action Agency for Cumberland County. TOA supports low-income, at-risk individuals and families, refugees and New Mainers, individuals with disabilities, people experiencing mental health and substance use disorders, and individuals and families on the brink, or in the midst of crisis. As reported in the ERA 2022 Point in Time, TOA assisted 154 households with children (509 people of which 270 were under 18; 168 Black/Af Am/African, 300 White, 39 Multiple, and 3 Am Indian/Indigenous), and 126 households without children (147 people of which 2 Am Indian/Indigenous, 1 Asian/Asian Am, 21 Black/Af Am/African, 1 Hawaiian/Pacific, 117 White, and 5 Multiple). Due to the high number of "couch surfers", families who are "doubled up", and individuals residing in cars or tents in secluded rural areas, the number of rural unsheltered is difficult to estimate. Anecdotally, we know that rural homelessness is on the rise, and a study will be underway soon to identify the nature and extent of rural homelessness within Cumberland County.

At Risk of Homelessness as defined in 23 CFR 91.5

In 2021, there were an estimated 14,623 rental units needed for the Portland Metro Area; this demand is projected to increase to 15,064 units by 2026. The pent-up demand for affordable rental units is demonstrated by (1) the high average occupancy of 99% for LIHTC and subsidized properties; (2) the reported waitlists at affordable properties that exceeds 100

households or 2 years; and (3) 40% (or 13,892) of the current renter households in the Portland Metro Area are rent overburdened. Housing prices have risen significantly in the past five years for both renters and owners. As Portland becomes increasingly unaffordable, low- to moderate-income households are being forced to relocate to communities outside of greater Portland, which can make it difficult to access services and employment. Another repercussion of increasing unaffordability in Portland is the increase in rents and housing prices in these communities. The median rent in Cumberland County in 2020, according to MaineHousing's affordability index, was \$1,888, a 42% increase from 2017. Median renter incomes have only increased 22% during the same period. The median home price in Cumberland County has increased by 34%, and homeowner median incomes have increased 20%. Out of 4,034 homes purchased in Cumberland County in 2021, only 19% were considered affordable or attainable.

The 2016-2020 American Community Survey reported of the 145,838 total housing units in Cumberland County, 43,931 or 30.1 percent are rental units. Of the 37,027 households reporting, 32.9 percent pay more than 35 percent of their household income towards rent, and 19.5 percent pay more than 50 percent of their household income towards rent. Portland has 34,187 total housing units of which 63.2 percent or 21,605 are rental units. Of the 16,868 reporting households, 34.8 percent pay more than 35 percent of their household income towards rent, and 20.2 percent pay more than 50 percent of their household income towards rent. Within Cumberland County 24.9 percent of all housing units were built prior to 1939; 58.1 percent were built prior to 1980. In Portland, 47.7 percent of all housing units were built prior to 1939; 77.9 percent were built prior to 1980.

According to the South Portland Housing Authority, as of May 2022, there were 2,027 individuals and families awaiting housing assistance. Due to the high demand and low supply, the waiting lists for many of SPHA's buildings are currently closed. Community Housing of Maine commissioned a market study by The Signal Group (TSG), an affiliate of the National Housing & Rehabilitation Association, to determine the market need, occupancy, turnover and absorption data for the Portland Metro Area. The study found that there is a significant shortfall in the number of affordable units with demand currently exceeding supply by 1,126 housing units. Predictions show that demand will continue to grow and will exceed supply by 1,168 by 2024. The TSG study surveyed 26 Tax Credit developments in the Portland Metro Area, consisting of 1,038 units, and found a 100% occupancy rate. Reported waitlists are up to 5 years for LIHTC properties. TSG's study of the market showed an absorption period of four months, by leasing units at a rate of 10 per month. This rate is consistent with CHOM's experience at other affordable rental properties it owns in the Portland area. Portland has approximately 33,785 housing units (rental and homeownership). The majority (61%) of Portland residents live in duplex and apartment buildings. Almost 40% of Portland's residential housing stock is comprised of three-family or more buildings. Almost 50% (16,260) of those units were built before 1939, 70% (23,761) were built before 1970.

Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking, as defined by HUD in the Notice

Through These Doors, a domestic violence resource center serving Cumberland County, reports 500 annual requests for shelter, which includes folks who made multiple requests. Unfortunately, the organization was able to shelter only 78 adults and 37 children from

October 1, 2021 through September 30, 2022 with a gap in service of 396 beds (145 adults and 251 children). There is also a need for child care; connection to mental health or substance use support; case managers; workforce training and support; financial assistance to transition to permanent housing; as well as culturally and linguistically competent services for the increasing asylum seeker and refugee population in Maine. Community Housing of Maine (CHOM) reports needing long term case management, section 8 vouchers and mental health services for the families they serve.

Other populations requiring services or housing assistance to prevent homelessness and other populations at greatest risk of housing instability, as defined by HUD in the Notice

Formerly homeless people with both substance use disorder and mental illness are the most difficult to house permanently because of poor rental histories and the need for lengthy cultural acclimation to non-shelter living. Over the past twelve years, there have been statewide cuts to mental health services, hampering efforts to help those with mental illnesses find and maintain housing. Many treatment centers have long waiting lists and require the individual to travel away from both home and employment, something many simply cannot afford to do. Increased case management is needed for those who have mental illness and substance use issues to help them navigate the service delivery system. Milestone Recovery provides outreach and community support to individuals experiencing homelessness concurrent with substance use or mental health disorders. Milestone operates Southern Maine's only Substance Use Homeless Shelter, along with a Housing Navigation Program to transition clients out of chronic homelessness and into permanent, stable housing, along with both short-term and long-term substance use treatment programs directed at low-income individuals, including those experiencing homelessness. Shalom House provides residential treatment in group and apartment housing, supportive housing, and independent living for individuals with serious and prolonged mental illness. Shalom House currently has 516 people on the waitlist for housing they own and operate; 249 of those have reported being homeless or at risk of homelessness. Thirty-eight percent (38%) have been on the waitlist for at least four years; 30% have been on the list for two to four years; 17% have been on the list for one to two years and 15% have been on the list for a year or less. Shalom House has approximately 140 people approved for a rental voucher who have been unable to find housing. Most of these individuals are currently homeless. Shalom House reports that only about 25% of individuals with housing vouchers are able to find housing. At the Oxford Street Shelter, 13.02% experience a physical disability or illness. Portland's population has a higher incidence of disability than people in Cumberland County as a whole (13.5% and 11% respectively). 45.2% of the non-institutional population 65 years and over in Portland has a disability, including hearing difficulty, vision difficulty, cognitive difficulty, ambulatory difficulty, self-care difficulty, and independent living difficulty.

Gaps within Shelter and Housing Inventory as well as the service delivery system:

From 2017-2021, housing prices have skyrocketed, exacerbating an already significant issue. Due to the Covid-19 pandemic, there has been less turnover of units and more competition for units as remote workers move to the area. Portland has also seen an increased number of asylum-seeking families arriving at the southern border who designate the Portland Family Shelter as their destination. In the calendar year 2021, the Family Shelter welcomed 295 asylum-seeking families totaling 974 individuals presenting for emergency shelter. Gaps within

the service delivery system include financing necessary to provide intervention to prevent homelessness; funding for substance use services; funding for mental health services; and funding for case management “navigators”. As noted above, gaps within the current shelter and housing inventory include beds for individuals seeking shelter; units for voucher holders; units for persons with disabilities; units for the elderly population; units for those fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking or human trafficking; units for teens; and units to create stable affordable housing. Milestone Recovery’s most urgent unmet need for their qualifying population is emergency homeless shelter capacity. Milestone’s emergency shelter is currently operating at full capacity of 36 beds per night, and still experiences significantly higher demand than can be met. In the last several months Milestone has been forced to turn away an average of 10-15 qualified individuals seeking shelter each night, and the need is only expected to intensify moving into the depths of winter. Multiple other unmet life safety needs exist, including the need for winter clothing, access to medical care and substance use treatment, and food insecurity. Other unmet needs that do not fall under the blanket of life safety needs include access to affordable long-term housing and access to employment and employment training opportunities. The highest priority need is emergency shelter capacity.

The rental housing stock in Portland and throughout the Greater Portland Region 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. Through our outreach, we know that rents in the area have skyrocketed since 2019, further exacerbating an already tenuous issue. There are 380 units of Section 8, 711 LIHTC units, and 90 HOME-assisted units whose affordability period is expected to expire between 2022 and 2027. The City’s affordable housing providers work with social service providers to move individuals out of homelessness and into affordable housing. Providers report that even with vouchers and assistance, units are difficult to obtain; therefore, increasing the number of units is critical. Milestone’s largest unmet systemic need for the Housing Navigator Program is the short supply of affordable housing in the community, especially housing programs that employ a housing-first model to substance use. In addition to this broad systemic problem, many Housing Navigator clients experience smaller, seemingly low-cost barriers that prevent them from obtaining and retaining housing. These include but are not limited to costs associated with the housing search process, including application fees, security deposits, costs of obtaining state identification, passes for public transportation, and phone cards to communicate with potential landlords. Milestone maintains a small assistance fund to help clients overcome these barriers, but this fund only covers a fraction of the need for hard to find affordable housing.

Preble Street, a provider of emergency service and permanent supportive housing has a gap in service of up to 500 adult emergency service beds, and up to 360 permanent supportive housing units. Community Housing of Maine (CHOM) needs additional long-term case management for each of the eight households they serve with permanent supportive housing. Portland Housing Authority requires additional staffing and flex funding to walk the unhoused population from homelessness into affordable housing. The complex nature of completing the basic eligibility paperwork, to finding a unit in a highly competitive market, to furnishing the unit while addressing the challenges of paying bills, keeping utilities in place, meeting medical and mental health needs is extremely daunting for many who are trying to rebuild their

lives, and sometimes do not have the ability to do so. Housing Authorities are not allocated funding to provide this level of service. Additionally, basic housekeeping services are needed as many individuals with intellectual, mental health, or physical disabilities require these services, which also benefits the entire community.

Under Section IV.4.2.ii.G of the HOME-ARP Notice, a PJ may provide additional characteristics associated with instability and increased risk of homelessness in their HOME-ARP allocation plan. These characteristics will further refine the definition of “other populations” that are “At Greatest Risk of Housing Instability,” as established in the HOME-ARP Notice. If including these characteristics, identify them here:

Portland has long been a desirable and welcoming community for immigrants, refugees, and asylum seekers. Unfortunately, the shortage of affordable housing options can be particularly difficult for individuals who may have larger families, limited English, and few resources. Many of the immigrant, refugee, and asylum-seeker families have been forced to seek housing options outside of the greater Portland area. As immigrants/refugees get pushed further away from Portland, they move geographically further away from the only support services who are linguistically equipped and culturally competent enough to identify needs and issues and provide appropriate, sensitive treatment or assistance. This is true also for individuals with disabilities, domestic violence victims, and other individuals who may have lower incomes who depend on services which may be more readily available, or only available, within the City of Portland.

Priority needs for qualifying populations:

The need to create affordable permanent supportive housing and provide ongoing support and technical assistance was reiterated throughout the consultation sessions. Therefore, our priority is to focus the majority of these funds on the creation of permanent supportive housing.

Although there were recommendations around rental assistance and services such as housing navigation, there are both new and ongoing funding sources that address those needs. And while the creation of additional vouchers would be helpful, for far too many current voucher holders, the difficulties of finding housing affordable with a voucher emphasizes the importance of building additional income-restricted rental housing.

Determination of the level of need and gaps in the shelter and housing inventory and service delivery systems based on the data presented in the plan:

The level of need and gaps in shelter, housing and service delivery systems were determined using data from the statewide Homeless Management Information System, Maine’s Point in Time and Housing Inventory Count, housing data from the 2019 American Community Survey (ACS) and the 2014-2018 Comprehensive Housing Affordability Strategy (CHAS), and a gaps analysis performed by the Corporation for Supportive Housing (CSH) as part of the Maine Homeless System Re-Design Initiative (Final Report and Recommendations June 2021). The determination of how to most effectively utilize this funding was determined through a series of stakeholder meetings.

HOME-ARP ACTIVITIES

Method(s) that will be used for soliciting applications for funding and/or selecting developers, service providers, subrecipients and/or contractors:

Housing Production: Funding will be allocated through a competitive application process open to all eligible entities, including nonprofit housing organizations and for-profit developers. To be considered eligible for Program funds, recipients at a minimum will need to meet the following criteria: a) Make acceptable assurances that they will comply with the requirements of the HOME-ARP Program during the entire period that begins upon selection of the recipient and ending upon the conclusion of all HOME-ARP Program funded activities; b) Demonstrate the ability and financial capacity to undertake, comply, and manage the eligible activity; c) Demonstrate its familiarity with the requirements of other Federal, State, or local housing programs that may be used in conjunction with HOME-ARP Program funds to ensure compliance with all applicable requirements and regulations of such programs; d) Have demonstrated experience and capacity to conduct HOME-ARP Program eligible activities as evidenced by its ability to own, construct, or rehabilitate, and manage and operate an affordable multifamily rental housing development.

Describe whether the PJ will administer eligible activities directly:

The Cumberland County HOME Consortium will not use funding to directly create housing or provide services.

If any portion of the PJ's HOME-ARP administrative funds are provided to a subrecipient or contractor prior to HUD's acceptance of the HOME-ARP allocation plan because the subrecipient or contractor is responsible for the administration of the PJ's entire HOME-ARP grant, identify the subrecipient or contractor and describe its role and responsibilities in administering all of the PJ's HOME-ARP program:

The Cumberland County HOME Consortium did not appoint subrecipients or contractors for the development of the HOME-ARP allocation plan or administration of the HOME-ARP funds.

Use of HOME-ARP Funding

	Funding Amount	Percent of the Grant	Statutory Limit
Supportive Services	\$ 763,756		
Acquisition and Development of Non-Congregate Shelters	\$ 250,000		
Tenant Based Rental Assistance (TBRA)	\$ 0		
Development of Affordable Rental Housing	\$ 2,041,266		
Non-Profit Operating	\$ 0	0 %	5%
Non-Profit Capacity Building	\$ 0	0 %	5%
Administration and Planning	\$ 539,121	0 %	15%
Total HOME ARP Allocation	\$3,594,143		

Distribution of HOME-ARP funds in accordance with its priority needs identified in its need's assessment and gap analysis:

The distribution of the HOME-ARP funds is aligned with the priorities identified through public comment and consultation with organizations and agencies who provide support and assistance to the qualifying populations. The Development of Affordable Rental Housing category has been funded the most as we have evaluated this category as being most in demand.

A total of \$2,291,266 will be utilized for the Acquisition and Development of Non-Congregate Shelters and the Development of Affordable Rental Housing, with approximately 90% funding the Development of Affordable Rental Housing and approximately 10% funding the Acquisition and Development of Non-Congregate Shelters.

Supportive Services is the second largest funding category which again aligns with the priorities identified through public comment and consultation with organizations and agencies who provide support and assistance to the qualifying populations.

The funding amount for Administration and Planning is projected at \$539,121. Any funds not expended in this category may be reallocated to the funding amounts for Supportive Services, Acquisition and Development of Non-Congregate Shelters, and Development of Affordable Rental Housing.

Characteristics of the shelter and housing inventory, service delivery system, and the needs identified in the gap analysis provided a rationale for the plan to fund eligible activities:

The need to create affordable permanent supportive housing and provide ongoing support and assistance was reiterated throughout the consultation sessions. Based on feedback provided it is apparent that the most significant need is to create affordable permanent housing and supportive housing units. The shelter system (only available in Portland and Brunswick) is operating at full capacity, turning away adults and families each night and struggles to deal with overflow strategies to meet unprecedented increasing housing and case management needs. An estimated 700 to 1,000 unduplicated individuals were served in hotels/motels from January 2021 to December 2022; the Emergency Rental Assistance used to pay for these units ran out in November 2022. Tenants are being evicted as of January, 2023.

In 2021, there were an estimated 14,623 rental units needed for the Portland Metro Area; this demand is projected to increase to 15,064 units by 2026. The pent-up demand for affordable rental units is demonstrated by (1) the high average occupancy of 99% for LIHTC and subsidized properties; (2) the reported waitlists at affordable properties that exceeds 100 households or 2 years; and (3) 40% (or 13,892) of the current renter households in the Portland Metro Area are rent overburdened. In Portland, 47.7 percent of all housing units were built prior to 1939. Due to high demand and low supply of affordable housing, wait lists for many buildings are closed. Providers report that even with vouchers and assistance, units are difficult to obtain; therefore, increasing the number of units is critical.

The domestic violence resource center serving Cumberland County reports a gap in service of 396 beds (145 adults and 251 children). There is also a need for case managers, and connects

to mental health or substance use support.

Formerly homeless people with both substance use disorder and mental illness are the most difficult to house permanently. Housing and increased case management is needed for those who have mental illness and substance use issues.

While the Cumberland County Consortium needs additional homeless diversion, rapid rehousing and rental assistance programs, without units to house people these programs will never be fully effective.

HOME-ARP PRODUCTION HOUSING GOALS

Estimated number of affordable rental housing units for qualifying populations that the PJ will produce or support with its HOME-ARP allocation:

Cumberland County HOME Consortium anticipates that at least 10 units of affordable rental housing units for qualifying populations will be directly produced with HOME-ARP funds. However, the investment of HOME-ARP funding is estimated anticipated to leverage production of additional units utilizing other private and/or public funding resources.

Affordable rental housing production goal that the PJ hope to achieve and how the production goal will address the PJ's priority needs:

The Cumberland County HOME Consortium will prioritize projects that are able to be developed quickly and that can operate with sufficient operating and supportive service dollars to meet the needs of tenants. As noted above, it is anticipated that at least 10 units of affordable rental housing units will be developed. The units developed with HOME-ARP funds will meet the City of Portland and Cumberland County Consolidated Plan Priorities to Increase Housing Availability and Affordability, Address the Needs of the Growing Homeless Population and Provide Services to Special Populations Including Victims of Domestic Violence, Homeless Persons and Persons with Disabilities.

PREFERENCES

The City of Portland / Cumberland County HOME Consortium does not plan to give preference to one or more qualifying populations or subpopulations for any eligible activity or project. If it is determined that the only viable project would require a preference, a substantial amendment, including the required public participation process will be submitted.

Referral Methods

At this time the City of Portland / Cumberland County HOME Consortium have not defined a referral method. A referral method will be defined during the RFP process for selecting projects, programs, or services.

Limitations in a HOME-ARP Rental Housing or NCS Project

At this time the City of Portland / Cumberland County HOME Consortium has no intention to limit eligibility for a HOME-ARP rental housing or NCS project.

HOME-ARP REFINANCING

At this time the City of Portland / Cumberland County HOME Consortium has no intention to refinance existing debt secured by a multifamily rental housing that is being rehabilitated with HOME-ARP Funds.

Cumberland County HOME Consortium, HOME-ARP Allocation Plan

Appendix A: Consultation Participants, Survey Respondents and Written Comments

The Cumberland County HOME Consortium thanks the following individuals and organizations for their participation.

Public Agencies that Address the Needs of Qualifying Populations:

Awa Conteh	City of Bangor Public Health and Community Services
Chelsea Hoskins	City of Portland Family Shelter
Aaron Geyer	City of Portland Social Services
David Richmond	Maine Bureau of Veterans Services
Susan Gagnon	Maine Department of Corrections
Alice Preble	Maine Department of Health and Human Services
Ginny Dill	Maine Department of Health and Human Services
Sara Wade	Maine Department of Health and Human Services
Stacy Keenan	Maine Department of Health and Human Services
Amelia Lyons	Maine Department of Education
Leah Bruns	Portland Housing Authority
Arwen Agee	Veterans Administration
Jason Carter	Veterans Administration
Susan Sampson	Veterans Administration
Wendy Thomas-Blais	Veterans Administration
Sharon Jordan	Wabanaki Public Health Services

And all the Community Action Agency participants listed in the meeting titled Developers/Community Action Agencies, and in the meeting titled Emergency Shelter Assessment Committee.

Public or Private Organizations that Address Civil Rights and Fair Housing:

Bill Higgins	Homeless Advocacy for All
Susan Randall	Homeless Advocacy for All
Kate Easter	Maine Coalition to End Domestic Violence
Frank D'Alessandro	Maine Equal Justice Partners
Ben Martineau	Homeless Voices for Justice
Cheryl Hawkins	Homeless Voices for Justice
Leana Amaez	Maine Department of Health and Human Services
Fatima Saidi	Maine Immigrant Rights
Gia Drew	Equality Maine
Rachel Talbot Ross	Maine Black Caucus

Public/Private Organizations that Address the Needs of Persons with Disabilities:

Brianne Brasset	Community Health and Counseling Services
Meredith Smith	Community Health and Counseling Services
Sarah Derosier	Community Health and Counseling Services
Vickey Rand	Community Housing of Maine
Cullen Ryan	Community Housing of Maine
David McCluskey	Community Care
Tracey Allen	Kennebec Behavioral Health

Rich Romero
Charlotte Rogers
Katie Rutherford
John Wiinikka
Jill Grazia
Norm Maze
Paul Linet
Travis Drake
Nicole Frydrych
Rich Hooks Wayman
Tyra Parker
Benjamin Strick

OHI
Peabody Center
Peabody Center
Peabody Center
Shalom House
Shalom House
3iHOME
Volunteers of America Northern New England
Volunteers of America Northern New England
Volunteers of America Northern New England
Volunteers of America Northern New England
Spurwink Services

<i>Meeting Focus / Qualified Populations Served</i>	<i>Date</i>	<i>Attendees</i>
Maine Shelter Network	10-19-2021	Lauren Bustard, Betty LaBua, Steve McDermott (MaineHousing), Boyd Kronholm (BAHS), Jessica Wilson (City of Lewiston), Jenifer Needham, Chris Bicknell (New Beginnings), Kari Bradstreet (Hope and Justice Project), Jenny Stasio (Through These Doors), Noelle Coyne (Safe Voices), Terence Miller (Preble Street), Katie Spencer White (MMHS), Josh D'Alessio (PCHC), Victoria Volent (City of Portland), Mark Swan (Preble Street), Janice Daku (RCAM), Stephanie Primm (KCHC), Joe McNally (Milestone Recovery), Tracy Hair (HOME, Inc.), Kristin Styles (Cumberland County)
Maine Continuum of Care	10-21-2021	Abigail Smallwood (City of Biddeford), Ali Lovejoy, Erin Kelly, Dan Hodgkins (Preble Street), Alice Preble (Maine DHHS), Amelia Lyons (Maine Dept. of Ed.), Awa Conteh (City of Bangor), Meredith Smith, Sarah Derosier, Brianne Brasset (CHCS), Bill Higgins (Homeless Advocacy for All), Boyd Kronholm (BAHS), Bridge Semler, Chris Bicknell (New Beginnings), Christina Dingus, Lauren Bustard, Kelly Watson, Tara Hembree, Scott Tibbitts, Mike Shaughnessy Paula Weber, Betty LaBua (MSHA), Cullen Ryan, Vickey Rand (CHOM), David McCluskey (Community Care), Donna Kelly (Waldo CAP), Stephanie Primm (Knox County Homeless Coalition), Emily Flinkstrom (Fairtide), Ginny Dill (Maine DHHS), Janice Daku (RCAM), Janice Lara H (CC Maine), Jill Grazia (Shalom House), Joe McNally (Milestone Recovery), Josh D'Alessio (PCHC), Kari Bradstreet (HJP), Susan Randall (Homeless Advocacy for All), Katie Spencer White (MMHS), Kelsea Vincent (YAB), Victoria Volent, Aaron Geyer, (City

		of Portland), Marcie Dean (Next Step), Melanie Beaulieu (FVP), Molly Sirios (BOL), Noel Thibodeau (NHFW), Noelle Coyne (Safe Voices), Norm Maze (Shalom House), Rebecca Hobbs (T*TD), Rebekah Paredes (NHFW), Rich Romero (OHI), Rota Knott (Tedford House), Sara Wade (Maine DHHS), Lisa McLaughlin (HSA), Sharon Jordan (Wabanaki Public Health Services), Susan Gagnon (Maine DOC), Tracy Allen (KBH), Melissa Mcentee (RGH), Tyra Parker (VOANNE), Whitney Files (Knox County Homeless Coalition), Kelly Walsh (T*TD), Kate Easter (MCEDV)
Advocates and People with Lived Experiences	10-22-2021	Lauren Bustard, Denise Lord, Betty LaBua, Steve McDermott (MSHA), Frank D'Alessandro (MEJP), Cheryl Hawkins (HVJ), Bill Higgins, Susan Randall (Homeless Advocacy for All), Ben Martineau (HJV), Victoria Volent, Heidi McCarthy (City of Portland), Anna Brewer (Preble Street), Jessica Wilson (City of Lewiston),
Developers/Community Action Agencies	10-27-2021	Heidi Leblanc, Jason Bird (Penquis), Denise Lord, Steve McDermott, Lauren Bustard, Paula Webber, Mark Wiesendanger, Betty LaBua (MSHA), Josh D'Alessio (PCHC), Ben Strick (Spurwink), Theresa Dow-Oleary, Jason Parent (ACAP), Shawn Yardley (Community Concepts), Barbara Crider (YCCAC), Donna Kelley (Waldo CAP), Claire Berkowitz (MMCA Corp), Mary Davis (City of Portland), Lincoln Jeffers (City of Lewiston), Zak Maher (City of Auburn), Rick Hooks Wayman (VOANNE), Boyd Kronholm (BAHS), Nate Libby, Megan Parks (Community Concepts), Deb Johnson (DEC), Sayre Savage (Four Directions Development), Bobbi Harris (Downeast Community Partners)
Homeless Veterans Action Committee	11-2-2021	Nicole Frydrych, Brian Bouthot (VOANNE), Arwen Agee, Jason Carter, Wendy Thomas-Blais, Susan Sampson (VA), Amy Holland, Dennis Michaud, Ray Michaud, Tom Pangborn (Veterans, Inc.), April Reed, Mary Wade, Lauren Bustard, Betty Labua (MSHA), Ellie Espling (Senator Susan Collins' Office), Heidi McCarthy (City of Portland), Dan Hodgkins (Preble Street), Kristin Styles (Cumberland County), David Richmond (Maine Bureau of Veteran's Services), Kim Rohn (Representative Jared Golden's Office), Bill Higgins (Homeless Advocacy for All), Mary Davis (City of Portland)
Public Housing Authorities	11-5-2021	Marty Szydlowski (Auburn Housing), Amanda Olsen (Augusta Housing), Mike Myatt (Bangor Housing), Deb

		Keller (Bath Housing), Lisa Plourde (Caribou Housing), Stacey Michaud (Ft Fairfield Housing), Chris Kilmurry (Lewiston Housing), Cheryl Sessions (Portland Housing), Chris Kilmurry (Presque Isle Housing), Laurie Miller (Old Town Housing), Mike Hulsey (South Portland Housing), Chris LaRoche (Westbrook Housing), Lauren Bustard, Denise Lord, Betty LaBua (MSHA), Kristin Styles (Cumberland County), Mary Davis, Victoria Volent (City of Portland),
Emergency Shelter Assessment Committee (ESAC)	12-16-2021	Mike Guthrie (CoP FS), Mailys Day (PHA), Ben Strick (Spurwink), Oliver Bradeen (Milestone Recovery), Vickey Rand, Cullen Ryan (CHOM), Hannah Brier, Dan Coyne (United Way), Brian Townsend (Amistad), Sara Michniewicz (BNA), Ben Martineau, Jim Devine (HVJ), Norm Maze (Shalom House), Bill Higgins, Suzanne Randall (HA4All), Mary Cook (TOA), Ginny Dill (Office of Behavioral Health), Amy Geren (Portland Downtown), Terence Miller (Preble Street), Jenny Stasio (Through These Doors), Aaron Geyer, Adam Harr, Victoria Volent (City of Portland)
Maine Continuum of Care/Advocates for the Homeless/Maine Shelter Network	1-11-2022	Terrace Miller (Preble Street), Brian Townsend (Amistad), Amy Holland, Michelle Lamm (Greater Portland Family Promise), Benjamin Strick (Spurwink Services), Val Fitzgerald, Christine Fecko (The Opportunity Alliance), Wendy Harmon (Southern Maine Landlord Association), Mailys Day (Portland Housing Authority), John Wiinikka (Peabody Center), Vickey Rand (Community Housing of Maine), Chelsea Hoskins (City of Portland)
Developers and Advocates for Public Housing	1-14-2022	Martha Stein (Hope Acts), Charlotte Rogers, Lorena Delcourt, Katie Rutherford (Peabody Center), Paul Linet (3iHOME), Nathan Szanton (The Szanton Company), Betsey Remage Healey (HomeStart), Robyn Wardell, Brian Kilgallen (Community Housing of Maine), Brian Sites (VOANNE), Rebecca Hatfield, Nathan Howes (Avesta), Brian Eng (Maine Cooperative Development Partners), Tara Hill (Habitat for Humanity), Laura Reading (Developers Collaborative), Jay Waterman (Portland Housing Authority), Tim Wells (Greater Portland Community Land Trust), James Vincent (Pharos House)
Publicly noticed meeting facilitated by the Cumberland County HOME Consortium	2-8-2022	Will Quenga, Nicole Hanson (Maine Prison Re-Entry Network), Jim Hall, Priscilla Bitencourt (Homeless liaison for Portland Public Schools), Frank Sanfilippo, Brian Eng, Liz Trice (Maine Cooperative Development Partners), Rob

		Korobkin (Courage House), Susannah Sanfilippo, Tim Wells (Greater Portland Community Land Trust), Sarah Michniewicz (President of Bayside Neighborhood), Christopher Stjohn, Christian MilNeil, Tobin Williamson, Mufalo Chitam (Maine Immigration Rights Coalition), Janice Murphy, Travis Drake (VOANNE), Karin Martin, Lado Lodoka (Center for Preventing Hate), Erin Kelly (Dir. Of Homeless Youth and Young Adult Svc), Lolan Lyne, Poppy Arford (Maine State Representative), Sean Murphy, Frank Rios, Erin Gorham, Juliana Bean, Kelly Fowler
Providers of emergency shelter, transitional shelter, permanent supportive housing, and safe havens.	October 2022 through January 2023	Rota Knott (Tedford Housing), Jenny Stasio (Through These Doors), Mary Wade, Scott Tibbitts (MaineHousing), Leah Bruns (Portland Housing Authority), Andrew Bove (Preble Street), Kyra Walker (Community Housing of Maine), Aaron Geyer, Adam Harr, Ryan Gorneau (City of Portland), Joseph McNally, Tom Doherty (Milestone Recovery), Val Fitzgerald (The Opportunity Alliance), Norm Maze (Shalom House), Anne-Marie Brown (United Way of Southern Maine), Laura Hebert (Westbrook Housing Authority), Brooks More, Nicole Bernier (South Portland Housing Authority)

Original Public Notice in the February 3rd 2023 edition of the Press Herald

Page 53

Corrected Public Notice in the February 7th 2023 edition of the Press Herald

CORRECTION

NOTICE OF PUBLIC HEARINGS AND PUBLIC COMMENT PERIOD

Cumberland County Commissioner Meetings

Monday February 13, 2023 at 5:30pm

Monday March 13, 2023 at 5:30pm

142 Federal St, Portland, ME Cumberland County Courthouse Feeney Room

City of Portland

Housing & Economic Development Committee Tuesday February 21, 2023 at 5:30pm (remote)

City Council Monday, March 20, 2023 at 5:00 pm

389 Congress St, City Hall, Council Chambers or remotely as allowed in the City of Portland Remote Meeting Policy.

30 DAY PUBLIC COMMENT PERIOD – Correction

CITY OF PORTLAND, MAINE / CUMBERLAND COUNTY HOME CONSORTIUM

February 8, 2023 to March 10, 2023

389 Congress Street, Portland City Hall, Room 312

HOME-ARP ALLOCATION PLAN, Funding available \$3,594,143

The City of Portland and the County of Cumberland will each hold two public hearings to consider the HOME-ARP Allocation Plan outlining the use of funds received by the Cumberland County HOME Consortium from the U.S. Department of Housing and Urban Development (HUD). Public comments on the proposed Plan will be accepted in writing or verbally from February 8, 2023 to March 10, 2023. To submit written public comment for the public hearing, please send an email to VVolent@portlandmaine.gov by midnight on March 10. All submissions must include the commenter's name and legal address. Verbal public comments will be accepted during the Public Hearings held on the dates and times noted above or by calling 482-5028 during the 30-day public comment period.

The primary objective of the HOME-ARP Allocation Plan is to outline a plan to help individuals and families who are homelessness or at risk of homelessness. The plan will include a proposed spending plan in these eligible areas: Administration and Planning; Development of Affordable Rental Housing; Supportive Services and Acquisition and Development of Non-Congregate Shelter.

The draft HOME-ARP Allocation Plan can be viewed at <https://portlandmaine.gov/1203/Plans-and-Reports> and <https://www.cumberlandcounty.org/170/Reports-Plans> starting on February 8, 2023.

Translation, interpretation, and other accommodations will be available for materials and meetings upon request.

Please contact the following person to request an interpreter or accommodation for the meeting: Victoria Volent, vvolent@portlandmaine.gov, 207-482-5028.

Fadlan la xirir qofkan hoose si aad u condato turjumaan ama tixgelin xiliga shirka: Victoria Volent, vvolent@portlandmaine.gov, 207-482-5028.

Por favor entre em contato com a seguinte pessoa para solicitar um intérprete ou acomodação para a reunião: Victoria Volent, vvolent@portlandmaine.gov, 207-482-5028.

Victoria Volent, vvolent@portlandmaine.gov, 207-482-5028:
 يبري الاتصال بالشخص التالي لطالب مترجم فوري أو تسهيلات لظهور الاجتماع: الاسم، البريد الإلكتروني، رقم الهاتف

Pour obtenir un interprète ou faciliter une réunion, veuillez contacter la personne suivante: Victoria Volent, vvolent@portlandmaine.gov, 207-482-5028.

Para solicitar un intérprete o una adaptación especial para la reunión, comuníquese con esta persona: Victoria Volent, vvolent@portlandmaine.gov, 207-482-5028.

Leka na ko bengsa moto oyo soki oza na bosenga ya interprete to ya bosalisi pona rendez-vous na yo: Victoria Volent, vvolent@portlandmaine.gov, 207-482-5028.

SPORTS

Portland Press Herald • Monday, February 7, 2023 • D5

MLB NOTEBOOK

Red Sox sign pitcher Faria to minor league contract

Minor-league right pitcher Carlos Faria has signed a minor-league contract with the Boston Red Sox. The 25-year-old right-hander was signed to a one-year contract worth \$250,000, with an option for a second year. Faria, who was drafted by the Red Sox in the 11th round of the 2019 MLB Draft, has been assigned to the Portland Sea Dogs of the Eastern League.

Faria, who is 6'5" tall and weighs 215 pounds, has a 4.00 ERA in 22 innings pitched during his first professional season. He has a 3.00 ERA in 14 innings pitched during his first professional season. He has a 3.00 ERA in 14 innings pitched during his first professional season.

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Red Sox starting pitcher Chris Sale (left) is expected to be an ace for Boston to contend in the American League and that is a lot to ask, the pitcher who has more and 11 starts since 2020.

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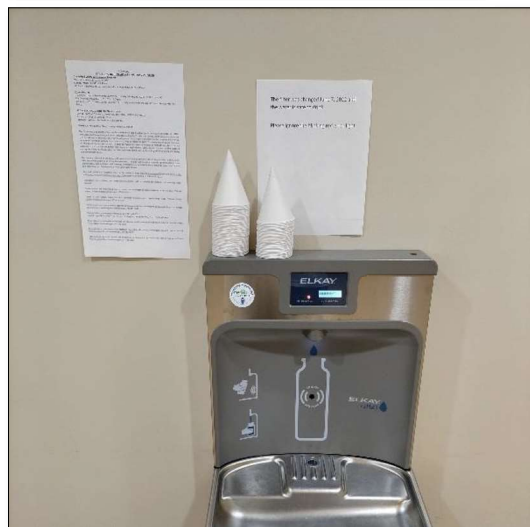
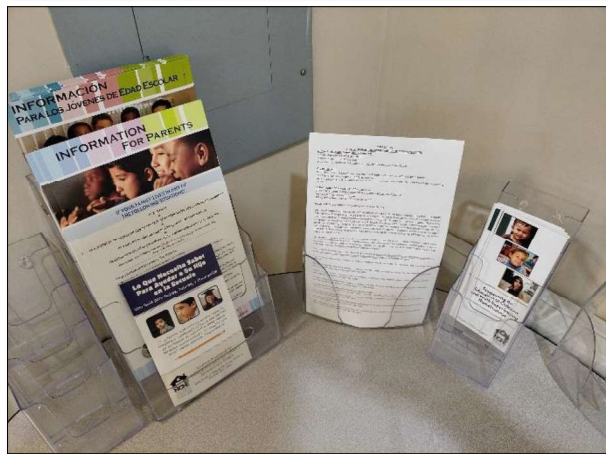
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Postings of Public Notice



Public Engagement

Promotion of public participation and community meetings:



FOR IMMEDIATE RELEASE

January 31, 2022

MEDIA CONTACT

Jessica Grondin
207.272.7885

City & County Soliciting Feedback on Community Housing Needs

Feedback will help guide plans to put federal funds to use

PORTLAND, Maine – On Tuesday, February 8, at 6:00 PM, the City of Portland and Cumberland County will co-host a [public meeting](#) to collect public feedback on reducing homelessness and increasing housing stability.

Cumberland County and the City of Portland have been awarded \$3,500,000 in HOME-ARP funding to provide housing, rental assistance, supportive services, and non-congregate shelter, to reduce homelessness and increase housing stability. The funding must primarily benefit qualifying individuals and families who are homeless, at risk of homelessness, or in a vulnerable population.

Public input will help guide the plan's recommendations and is a vital element in assessing the needs of and gathering input from the community.

Zoom Link: <https://us02web.zoom.us/j/82615536058>

Meeting ID: 826 1553 6058

Telephone Number: 646-558-8656

February 7th, 2022 News Article:

<https://www.pressherald.com/2022/02/07/more-pandemic-funding-targeted-to-address-homeless-housing-needs/>

February 8th, 2022 Events Page:

https://www.pressherald.com/forecaster/forecaster-calendar/?escaped_fragment=/show/?start=2020-04-16#!/details/Soliciting-Feedback-on-Community-Housing-Needs/9873353/2022-02-08T18

NEWS BUSINESS OPINION SPORTS A&E FOOD THINGS TO DO

workday

LOCAL & STATE

Posted February 7, 2022 | Updated February 7, 2022

More pandemic funding targeted to address homeless, housing needs

Portland and Cumberland County are seeking public input on how to spend \$3.6 million in ARPA funding to reduce homelessness and increase housing availability.

BY KELLEY BOUCHARD STAFF WRITER

EMAIL WRITER
207-791-6328

Share     

21 COMMENTS

Listen to this article now
Powered by Tiny Audio

00:00 06:17

Regional efforts are ramping up to [reduce homelessness and increase available housing](#) in southern Maine, fueled by additional pandemic funding from the American Rescue Plan Act.

A consortium led by the city of Portland that includes Cumberland County and the town of Brunswick has been awarded \$3.6 million in ARPA funding through the U.S. Department of Housing and Urban Development's Home Investment Partnerships Program.

Put continuous planning into action at your organization.

BROWSE MORE IN LOCAL & STATE POLITICS NATION & WORLD READ THE EPAPER

PORTS A&E

MYACCOUNT LOG OUT



VIRTUAL

Soliciting Feedback on Community Housing Needs

Tuesday, February 08, 2022, 6:00pm
[Add to Calendar](#)

Event Format
Virtual
[Learn More](#)

Originating Location
Cumberland County and the City of Portland have been awarded \$3,500,000 in HOME-ARP funding (see attachment) to provide housing, rental assistance, supportive services, and non-congregate shelter, to reduce homelessness and increase housing stability. On Tuesday, February 8, at 6:00 PM, the City of Portland and Cumberland County will co-host a public meeting to collect public feedback on reducing homelessness and increasing housing stability. Please join us via Zoom, public input will help guide Portland, ME

Price
\$0.00 to \$500.00

Notes
Virtual Event

Description
Tuesday, February 8, 2022



Report a map error

52 of 90

Page 57

CALL TO ORDER

The Board of Commissioners met for their regularly scheduled meeting at the Cumberland County Courthouse in the Peter Feeney Conference Room, the meeting was called to Order by Chair Neil Jamison at 5:35pm

Present:

Chair Neil Jamieson
Commissioner James Cloutier
Commissioner Susan Witonis
Commissioner Stephen Gorden

Excused:

Commissioner Patricia Smith

PLEDGE OF ALLEGIANCE

APPROVAL OF THE MINUTES

Meeting Minutes of January 13, 2023

A motion was made by Commissioner Witonis, seconded by Commissioner Cloutier, that the Minutes be adopted. The motion carried by a unanimous vote.

INFORMATIONAL REPORT/PRESENTATIONS

CCRCC 4th Quarter 2022 Newsletter

COMMENTS FROM THE PUBLIC

District Attorney Jacqueline Sartoris. D.A. Sartoris stated that she is honored to meet everyone and plans to work very hard over the next 4 years. She is focusing on addressing mental health issues and increasing efficiencies in the current system by building out a robust diversion program. On top of that she is focusing on reducing the backlog of cases that occurred as a result of the pandemic. The Commissioners welcomed DA Sartoris and congratulated her on new position.

Christopher DeCapua, Vice President of the Local 110, shared some general comments related to the staffing levels of the jail and hiring of corrections officers. The Union leadership would like to work with the Commissioners and come to a solution regarding intake and staffing. He agrees with the DA, the backlog of cases needs to be addressed but the jail needs capacity for when the backlog is addressed.

Recruiting, there is a common feeling that no one wants to be a corrections officer.

The best approach would be to target retired and current certified corrections officers as opposed to targeting new corrections officers. The Maine academy is also a hurdle in hiring. The State either runs the academy or the academy could be run in house and be completed in 3 weeks. The only thing that would be needed is shift coverage. Commissioner Witonis asked if they had enough staff, Mr. DeCapua responded that they did. He thanked the Commissioners' for their time and their attention to the current issues.

CONSENT AGENDA

- 23-006 Approval of the Sheriff's Office Commission's for October 2022 – December 2022.**
- 23-007 Authorization for the County Manager to enter into a contract between the County of Cumberland and the Town of Casco for County Assessing Services from July 1, 2022 to June 30, 2025.**
- 23-008 Confirmation of the appointment of Trustees Frank Clark, Lori Norman and Tom Tyler to the Cross Insurance Arena Board of Trustees.**

A motion was made by Commissioner Cloutier, seconded by Commissioner Witonis, that the Consent Agenda items be approved. The motion carried by a unanimous vote, 4-0.

ARPA BUSINESS

- 23-009 Award second tranche ARPA funds of \$500,000.00 to Preble Street for the Food Security Hub as recommended by the ARPA Advisory Committee and the County Manager.**

Preble Street Executive Director Mark Swann gave an overview of their request and answered questions from the Commissioners. He stated that last year Preble St was doing around 1,000 meals a day and now they're currently doing 2,000 meals a day. Part of that supplementing the boys and girls club, mile stones, YMCA and have reached capacity in their current space. They have list of non-profits who are also waiting to receive meals once the new space opens. Commissioner Jamieson asked what the projected open date would be, Executive Director Swann stated that they would break ground in the Spring 2023 and hopefully open next year. He also wanted to add Preble St is working on freezing meals as a backup. Commissioner Gorden asked about the availability of ARPA funds and the reallocation process. Compliance and Audit

Manager Sandra Warren stated that internal projects will take priority over the construction of newer projects. County Manager Gailey added that for the Jail Medical project is currently over budget because of inflation. Compliance and Audit Manager Warren stated that the Winchester Woods Development project did not go through and funds were available. Commissioner Witonis asked Executive Director Swann how much funding from the Governor and how much from the Legislature? Executive Director Swann stated that they're currently waiting to confirm the amount. Commissioner Witonis stated that she could not support the item because of the funds need for the County Jail project and that the second tranche was supposed to be for other projects, not previously funded ones.

Commissioner Cloutier stated that there are funds available for both projects. He recalled that the original request from Preble St was reduced because the Commissioners had asked Preble St to raise additional funds and it seems that they had. He also stated that the public is gaining a tremendous amount of services by funding the projects. The population that Preble St is serving is growing each day. He stated that he wholly supports the project and it's objective; the results will be immediate.

Commissioner Jamieson stated that he agreed with Commissioner Cloutier and that this project would be the biggest bang for their buck.

Commissioner Witonis asked two questions, about the design plan presented in the agenda packet; was it the most recent scaled down plan that aligned with their revised budget? The second question was how far out does Preble St services extend to in the County. Executive Director Swann confirmed that the plan was the most current as it has one loading dock instead of two. The services offered by Preble St are supported by a pilot by Door Dash to deliver directly to residences. Services are now extended to 26 towns. Good Shepard Food Bank is the biggest funder of the project and they will also be a customer once the project goes live and deliver to the food pantries to throughout the County and the State.

A motion was made by Commissioner Cloutier, seconded by Commissioner Gorden that additional ARPA funds be awarded to Preble Street for the Food Security Hub as recommended by the ARPA Advisory Committee and the County Manager. The motion passed, 3-1.

Yes: Commissioners' Cloutier, Gorden, Jamieson

No: Commissioner Witonis

NEW BUSINESS**23-010****First Reading and Public Hearing of the HOME-ARP Allocation Plan by Community Development. Second Reading on March 13, 2023.**

This Order Requiring a Public Hearing was accepted.

Community Director Kristin Styles spoke about the HOME-ARP Allocation Plan that was developed with the City of Portland and a series of stakeholder meetings. Based on the meetings and data collected, the plan had been developed with funding broken into four categories. \$2 Million is being allocated to the Development of Affordable Rental Housing and most likely will be creating the permanent housing and the Housing first Model. \$763,755 Supportive services to support those to remain successfully housed. \$250,000 is for the Acquisition and Development of Non-Congregate Shelter. \$539,121 into Administration and Planning, all unused funds will go back into the three previously listed funds. Commissioner Jamieson asked what the time period is to spend down the funds. Director Styles stated that there were 7 years to spend down funds from 2021.

A motion was made by Commissioner Cloutier, seconded by Commissioner Gorden to support the public hearing. The Vote was called and the motion carried by a unanimous vote, 4-0

23-011**Authorization for the County Manager to enter into a contract between the County of Cumberland and Developers Collaborative for the design, permitting, construction and lease of an administrative office building at 50 County Way, Portland, Maine.**

County Manager Gailey spoke about the space needs study that was conducted in 2018. The approach taken by staff was to locate a designer, to design, construct and lease back to the County.

Public Affairs Director Travis Kennedy stated that the RFQ was drafted in great detail and incorporated a lot of feedback from other Governments who had gone through a similar process. Two bids were received and the RFQ team crafted a list of questions for the submitters. It was very difficult to decide because the respondents did equally well in answering the questions. There was a second round of questions based on written answers. The Developers Collaborative was selected based on a vote of 5-1. County Manager Gailey added that they seemed to be the best fit.

Kevin Bunker from the Developers Collaborative stated that they were very excited to be selected and would like to do well. They want to use this project as part of their portfolio and want to be proud of it.

A motion was made by Commissioner Witonis, seconded by Commissioner Gorden for the County Manager to enter into a contract between the County of Cumberland and Developers Collaborative for the design, permitting, construction and lease of an administrative office building at 50 County Way, Portland, Maine. The vote was called and the motion carried by a unanimous vote, 4-0.

23-012 Resolution supporting the City of Portland applying for federal funding to dredge Portland Harbor's piers, docks and wharfs.

A motion was made by Commissioner Gorden, seconded by Commissioner Cloutier supporting the City of Portland applying for federal funding to dredge Portland Harbor's piers, docks and wharfs. The motion carried by a unanimous vote, 4-0.

COMMENTS FROM THE COUNTY MANAGER

The County Manager shared that he had received two requests to use the Community Corrections Center. One request was to house pregnant women that was presented at the December 2022 meeting. The other request was to use the center as a mental health treatment center. This would be discussed at the next workshop on March 13, 2023.

He stated that the Maine Mariners were seeing 500 more people each hockey game and some games are being sold out.

COMMENTS FROM THE EXECUTIVE STAFF

Deputy Admin and Finance Director Alex Kimball stated he had received budget books and they were available for anyone who wanted a copy. The tax warrants were sent out and went into more detail than usual. He wanted to give heads up in cases the Commissioners received questions from Towns or Cities. Regarding the tax warrant, the State Valuation jumped up, the smallest was 7% while the largest was 27%. The Town of Sebago received the biggest increase of 27%.

Admin and Special Projects Katharine Cahoon stated that the new Agenda Software is nearing its final implementation and will be tested at the next Commissioner

Meeting in March.

Public Affairs Director Kennedy stated that the EMS Collaboration is moving along and engaging with Communities about spending on EMS services.

COMMENTS FROM THE COUNTY COMMISSIONERS

Commissioner Gorden stated that the DOC presented their budget and it was flat funded last year and this year in flus. The MCCA is concerned about the State Police and Rural Patrol is still a concern with the costs being passed on to the counties.

EXECUTIVE SESSION

23-013 The County Commissioners will enter into Executive Session in accordance with 1 M.R.S.A §405 (6)(D) for the opportunity to discuss negotiations between the County and Law Enforcement Unit, Local 340.

A motion was made by Commissioner Gorden, seconded by Commissioner Witonis that the Commissioners enter into Executive Session. The motion carried by a unanimous vote, 4-0. The Commissioners went into Executive Session at 8:25 PM.

A motion was made by Commissioner Witonis, seconded by Commissioner Gorden that the Commissioners come out of into Executive Session. The motion carried by a unanimous vote, 4-0. The Commissioners came out of Executive Session at 8:55 PM.

ADJOURNMENT

A motion was made by Commissioner Gorden, seconded by Commissioner Cloutier, to adjourn the meeting. The meeting was adjourned at 8:55pm, the next scheduled meeting of the Board of Commissioners' is March 13, 2023.

Minutes

Remote Housing and Economic Development Committee

February 21, 2023

NOTE: This meeting was held via Zoom and can be viewed at this link:

<http://www.portlandmaine.gov/1695/Economic-Development-Committee> These

Minutes provide a record of those in attendance, general discussion taking place, and motions made.

A remote meeting of the Housing and Economic Development Committee (HEDC) of the Portland City Council was held on Tuesday, February 21, 2023, at 5:30 p.m. via Zoom. Present from the HED Committee were Chair Councilor Pious Ali, and members Councilors Mark Dion, Regina Phillips, and Roberto Rodriguez. Present from the City staff were Interim Housing and Economic Development Department Director Mary Davis, Acting Corporation Counsel Michael Goldman, Assistant City Manager Anne McGuire, Principal Administrative Officer Lori Paulette, and Housing Program Manager Victoria Volent.

Item #1: Review and accept Minutes of previous meeting held on January 17, 2023

On motion made by Councilor Dion, seconded by Councilor Rodriguez, the Committee voted unanimously (4-0) to accept the Minutes.

Item #2: Workshop- Responsibilities of the Housing and Economic Development Department

Ms. Davis gave a high-level overview of the Department noting that there are 16 full-time positions that, for one, assist with staffing 11 different committees. This while being down to 9 positions that are filled with 7 vacant. The Department consists of the Housing and Community Development Division, Economic Development, Office of Economic Opportunity, and Office of Creative Portland. (See attached presentation for more information.)

Councilor Rodriguez, noting the vast work of the Department, suggested that there be a good process in place when someone leaves or retires that their knowledge and institutional information does not get lost.

On another subject, Councilor Rodriguez apologized but he would need to leave this meeting at 6:00 p.m. for about a half hour and would then return. (Post note: he returned at 6:45 p.m.)

Seeing no further questions/comments, Chair Councilor Ali thanked Ms. Davis for the refresher on the work of the Department.

Item #3: Review letter from the Rental Housing Advisory Committee (RHAC)

Regan Sweeney, the Vice-Chair of the Rental Housing Advisory Committee presented this item by noting the RHAC is requesting a restatement/clarification of the charge and duties for the committee so that they can better serve the City and its citizens. Absent such revised guidance, the committee feels it is unable to take any meaningful action, and would recommend that the City Council disband the RHAC. The impetus for the request is in light of the recent expansion of the Rent Board's authority. The RHAC is separate from and independent of the Rent Board and its activities, and is seeking to avoid any duplication or otherwise redundant work. The RHAC also seeking a mechanism by which they can be effective and heard by the Housing and Economic Development Committee and City Council.

The HEDC and RHAC considered and discussed maintaining the RHAC with the charge of adopting policy that promotes solutions and enhances tenant safety (which is not under the Rent Board purview). Should however the RHAC be disbanded, the HEDC (with advice from Corporation Counsel) also discussed the procedure to amend the Ordinance (by the full Council) towards dismantling the Committee. The HEDC noted that as the oversight body, they should

provide leadership and focus on items of interest for the RHAC to address while the RHAC indicated they are looking for both a clear mission in which a tenant/landlord perspective would be of valuable input, as well as a mechanism in which to make recommendations to the Council. The HEDC will incorporate suggestions and feedback received during the discussion to formulate next steps.

Item #4: Public Hearing- Review and recommendation to the City Council- FY2024

Housing Program Budget

Ms. Davis presented 2023-2024 Housing Program Budget to the Committee. This is an annual budget for HEDC recommendation. The budget is then incorporated into the packet of Housing and Community Development items that are reviewed by the City Council in two public hearings in March and April. A brief history of the HOME Program was shared with the Committee followed by a more in-depth discussion of the Housing Program Budget which includes allocation of the HUD HOME funding, Lead Safe Housing program income and Housing Trust Fund. As HUD has not announced the 2023-2024 HOME funding, an estimated amount based on the previous year's allocation is in the budget proposal. The Lead Safe Housing Program Income is generated through repayment of loans given under prior Lead Safe Housing Grants. The City also has a Lead Hazard Reduction Grant of \$2,038,041 in funding for lead paint remediation and \$503,655 in funding to assist with code and life safety improvements. The Housing Trust Fund has a current balance of \$4,204,156. Staff recommends maintaining a minimum balance of \$500,000 which would allow an effective budget of \$3,704,156.

HUD has indicated the funding allocations for FY23-24 should be available on February 27. Subsequently, the adjusted Housing Program Budget will be available during the March and April City Council public hearings.

In response to the Committee's inquiry into the Lead Program, Ms. Davis noted the Lead Housing Program Manager position is now filled and the City is accepting applications for the five-year forgivable loans (the average loan is \$10,000 per unit but can go up to \$20,000 per unit). The lead grant is a county-wide program with a target area of Portland and Westbrook. Property owners who participate in the program agree to rent lead-safe units at certain affordability levels with priority to households with children under age six.

The Committee also asked clarifying questions regarding; the maintenance of a \$500,000 minimum balance in the Housing Trust fund to purchase a homeownership unit (to ensure the unit remains deed restricted for affordability) in case of foreclosure; the Municipal Oversight Committee (MOC) (which is made of representatives from each CDBG-County community); the role of the HEDC in determining policy goals and the mechanics for disbursement of funds from the Jill C. Duson Housing Trust Fund; the calculation of the administration budget (which is 10% of all total funding); the utilization of Tenant Based Rental Assistance to pay for security deposits and first-month's rental assistance for individuals and families residing in homeless shelters (program oversight and daily operations are based out of the City's Social Services Division); the Lead Hazard Program Income (the source of which is the repayment of previous loans and grants that does not allow for a steady stream of income that can be relied upon year to year as opposed to the actual three-year Lead Hazard Reduction Grant which has already been established); the assistance provided with completion of the *Affordable Housing Development and AHTIF Application* (staff is available and welcomes questions from applicants); if when determining funding, based on the requests received in the *Affordable Housing Development and AHTIF Application*, is there a priority for disenfranchised developers or is there a priority for specific type of housing units (funding is tied to affordability requirements of the household (not developer) for each program (HOME/HTF/AHTIF), however the Council could set parameters

around developer priority); can a priority be established to determine which households (such as asylum seekers) benefit from the HOME/HTF/AHTIF funding (the Fair Housing Act prohibits discrimination based on seven different protected categories, and prohibits discrimination on who is either eligible or ineligible for housing. Any priority determinations must take into consideration Fair Housing standards to avoid creating ineligibility criteria that discriminates); does the City try to appeal to developers who have the capacity to create large projects that would include ten or more units so that Inclusionary Zoning is triggered (the City does not fund projects to assist with meeting the requirements of Inclusionary Zoning (IZ).

HOME/HTF/AHTIF funding is for projects that go well above and beyond the affordability levels and IZ requirements); capacity is not about the anticipated margins for profit, but rather if the developer has access to technical resources and has demonstrated construction experience to complete a housing project; and who establishes the guidelines for the Jill C. Duson Housing Trust Fund (the Ordinance sets out the parameters on how the funds may be used. Staff creates an annual plan for review by the HEDC for approval and recommendation to the full Council for adoption. The annual plan establishes the funding parameters).

Chair Councilor Ali opened the meeting to public comment. Seeing no request to speak, the public comment period was closed.

On motion made by Councilor Phillips, seconded by Councilor Dion, the Committee voted unanimously (4-0) to forward the FY2024 Housing Program Budget to the City Council with a recommendation for approval.

Item #5: Public Hearing- Review and recommendation to the City Council- HOME-ARP Program Plan

Victoria Volent introduced the HOME ARP program which is intended to provide homelessness assistance and assistance to other vulnerable populations. Those vulnerable

populations include; the homeless; those at-risk of homelessness; those fleeing/attempting to flee domestic violence; and populations where assistance would prevent homelessness. The HOME ARP program provides assistance by; providing affordable rental housing; tenant based rental assistance; supportive services; and non-congregate shelter development. The Cumberland County Consortium, which is a partnership between the City of Portland and Cumberland County, received \$3,594,143 in HOME American Rescue Plan funding. To receive the funding, HUD requires the submission of an Allocation Plan describing the process undertaken by the Consortium for consultation by required groups, impacted populations, service providers, public agencies, and other organizations. The Allocation Plan is a summary of the information gathered from those consultations; it is a review of current conditions, and an assessment of the needs and gaps for qualifying populations within Cumberland County. The Allocation Plan describes the process for determining the most effective uses of the HOME ARP funding. This evening's meeting is an opportunity for review and public comment.

The Committee asked clarifying questions.

Chair Councilor Ali opened the meeting to public comment. Seeing no request to speak, the public comment period was closed.

On motion made by Councilor Rodriguez, seconded by Councilor Phillips, the Committee voted unanimously (4-0) to forward the HOME ARP Allocation Plan to the City Council with a recommendation for approval.

Item #6: Public Hearing- Review and recommendation to the City Council- Thames Street Purchase and Sale Agreement

Chair Councilor Ali asked if the Committee needed to go into executive session, and Mr. Goldman said that, at this time, it is not necessary. Should the Committee feel that it needs to

provide further direction on negotiations to staff, then it would be appropriate. The complete proposed Purchase and Sale Agreement (PSA) is in the packet for a recommendation to the City Council.

Ms. Davis said that this item has been before the Committee a few times, for the sale of the remaining portion of City-owned on Thames Street. The City Council previously approved of the Request for the Proposals for its sale, which resulted in one proposal being received. That proposal is the subject of the PSA.

Ms. Davis noted that the proposal for a mixed-use, multi-tenant office building, with the main tenant being WEX. The development is consistent with the Eastern Waterfront Master Plan to support development along Portland's waterfront adjacent to WEX's headquarters on Thames Street. The purchase price is \$1.1 Million, and the total value to the City for other in-kind contributions is \$2.69 Million. Those contributions include City ownership transfer of the Connector Road and access to 13 on-street parking spaces, cash for public restroom, easements for pedestrians through Mountfort Street Extension (from Thames to Fore Street) and Hancock Street to the Connector Road. In addition, the new construction will increase the City's tax base with an estimated \$170,000 annually in new property taxes, as well as the quality jobs for the construction and office tenant makeup. City staff recommends approval of the proposed PSA.

Councilor Phillips asked if the sales price will go to the City General Fund or to the Jill C. Dusen Housing Trust Fund.

Mr. Goldman noted that the funds are not yet ear-marked; this would be handled by the City Council as a separate item when the property sale closes.

Chair Councilor Ali opened the meeting for public comment. Seeing none, he then closed the public comment session.

A motion was then made by Councilor Phillips, seconded by Councilor Rodriguez, to forward the proposed PSA to the City Council for approval. A vote was then taken on the motion and it passed 4-0.

Item #7: Communication – No vote or public hearing required – 2023 Committee

Work Plan and Schedule.

Chair Councilor Ali noted this Communication and should Committee members have feedback to contact either him or Ms. Davis.

On motion then made by Councilor Phillips, seconded by Councilor Rodriguez, the Committee voted 4-0 to adjourn the meeting at approximately 7:35 p.m.

Respectfully, Lori Paulette and Victoria Volent

Cumberland County

142 Federal St
Portland, ME 04062



Agenda - Final

Monday, March 13, 2023

5:30 PM

Board of Commissioners

Chair Neil Jamieson, District 1

James Cloutier, District 5

Stephen Gorden, District 3

Patricia Smith, District 4

Susan Witonis, District 2

Meeting Location:
Feeney Conference Room

CALL TO ORDER**PLEDGE OF ALLEGIANCE****APPROVAL OF THE MINUTES**

1. Minutes for February 13, 2023 Meeting

Attachments: Minutes for February 2023

INFORMATIONAL REPORT/PRESENTATIONS

2. Accept the Safety and Health Award for Public Employers (SHAPE) awarded to Cumberland County Regional Communications Center from the State of Maine, Department of Labor.

COMMENTS FROM THE PUBLIC**CONSENT AGENDA**

3. [23-014](#) Authorization for the County Manager to award the bid for the purchase and install of High Density Mobile Shelving at the Registry of Deeds and enter into a contract between Cumberland County and WB Mason in the amount of \$143,737.56

Attachments: A- PP - Deeds Mobile Shelving 2023

Deeds - Bid Package High Density Mobile Shelving
DEEDS

Deeds - Scoring High Density Mobile Shelving DEEDS

Deeds - Submittal-Bid Form High Density Mobile
Shelving DEEDS

4. [23-015](#) Authorize the County Manager to submit a proposal to Department of Justice in response to a Request for Proposals for the Comprehensive Opioid, Stimulant, and Substance Use Site-based Program (COSSUP).

Attachments: PP - COSSUP Grant

Staff Memo on COSSUP Grant

5. [23-016](#) Authorize the County Manager to submit a proposal to the State of Maine Department of Public Safety in response to the FY 2023 Substance Use Disorder Assistance Program Request for Applications

Attachments: PP - Substance Use Disorder Assistance Program RFA
Staff Memo Substance Use Disorder Assistance Program RFA

6. [23-017](#) Accepting the amounts of \$176,354.37, \$55,686.00 and \$49,189.97 from the Opioid Settlement Fund.

7. [23-018](#) Approve the allocation of \$40,000.00 in Opioid Settlement funding to cover rehabilitation services for March and April.

Attachments: PP - Allocating Opioid Funding for Treatment

ARPA BUSINESS

NEW BUSINESS

8. [23-010](#) Second Reading and Public Hearing of the HOME-ARP Allocation Plan by Community Development.

Attachments: 23-010 - b - Staff Report HOME ARP- First Reading (1)

9. [23-019](#) Executive Session Title 1 M.R.S.A. §405(6)(D) Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The discussion will be on the Teamsters #340 negotiations.

Attachments: PP - Executive Session Contract with Teamsters #340
CBA

10. [23-020](#) Authorize the County Manager to sign the 2023 Collective Bargaining Agreement between Teamsters Local #340 and the Cumberland County Commissioners.

11. [23-021](#) Executive Session under 1 M.R.S.A. §405(6)(A) for the discussion or consideration of the compensation of the newly Governor appointed Register of Probate.

Attachments: Register of Probate Salary Setting

12. [23-022](#) Approval of the annual salary for the Governor appointment of Susan G. Schwartz as the County Register of Probate.

Attachments: PP - Order to Set Register of Probate Salary

COMMENTS FROM THE COUNTY MANAGER

COMMENTS FROM THE EXECUTIVE STAFF

COMMENTS FROM THE COUNTY COMMISSIONERS

ADJOURNMENT



Cumberland County

142 Federal St
Portland, ME 04062

Staff Report

File #: 23-010

Agenda Date: 3/13/2023

Agenda #: 8.

Title For Agenda Item:

Second Reading and Public Hearing of the HOME-ARP Allocation Plan by Community Development.

Recommended Action:

Second Reading and Public Hearing of the HOME-ARP Allocation Plan by Community Development.

Background and Purpose of Request:

Second Reading and Public Hearing of the HOME-ARP Allocation Plan by Community Development.

Staff Contact: Kristen Styles, Community Development

Presentation: Yes

Fiscal Impact and Source:

See attached budget.

Effective Date if Applicable:

January 1, 2024



CUMBERLAND COUNTY COMMISSIONERS

INFORMATIONAL REPORT - STAFF UPDATE

From: Kristin Styles, Community Development Director

Date: February 6, 2023

Subject: HOME-ARP Allocation

HOME-ARP Allocation Plan Overview

In 2021, the HUD Office of Community Planning and Development announced the formula allocations for the HOME Investment Partnership Program-American Rescue Plan (HOME-ARP). HOME-ARP will provide \$5 billion nationwide to assist individuals or households who are homeless, at risk of homelessness, and other vulnerable populations, by providing housing, rental assistance, supportive services, and non-congregate shelter, to reduce homelessness and increase housing stability across the county. The City of Portland/Cumberland County HOME Consortium will receive \$3,594,143 to use toward eligible activities for qualifying populations. A list of all eligible activities and qualifying populations are below:

Eligible Activities under HOME-ARP

- Development of Affordable Rental Housing
- Supportive Services - Homeless Prevention Services and Housing Counseling
- Acquisition and Development of Non-Congregate Shelter
- Non-profit Capacity of Building
- Non-profit Operating Costs
- Tenant Based Rental Assistance (TBRA)

Qualifying populations

The following is only a brief description of the four qualifying populations:

1. Homeless

- a. lacking fixed/regular and adequate nighttime residence
 - i. Nighttime residence is not designed for ordinary sleeping accommodations
 - ii. Living in public/private shelter or commercial lodging
- b. Will lose nighttime residence:
 - i. Within 14 days
 - ii. Lacks support network needed to obtain new housing
- c. Unaccompanied youth (under 25) or families with children which:
 - i. Defined by HUD as Runaway, DV or McKinney-Vento
 - ii. Not had lease or ownership in permanent housing within 60 days

2. At-Risk of Homelessness

- a. Annual income below 30% AMI as defined by HUD

Cumberland County

- b. Not had lease or ownership in permanent housing within 60 days
- c. Has been notified in writing of eviction

3. Fleeing or attempting to flee Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking

4. Other Populations

- a. Families requiring services or housing assistance to prevent homelessness
- b. At greatest risk of homelessness
- c. Annual income less than 30% AMI
- d. Cost burden of 50% monthly household income
- e. Veterans and families that include a veteran family member

Over the past year, the City of Portland/Cumberland County HOME Consortium followed the required consultation and public participation process before creating the proposed Allocation Plan. The consultation process included meetings with the following groups:

- Maine Statewide Continuum of Care
- Homeless Service Providers
- Domestic Violence Service Providers
- Veterans Groups
- Public Housing Authorities
- Public Agencies that Address the Needs of Qualifying Populations
- Public or Private Organizations that Address Civil Rights and Fair Housing
- Public or Private Organizations that Address the Needs of Persons with Disabilities
- General members of the public- a meeting soliciting HOME-ARP input

A full list of all consultations, including agency type, date, and feedback can be found in the draft HOME-ARP Allocation Plan, under the Consultation section and in Appendix A.

In addition to the consultations, the HOME Consortium used federal, state, and local data, including; the Point in Time Count, shelter bed nights, ACS, CHAS, CoC Coordinated entry, HMIS, and other data available through MaineHousing. Based on all of the information that was collected and guidance from HUD, the HOME Consortium has decided to allocate funds toward the following types of activities.

	Funding Amount	Percent of the Grant	Statutory Limit
Supportive Services	\$ 763,755		
Acquisition/ Development of Non-Congregate Shelters	\$ 250,000		
Tenant Based Rental Assistance (TBRA)	\$ 0		
Development of Affordable Rental Housing	\$ 2,041,266		
Non-Profit Operating	\$ 0	0 %	5%
Non-Profit Capacity Building	\$ 0	0 %	5%
Administration and Planning	\$ 539,121	15 %	15%
Total HOME ARP Allocation	\$3,594,143		

The logo for Cumberland County, Maine, features the word "Maine" in a stylized orange script font above the words "Cumberland County" in a black sans-serif font.

Cumberland County

In an effort to encourage public participation, the HOME Consortium has asked service providers that work with the qualifying populations to post the public notice, including Cumberland County and City of Portland public hearing dates on community bulletin boards. The full plan is available on the City of Portland and Cumberland County's websites.

City of Portland:

<https://www.portlandmaine.gov/1203/Plans-and-Reports>

Cumberland County:

<https://www.cumberlandcounty.org/170/Reports-Plans>

Once all public comments are received and the plan has been reviewed and approved by the Cumberland County Commissioners and the City of Portland City Council, the Allocation Plan will be submitted to HUD for review and approval. Once approved, one or more RFPs will be released to qualified agencies and developers for the approved activity categories.

KATE SNYDER (MAYOR)
PIOUS ALI (A/L)
APRIL FOURNIER (A/L)
ROBERTO RODRÍGUEZ (A/L)



ANNA TREVORROW (1)
VICTORIA L. PELLETIER (2)
REGINA L. PHILLIPS (3)
ANDREW ZARRO (4)
MARK N. DION (5)

CITY COUNCIL MEETING - MARCH 20, 2023 AT 5:00 PM

The Portland City Council will hold a City Council Meeting in Council Chambers. The Honorable Kate Snyder, Mayor, will preside.

To submit written public comment on an agenda item, email publiccomment@portlandmaine.gov. Submissions must be received by 12:00 pm the day before the Council meeting to guarantee their inclusion in the agenda packet. All submissions must include the commenter's name and legal address. To help ensure your comment is submitted for the correct item, please include the order number (see below).

REMOTE ACCESS INFORMATION:

The City Council will conduct this meeting from Council Chambers, located on the second floor of City Hall. The public may attend the meeting in person, however space in Council Chambers is limited. The public is therefore strongly encouraged to participate remotely via Zoom pursuant to the Remote Meeting Policy adopted by the Portland City Council. Allow your computer to install the free Zoom app to get the best meeting experience. If you are not able to attend live either in person or via Zoom, a recording will be available in the [Agenda Center](#) following the meeting.

For public comment via Zoom, you will need to use the "raise your hand" feature. To raise your hand via the telephone, please hit *9. You will be unmuted by the host when it is time for public comment.

Please click the link below to join the webinar:

<https://portlandmaine-gov.zoom.us/j/89911473409?pwd=NlIpZXRiWms3Nm9HQTNwaVZSWHlhZz09>

Passcode: 115765

Or One tap mobile :

US: +19292056099,,89911473409#,,,,*115765# or +13017158592,,89911473409#,,,,*115765#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 929 205 6099 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 646 931 3860 or +1 253 215 8782 or +1 346 248 7799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 669 444 9171 or +1 669 900 6833 or +1 689 278 1000 or +1 719 359 4580 or +1 253 205 0468

Webinar ID: 899 1147 3409

Passcode: 115765

International numbers available: <https://portlandmaine-gov.zoom.us/j/koJo6UgHX>

PLEDGE OF ALLEGIANCE:

ROLL CALL:

5:00 P.M. PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS:

ANNOUNCEMENTS:

RECOGNITIONS:

Recognizing Pihcintu chorus' bronze award at the Anthem Awards - Pious Ali, Councilor

The Portland-based Pihcintu Multicultural Chorus, founded by Con Fullam, has been named a bronze award winner in the Education, Art & Culture category of the second annual Anthem Awards, an extension of the prestigious Webby Awards that are presented by the International Academy of Digital Arts and Sciences.

Recognizing Teresa Valliere, Founder of Friends of Woodfords Corner, as Maine Development Foundation's 2022 Downtown Hero - Kate Snyder, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING:

Minutes from the City Council Meeting of March 6, 2023

PROCLAMATIONS:

Proclamation 15-22/23 Recognizing April 2023 as Genocide Awareness and Prevention Month - Sponsored by Kate Snyder, Mayor

Proclamation 16-22/23 Recognizing April 2023 as Arab American Heritage Month - Sponsored by Kate Snyder, Mayor

Proclamation 17-22/23 Recognizing April 1-7, 2023 as The Week of the Young Child - Sponsored by Kate Snyder, Mayor

Proclamation 18-22/23 Recognizing April 3-9, 2023 as National Public Health Week - Sponsored by Kate Snyder, Mayor

CONSENT ITEMS:

Order 150-22/23 Declaring August 6 to 9, 2023 the Circus Smirkus at Payson Park Festival - Sponsored by Danielle P. West, Interim City Manager

Longtime local arts promoter Portland Ovations will be presenting Circus Smirkus in Payson Park with performances on August 7 and 8. The production will involve set-up and break-down on August 6 and 9.

Circus Smirkus is a New England-based touring circus that has been in business since 1987. Their 2023 Big Top Tour Troupers features young folks from the ages of 11-18 from all over the United States and Canada. There will be two performances on both August 7 and August 8 in the Circus Smirkus One Ring Tent. Each performance can seat up to 750 audience members, and there will be a charge for admission.

Order 151-22/23 Declaring June 11, 2023 the Resurgam Music Festival - Sponsored by Danielle P. West, Interim City Manager

The Maine Academy of Modern Music will present its second annual Resurgam Music Festival in Portland's waterfront, Amethyst Lot, Moon Tide Park, Ocean Gateway and Ocean Gateway Parking Lot and a portion of the queuing lanes, on Sunday June 11, 2023. Resurgam is an inclusive community-minded music and arts festival that will showcase Portland's creativity and youth. This event is free and open to the public.

Five affirmative votes are required for passage of the Consent Calendar after public comment.

LICENSES:

Order 152-22/23 Granting Municipal Officers' Approval of One City Wine Academy Inc, dba Citrus. Application for Class A Lounge with Indoor Entertainment and Outdoor Dining on Private Property at 1 City Center - Sponsored by Danielle P. West, Interim City Manager

Application was filed on 3/1/23. New City and State applications. Establishment currently holds Class I FSE.

Five affirmative votes are required for passage after public comment.

Order 153-22/23 Granting Municipal Officers' Approval of Cera LLC, dba Cera. Application for Class III & IV FSE with Outdoor Dining on Public Property at 1 Monument Square, STE 103 - Sponsored by Danielle P. West, Interim City Manager

Application was filed on 3/1/23. New City and State applications. Establishment currently holds FSE with Prep.

Five affirmative votes are required for passage after public comment.

COMMUNICATIONS:

Communication 27-22/23 Regarding Staff Implementation of LD 2003 (An Act To Implement the Recommendations of the Commission To Increase Housing Opportunities in Maine by Studying Zoning and Land Use Restrictions) - Christine Grimando, Director of Planning & Urban Development

As a communication this item requires no public comment or formal Council action.

RESOLUTIONS:

Resolution 7-22/23 Adopting the Fiscal Year 2023-2024 Housing and Community Development Annual Action Plan including Appropriations for the Community Development Block Grant, HOME, and Emergency Solutions Grant Programs and Certifications Pertaining Thereto - Sponsored by Danielle P. West, Interim City Manager

The 2023-2024 Housing and Community Development Program Annual Action Plan reports to the U.S Department of Housing and Urban Development (HUD) a total estimated budget of \$7,025,091 (Community Development Block Grant ("CDBG") Entitlement Funds \$1,843,198, \$30,000 Downtown TIF funding, \$20,000 Cotton St proceeds, HOME Program Grant \$1,037,237, Program Income and Recapture \$119,312; Lead Safe Housing Program Income \$13,827; local Housing Trust Fund \$3,704,156; \$162,241 Emergency Solutions Grant ("ESG") funds).

The CDBG Annual Allocation Committee, appointed by the City Council, reviewed each application and made funding recommendations that will be presented to the Council. The City Manager reviewed the Committee's recommendations and submitted her funding recommendations to the Council which include recommendations for CDBG-CV funding. The Housing and Economic Development Committee reviewed the Housing Program Budget at their meeting on February 22, 2023 and voted unanimously (4-0) to recommend City Council approval of the budget.

The City's public participation process requires two public hearings to consider the City's Housing and Community Development Program proposal. The hearings allow the public to comment on the City's Consolidated Annual Action Plan. Public hearings for FY24 are set for March 20 and April 10.

This item must be read on two separate days. This is its first reading and first public hearing. At the second public hearing on April 10, five affirmative votes are required for passage after public comment.

UNFINISHED BUSINESS:

Order 147-22/23 Authorizing General Obligation Bonds to Finance a Portion of the City's Fiscal Year 2024 Capital Improvement Program in an Amount not to Exceed \$17,455,000 - Sponsored by the Finance Committee, Mark Dion, Chair

The Finance Committee met on February 9, 2023 and voted (3-0) to recommend the funding appropriation and bond authorization to the full City Council.

The Fiscal Year 2024 Capital Improvement Plan (FY24 CIP) has been in development since early 2022. The FY24 CIP will not increase net debt service related to CIP projects in future City budgets as it was sized to simply offset other CIP debt being retired. The list of 2024 CIP calls for \$24,530,000 of new projects but only \$10,600,000 of this total will have a net impact to debt service in the general fund operating budget. A variety of other funding sources including the enterprise funds (for sewer and stormwater projects) are being used to finance the remainder. The \$10.6M was a borrowing target set by Finance staff in order to simply offset general fund CIP being retired. An additional \$6,855,000 of new general obligation bonds will be repaid via sewer user fees and stormwater service charges. Two orders are required related to the CIP: one authorizing the FY24 CIP bonds; and a second appropriating the proceeds and other funding sources providing City staff with spending authority for the upcoming projects. A complete listing of the projects being authorized is included within the orders.

This item must be read on two separate days. It received its first reading on March 6, 2023. Seven affirmative votes are required for passage after public comment.

Order 148-22/23 Appropriating Bond Proceeds and other Funds in an Amount not to Exceed \$24,530,000 for the City's Fiscal Year 2024 Capital Improvement Program - Sponsored by the Finance Committee, Mark Dion, Chair

This is a companion order to the bond authorization order above.

This item must be read on two separate days. It received its first reading on March 6, 2023. Five affirmative votes are required for passage after public comment.

Order 149-22/23 Amendment to Zoning Map Re: IM-b Industrial-Moderate Impact on Industrial Way - Sponsored by the Planning Board, Maggie Stanley, Chair

On January 24, 2023, the Planning Board voted (6-1; Silk opposed) to find the proposed zoning map amendment from I-M Industrial-Moderate Impact to I-Mb Industrial-Moderate Impact to be consistent with the Comprehensive Plan for the City of Portland and recommends to the City Council adoption of the zoning map amendment for the area of land that includes 50 Industrial Way and parcels 326 B001001, 326 B005001, 326

B007001, 326 B008001, 327A A001001, 327A A007001, 327A A008001, 327A A009001, and 326 C005001. The proposed zoning map amendment application was submitted by 50 Industrial Way LLC. on behalf of Allagash Brewery. This application would facilitate the expansion of Allagash Brewery to accommodate future growth and operations over the coming decade at 50 Industrial Way in the Riverton neighborhood.

This item must be read on two separate days. It received its first reading on March 6, 2023. Five affirmative votes are required for passage after public comment.

ORDERS:

Order 154-22/23 Approving the HOME American Rescue Plan Allocation Plan - Sponsored by the Housing and Economic Development Committee, Councilor Pious Ali, Chair

The Housing and Economic Development Committee met on February 21, 2023 and voted 4-0 to forward this item to the full council for approval.

The City of Portland and Cumberland County have prepared the HOME American Rescue Plan (ARP) Allocation Plan in response to the ARP distribution of \$3,594,143 in HOME ARP funds for homelessness assistance and assistance to other vulnerable populations to provide affordable rental housing, tenant-based rental assistance, supportive housing services, and non-congregate shelter development. Prior to submission of the HOME ARP Allocation Plan to U.S. Department of Housing and Urban Development (HUD), the City is required to conduct public outreach, including a public hearing, to ensure the distribution of HOME-ARP funds is aligned with public sentiment.

Five affirmative votes are required for passage after public comment.

Order 155-22/23 Approving the Rules of the Rent Board - Sponsored by Danielle P. West, Interim City Manager

This item approved new Rules for the Rent Board. The recent revision to Chapter 6 approved by the voters on November 8, 2022 amended Section 6-263 (i) to make any rules and standard policies adopted by the Rent Board subject to Council approval. The recent revision also amended the way in which the Rent Board reviews and analyzes requests from landlords for rent increases and requires the Rent Board, among other things, to adopt a Maintenance of Net Operating Income (“MNOI”) methodology. The Rent Board approved the amended Rules and an MNOI worksheet at its February 22, 2023 meeting. The Rent Board is required to apply this new methodology when reviewing all applications after March 1, 2023. The next Rent Board meeting is scheduled for March 22, 2023 which is what gives rise to the request for emergency passage.

Staff requests that this item be passed as an emergency, in order to allow the Rent Board to apply these rules at its March 22, 2023 meeting. Seven votes are required for passage as an emergency following public comment.

Order 156-22/23 Accepting and Appropriating a \$39,270 Donation for the Reconstruction of the Basketball Court on Great Diamond Island - Sponsored by Danielle P. West, Interim City Manager

The basketball court on Great Diamond Island is an important public resource for residents and visitors; however, because of its current disrepair, it is not playable. This anonymous donation would help fund vital reconstruction, to include pickleball lines to afford multiple uses of this public resource.

The total project cost is expected to be \$77,000. The anonymous donation represents 51% of the total project cost, with the remainder being pursued through CIP funds (via Order 148, also included in this agenda).

Five affirmative votes are required for passage after public comment.

Order 157-22/23 Setting an Election Date on a Citizen Initiative Amendment to the Portland City Code Re: an Act to Improve Tenant Protections - Sponsored by Ashley Rand, City Clerk

The public hearing for this Citizen Initiative was set at the March 6, 2023 City Council meeting. Along with receiving public comment, the City Council will vote to set the election date of June 13, 2023 for this item and to approve the language of the summary that will appear on the ballot. That language is as follows:

An Act to Improve Tenant Protections maintains all tenant protections established in the existing Rent Control and Tenant Protections ordinance. The Act removes incentives for landlords to increase rents for existing tenants and discourages no-cause evictions by allowing for the establishment of new Base Rents at the time of a new tenancy, but only in instances when the prior tenant moves out voluntarily. The Act also brings Portland's rent stabilization ordinance into alignment with most local and national rent stabilization ordinances.

Five affirmative votes are required for passage after public comment.

ADJOURNMENT:

Public Comment Received 3.20.23 Portland City Council Meeting

George Rheault, of West Bayside, Portland

Highlight 2/3 of money to go towards potential housing development. Wants to be clear that there is very few actual places where this type of development can occur in Cumberland County because community after community have shut down, through a short term moratorium or zoning out poor people, and made it virtually impossible for this money to be used in the short term; if someone actually took the time to read through the plan they would find that it is an enormously long bureaucratic slug of paper that exhaustively talks about the busy work that went into completing this so called plan and it really comes down to whether middle class or upper middle class people in Cumberland County are going to allow more people to live near them and the answer is no. This council has shown, supposedly the most diverse and progressive city council, you are deathly afraid of making any move that upsets the neighbors whether it's a music festival, shelter or affordable housing, literally scheduling a celebration of a "shelter" next to a propane tank farm, next to a scrap metal yard, waste management dumpster facility, next to a tree cutting yard, this is a complete and total failure of everything people in this city claim to champions of, its exclusion, its "I don't care who you are don't get close to me, don't live near me" if I think you're going to bother me. The solution right now is to hand over most of Bayside to Port Properties. Three-minute allowable public comment ended.

Council recording begins at 2:06:05

<http://portlandme.civicclerk.com/Web/Player.aspx?id=3939&key=-1&mod=-1&mk=-1&nov=0>

HOME-ARP CERTIFICATIONS

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

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing pursuant to 24 CFR 5.151 and 5.152.

Uniform Relocation Act and Anti-displacement and Relocation Plan --It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It will comply with the acquisition and relocation requirements contained in the HOME-ARP Notice, including the revised one-for-one replacement requirements. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42, which incorporates the requirements of the HOME-ARP Notice. It will follow its residential anti-displacement and relocation assistance plan in connection with any activity assisted with funding under the HOME-ARP program.

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

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

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

Section 3 --It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

HOME-ARP Certification --It will use HOME-ARP funds consistent with Section 3205 of the American Rescue Plan Act of 2021 (P.L. 117-2) and the CPD Notice: *Requirements for the Use of Funds in the HOME-American Rescue Plan Program*, as may be amended by HUD, for eligible activities and costs, including the HOME-ARP Notice requirements that activities are consistent with its accepted HOME-ARP allocation plan and that HOME-ARP funds will not be used for prohibited activities or costs, as described in the HOME-ARP Notice.


Signature of Authorized Official

03/23/2023
Date

Interim City Manager
Title

Application for Federal Assistance SF-424*** 1. Type of Submission:**

- ☐ Preapplication
- ☒ Application
- ☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☐ New
- ☒ Continuation
- ☐ Revision

*** If Revision, select appropriate letter(s):***** Other (Specify):***** 3. Date Received:**

03/23/2023

4. Applicant Identifier:**5a. Federal Entity Identifier:**

ME232484

5b. Federal Award Identifier:

M21-DP230200

State Use Only:**6. Date Received by State:****7. State Application Identifier:****8. APPLICANT INFORMATION:***** a. Legal Name:** City of Portland, Maine*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

01-6000032

*** c. UEI:**

LZKCFJXBAC8

d. Address:

* Street1: 389 Congress Street

Street2:

* City: Portland

County/Parish:

* State: ME: Maine

Province:

* Country: USA: UNITED STATES

* Zip / Postal Code: 04101-3566

e. Organizational Unit:**Department Name:**

Housing and Economic Dev.

Division Name:

Housing and Community Dev.

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms.

* First Name:

Mary

Middle Name:

P

* Last Name:

Davis

Suffix:

Title: Housing and Economic Dev Interim Director

Organizational Affiliation:

* Telephone Number: 207-874-8711

Fax Number: 207-874-8949

* Email: mpd@portlandmaine.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

HOME Investment Partnerships Program

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

The Cumberland County HOME Consortium, with the City of Portland as the lead entity, will administer the HOME-ARP program to address the need for homelessness assistance and supportive services.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	3,594,143.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	3,594,143.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☒ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:

* Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2025

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

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

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

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Interim City Manager
APPLICANT ORGANIZATION City of Portland, Maine/Cumberland County HOME Consortium	DATE SUBMITTED 03/23/2023

SF-424D (Rev. 7-97) Back

ASSURANCES - NON-CONSTRUCTION PROGRAMS

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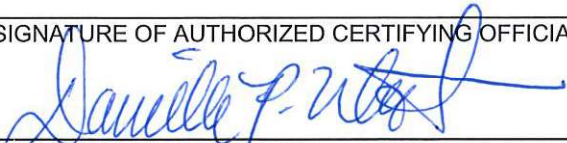
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

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

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

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 		TITLE Interim City Manager, City of Portland	
APPLICANT ORGANIZATION City of Portland, Maine/Cumberland County HOME Consortium		DATE SUBMITTED 03/23/2023	

Standard Form 424B (Rev. 7-97) Back

MEMORANDUM
City Council Agenda Item

FROM: Mary Davis, Division Director

DATE: January 18, 2024

SUBJECT: Adopting the Fiscal Year 2024-2025 Annual Action Plan Including Appropriations for Community Development Block Grant Program - Sponsored by Danielle P. West, City Manager

SPONSOR: Danielle P. West, City Manager
(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading 3/18/2024

Final
Action 4/8/2024

Can action be taken at a later date: No A public notice of these meetings and public hearings has been published in the Press Herald as required.

Does this item involve a new contract with the City: This item does not involve a new contract. This item involves a grant agreement which will be sent to the City upon approval of the Annual Action Plan.

PRESENTATION:

The Chair of the CDBG Annual Allocation Committee will present the Allocation Committee's recommendations. The City Manager will present her recommendations. HCD Staff members are available for questions.

I. SUMMARY

The resolution adopts the 2024-2025 Annual Action Plan including appropriations for Community Development Block Grant, HOME, and Emergency Solutions Grant Programs.

II. AGENDA DESCRIPTION

The 2024-2025 Housing and Community Development Program Annual Action Plan reports to the U.S. Department of Housing and Urban Development (HUD) a total estimated budget of \$6,957,515 (Community Development Block Grant ("CDBG") Entitlement Funds and Program Income \$1,898,188, \$120,000 Downtown TIF funding, \$20,000 Cotton St proceeds, HOME Program Grant \$1,037,237, Program Income and Recapture \$92,956; Lead Safe Housing Program Income \$18,825; local Housing Trust Fund \$2,065,297; \$162,241 Emergency Solutions Grant ("ESG") funds).

The CDBG Annual Allocation Committee, appointed by the City Council, reviewed each application and made funding recommendations that will be presented to the Council. The City Manager reviewed the Committee's recommendations and submitted her funding recommendations to the Council. The Housing and Economic Development Committee reviewed the Affordable Housing budgets. The Emergency Shelter Assessment Committee reviewed the ESG budget. Please see attachments for additional details about individual program funding.

The City's public participation process requires two public hearings to consider the City's Housing and Community Development Program proposal. The hearings allow the public to comment on the City's Consolidated Annual Action Plan. Public hearings for FY25 are set for March 18 and April 8. People who wish to speak may do so one time; they may not speak at both public hearings.

This item must be read on two separate days. This is its first reading.

III. BACKGROUND

The CDBG Annual Allocation Committee reviewed all CDBG applications and made funding recommendations to the City Manager; both sets of recommendations are included in the attached backup materials. The Housing and Economic Development Committee reviewed the Affordable Housing budgets. The Emergency Shelter Assessment Committee reviewed the ESG budget. Please see attachments for additional details about individual program funding

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

The activities supported by these grants address housing and homelessness, as well as infrastructure improvements that may impact climate change and sustainability.

V. FINANCIAL IMPACT

Please see attached budgets for each program. Funding for these activities will be provided through grants from the US Department of Housing and Urban Development.

VI. STAFF ANALYSIS AND BACKGROUND

For additional details, reference is made to the attachments included in the backup materials.

VII. RECOMMENDATION

Staff recommends that the City Council vote to approve the 2024-2025 Annual Action Plan.

VIII. LIST ATTACHMENTS

1. 0 Resolution Approving AAP
2. 1 Memo to Council budget 24-25
3. 2 Memo budget and cap calculations background 2024-2025
4. 3 2024-25 Letter to the City Manager_Final
5. 4 2024-25 City Manager CDBG Recommendations
6. 5 Housing Program Budget Memo 2024-2025
7. 6 ESG Budget 2024-2025 DRAFT 12.21.23
8. 7. 2024-2025 DRAFT AAP 3-7-24

Prepared by:

Mary Davis, Division Director

Date: 01/18/2024

MARK DION (MAYOR)
APRIL D. FOURNIER(A/L)
PIOUS ALI (A/L)
ROBERTO RODRÍGUEZ (A/L)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

ANNA TREVORROW (1)
VICTORIA L. PELLETIER (2)
REGINA L. PHILLIPS (3)
ANNA BULLETT (4)
KATE SYKES (5)

**RESOLUTION ADOPTING THE FISCAL YEAR 2024-2025 ANNUAL
ACTION PLAN INCLUDING APPROPRIATIONS FOR COMMUNITY
DEVELOPMENT BLOCK GRANT PROGRAM, HOME PROGRAM, AND
EMERGENCY SOLUTIONS GRANT PROGRAM AND CERTIFICATIONS
PERTAINING THERETO**

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

WHEREAS, activities for the Fiscal Year 2024-2025 Annual Action Plan have been recommended; and

WHEREAS, the City of Portland will receive an estimated annual allocation from the United States Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Entitlement Funds in the amount of \$1,843,198 for the program year 2024-2025; and

WHEREAS, the City has received Community Development funds in CDBG Housing Development Fund Program income in the amount of \$54,990 and HUD program income funds from the sale of City-owned property on Cotton Street in the amount of \$20,000, all of which is subject to the same regulations as the CDBG Entitlement Funds; and

WHEREAS, the City has received a HUD HOME Program Grant allocation in the amount of \$1,037,237; HUD HOME Program Income and Recaptured Funds in the amount of \$92,956; HUD Lead Safe Housing Program Income in the amount of \$18,825; and HUD Emergency Solutions Grant funds (ESG) in the amount of \$162,241; and

WHEREAS, the City also has local funds available from the Downtown TIF District in the amount of \$120,000 and funds from the Jill C. Duson Housing Trust Fund \$2,065,297; and

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

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Portland, Maine, hereby adopts the FY 2024-2025 Annual Action Plan in substantially the form attached; and

BE IT FURTHER RESOLVED, that the estimated annual sums of \$1,843,198 of CDBG Entitlement Funds, for the program year 2024-2025; \$54,990 of Community Development funds; \$20,000 in Cotton Street proceeds; the \$1,037,237 HUD HOME Program Grant allocation; \$92,956 in HUD HOME Program Income and Recaptured Funds; \$18,825 in HUD Lead Safe Housing Program Income; \$162,241 of HUD Emergency Solutions Grant funds; \$120,000 in Downtown TIF District funds; and \$2,065,297 from the Jill C. Duson Housing Trust Fund (collectively, the “Annual Action Plan Funds”) are hereby appropriated for the purposes approved in the attached Plan and budgets set forth in the Attached Exhibits; and

BE IT FURTHER RESOLVED, that the City of Portland, Maine, possesses legal authority to apply for the above referenced Community Development Block Grant Program Funds, HOME Program funds and Emergency Shelter Grant Program funds for the Program Year 2024-2025; and

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

- 1) Apply for, accept, and expend the Annual Action Plan Funds; and
- 2) Officially represent the City of Portland, Maine, in connection with the applications, including the execution of contracts on behalf of the City; and
- 3) Act as the certifying officer for HUD environmental documents related to these grants and to execute said documents and any other related documents necessary or convenient to carry out the intent of said grants; and
- 4) Make adjustments to all proposed activities’ budgets as noted below:
 - (a). If estimated allocations decrease, activities under the CDBG, HOME and ESG Programs be proportionately decreased from the estimated funding levels to match the actual allocation amounts;
 - (b). If estimated allocations increase, activities under the HOME and ESG Programs be proportionately increased to match the actual allocation amounts; and
 - (c). If the estimated CDBG allocation increases, any partially funded projects will be proportionately increased until fully funded. Once all recommended projects are fully funded, any remaining balance will be

allocated to fully funding unfunded projects from greatest score to least, unless another funding source can be identified for the next eligible project; and

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

BE IT FURTHER RESOLVED, that the foregoing FY 2024-2025 Annual Action Plan funds are hereby appropriated pursuant to the Budget attached hereto.

Memorandum

To: Mayor Dion and the Portland City Council
Cc: Danielle West, Interim City Manager
From: Mary Davis, Division Director Housing and Community Development Division
Date: March 2, 2024
Re: HUD's Annual Action Plan 2024-2025

The Annual Action Plan includes budgets for the Community Development Block Grant, HOME Program, and the Emergency Solutions Grant, as well as local funding sources such as program income, TIF, and Jill C Duson Housing Trust Fund. The final allocations have not been provided by the U.S. Department of Housing and Urban Development. The amounts reflected below are estimates based on the previous year's allocations.

CDBG	
Attachments: CDBG Recommendation Letter from City Manager, CDBG Recommendation Letter from CDBG Allocation Committee, Spreadsheet summarizing recommendations of Allocation Committee and City Manager, Budget and Cap Calculation Background Memo	
\$1,843,198.00	Estimated HUD Allocation 24-25
\$54,990.00	Program Income (HDF)
\$30,000.00	TIF Funds for Administration*
\$90,000.00	TIF Funds for Construction*
\$20,000.00	Cotton Street Proceeds for Social Services*
\$2,038,188.00	Total Estimated CDBG and local funds to allocate for 2024-2025
CDBG Funds by Category for HUD Budget *Does not include TIF or Cotton St proceeds.	
\$379,637.60	Administration and Planning
\$616,503.84	Social Services
\$902,046.56	Development Activities
\$1,898,188.00	Total CDBG Funds by category
Housing Funding	
Attachments: Housing Budget Memo	
HOME	
\$1,037,237	Estimated HUD Allocation 24-25
\$32,956	HOME Program Income 2023
\$60,000	HOME Recaptured Funds 2023
\$1,130,193	Total Estimated HOME funds to allocate for 2024-2025
Local Housing Funding	
\$18,825	Lead-Safe Housing Program Income Funds
\$2,065,297	Local Jill C Duson Housing Trust Funds
\$2,084,122	Total Estimated Local Housing Funding for 2024-2025
ESG	
Attachments: ESG Budget	
\$162,241	Total Estimated ESG funds to allocate for 2024-2025
Total Funding	
\$5,414,744	

Memorandum

To: Mayor Dion and City Council
Cc: Danielle West, City Manager
From: Mary Davis, Division Director Housing and Community Development Division
Date: March 3, 2024
Subject: **2024-2045 CDBG Budget and Cap Calculations**

In past years, the CDBG budget submitted as part of the HCD Annual Action Plan matched the local CDBG budget presented on the allocation summary sheet. Starting in 2018, the budget differs due to the replacement of program income with TIF funds and Cotton Street proceeds. Staff would like to take the opportunity to address how these changes impact the overall CDBG budget and cap calculations.

CDBG budget and cap calculations: Each year staff calculate the HUD mandated funding caps for the following CDBG funding categories; Planning and Admin, Development Activities, and Social Services. The budget for our local CDBG program is created once the HUD mandated funding caps have been determined. The CDBG budget combines the CDBG entitlement funds with program income, reprogramed funds, and available local funds. These local resources are not included in the cap calculations nor are they required to be included in the HUD CDBG budget.

In past years, the CDBG program received program income from a parcel of land known as the Cotton Street garage. Following the HUD cap calculations, 20% of the program income went to Planning and Admin, 33% went to Social Services, and 47% went to Development Activities. In 2017, the City sold the Cotton Street parcel. In order to make up the loss of program income funds for each category, the City Council allocated \$120,000 of TIF revenue to be used for Planning and Administration (\$30,000) and for TIF-eligible public infrastructure projects (\$90,000). In addition, the City Council allocated \$20,000 from the Cotton Street proceeds to be used for social service activities.

The budget submitted to HUD in the HCD Annual Action Plan excludes local funding for the purposes of HUD mandated cap calculations, but they are included in the Annual Action Plan as other funding sources.



February 15, 2024

Danielle West
City Manager
Portland City Hall
389 Congress Street
Portland, Maine 04101

Dear Danielle:

We are pleased to submit the Community Development Block Grant (CDBG) Allocation Committee's recommended budget for the 2024-2025 program year.

This letter includes a description of this year's process, how the applications were reviewed and scored, along with our recommendations for funding.

The U.S. Department of Housing and Development (HUD) has not released the 2024-2025 allocations, but this information should be available in the coming weeks and we are hopeful that the funding will remain at least level with the previous year's funding.

The need for CDBG funds, in general, exceeds the available resources.

The Administration Planning submission was joined by 9 Development Activities projects (the same number as last year) and 16 Social Service projects (two more than last year). The Committee's allocation recommendation, the funding requested, and the resulting difference are represented in the following table.

CDBG Year	ALLOCATION	REQUEST	DEFICIT
Planning and Administration	\$379,638	\$379,638	0
Social Service Activities	\$616,504	\$1,242,649	\$626,146
Development Activities	\$902,046	\$ 1,640,692	\$ 738,646
TOTAL	\$1,898,188	3,286,330	\$1,388,142

Application Review Process

The mandatory applicant meeting was held on October 19, 2023. CDBG Applications were made available on October 23, 2023, and submissions were due Monday, November 20, 2023, by 5:00pm.

The Committee met 8 times between December 14, 2023, and February 15, 2024, to discuss Administration and Planning, Development Activities, and Social Service applications. The Committee members read each application individually prior to the meeting and discussed each as a group. When questions about the applications arose, staff documented the questions and forwarded them to the applicant to respond, and the applicant's responses were then shared with the Committee and reviewed. Allocation Committee members then scored each application individually, using the scoring matrix structured in accordance with the priorities established by the City Council.

After all the scores were received from Allocation Committee members, staff organized the applications by score from the highest to the lowest within each application category. The City Council has directed the Committee to recommend full funding based on the request of each applicant; therefore, each applicant was awarded full funding in descending order, by total score, until the anticipated funding was exhausted.

Funding Caps and Set Asides

The funding caps for individual projects are set at \$150,000 for Social Service applicants and \$250,000 for Development activities. Administration and Planning funding is limited to 20% of the entire CDBG budget. City applicants are eligible for up to 85% of available funds for Development Activities, with a minimum 15% reserved for outside organizations. In addition to the 85% cap, a public infrastructure set aside of up to 60% of the City's maximum 85% request remains in effect. City applicants are eligible for up to 45% of the available funds for Social Service. A minimum of 55% must go to outside requests.

This year's allocations again features a structure where 20% of available funds for Social Services is set aside for projects submitted by applicants that have not previously received CDBG funding. These projects must receive a minimum average score of 75 points but then are ranked among the subset of new applicants for the 20% funding set aside. This year 1 applicant met these criteria.

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 Housing and Economic Development Department submitted a budget of \$379,638 with the understanding that Administration and Planning funding is limited to 20% of the entire CDBG budget. This year, the 20% cap is estimated to be \$379,638.

Development Activities Funding

The Committee received 9 Development Activity applications requesting \$1,640,692 which includes both construction activities and economic development initiatives. For 2024-2025, \$902,046 is available for Development Activity funding. The following table lists in descending scoring point order the applicant organization, program, funding request, and committee recommendation. There is a deficit of \$738,646 needed to fund all Development Activities.

If there are contingency funds available the committee recommends allocating funds to the next highest score in Development Activities.

Organization	Program	Request	Points	Committee Recommendation
City of Portland Department of Public Works	Portland DPW Nason's Corner ADA	\$ 199,000.00	89.750	\$ 199,000.00
City of Portland Department of Public Works	Portland DPW Oakdale Neighborhood ADA	\$ 199,000.00	88.250	\$ 199,000.00
City of Portland Department of Parks, Recreation and Facilities	Portland Parks Department Reiche Playground	\$ 193,400.00	85.250	\$ 193,400.00
City of Portland Department of Parks, Recreation, and Facilities	Portland Parks Department Deering Oaks Park ADA	\$ 192,792.00	84.875	\$ 175,064.55

Organization	Program	Request	Points	Committee Recommendation
Greater Portland Immigrant Welcome Center	Greater Portland Immigrant Welcome Center	\$ 150,000.00	84.625	\$ 135,258.45
City of Portland Department of Public Works	Portland DPW Congress Street ADA	\$ 199,000.00	84.000	
City of Portland Department of Parks, Recreation and Facilities	Portland Parks Department Age-in-Place Court/Tyng-Tate Playground	\$ 152,500.00	82.875	
City of Portland's Housing and Economic Development Department	Business Assistance Program	\$ 105,000.00	81.000	
MicroRail, Inc.dba Hope Harbor	Hope Harbor	\$ 250,000.00	51.750	

Social Service Funding

The Committee received sixteen Social Service applications. A total of \$1,242,650 in Social Service requests were received with an estimated \$616,504 in available funding. The following table lists in descending scoring point order the applicant organization, program, funding request, and committee recommendation.

Organization	Program	Request	Points	Committee Recommendation
Wayside Food Programs	Direct Services Program	\$32,250.00	93.71	\$32,250.00

Organization	Program	Request	Points	Committee Recommendation
Quality Housing Coalition	Project HOME	\$149,600.00	92.14	\$149,600.00
Milestone Recovery	Homeless Outreach and Mobile Engagement (HOME) Team	\$120,000.00	92.13	\$120,000.00
Greater Portland Family Promise	Homelessness Prevention and Housing Stabilization	\$93,600.00	92.13	\$93,600.00
Preble Street	Preble Street Emergency Food Programs	\$50,000.00	91.57	\$50,000.00
Preble Street	Joe Kreisler Teen Shelter	\$30,000.00	91.50	\$30,000.00
Hope Acts	Asylum Seeker Assistance Program	\$125,000.00	91.13	\$87,978.84
Catholic Charities Maine	Immigration Legal Services (ILS) Program	\$126,238.00	91.00	
Commonspace (formerly Amistad)	HSC Housing Navigation Program	\$100,000.00	90.88	

Organization	Program	Request	Points	Committee Recommendation
Community Housing of Maine, Inc.	Ashlea's Place	\$44,521.00	90.75	
Preble Street	Preble Street Adult Wellness Shelters	\$75,000.00	90.75	
Through These Doors	Community Based Domestic Violence Services	\$97,070.80	90.13	
Catherine Morrill Day Nursery	Portland CDBG Childcare Voucher Collaborative	\$81,295.00	88.38	
Furniture Friends	Basic Needs Expansion	\$50,000.00	85.00	
Our Place Portland Inc.*	Youth Mentorship Groups and Community Summer Camps	\$53,075.00	80.25	\$53,075.00
Maine Academy of Modern Music *	Amplify Music Education	\$15,000.00	72.75	

*Indicates new applicants

Additional Considerations

There are three points related to Social Service projects that deserve additional consideration beyond the scoring rubric we have applied in the above allocations.

First, the set aside funds for 'New Programs' is producing positive if somewhat mixed results after 3 funding cycles since being implemented. Having any new applicants is evidence of a healthy program and our expectation is that this set aside will increase interest going forward. This year, one new applicant scored well enough to meet the 75-point minimum threshold needed to qualify for funding and a second new applicant did not score high enough to qualify for funding.

Specifically, the score of 80.25 for the Our Place Portland, Youth Mentorship Groups and Community Summer Camps project meets the minimum threshold for the new program, but it is markedly lower than seven other Social Service applicants. As the 'New Program' set aside is seeking a balance between established applicants and new applicants, it is expected that organizations new to CDBG may not score as high. The committee also notes that Quality Housing Coalition was a first-time applicant during the 2022-23 cycle and this year submitted the second highest ranked proposal which we take as evidence that the new applicant process yielded positive results this year.

Secondly, the Committee is aware that the City Council can authorize an allocation of \$20,000 from the Cotton Street parking lot sales proceeds towards CDBG Social Service Activities. In its advisory capacity, the CDBG Allocation Committee recommends applying these funds toward Hope Acts Asylum Seeker Assistance Program to bring that application—which is currently recommended for partial funding—closer to the full amount requested.

Finally, while the CDBG Allocation Committee is not suggesting immediate changes to the scoring process, the Committee is looking ahead to the next iteration of the CDBG Priority Task Force and opportunities to revisit the process for scoring applications and allocating CDBG funds. There is a strong consensus within the Committee that the limits of the scoring system and funding availability mean that we are leaving competitive applications and critical services unfunded. There are two types of potential remedies to this that we'd like to suggest for consideration:

- There have been motions in recent years to adjust funding caps or reduce existing set-asides (or both). The committee believes that these should be reconsidered in light of a post-COVID environment where community need continues to increase and shift.
- The other potential remedy for discussion is an allocation that is either more widely distributed or gives some proportion of funding to the entire group of highest scoring applicants. In practice, this would mean partial funding above a threshold score, perhaps 90 points; alternatively, all projects scoring above 90 would be selected for funding based on a lottery.

We respect that you may have different priorities from those reflected in the Committee's allocation recommendations, and that you have the flexibility that is not afforded by the structure of the Committee's scoring system. We look forward to learning of your and the City Council's conclusions regarding CDBG allocations.

Summary

Portland is fortunate to have a diverse and talented community of organizations seeking the development of the City and the redress of the needs of its residents. All projects that applied to the program would benefit our City, but scarce funding prevents us from funding all of them. This is a competitive process; each applicant competes against all other applicants in their respective Development and Social Services categories.

We thank you for your commitment to this program and hope you are satisfied with the results. We take the opportunity to serve on this committee with the utmost seriousness and diligence and feel the outcomes above reflect our best adherence to the rules and guidance provided.

We offer our recommendations for your consideration. We look forward to seeing you on March 18th and hearing your response.

Sincerely,

The CDBG Annual Allocation Committee for Program Year 2024-2025

Elinor Higgins, Chair

Janice Hastings, Vice Chair

Lawson Condrey

Mounir Majid

Barbara Ginley

Claire Swingle

Todd Morse

Robby Perkins-High

Attachments: CDBG Allocation Committee Funding Recommendations 2023-2024 (spreadsheet)

CDBG Allocation 2024-2025

Administration and Planning

Case Id	App Type	Priority/Goal	Organization	Program Name	Funding Requested	Priority Impact	Guiding Principles	Capacity to Deliver	Collaboration/Partnership	Average Score	Committee Recommendation	City Manager Recommendation	City Council Recommendation
N/A	Admin	N/A	Housing and Economic Development Department	CDBG Admin and Planning	\$379,638						\$379,638		

Development Activities

Case Id	App Type	Priority	Organization	Project Name	Funding Requested	Priority Impact	Guiding Principles	Capacity to Deliver	Collaboration/Partnership	Avg Score	Committee Recommendation	City Manager Recommendation	City Council Recommendation
30476	Cons.	NI	City of Portland Department of Public Works	Nason's Corner ADA	\$199,000.00	28.125	26.500	22.125	13.000	89.750	\$199,000.00		
30453	Cons.	NI	City of Portland Department of Public Works	Oakdale Neighborhood ADA	\$199,000.00	28.375	23.875	21.750	14.250	88.250	\$199,000.00		
30462	Cons.	NI	City of Portland Department of Parks, Recreation, and Facilities	Reiche Playground	\$193,400.00	25.125	23.500	22.000	14.625	85.250	\$193,400.00		
30458	Cons.	NI	City of Portland Department of Parks, Recreation, and Facilities	Deering Oaks Park ADA	\$192,792.00	27.000	23.250	22.125	12.500	84.875	\$175,339.10		
30449	ED	EO	Greater Portland Immigrant Welcome Center	Greater Portland Immigrant Welcome Center	\$150,000.00	27.250	25.750	21.625	10.000	84.625	\$135,306.90		
30475	Cons.	NI	City of Portland Department of Public Works	Congress Street ADA	\$199,000.00	27.125	23.875	21.500	11.500	84.000	\$0.00		
30468	Cons.	NI	City of Portland Department of Parks, Recreation and Facilities	Age-in-Place Court/Tyng-Tate Playground	\$152,500.00	25.375	21.500	21.875	14.125	82.875	\$0.00		
30450	ED	EO	City of Portland's Housing and Economic Development Department (HEDD) and Portland Development Corporation (PDC)	Business Assistance Program	\$105,000.00	27.625	23.250	22.000	8.125	81.000	\$0.00		
30480	Cons.	Housing	MicroRail, Inc.dba Hope Harbor	Hope Harbor	\$250,000.00	27.375	16.750	7.625	0.000	51.750	\$0.00		
				Total Cost of Project Requests	\$1,640,692.00					Total:	\$902,046.00		
				Total Estimated HUD Funds Available	\$902,046.00								
				City Project Cap (85%)	\$766,739.10								*Indicates allocation of TIF Funding (\$90,000)

CDBG Allocation 2024-2025

Social Service

Case Id	App Type	Priority /Goal	Organization	Program Name	Funding Requested	Priority Impact	Guiding Principles	Capacity to Deliver	Collaboration/ Partnership	Average Score	Committee Recommendation	City Manager Recommendation	City Council Recommendation
30455	SS	NI	Our Place Portland Inc.	Youth Mentorship Groups and Community Summer Camps	\$53,075.00	22.875	27.125	21.000	9.250	80.250	\$53,075.00		
30454	SS	NI	Maine Academy of Modern Music	Amplify Music Education	\$15,000.00	17.875	21.000	22.125	11.750	72.750	\$0.00		
30457	SS	ANGHP	Wayside Food Programs	Direct Services Program	\$32,250.00	29.000	27.143	22.571	15.000	93.714	\$32,250.00		
30461	SS	ANGHP	Quality Housing Coalition	Project HOME	\$149,600.00	28.571	28.571	22.000	13.000	92.143	\$149,600.00		
30459	SS	ANGHP	Milestone Recovery	Homeless Outreach and Mobile Engagement (HOME) Team	\$120,000.00	29.625	27.500	22.875	12.125	92.125	\$120,000.00		
30483	SS	ANGHP	Greater Portland Family Promise	Homelessness Prevention and Housing Stabilization	\$93,600.00	29.375	26.875	22.125	13.750	92.125	\$93,600.00		
30472	SS	ANGHP	Preble Street	Preble Street Emergency Food Programs	\$50,000.00	29.571	27.714	22.429	11.857	91.571	\$50,000.00		
30469	SS	ANGHP	Preble Street	Joe Kreisler Teen Shelter	\$30,000.00	29.375	28.875	22.125	11.125	91.500	\$30,000.00		
30473	SS	ANGHP	Hope Acts	Asylum Seeker Assistance Program	\$125,000.00	27.250	26.750	22.750	14.375	91.125	\$87,978.84		
30448	SS	EO	Catholic Charities Maine	Immigration Legal Services (ILS) Program	\$126,238.00	27.625	28.000	22.750	12.625	91.000	\$0.00		
30470	SS	ANGHP	Commonspace (formerly Amistad)	HSC Housing Navigation Program	\$100,000.00	29.375	27.000	21.875	12.625	90.875	\$0.00		
30460	SS	ANGHP	Community Housing of Maine, Inc.	Ashlea's Place	\$44,521.00	29.625	28.250	21.000	11.875	90.750	\$0.00		
30466	SS	ANGHP	Preble Street	Preble Street Adult Wellness Shelters	\$75,000.00	29.375	27.875	22.375	11.125	90.750	\$0.00		
30467	SS	ANGHP	Through These Doors	Community Based Domestic Violence Services	\$97,070.80	28.875	26.125	22.625	12.500	90.125	\$0.00		
30477	SS	EO	Catherine Morrill Day Nursery	Portland CDBG Childcare Voucher Collaborative	\$81,295.00	28.500	26.500	22.875	10.500	88.375	\$0.00		
30471	SS	ANGHP	Furniture Friends	Basic Needs Expansion	\$50,000.00	24.250	24.000	22.000	14.750	85.000	\$0.00		
				Total Cost of Project Requests	\$1,242,649.80					Total:	\$616,503.84		
				Total Estimated HUD funds Available	\$616,503.84								
			New Applicants Highlighted in Green	New Project Set Aside (New applicants must score above 75 points to be eligible for funds)	\$123,701.00								*Indicates allocation of Cotton St Funding (\$20,000)

Executive Department

Danielle P. West

City Manager

March 7, 2024



Mayor Dion and Members of the Portland City Council:

I am pleased to submit to you my recommendations for the Community Development Block Grant (CDBG) Program for the fiscal year beginning July 1, 2024 to June 30, 2025. I would like to note that the U.S. Department of Housing and Urban Development (HUD) has not released the final allocations for the 2024-2025 Community Development Block Grant (CDBG), HOME, and Emergency Solutions Grant Programs (ESG); and therefore, the final award amounts may be proportionally amended at that time.

To begin, I would like to thank the CDBG Allocation Committee for their dedication and work over the last few months. They began their work at the end of December 2023 and have met almost weekly since then to discuss each application. I reviewed their recommendations and acknowledged the difficult task they had. After reviewing the CDBG applications, I met with Housing and Community Development staff and carefully considered the Allocation Committee's recommendations before forming my attached recommendations. *[City Manager's Recommendations A1.]* My recommendations align with the Allocation Committee's recommendations as shown in the following sections.

1) **Social Services.** As in past years, the City received a wide variety of competitive social service applications, requesting \$1,242,650. With an estimated \$616,504 in available funding, there is a gap of \$626,146. Unfortunately, additional Coronavirus Aid and other funds that have been allocated in past years have been used. The only additional source of funds is \$20,000 from the Cotton Street fund, which I am recommending be put towards Community Housing of Maine's Ashlea's Place Program. My recommendation follows that of the Allocation Committee in all other regards.

Housing and Community Development staff, along with staff from the Cumberland County Community Development Office, have been working on an amendment to the HOME-ARP Allocation Plan. The Cumberland County HOME Consortium received this grant from the U.S. Department of Housing and Urban Development. The grant is specifically designed to address the need for homelessness assistance and supportive services to benefit qualifying populations, namely (1) homeless, (2) at risk of homelessness, (3) fleeing, or attempting to flee domestic violence, (4) part of other populations where providing supportive services or assistance would prevent a family's homelessness or would serve those with the greatest risk of housing instability, and (5) veterans and families that include a veteran family member that

meet the criteria in one of the previously stated categories. In April, the council will be asked to approve an amendment to the allocation plan and staff is hoping to have HUD approval in time to issue an RFP by the end of May. CDBG applicants who were not recommended for funding, may be eligible to apply for funding under the HOME-ARP Supportive Services category.

2) ***Development Activities.*** Funds in this category are used to improve and invest in the physical infrastructure and the economic development of our city. This year, we received nine applications in this category requesting \$1,640,692 in funding. A total of \$902,046 is available in this category, a gap of \$738,646. This represents the amount available from the HUD allocation, but there is one project which fits the eligibility criteria for the annual \$90,000 in Downtown TIF funding (Congress St ADA Improvements). Currently, three projects are fully funded, with three partially funded. My recommendations match those from the Allocation Committee.

3) ***Administration and Planning.*** The Housing and Economic Development Department is required to submit a non-competitive application to the Allocation Committee. The Housing and Economic Development Department submitted an initial request of \$379,638. These funds are used to administer the program. I recommend full funding of this application to administer the program.

The above funding recommendations comply with the regulatory requirements set forth by HUD, while also helping to address the critical needs and gaps in services in our community. I thank you for the opportunity to share my recommendations, and I hope you join me in commending all of the good work being done in our city.

Sincerely,

DocuSigned by:

Danielle P. West

A4546612E752416...

Danielle P. West

City Manager

CDBG Allocation 2024-25

Administration and Planning

Case Id	App Type	Priority	Organization	Project Name	Funding Requested	Priority Impact	Guiding Principles	Capacity to Deliver	Collaboration/ Partnership	Avg Score	Committee Recommendation	City Manager Recommendation	*	City Council Recommendation
N/A	Admin	N/A	Housing and Economic Development Department	CDBG Admin and Planning	\$379,638.00						\$379,638.00	\$379,638.00		

Development Activities Applications

Case Id	App Type	Priority	Organization	Project Name	Funding Requested	Priority Impact	Guiding Principles	Capacity to Deliver	Collaboration/ Partnership	Avg Score	Committee Recommendation	City Manager Recommendation	*	City Council Recommendation
30476	Cons.	NI	City of Portland Department of Public Works	Nason's Corner ADA	\$199,000.00	28.125	26.500	22.125	13.000	89.750	\$199,000.00	\$199,000.00		
30453	Cons.	NI	City of Portland Department of Public Works	Oakdale Neighborhood ADA	\$199,000.00	28.375	23.875	21.750	14.250	88.250	\$199,000.00	\$199,000.00		
30462	Cons.	NI	City of Portland Department of Parks, Recreation, and Facilities	Reiche Playground	\$193,400.00	25.125	23.500	22.000	14.625	85.250	\$193,400.00	\$193,400.00		
30458	Cons.	NI	City of Portland Department of Parks, Recreation, and Facilities	Deering Oaks Park ADA	\$192,792.00	27.000	23.250	22.125	12.500	84.875	\$175,339.10	\$175,339.10		
30449	ED	EO	Greater Portland Immigrant Welcome Center	Greater Portland Immigrant Welcome Center	\$150,000.00	27.250	25.750	21.625	10.000	84.625	\$135,306.90	\$135,306.90		
30475	Cons.	NI	City of Portland Department of Public Works	Congress Street ADA	\$199,000.00	27.125	23.875	21.500	11.500	84.000	\$0.00	\$90,000.00	*	
30468	Cons.	NI	City of Portland Department of Parks, Recreation and Facilities	Age-in-Place Court/Tyng-Tate Playground	\$152,500.00	25.375	21.500	21.875	14.125	82.875	\$0.00	\$0.00		
30450	ED	EO	City of Portland's Housing and Economic Development Department (HEDD) and Portland Development Corporation (PDC)	Business Assistance Program	\$105,000.00	27.625	23.250	22.000	8.125	81.000	\$0.00	\$0.00		
30480	Cons.	Housing	MicroRail, Inc. dba Hope Harbor	Hope Harbor	\$250,000.00	27.375	16.750	7.625	0.000	51.750	\$0.00	\$0.00		
				Total Cost of Project Requests	\$1,640,692.00					Total:	\$902,046.00	\$992,046.00		
				Total Estimated HUD Funds Available	\$902,046.00									
				City Project Cap (85%)	\$766,739.10									*Indicates allocation of TIF Funding (\$90,000)

Social Service Applications

Case Id	App Type	Priority /Goal	Organization	Program Name	Funding Requested	Priority Impact	Guiding Principles	Capacity to Deliver	Collaboration/ Partnership	Average Score	Committee Recommendation	City Manager Recommendation	*	City Council Recommendation
30455	SS	NI	Our Place Portland Inc.	Youth Mentorship Groups and Community Summer Camps	\$53,075.00	22.875	27.125	21.000	9.250	80.250	\$53,075.00	\$53,075.00		
30454	SS	NI	Maine Academy of Modern Music	Amplify Music Education	\$15,000.00	17.875	21.000	22.125	11.750	72.750	\$0.00	\$0.00		
30457	SS	ANGHP	Wayside Food Programs	Direct Services Program	\$32,250.00	29.000	27.143	22.571	15.000	93.714	\$32,250.00	\$32,250.00		
30461	SS	ANGHP	Quality Housing Coalition	Project HOME	\$149,600.00	28.571	28.571	22.000	13.000	92.143	\$149,600.00	\$149,600.00		
30459	SS	ANGHP	Milestone Recovery	Homeless Outreach and Mobile Engagement (HOME) Team	\$120,000.00	29.625	27.500	22.875	12.125	92.125	\$120,000.00	\$120,000.00		
30483	SS	ANGHP	Greater Portland Family Promise	Homelessness Prevention and Housing Stabilization	\$93,600.00	29.375	26.875	22.125	13.750	92.125	\$93,600.00	\$93,600.00		
30472	SS	ANGHP	Preble Street	Preble Street Emergency Food Programs	\$50,000.00	29.571	27.714	22.429	11.857	91.571	\$50,000.00	\$50,000.00		
30469	SS	ANGHP	Preble Street	Joe Kreisler Teen Shelter	\$30,000.00	29.375	28.875	22.125	11.125	91.500	\$30,000.00	\$30,000.00		
30473	SS	ANGHP	Hope Acts	Asylum Seeker Assistance Program	\$125,000.00	27.250	26.750	22.750	14.375	91.125	\$87,978.84	\$87,978.84		
30448	SS	EO	Catholic Charities Maine	Immigration Legal Services (ILS) Program	\$126,238.00	27.625	28.000	22.750	12.625	91.000	\$0.00	\$0.00		
30470	SS	ANGHP	Commonspace (formerly Amistad)	HSC Housing Navigation Program	\$100,000.00	29.375	27.000	21.875	12.625	90.875	\$0.00	\$0.00		
30460	SS	ANGHP	Community Housing of Maine, Inc.	Ashlea's Place	\$44,521.00	29.625	28.250	21.000	11.875	90.750	\$0.00	\$20,000.00	*	
30466	SS	ANGHP	Preble Street	Preble Street Adult Wellness Shelters	\$75,000.00	29.375	27.875	22.375	11.125	90.750	\$0.00	\$0.00		
30467	SS	ANGHP	Through These Doors	Community Based Domestic Violence Services	\$97,070.80	28.875	26.125	22.625	12.500	90.125	\$0.00	\$0.00		
30477	SS	EO	Catherine Morrill Day Nursery	Portland CDBG Childcare Voucher Collaborative	\$81,295.00	28.500	26.500	22.875	10.500	88.375	\$0.00	\$0.00		
30471	SS	ANGHP	Furniture Friends	Basic Needs Expansion	\$50,000.00	24.250	24.000	22.000	14.750	85.000	\$0.00	\$0.00		
				Total Cost of Project Requests	\$1,242,649.80					Total:	\$616,503.84	\$636,503.84		
				Total Estimated HUD funds Available	\$616,503.84									
			New Applicants Highlighted in Green	<i>New Project Set Aside (New applicants must score above 75 points to be eligible for funds)</i>	\$123,300.77									*Indicates allocation of Cotton St Funding (\$20,000)

MEMORANDUM

TO: Mayor Mark Dion
Members of the City Council
FROM: Mary Davis, Director
Housing and Community Development Division
DATE: March 3, 2024
SUBJECT: **2024-2025 Housing Program Budget**

SUMMARY OF ISSUE

Review and recommendation to the City Council of the 2024-2025 Housing Program Budget.

REASON FOR SUBMISSION

On February 27, 2024, the Housing and Economic Development Committee voted 4-0 to recommend approval of this budget by the City Council.

The Housing and Economic Development Committee recommends the Housing Program Budget to the City Council for final approval.

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 \$25 million dollars in HOME funding. In 2009 the City became the lead entity in the Cumberland County HOME Consortium (CCHC). 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 the County’s portion of the HOME funds.

When the Consortium was formed in 2009, it included a “hold harmless” clause to ensure that the City, as an existing HOME grantee, would continue to receive funding equal to its allocation prior to the formation of the consortium. The “hold harmless” formula was based on a comparison ratio to the HOME funding for the Lewiston/Auburn (L/A) Consortium. The formula identified Portland’s “hold harmless” amount at 118% of the HOME allocation for the L/A Consortium. The Cumberland County HOME Agreement did allow for adjustments to be made if the current level of funding to the L/A HOME Consortium varied from historic levels. Over the years the L/A allocation has decreased which has resulted in the Portland “hold harmless” amount to decrease. As a result, by

agreement with the other members of the CCHC, the annual allocation is divided with 57% of the allocation, after the administrative set-aside, to the City and 43% of the allocation to the County.

As a point of reference, if the City were a stand-alone grantee, the estimated HOME allocation for Portland (using a HUD HOME Allocation estimated calculation) would be approximately \$528,440. Of that amount 10% would be set aside for administrative costs (\$52,844) leaving \$475,596 for program funding. Under the current consortium agreement, the city receives the administrative set-aside (\$107,068) along with approximately \$532,103 in program funds. Participation in the HOME consortium benefits Portland as well as the county as a whole.

The estimated HUD HOME allocation is \$1,037,237, which was the FY 2023-2024 allocation. \$401,411 is reserved for County projects. The budget proposal was developed after a historical review of HOME funding allocations, previous year's budget allocations, program expenditures and program income (loan repayments) received. Currently, the City's HOME Program is divided into three funding categories:

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

HOME Program Budget	FY 2023-2024 Budgeted (entitlement + program income)	FY 2024-2025 Budget proposal (entitlement + program income)
Administration	\$112,665	\$107,019
Tenant Based Rental Assistance	\$136,392	\$136,392
Affordable Housing Development includes CHDO requirement	\$395,711	\$395,711

LEAD SAFE HOUSING (Program Income): Lead Safe Housing Program Income is generated through repayment of loans given under prior Lead Safe Housing Grants. These funds can only be used for lead safe housing eligible activities. The City also has a Lead Hazard Reduction Grant of \$2,038,041 (over 42 months 1/2/2020-6/30/2023*) in funding for lead paint remediation and \$503,655 in funding to assist with code and life safety improvements

Lead Safe Housing Program Income	FY 2023-2024 Budgeted	FY 2024-2025 Budget Proposal
	\$13,827	\$18,825

*Due to delays caused by the Covid-19 pandemic, contractor capacity, and a staff vacancy, the City was granted a one-year extension to complete the unit goals associated with this grant.

HOUSING TRUST FUND: Revenue for the Housing Trust Fund is generated from fees triggered by the City’s Housing Preservation and Replacement Ordinance, fee-in-lieu contributions from the Inclusionary Zoning Ordinance and Hotel Inclusionary Zoning fee. Including the current balance of the Housing Trust Fund in the Housing Program Budget gives budget authority for the use of the funds. The amount budgeted is the maximum that might be expended in FY24. However, staff continues to recommend a minimum balance in the Trust, so the *effective budget would be \$1,565,297* (\$2,065,297 less \$500,000.) If additional funds are allocated to the Trust based on current discussions, this number might be adjusted based on the outcome.

Housing Trust Fund (HTF) Budget	FY 2023-2024 Budgeted	FY 2024-2025 Budget Proposal
	\$3,704,156	\$2,065,297

STAFF ANALYSIS AND RECOMMENDATION – The proposed Housing Program Budget will be proportionally adjusted when the final allocations are released by HUD to reflect the fiscal year allocation for the Cumberland County HOME Consortium. The budget will be reviewed by the City Council at two Public Hearings (March 18 and April 8), as part of the overall HCD budget. The approved budget and Annual Action Plan are submitted to HUD 45 days in advance of the start of the fiscal year (May 15 for the fiscal year beginning July 1, 2024).

At this time staff is requesting Council approval of the FY 24/25 Housing Program Budget as outlined above and summarized in the attached spreadsheet.

FY 24/25 Housing Program Budget - Attached

Draft 2024-2025 Budget for ESG

Emergency Solutions Grant 2022-2026

rev. 12.21.2023

Program	ESG Budgeted Funding Amount by Fiscal Year				
	FY 22-23 (Y1)	FY 23-24 (Y2)	FY 24-25 (Y3)	FY25-26 (Y4)	FY26-27 (Y5)
Operations: Homeless Health	\$0	\$0	\$0		
Essential Services: Family Shelter	\$82,216	\$81,427	\$81,427		
Homeless Prevention: Family Shelter	\$0	\$0	\$0		
Homeless Prevention: Homeless Service Center	\$16,102	\$15,948	\$15,948		
Rapid Rehousing: Homeless Service Center	\$54,803	\$54,277	\$54,277		
Administration and HMIS	\$10,692	\$10,589	\$10,589		
<i>Total (Actual)</i>	\$163,813	\$162,241	\$162,241		
<i>Admin/HMIS cap</i>	\$12,286	\$12,168	\$12,168		

Explanation (City FY25/FFY24)

Operations: Homeless Health	This program is no longer administered by the City of Portland
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 life skills training, budgets, tenant/ landlord negotiations, and connecting to area resources. There is a need in Portland to expand the essential services with the high number of families arriving. The budget is adjusted to cover 1 .25 FTE, this will allow the case manager to work with 5-10 families (17-34 individuals).
Homeless Prevention: Homeless Service Center	Homeless Service Center: Funds pay for staff who assist in preventing individuals from becoming homeless and providing necessary case management and referrals.
Rapid Rehousing: Homeless Service Center	Funds pay for staff who assist persons who have become homeless by quickly moving them into permanent housing and providing the necessary case management and referrals to address individual needs.
Administration and HMIS	Funding goes to pay administration
Budget Notes	12.21.2023 HUD has not yet released ESG allocations for federal fiscal year 2024. Once the final allocation is announced, any necessary adjustments will be proportionately to increase or decrease the budget to match the final allocation amount.

NOTE:

City Council will take public comment on this budget

**Portland Maine
Cumberland County
Home Consortium**

**Annual Action Plan
2024-2025**



City of Portland
Housing and Economic Development
Housing and Community Development Division
Community Development Program
389 Congress Street Portland, ME 04101
www.portlandmaine.gov

Executive Summary

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

1. Introduction

The U.S. Department of Housing and Urban Development (HUD) requires jurisdictions to combine the planning and applications for the Community Development Block Grant (CDBG), the HOME Investment Partnership Program and the Emergency Solutions Grant (ESG) into a single submission known as the Consolidated Plan. This Consolidated Plan provides a basis and strategy for the use of federal funds granted to the City of Portland's CDBG and ESG programs as well as the Cumberland County HOME Consortium's programs. The City of Portland's Department of Housing and Economic Development, Housing and Community Development (HCD) Division, is the lead entity for managing and distributing the HOME Consortium funding. The Consolidated Plan covers the period beginning July 1, 2022 through June 30, 2027, including five program years.

In addition to the Consolidated Plan, HUD requires jurisdictions to submit an Annual Action Plan which will describe how the funds for a program year will be distributed to address the needs, goals, and priorities identified in the Consolidated Plan. The programs and activities described in the Annual Action Plans are primarily intended to benefit low- and moderate-income residents of the City of Portland and, through the HOME Consortium, Cumberland County. This Annual Action Plan describes the use of fund allocations for 2024-2025, Year 3 of the five-year plan.

2. Summarize the objectives and outcomes identified in the Plan

The objectives and outcomes identified in this Consolidated Plan are based on a combination of HUD-provided data, independent research, community outreach, consultation with various agencies and service providers, and the established goals and priorities of the City of Portland and the Cumberland County HOME Consortium. Based on the information collected, the following goals will be used to allocate funding for the next five years. All programs and activities funded through the CDBG, HOME, and ESG programs will help to fulfill one of these four goals:

1. Neighborhood Investment & Infrastructure- Create strong, safe, accessible, and vibrant neighborhoods.
2. Housing Availability- Increase housing availability and affordability.
3. Economic Opportunity – Create economic opportunities to transition people out of poverty.

4. Address the Needs of the Growing Homeless Population- Prevent and reduce homelessness.

3. Evaluation of past performance

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

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

4. Summary of Citizen Participation Process and consultation process

The City holds multiple public meetings each year, including a service providers meeting, to make sure the needs of the community are heard. Per HUD requirement, two public hearings are held each year to allow the public to give input directly to the City Council on how HUD-program funding should be allocated. In addition to the public hearings and meetings, HCD staff welcomes meetings with concerned citizens, neighborhood organizations and other community groups. HCD staff also serves on several committees and are active members of organizations related to improving the quality of life for low- and moderate-income Portland residents.

5. Summary of public comments

See appendix for summary of all public comments received.

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

All public comments were accepted.

7. Summary

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

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

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

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

Table 1 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

Mary Davis, Housing and Community Development Division Director

389 Congress St Portland ME 04101

mpd@portlandmaine.gov

(207) 874-8711

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

1. Introduction

The City of Portland Housing and Community Development Division works with multiple City divisions and departments, regional coalitions, state programs, and county partners to achieve its goals. The HUD Citizen Participation Plan (CPP) ensures that the City undertakes an effective public process that encourages input and participation from residents, non-profit organizations, and other stakeholders; guarantees access to meetings, information, and public hearings on CDBG-, HOME-, and ESG-funded activities, goals, and priorities; and provides procedures for reducing barriers to those who may need accommodations to participate. Technical assistance is provided upon request to organizations that would like to develop proposals for funding under the City's Housing and Community Development programs.

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

The City of Portland utilizes 33% of CDBG funds for social service supports, including housing programs, homeless services, crisis management services, childcare, family support services, substance use disorder services, youth and adolescent support services, senior services, and neighborhood-based programs and projects. City staff meets with agencies throughout the year to provide technical assistance and ensure they are serving the needs of target populations while meeting HUD guidelines and regulations.

There are four public housing authorities within Cumberland County: Portland Housing Authority, Brunswick Housing Authority, South Portland Housing Authority, and Westbrook Housing Authority. The City of Portland collaborates extensively with these housing authorities in several areas including development of affordable housing, recreational activities for at-risk youth, self-sufficiency programs, and vouchers for families, unhoused individuals, and disabled persons. City of Portland staff participates in the Maine Affordable Housing Coalition which is a collaborative group of developers, Community Action agencies, public housing authorities, investors, housing and service providers, advocates, and others working to increase the supply of quality, affordable housing throughout Maine.

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.

The Maine Continuum of Care is a group of service providers who work together in a collaborative planning process to develop programs that address homelessness. Continuums can apply to the U.S. Department of Housing and Urban Development (HUD) for McKinney-Vento funding to support these

programs. Local agencies wishing to access these funds must do so through their Continuum's annual CoC NOFA application process. Cumberland County Community Development Division staff members regularly attend Maine Continuum of Care meetings and provide input on plans for regional service provision. City of Portland Staff from the Health and Human Services Department and Housing and Community Development Division coordinate with members of the Emergency Shelter Assessment Committee (ESAC) and the United Way of Greater Portland to support the Continuum of Care and monitor shelter bed usage for single adults, adolescents, and families. ESAC members include shelter providers for singles, adolescents, individuals with mental illness, women, families with children, victims of domestic violence, supportive housing providers, mental health services providers, and general services. ESAC also produces monthly and quarterly statistics on shelter usage and provides a forum to discuss new programs, resource availability, and emerging trends.

ESG funds are allocated through consultation with the Emergency Shelter Assessment Committee (ESAC), and performance standards and project outcomes are evaluated by City staff in collaboration with ESAC.

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

The Maine HMIS is a collaborative effort between MaineHousing, the dedicated lead agency, and the Maine Continuum of Care, of which the City of Portland and Cumberland County are members. The Maine Continuum of Care (MCOC) covers the entire State of Maine and supports projects throughout the region. The MCOC's mission is to plan and coordinate an inclusive system that helps Maine people avoid or exit quickly from homelessness, and to address the underlying causes of homelessness. Organizations that receive CoC or ESG (Emergency Solutions Grant) funding are expected to be members in good standing of their local Continuum of Care in order to continue to be eligible for funding.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	CITY OF PORTLAND
	Agency/Group/Organization Type	Housing Services-Elderly Persons Services-homeless Services-Health Service-Fair Housing Health Agency Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources Other government - Local Planning organization Civic Leaders Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy Sustainability and Climate Change

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Portland includes several departments integral to the formation and execution of this plan. The Planning and Urban Development Department is responsible for zoning and other ordinances which affect development of housing. The Health and Human Services Department is responsible for homeless needs for families with children, single adults, and chronically homeless individuals. The Public Works and Recreation Departments engage in infrastructure projects which improve the health and well-being of Portland residents. The Executive Department, including the City Manager, provides policy guidance and an interdepartmental vision and budget for the City. The Housing and Economic Development Department is responsible for housing and community development needs, lead-based paint remediation, and strategies to reduce both poverty and barriers to affordable housing. The Office of Sustainability works to manage and mitigate the results of climate change on the City's water resources, vulnerable low-income residents, and environmental assets. The City of Portland is age-friendly and has an AARP steering committee with members from various organizations that provide services to elderly individuals and families including Alpha One, Opportunity Alliance, ITN, and more.
2	Agency/Group/Organization	CUMBERLAND COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Portland and Cumberland County are partners in the HOME consortium. The two entities work collaboratively to distribute resources and address affordable housing needs for residents of Portland and Cumberland County.
3	Agency/Group/Organization	Portland Housing Authority
	Agency/Group/Organization Type	PHA

	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Portland Housing Authority was consulted to provide information regarding housing and public housing needs.
4	Agency/Group/Organization	Brunswick Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Brunswick Housing Authority was consulted to provide information regarding housing and public housing needs.
5	Agency/Group/Organization	South Portland Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	South Portland Housing Authority was consulted to provide information regarding housing and public housing needs.
6	Agency/Group/Organization	Westbrook Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Westbrook Housing Authority was consulted to provide information regarding housing and public housing needs.
7	Agency/Group/Organization	Wayside Food Programs
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Health
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Wayside's Direct Service Program increases the consumption of nutritious foods by sharing grocery items and prepared meals at sites across Greater Portland.
8	Agency/Group/Organization	Milestone Foundation
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Milestone provides health and basic needs outreach to the most vulnerable populations including people with substance use disorder, people experiencing mental illness, and people with developmental, physical, and intellectual disabilities. Milestone coordinates with HCD staff, the Portland Police Department, and other social service and health providers in the city.

9	Agency/Group/Organization	Quality Housing Coalition
	Agency/Group/Organization Type	Services - Housing Services-homeless Services-Education Services-Employment Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Quality Housing Coalition provides supportive housing for households at or below the poverty level.
10	Agency/Group/Organization	Greater Portland Family Promise
	Agency/Group/Organization Type	Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Greater Portland Family Promise works to prevent homelessness through a community-based response.
11	Agency/Group/Organization	Preble Street
	Agency/Group/Organization Type	Services-homeless

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Preble Street is an integral partner in addressing shelter and basic needs of the City's most vulnerable populations. They are consulted on a regular basis due to their teen shelter, women's shelter, and food program.
12	Agency/Group/Organization	Hope Acts
	Agency/Group/Organization Type	Services-homeless Services-Education
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Hope Acts provides housing and supportive services to asylum seekers.
13	Agency/Group/Organization	Our Place Portland
	Agency/Group/Organization Type	Services-Children Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Our Place Portland provides mentorship services to LMI families using a 2Gen approach.

14	Agency/Group/Organization	Greater Portland Immigrant Welcome Center
	Agency/Group/Organization Type	Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Greater Portland Immigrant Welcome Center serves as a hub of collaboration that strengthens the immigrant community through language acquisition, economic integration, and civic engagement.
15	Agency/Group/Organization	Community Housing of Maine
	Agency/Group/Organization Type	Housing Services - Housing Services-Elderly Persons Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CHOM develops, owns, and maintains high-quality affordable housing for working families and older Mainers.

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

All agencies pertaining to public services and infrastructure available in the City of Portland and housing services available in Cumberland County and the City of Portland were consulted. See appendix for a complete list.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Maine Continuum of Care	The Maine Continuum of Care, which merged with the Portland COC in 2017, has a goal of ending homelessness.
Portland's Plan 2030	City of Portland	This is the comprehensive plan of the City of Portland which outlines goals and policies of the City for housing, sustainability, and the economy.
Analysis of Impediments to Fair Housing	City of Portland Housing and Community Development Division and Cumberland County Comm Dev	City of Portland Housing and Community Development Division and Cumberland County Community Development Division. This plan identifies barriers to Fair Housing within the jurisdiction through robust public outreach and will guide the strategy for mitigating those barriers.

Table 3 – Other local / regional / federal planning efforts

Narrative

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

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

The City of Portland CDBG Priority Task Force is a group of residents appointed by the City Council through an application process to review goals, needs, and priorities of the CDBG program for the five-year Consolidated Plan. Although the City had planned numerous in-person outreach events to gather data, these events were unable to proceed due to the Covid-19 pandemic through 2020. The Task Force met 12 times between March and September 2020 in public meetings held mostly virtually due to Covid-19. The task force used data from 477 respondents of targeted surveys for the general public, business owners, social service providers, and past applicants and subrecipients of CDBG funding to update priorities and goals which are used for each subsequent Annual Action Plan within the five-year plan.

Each year, the City of Portland hosts a meeting in each of Portland's five council districts. This year they were held from October 25 to November 19, 2023; three were held virtually, and two were held in person. HCD staff attends these meetings and presents about how funding has been used in each district. Staff also takes questions and provides information on how interested parties can stay informed about HCD activities, including CDBG-funded community development activities.

HCD staff makes every effort to encourage public comment and participation. For CDBG, a mandatory meeting about the application process and requirements was held via Zoom for all potential CDBG applicants and was attended by thirty-five (35) individuals representing twenty-nine (29) organizations. The CDBG Allocation Committee met eight times. Each meeting was advertised on the City calendar and website. The committee reviewed and discussed CDBG applications at these meetings. HOME funds were reviewed and discussed by the Housing and Economic Development Committee. Priorities and funding allocations were reviewed and approved at these meetings, which are open to the public and noticed on the City's website. Public comment, if any, was taken at the HEDC meeting. The Emergency Solutions Grant was presented and discussed at Emergency Shelter Assessment Committee meetings, which are open to the public and noticed on the City's website. The funding allocations and action plan were advertised in the paper. The Action Plan budgets for CDBG, HOME and ESG were presented to the City Council at the March 18 and April 8 Council Meetings.

Public hearings for the Annual Action Plan were held on 3/18/24 and 4/8/24. These hearings were noticed in the Portland Press Herald on March 1, 2024. This information was also posted to the City's website and social media accounts. The draft Annual Action Plan was published for review on 3/8/24 on the City of Portland's website. A notice of public comment was published in the Portland Press Herald on 3/1/24, outlining the 30-day public comment period from March 8, 2024 to April 8, 2024. The notice included information on access for individuals who require accommodation, including interpretation as necessary. The public comment period and public hearing dates were also posted on the City's social

media accounts. Portland City Council meetings are held in person and are live-streamed. The public can comment in-person at the meeting or provide written comment in advance of the meeting.

Technical assistance is provided to groups seeking funding assistance prior to application, after award, and as requested. This includes, but is not limited to, assistance with determining eligibility of activity, completing application questions, and submitting quarterly reports.

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)
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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 Non-English Speaking - Specify other language: French, Arabic, Spanish, Somali, Portuguese Persons with disabilities Non-targeted/broad community	Each year, the City of Portland holds five district meetings across the City to engage City residents. This year, three were held virtually, and two were held in-person. The Housing and Community Development Department presents information about department programs	HCD Staff was available at the meeting to answer any questions or comments and provided contact information so residents could reach out to City staff with	All comments and questions were accepted.	https://www.portlandmaine.gov/730/Annual-District-Meetings

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Minorities Non-English Speaking - Specify other language: French, Arabic, Spanish, Somali, Portuguese Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	All CDBG Allocation Committee Meetings are public and posted on the City website and City calendar. Meetings are held virtually.	No comments were received.	No comments were received.	https://www.portlandmaine.gov/693/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)
3	Newspaper Ad	Minorities Non-English Speaking - Specify other language: French, Arabic, Spanish, Somali, Portuguese Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Portland	The ad informed the public about two public hearings held on March 18, 2024 and April 8, 2024 along with the public comment period held from March 8, 2024 to April 8, 2024.	Comments were taken at both hearings and during the comment period. A summary of all comments from the public hearings and comment period can be found in the appendix to this document.	All comments were accepted	https://newspaper.pressherald.com/html5/reader/production/default.aspx?pubname=&edid=ddc20a43-9c56-4f0d-a41d-23c4764490c2

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public Hearing	Minorities Non-English Speaking - Specify other language: French, Arabic, Spanish, Somali, Portuguese Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Two public hearings were held on March 18, 2024 and April 8, 2024 during City Council meetings.	Comments were taken at both hearings and during the comment period. A summary of all comments from the public hearings and comment period can be found in the appendix to this document.	All comments were accepted.	https://www.portlandmaine.gov/602/Agendas-Minutes

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

For the Year 3 Annual Action Plan, the anticipated resources include federal CDBG, HOME, and ESG. The amount of each of these resources is dependent on federal allocation, which can be unpredictable; any estimates below assume level funding for the next three years. The federal allocation may not be approved until this plan is approved, in which case the following actions may be taken:

- (a). If estimated allocations decrease, activities under the CDBG, HOME and ESG Programs will be proportionately decreased from the estimated funding levels to match the actual allocation amounts.
- (b). If estimated allocations increase, activities under the HOME and ESG Programs will be proportionately increased to match the actual allocation amounts.
- (c). If the estimated CDBG allocation increases, any partially funded projects will be proportionately increased until fully funded. Once all recommended projects are fully funded, any remaining balance will be allocated to fully funding unfunded projects from greatest score to least, unless another funding source can be identified for the next eligible project.

Lead Safe Housing funding is program income from past grants. Payments are typically made when owners who received past grants sell or refinance their homes. The local Jill C. Duson Housing Trust Fund is funded in part by the City's Inclusionary Zoning ordinance. In 2017, the City sold a parking garage at Cotton St that was originally purchased with UDAG funds; the proceeds were a one-time payment from which \$20,000 will be used for a CDBG eligible public service activity each year. Tax-Increment Finance revenue up to \$120,000 per year may be used for CDBG-eligible administration and public infrastructure activities. HOME-ARP funding is one-time funding made available through the American Rescue Plan Act of 2021.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,843,198	54,990	0	1,898,188	3,795,728	Up to 33% of funds will be used for public services, 20% for planning and administration, and the remainder for economic development, housing, and public improvement activities. Prior Year Resources are CDBG Contingency. The Expected Amount Available Remainder of Con Plan is the total of the annual allocation and program income (not prior year resources), multiplied by the number of years remaining in the Plan. The Expected Amount Available is the total of annual allocation, program income, and prior year resources.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,037,237	92,956	380,144	1,510,337	2,074,474	Program income is generated by repayment of HOME program loans. The Prior Year Resources are from recaptured or uncommitted funds. The Expected Amount Available Remainder of Con Plan is the total of the annual allocation and program income (not prior year resources), multiplied by the number of years remaining in the Plan. The Expected Amount Available is the total of annual allocation, program income, and prior year resources.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	162,241	0	0	162,241	324,482	The Emergency Solutions Grant funds those in need of emergency shelter and assistance and activities to prevent homelessness and rapidly rehouse those who are homeless. The Expected Amount Available Remainder of Con Plan is the annual allocation multiplied by the number of years remaining in the Plan.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Housing Trust Fund	public - local	Housing Multifamily rental new construction Multifamily rental rehab New construction for ownership	2,065,297	0	0	2,065,297	6,387,004	The Jill C Duson Local Housing Trust Fund is allocated under an annual plan that is approved by the City Council. Amount available for remainder of plan is based on the average of the previous 3 years multiplied by the number of years remaining in the Plan.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Acquisition Admin and Planning Conversion and rehab for transitional housing Multifamily rental new construction Multifamily rental rehab Overnight shelter Services Transitional housing	0	0	0	0	0	HOME-ARP funds were received as part of the American Rescue Plan and will be used by Cumberland County and City of Portland for eligible activities as outlined in HOME-ARP Plan.
Other	public - federal	Multifamily rental rehab	18,825	0	0	18,825	0	Program Income from prior HUD Healthy Home/Lead Safe Housing Grants. Wherever possible, the City will utilize rehab program funds in combination with lead program income funds to complete additional lead-safe units.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - local	Admin and Planning Public Improvements	120,000	0	0	120,000	240,000	Funding from TIF to support CDBG-eligible activities
Other	public - local	Public Services	20,000	0	0	20,000	40,000	Funding from sale of Cotton St property to support CDBG eligible activities.

Table 2 - Expected Resources – Priority Table

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

If appropriate, describe publicly 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 which directed the Housing & Economic Development Committee (HEDC) 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. From 2019 to 2021, several city-owned and tax-acquired properties were identified as potential development sites. These will become income-generating properties for the City's tax rolls that will provide one single-family home with two accessory dwelling units, sixteen (16) condominiums, 101 apartments, and 130-140 units of cooperative housing, for a total of over 250 housing units for a diverse socio-economic population. The Housing and Economic Development Committee will continue to analyze whether there are any additional city-owned sites that may be suitable for housing development.

Discussion

The City of Portland secured HUD 108/BEDI funds in an amount of \$1.2 million in Brownfields Economic Development Initiative (BEDI) and \$10.8 million in Section 108 loan to support revitalization of the distressed area of Bayside by stimulating residential and commercial economic development activities and creating jobs. Unfortunately, the city is engaged in ongoing litigation with the Federated Companies, the Parking Garage Developer, due to a lack of contractual performance. A portion of the original site, specifically Lot 6, was taken by eminent domain and the City intends to redevelop the site in the near future. After evaluating all options to support continued revitalization of Bayside and in consultation with HUD staff, the City elected to repay the balance due on the 108 loan.

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Neighborhood Investment and Infrastructure	2022	2026	Non-Housing Community Development	PORTLAND, MAINE Eligible Census Tracts CDBG Target Neighborhoods	Neighborhood Investment and Infrastructure	CDBG: \$819,814 TIF: \$90,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 27365 Persons Assisted Public service activities other than Low/Moderate Income Housing Benefit: 55 Persons Assisted
2	Housing Availability	2022	2026	Affordable Housing Public Housing	PORTLAND, MAINE Eligible Census Tracts Cumberland County CDBG Target Neighborhoods	Housing Availability	HOME: \$1,130,193 Housing Trust Fund: \$2,065,297 Lead-Safe PI: \$18,825	Rental units constructed: 8 Household Housing Unit Rental units rehabilitated: 2 Household Housing Unit Tenant-based rental assistance / Rapid Rehousing: 96 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Economic Opportunity	2022	2026	Non-Housing Community Development Economic Development	PORTLAND, MAINE Eligible Census Tracts CDBG Target Neighborhoods	Economic Opportunity	CDBG: \$136,608	Businesses assisted: 40 Businesses Assisted
4	Addressing Needs of Growing Homeless Population	2022	2026	Homeless	PORTLAND, MAINE Eligible Census Tracts CDBG Target Neighborhoods	Address Needs of the Growing Homeless Population	CDBG: \$563,429 ESG: \$151,652 Cotton St: \$20,000	Public service activities other than Low/Moderate Income Housing Benefit: 13491 Persons Assisted Homeless Person Overnight Shelter: 475 Persons Assisted Homelessness Prevention: 384 Persons Assisted

Table 3 – Goals Summary

Goal Descriptions

1	Goal Name	Neighborhood Investment and Infrastructure
	Goal Description	Invest in infrastructure to improve neighborhood assets and build strong, safe, accessible and vibrant neighborhoods. Improve accessibility and livability through age-friendly designs and ADA compliance. Build sidewalks and trails to improve connectivity, increase the use of bicycles as a mode of transportation, and redevelop streetscapes to create shared streets for cars, bikes, and pedestrians that integrate with the fabric of the neighborhood. Support programs that increase safety in neighborhoods for residents and visitors. Invest in programs and services that address the specific needs of members of the community. Encourage programs that build a sense of inclusiveness, safety, and security within individual neighborhoods.
2	Goal Name	Housing Availability
	Goal 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 and age-friendly housing in significant development projects.
3	Goal Name	Economic Opportunity
	Goal 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 barriers to employment for vulnerable 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.
4	Goal Name	Addressing Needs of Growing Homeless Population
	Goal 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 transition out of homelessness for vulnerable populations, including housing opportunities for chronically homeless or long-term stayers at homeless shelters.

AP-35 Projects - 91.420, 91.220(d)

Introduction

The City of Portland's Housing and Community Development Program budget currently has the following estimated funding allocations: \$1,898,098 in CDBG which includes \$1,843,198 in direct allocation and \$54,990 in Program Income; \$162,241 in Emergency Solutions Grant funding; and \$1,156,549 in HOME funding as part of the Cumberland County HOME Consortium which includes \$1,037,237 in direct allocation and \$92,956 in Program Income. An additional amount in the local Jill C Duson Housing Trust Fund income is available.

Of the CDBG allocation and program income, \$636,503 is available for public services (locally called social services). The City of Portland is allowed to use 33% of CDBG funding for public services.

Annual Allocation (\$1,843,198) X 33% = \$608,255

\$608,255 + 15% of previous year's PI (\$54,990 X 15% = \$8,248) + \$20,000 Cotton St funding = 636,503

THE HOME CHDO funding is included in projects City Affordable Housing Development and County HOME Affordable Housing Development. Fifteen percent (15%) of HOME funding is set-aside for CHDO.

City Affordable Housing Development includes \$88,684 in CHDO set-aside funds.

County HOME Affordable Housing Development includes \$66,902 in CHDO set-aside funds.

#	Project Name
1	HCD Grant Administration 24-25
2	Construction Activities NI 24-25
3	Development Activities EO 24-25
4	ANGHP Public Services 24-25
5	NI Public Services 24-25
6	HOME Administration 24-25
7	Tenant-Based Rental Assistance 24-25
8	City Affordable Housing Development 24-25
9	County Affordable Housing Development 24-25
10	ESG24 Portland (24-25)

Table 4 – Project Information

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

AP-38 Project Summary
Project Summary Information

1	Project Name	HCD Grant Administration 24-25
	Target Area	PORTLAND, MAINE Eligible Census Tracts Cumberland County CDBG Target Neighborhoods
	Goals Supported	Neighborhood Investment and Infrastructure Housing Availability Economic Opportunity Addressing Needs of Growing Homeless Population
	Needs Addressed	Neighborhood Investment and Infrastructure Housing Availability Economic Opportunity Address Needs of the Growing Homeless Population
	Funding	CDBG: \$379,637 TIF: \$30,000
	Description	Grant administration and management
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	This funding will not directly benefit families but supports activities that will.
	Location Description	389 Congress St Portland ME
	Planned Activities	Grant administration including compliance, reporting, and subrecipient management
2	Project Name	Construction Activities NI 24-25
	Target Area	Eligible Census Tracts CDBG Target Neighborhoods
	Goals Supported	Neighborhood Investment and Infrastructure
	Needs Addressed	Neighborhood Investment and Infrastructure
	Funding	CDBG: \$766,739 TIF: \$90,000
	Description	This project contains activities involving neighborhood investments and infrastructure improvements.
	Target Date	6/30/2026

	Estimate the number and type of families that will benefit from the proposed activities	27,365 individuals and families, 19,275 LMI
	Location Description	Deering Oaks Park, Nason's Corner, Oakdale, Reiche Playground, Congress St
	Planned Activities	COP PRF Deering Oaks Park ADA (\$175,339.10) COP DPW Nason's Corner ADA (\$199,000) COP DPW Oakdale Neighborhood ADA (\$199,000) COP PRF Reiche Playground (\$193,400) COP DPW Congress St ADA (\$90,000 TIF only)
3	Project Name	Development Activities EO 24-25
	Target Area	PORTLAND, MAINE
	Goals Supported	Economic Opportunity
	Needs Addressed	Economic Opportunity
	Funding	CDBG: \$135,307
	Description	This project contains activities which promote economic opportunity for low- to moderate-income individuals.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	100 LMI individuals, 6 businesses
	Location Description	Greater Portland Immigrant Welcome Center
	Planned Activities	The overall objective of IWC's Immigrant-Owned Business Accelerator is to stimulate the growth and success of Portland businesses run by New Mainers.
4	Project Name	ANGHP Public Services 24-25
	Target Area	PORTLAND, MAINE
	Goals Supported	Addressing Needs of Growing Homeless Population
	Needs Addressed	Address Needs of the Growing Homeless Population
	Funding	CDBG: \$563,428 Cotton St: \$20,000

	Description	Activities will address the needs of the growing homeless population including food, shelter, and homeless prevention services.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	14,024 individuals and families, 12,235 LMI
	Location Description	Various locations throughout Portland
	Planned Activities	Wayside Direct Service Program, Quality Housing Coalition Project HOME, Milestone Recovery HOME Team, Greater Portland Family Promise Homelessness Prevention and Housing Stabilization, Preble Street Emergency Food Programs, Preble Street Joe Kreisler Teen Shelter, Hope Acts Asylum Seeker Assistance Program, and Community Housing of Maine Ashlea's Place.
5	Project Name	NI Public Services 24-25
	Target Area	PORTLAND, MAINE
	Goals Supported	Neighborhood Investment and Infrastructure
	Needs Addressed	Neighborhood Investment and Infrastructure
	Funding	CDBG: \$53,075
	Description	Activities supports the healthy development of youth and families with a focus on vulnerable middle school youth.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	55 LMI individuals and families
	Location Description	Kennedy Park and Front Street public housing neighborhoods
	Planned Activities	Youth mentorship groups and summer camps
6	Project Name	HOME Administration 24-25
	Target Area	PORTLAND, MAINE Cumberland County
	Goals Supported	Housing Availability
	Needs Addressed	Housing Availability
	Funding	HOME: \$107,019

	Description	These funds will be used to administer the HOME program.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	No families will directly benefit from administration funds, but families will benefit from the activities the administration funds support.
	Location Description	389 Congress St Portland
	Planned Activities	Activities related to administering HOME funds including applications, monitoring, and oversight.
7	Project Name	Tenant-Based Rental Assistance 24-25
	Target Area	PORTLAND, MAINE Cumberland County
	Goals Supported	Housing Availability
	Needs Addressed	Housing Availability
	Funding	HOME: \$136,392
	Description	These funds will support individuals and families in need of rental assistance.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	96 individuals and families will benefit from TBRA.
	Location Description	Various locations within the jurisdiction
	Planned Activities	Rental assistance for individuals and families at risk of homelessness
8	Project Name	City Affordable Housing Development 24-25
	Target Area	PORTLAND, MAINE
	Goals Supported	Housing Availability
	Needs Addressed	Housing Availability
	Funding	HOME: \$395,711 Housing Trust Fund: \$2,065,297 Lead-Safe PI: \$18,825
	Description	Activities which support the creation of safe, sanitary, affordable housing units.

	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Over 100 safe and sanitary units will be created. Up to 7 families will have safe, sanitary, affordable housing through HOME-assisted units.
	Location Description	Various locations within Portland
	Planned Activities	New construction and rehabilitation of affordable housing units.
9	Project Name	County Affordable Housing Development 24-25
	Target Area	Cumberland County
	Goals Supported	Housing Availability
	Needs Addressed	Housing Availability
	Funding	HOME: \$491,071
	Description	Creation of affordable housing units in Cumberland County.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Over 100 safe and sanitary units will be created. Up to 3 families will have safe, sanitary, affordable housing through HOME-assisted units.
	Location Description	Various locations throughout Cumberland County
10	Planned Activities	New construction and rehabilitation of affordable housing units.
	Project Name	ESG24 Portland (24-25)
	Target Area	PORTLAND, MAINE
	Goals Supported	Addressing Needs of Growing Homeless Population
	Needs Addressed	Address Needs of the Growing Homeless Population
	Funding	ESG: \$162,241
	Description	Funding will be used to address the needs of the homeless population in Portland. \$12,168, or 7.5% of the allocation, is available for administration and HMIS. The total amount for shelter activities is \$97,375, which is 60% of the allocation. There will be no street outreach funded in the 24-25 program year.
	Target Date	6/30/2025

	Estimate the number and type of families that will benefit from the proposed activities	325 individuals
	Location Description	Shelters in various Portland locations, and hotels
	Planned Activities	overnight shelter, rapid rehousing

AP-50 Geographic Distribution - 91.420, 91.220(f)

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

The City of Portland's allocates resources on the areas of the jurisdiction that are in the most need. To determine this, the City considered which areas of the City have the highest combination of poverty, minorities, single parents, oldest housing stock, and housing problems. These are located in Census Tracts 5, 6 and 10, which represents East Bayside, Bayside, and Parkside neighborhoods respectively.

On a larger scale, the City will focus federal resources into areas of the City with the highest percentage of LMI residents, which are located primarily on the peninsula in districts 1, 2 and portions of district 3. Street, sidewalk, infrastructure, parks, playgrounds, and other area benefit projects will be located in the target neighborhoods and other eligible census tracts 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.

New construction is supported through HOME funds and benefits individual persons or households who are low- to moderate-income throughout the City and County, which are the next geographic area priorities.

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

Geographic Distribution

Target Area	Percentage of Funds
PORTLAND, MAINE	55
Eligible Census Tracts	21
Cumberland County	17
CDBG Target Neighborhoods	7

Table 5 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City's goal is to allocate funds to individuals and families with the highest need. As shown in the above table, the majority of the funds allocated are in the City of Portland. Many of the CDBG social service activities and economic development activities serve residents of Portland but are not located in a specific neighborhood. HOME funding is spent throughout Cumberland County and Portland, while 100% of CDBG public infrastructure projects benefit Target neighborhoods and eligible census tracts within Portland.

Discussion

Despite significant gains throughout the previous and current plans, challenges remain including high concentrations of poverty, old housing stock, homelessness, and housing problems. Additional investment will build on the gains made and continue to improve the lives of residents.

Affordable Housing

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

Introduction

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

As part of the City's 10 year plan to end homelessness, the City has opted to use a portion of its HOME allocation to serve homeless families via the tenant-based rental assistance (TBRA) program. The City's affordable housing providers work with social service providers to move individuals out of homeless and into affordable housing. Providers report that even with vouchers and assistance, units are difficult to obtain; therefore, increasing the number of units is critical.

One Year Goals for the Number of Households to be Supported	
Homeless	96
Non-Homeless	10
Special-Needs	0
Total	106

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	96
The Production of New Units	10
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	106

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

Discussion

The goals above reflect only the households to be supported with HUD HOME funding. The City of Portland/Cumberland County HOME Consortium will continue to allocate a significant portion of future HOME entitlement towards the development and rehabilitation of affordable rental housing. The City has a number of additional resources and policies to support rental housing, and the number of units created will be significantly greater than those listed in the tables above.

In 2016, the City of Portland implemented a policy requiring any new rental housing development receiving assistance through Tax Increment Financing and/or HOME or CDBG subsidy from the City to

set aside 10% of the rental units in the development for individuals or families currently living in a City of Portland shelter. The City is responsible for providing referrals and providing or coordinating supportive services to eligible homeless populations who become tenants of the housing, including ensuring tenants qualify for the housing as well as providing or locating financial resources such as Section 8, General Assistance, or other resources to assist with monthly rent payments. Individual services reflect the situations of the individual tenants, address their needs and goals, and are subject to eligibility at the City. All tenants referred meet income guidelines, homelessness criteria, and other requirements so as to qualify for the housing. City staff works to provide a variety of support services to assist homeless individuals, enhance their self-esteem, secure housing, and work towards a self-sufficiency plan. Long term support services are provided through collaboration with other area service providers.

In 2017, the city adopted an inclusionary zoning policy that requires development projects of 10 or more units of housing to provide a certain percentage of affordable units or pay a fee-in-lieu into the City's Jill C. Dusen Housing Trust Fund. A 2020 citizen-initiated referendum, approved by the voters, revised the inclusionary percentage and lowered the income affordability threshold. The ordinance now requires developers of 10 or more units to provide 25% of those units as affordable to households earning 80% of the area median income.

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

Introduction

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

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

Portland Housing Authority has received planning board approval, HUD Section 18 removal authorization and is awaiting a Limited Notice to Proceed to remove the Riverton property from public housing and add an additional 41-units of affordable housing to the neighborhood. PHA is also submitting a site plan to the planning board in early 2024 to remove the Boyd Street portion of the Bayside East public housing from public housing and the redevelopment of 55-units of income restricted housing with Project Based Voucher assistance. PHA has completed the fire door replacement, replaced the roof, and just awarded the contract to replace the trash chute at Franklin Towers. These three projects exceeded \$1.2 million in capital fund investment. We are also doing substantial basement structural work at Sagamore Village. PHA has completed its Front Street Phase 1 redevelopment (55-units), replacing 45-units of public housing. Phase 2 (45-units for older adults) will be complete by May 2024. The Harbor Terrace (120-units for older adults) redevelopment is 30% complete and on schedule for completion by mid-late 2025.

Brunswick Housing Authority provides critical housing to over 580 LMI households through its Housing Choice Voucher program and units owned and managed by BHA. We are continuing efforts to develop 40 units of workforce housing as well as monitoring existing affordable units with the desire to preserve future affordability. Brunswick is assisting Topsham Housing Authority in the development of 38 low income housing tax credit units in Topsham. BHA has converted all of its 191 units of Public Housing to Project based Vouchers which provides additional cash flow to meet the current and future capital improvement needs. Brunswick is presently working on the restoration of 5 former public housing units which were lost due to fire in June 05 2023. We are also planning a new office to expand staffing to allow for continued development and growth of additional affordable housing units.

South Portland Housing Authority will complete the process of converting the remaining 100 public housing units to allow for increased capital to address maintenance needs and add significant units. Existing eligible residents will be converted to a Section 8 voucher (tenant-based or project-based).

The Housing Authority of the City of Westbrook (WHA) provides quality, affordable housing opportunities to LMI households in Westbrook and the shared jurisdiction that extends 10 miles beyond Westbrook per Maine Title 30-A. WHA partners with the City of Westbrook, Preble Street Shelters Inc. and the Continuum of Care, clients, and community organizations to enhance the quality of life in the

community. WHA has converted its Public Housing through RAD to maintain affordable housing with Project Based Vouchers for households targeted at 30%, 50%, 60% AMI. In the past five years WHA has constructed 5 developments with 167 affordable housing units for very low to moderate income households. Currently, WHA has two developments with 115 units of LMI units of housing for the elderly approved and scheduled for construction completion and occupancy by October 2024. WHA has in predevelopment, subject to Planning Board approval with a potential 2025 construction start: 100 units of family housing; 107 units with 35 family units and 72 units for older adults pending referendum in the Town of Cumberland; and 72 units for older adults. Additionally, the agency continues to take steps to help address the housing needs identified in its 2020-2024 5-Year Plan and 2024 Annual Plan. WHA is renovating its older stock of housing and making capital improvements to current ADA and INSPRE standards which will be completed in 2024.

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

PHA's voucher department has leased 17-units of its Foster Youth Initiative vouchers (FYI) and we have 42 homeownership vouchers. Participation in the homeownership vouchers has slowed due to increased acquisition costs of single family or condo units. Portland Housing still plans to add homeownership units to its Front Street neighborhood but may be delayed until 2025-2026 due to construction delays on the first 2 phases, scheduled to be completed by May 2024. Portland Housing has had successful engagement with residents during RAB meetings and neighborhood redevelopment meetings for the Boyd Street/Bayside East property.

Brunswick has developed 30 single family homes for first time homebuyers. While they have no current plans to develop additional homeownership units, they constantly monitor the market to seek opportunities to create more homeownership for first time home buyers.

The South Portland Housing Authority has a resident advisory board, which represents residents and meets regularly to discuss operations, management, and property improvements. Residents are also informed whenever changes in policies or procedures are proposed and are invited to comment prior to implementation. Residents have all been informed of the conversion of the remaining public housing units and participated in multiple resident meetings, including one with HUD representatives attending.

WHA does not have Public Housing but has an active Housing Choice Voucher Program that facilitates the use of the Housing Choice Voucher to be used for homeownership. WHA also has a Family Self Sufficiency program that also has homeownership as one of its outcomes.

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

No PHA is designated as troubled.

Discussion

Portland and Cumberland County's vitality depends on the availability of a diverse array of housing options, particularly apartments, which are often the first and often the only choice for working professionals, immigrants, and families. All Cumberland County housing authorities work closely with their local governments and surrounding communities to address emerging needs affecting their residents and the availability of adequate housing.

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

Introduction

Portland and Cumberland County work closely with Maine Continuum of Care to identify reasons for homelessness within the jurisdiction and seek resources for mitigating this pervasive issue.

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 sheltered and unsheltered homeless populations in the State of Maine and City of Portland. The annual census is required of all states on one night in January by the 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 Assessment Committee meets monthly to review homeless data and identify trends, issues, and areas that need improvement.

The Emergency Shelter Client Support & Services Plan Policy guides needs assessments. The policy requires clients to work with their navigator on a plan to secure permanent housing and clients who chose not to participate may be asked to leave the shelter, unless circumstances warrant an exception. The Homeless Services Center housing placement team focuses on housing long-term stayers. The City has also added additional full-time housing navigators to work with newly arriving families experiencing homelessness, resulting in locating permanent housing placements with follow up case management and tenant education services. Preble Street Support Services receives funding from the Veterans Administration to prevent and end homelessness among veterans.

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.

Commonspace, a Portland-based nonprofit organization, and Portland Downtown (a 501c4) have created a Peer Outreach Worker program. This program will allow a peer outreach worker to connect

with clients that live with mental illness, often times co-occurring substance-use disorders, and often times experiencing homelessness. The outreach worker will then collaborate with the Milestone Foundation, the City's shelters, local hospitals, and Portland Downtown businesses to get the client the services they need.

Addressing the emergency shelter and transitional housing needs of homeless persons

Emergency Shelter: The City of Portland has a connected network of homeless shelters, yet the number of individuals seeking shelter vastly outnumber the available beds. Upon opening the Homeless Services Center, replacing the Oxford Street Shelter, and 166 Riverside Street, the City partnered with various organizations to ensure that all individuals had an opportunity for shelter.

Transitional Housing: While we are often trying to connect individuals with housing plans, we recognize that there is also a need for short-term transitional housing. We often make referrals to our rapid rehousing programs, Tenant Based Rental Assistance Program, and General Assistance.

Regional Approach: Maine Housing Authority continues to provide Housing Choice Vouchers and Stability Through Employment Program vouchers for those experiencing homelessness. The City has partnered with Cumberland County to provide funding for a Resettlement Coordinator position to assist with the influx of asylum-seeking families.

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

The ESAC Long Term Stayers (LTS) Committee is focused on a by-name list effort to house and keep housed the longest stayers in homelessness in Portland. The LTS initiative started in April of 2015 when the City collaborated with local housing services providers to target their efforts with a by-name list of the most vulnerable and difficult to house individuals staying at the former Oxford Street Shelter. At the time, the shelter had 44% of the state's long term stayers, defined in Portland as people staying over 180 cumulative days in shelters or outdoors within a 365-day period. This definition was created because HUD's Chronic Homelessness definition did not capture single adults who tend to bounce from shelter to shelter whose lengths of stay in any one shelter do not meet the HUD definition of chronically homeless. From April 2015 through January 2024, this initiative targeted 828 people identified as long-term stayers. The group of 20 organizations has been at this for more than eight and a half years and has now 488 LTS. According to their HMIS data, this group collectively had more than 675 years of homelessness and more than 210,000 bed nights. Throughout the course of this initiative there has been an 88% - 96% success rate in scattered site apartments due to the combination of rental subsidies

and support services. Housing Follow up Services for the LTS program helps individuals who have been placed into housing from returning to homelessness.

Additionally, the goals of the City of Portland's Emergency Solutions Grant program are to provide rapid rehousing services to individuals staying at the shelter and prevention services to individuals facing homelessness in the community. The Homeless Services Center is projected to serve 40 people who are homeless and 5 people at risk of homelessness. The Family Shelter utilizes \$81,216 for Essential Services. Due to circumstances related to Covid-19 and the eviction moratorium, we continue to see a reduction in the number of folks who qualify for services under prevention and reallocated funding to Essential Services which will focus on Life Skills such as cooking, food storage, cleaning etc. with a goal to serve 75% of our shelter populations, 97% who are migrants. The City's Tenant Based Rental Assistance program (TBRA) was implemented on April 1, 2014 with HOME funds. There is a centralized intake located at the Homeless Services Center and Family Shelter and utilization of a rapid re-housing approach with a focus on reducing recidivism. Follow-up services have a strong emphasis on connecting clients to other mainstream resources to ensure long term housing success. The ESHAP Program, which is funded by Maine Housing for the Homeless Services Center and Family Shelter, is modeled after a rapid re-housing approach that provides housing stability services to persons who are experiencing homelessness and 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 permanent, stable housing. Participants are assigned a Navigator who has experience in working with people who are experiencing homelessness. Navigators conduct assessments to determine the best course of action and customize a plan that best suits each individual's housing needs. The combination of the City's LTS Initiative, the Emergency Solutions Grant, Tenant Based Rental Assistance, and ESHAP program help to prevent homelessness and rapidly rehouse individuals who become homeless in Portland.

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

The City's After-Hours Program ensures access of emergency services to low-income 'at-risk' individuals and families, including help with placement in appropriate shelters/warming centers and basic needs such as medication, food, baby formula, diapers, and heating. The program offers a hotline service 365 days a year, 24 hours a day. The Greater Portland Addiction Collaborative has brought together local hospitals, City Programs, Police, community detox centers, SUDs treatment providers, crisis providers, housing and employment providers, recovery community, and the peer recovery center to provide high quality treatment and fill gaps to ensure that individuals receive the care they need upon discharge. City of Portland Shelter Staff has implemented a formalized shelter diversion program modeled after Pine

Street Inn Front Door Triage Program. Staff completes shelter intakes and connects with individuals before they enter emergency shelter and homelessness. Staff has the ability to seek alternate resources, connect with landlords to mediate evictions, and enroll individuals in prevention case management services.

Families with Children: There are two shelters that serve families with children. The City of Portland Family Shelter provides temporary housing to families with children in the form of apartments. While staying at the shelter families learn important life skills, participate in house meetings to discuss issues and assistance, and have access to various household items, laundry, and transportation services to appointments. Staff also assists with housing placement and follows up case management. Support services on site include assistance with housing placement; training sessions on tenant education (Rent Smart Curriculum); crisis intervention and management, including follow-up services after housing is located; and assistance with public transportation for appointments and self-sufficiency. Through These Doors 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.

Unaccompanied Youth: The Preble Street Joe Kreisler Teen Shelter provides 16-24 beds for 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 crises that lead to homelessness, provides referrals, and links youth to necessary services including substance use treatment, counseling, and medical facilities.

Chronically homeless- Chronically homeless men and women stay at the Homeless Services Center, a low-barrier shelter which provides safe, temporary shelter for homeless adults. The Shelter offers a variety of support services including: shower facilities and training on hygiene skills; housing placement assistance; health assistance to Veterans; clinical and outreach services for individuals with mental health concerns; and interpreting services. Portland and Cumberland County are fortunate to have several community organizations which assist special needs populations. These include, but are not limited to, Frannie Peabody Center, Preble Street, Commonsplace, Immigrant Legal Advocacy Project, Maine Equal Justice Partners, Milestone, and The Opportunity Alliance. Together these organizations provide access to care through case management, behavioral health counseling, advocacy, utility assistance, and housing assistance programs.

Discussion

The Covid-19 pandemic and the national opioid crisis have impacted and increased greatly the need for homelessness and substance use services in Portland. The City's one- and five-year goals are to create a safety net of programs through a combination HOME, ESG, and other federal and local resources.

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

Introduction

The City's comprehensive plan places a priority on housing creation, diversity, and affordability within the community. The housing component of the Comprehensive Plan states "[w]hile Portland has welcomed much needed new housing construction in recent years, both the lack of sufficient housing supply and the affordability of that housing for a healthy socio-economic cross-section of the population remain urgent challenges." It goes on to assert that the city must "recognize that [its] vitality rests on the availability of diverse, secure housing options for existing residents, new arrivals, and all stages of life".

Funding available through the Affordable Housing Development Program will go to assist in the creation of affordable housing available to low and very low income persons. Affordable Housing Development funds are allocated through a competitive, rolling application process. To apply, developers must complete an application in Neighborly software. City staff reviews applications, and a consultant hired by the City completes a financial underwriting analysis. City staff presents funding recommendations to the City Council's Housing and Economic Development Committee (HEDC). The HEDC forwards funding recommendations to the City Council. Under City ordinance, the request for appropriation of funds must be read at two City Council meetings. The City Council takes action on the recommendations at the second public meeting.

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

In response to LD 2003, new language in the Land Use Code now permits up to two units on lawfully conforming lots that do not contain an existing dwelling unit in the island zones, or outside of the designated growth area. The new language would also permit up to four units on lawfully conforming lots that do not contain an existing dwelling unit in mainland zones where residential is a permitted or conditional use, or inside the growth area. New language also adds residential use permission for lawfully conforming lots with one existing dwelling unit by allowing up to two additional units where residential is a permitted or conditional use.

In early 2023, 14 external stakeholders and numerous city officials convened for an intensive six-hour Housing Supply Bootcamp focused on identifying barriers and solutions to expand Portland's housing stock. Regulatory barriers identified include: expanded inclusionary zoning (IZ) requirements under recent referenda; height limits, density limits, step backs, and setbacks; insufficient land zoned for multi-family; limitations on the availability of density bonuses, and building code requirements and stringent application of the standards. Potential solutions identified include; increase the permissible height of

buildings and eliminate setback requirements on the Portland Peninsula and along major arterials; identify “offsets” that would make it easier for developers to meet the heightened IZ requirements; engage employers that own land as partners to make land available for development; prepare an inventory of parking lots owned by individual retailers and other businesses to identify whether some could be developed as housing; study the potential to repurpose some office space as housing; provide regulatory tools to discourage vacant land and vacant buildings, including the potential for financial penalties, thereby encouraging development and redevelopment; and evaluate the possibility of allowing residential uses in industrial areas.

Discussion

The City of Portland is committed to removing barriers to affordable housing.

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

Introduction

The City of Portland consistently strives to identify areas of opportunity for improving quality of life for all of its residents including increased stability, housing options, and economic opportunities for its most vulnerable populations.

Actions planned to address obstacles to meeting underserved needs

In the City of Portland, the vast majority of CDBG, HOME, and ESG allocations go to addressing underserved needs of the City. The proposed CDBG projects will be meeting underserved needs such as food assistance, shelter, safety, and support for those with mental and physical illnesses and substance use disorders, and homeless prevention and housing services. The HOME grant funds help persons gain or maintain housing through the Tenant Based Rental Assistance Program and build affordable housing for low-income families who cannot afford housing otherwise. Additionally, the Emergency Solutions Grant meets the needs of individuals and families by gaining or maintaining housing throughout their homeless prevention or rapid rehousing initiatives, along with maintaining shelter costs for the city's most vulnerable populations.

Actions planned to foster and maintain affordable housing

The affordable housing provisions of LD 2003 require municipalities to extend density bonuses to qualifying affordable housing projects when those projects are located in areas in which multi-family dwellings are allowed and within a designated growth area. The City of Portland already has a structure for density bonuses for affordable housing in many zones, and the code includes other provisions as contemplated by the state. However, some amendments to Articles 18 and 19 of the land use code were necessary to bring the city into full compliance with these components of the law.

The definition of "affordable housing" was changed to incorporate language that enumerates the definition of "other housing expenses" to include "utilities such as electric, heat, water, sewer, and/or trash that the household pays separately from rent". Density bonus language in the Land Use Code was amended such that 2.5x density bonus is triggered when over 50% of units within a project qualify as affordable. Density bonus have been extended to areas "where multi-family is allowed as a permitted or conditional use", and long-term affordability has been defined as deed-restricted to remain affordable for 30 years or the longest term permitted under federal, state, and local laws whichever is longer.

Multiplex, a multi-family-like use currently permitted in the R-4 and R-5 zones, has also been struck from the code. This use, which requires greater minimum lot sizes, densities, and lot widths than otherwise required for residential uses in these zones, and in some cases is subject to unit maximums which bear little relationship to lot size or density, has not been widely constructed in the city. In order to make

dimensional provisions consistent with state law and to simplify implementation, references to multiplex have been eliminated.

Other actions undertaken by the City of Portland include the assessment of fair housing processes in order to identify barriers to fair housing for inclusions in the 2022-2026 Consolidated Plan. The recommendation to address barriers to equalizing access to opportunity, include; advocate for improvements to the county's public transportation system to more effectively connect low income workers with jobs both within Portland and in the broader region; focus on accommodating the needs of persons with disabilities and pairing transportation investments with housing affordability opportunities; and advocate for additional funding in schools that have disproportionate shares of economically disadvantaged students. The recommendation to increase the supply of affordable housing include; invest public funds in affordable housing through gap financing; require affordability contributions of market rate developers through inclusionary zoning; incentivize development of mixed-income housing through density bonuses and fee waivers. And the recommendation to address gaps in homeownership attainment is; explore programs funded by foundations that offer greater down payment assistance to residents who historically faced discrimination and restricted access to homeownership.

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 Safe Housing Grant. The mitigation of lead-based paint hazards remains a critical focus of the City of Portland's Lead Safe Housing Program. Over the years, nearly 530 units have been made lead-safe in Cumberland County. Within the Lead Safe Housing Grant Program, Portland has successfully addressed lead hazards prevalent in the City's older housing stock.

The HUD Lead Safe Housing Program is designed to benefit low and moderate-income families. Owner-occupied applicants in the City of Portland must prove that their income is less than 80% of the median area income with a child under six years of age residing in the unit. In multi-unit, non-owner-occupied buildings, 50% of the units must qualify at 50% of the area median income. Projects outside the City of Portland need to meet HUD income eligibility limits established for Cumberland County. The program works directly with the Maine CDC and priority is given to households where there is an active abatement order or where young children reside with elevated blood levels.

In 2023 a one-year extension empowered the City's 2019 HUD funded Lead Safe Housing Grant, to further its goal of making an additional 50 units lead safe. This extension allows Portland to continue the critical work of protecting Cumberland County's most vulnerable from the dangers of lead dust responsible for poisoning children under the age of six. Another important component of the HUD Grant is the Healthy Homes assessment performed on all qualifying units. Healthy Homes is an additional funding source that identifies code violations and health and safety hazards that may be present in the building. Abatement Teams address violations identified and Project Management works directly with

Code Enforcement in the documentation of these repairs.

Actions planned to reduce the number of poverty-level families

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

Access to food

Homeless outreach and engagement program to assist individuals in crisis to access necessary services.

Case management and community integration services for recently homelessness individuals and those at risk of homelessness

Creation of stable affordable housing units

Tenant based rental assistance to help families to be rapidly rehoused or maintain their current housing, to help build stability.

Homeless prevention services to individuals facing homelessness.

Rapid rehousing

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

Actions planned to develop institutional structure

The City will continue to carry out its Housing and Community Development Plan in partnership with the other management and delivery entities for housing and community development activities. These organizations include various City Departments, the Portland Housing Authority, and an integrated network of non-profit housing and social service providers.

The City of Portland Housing and Community Development (HCD) 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. Additionally, the HCD Division administers the City's new construction programs and monitors all outstanding loans associated with the former HomePort program. Since the fall of 2019, the HCD Division has staffed a Compliance Officer position, ensuring that all programs comply with local and federal regulations.

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

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

Working collaboratively, these entities implement the City's Housing and Community Development Plan. The system's strengths include the collaborative manner in which these diverse groups work together to maximize available resources. Portland is a large enough city to have many institutional resources, yet small enough to be able to effectively communicate and collaborate. Currently there are no gaps in types of housing and services, but there is a lack of adequate amounts of both due to insufficient resources. The City and its partners will continue to seek additional resources to improve the system's ability to meet community needs.

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

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

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

City staff from the Health and Human Services Department and Housing and Community Development Division coordinates with other members of the Emergency Shelter Assessment Committee (ESAC) and the United Way of Greater Portland to monitor shelter bed usage for single adults, adolescents and families. ESAC members include shelter providers, 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. The City's Community Development Program Manager attends ESAC. Additionally, HCD staff participates in the Maine Affordable Housing Coalition (MAHC). In the City of Portland, 33% of CDBG funds support social service agency programs. 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

The City of Portland is committed to continuing its robust collaboration with nonprofit social service agencies, developers, and community organizations to improve the lives of residents of Portland, especially those who are low-income.

Program Specific Requirements

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

Introduction

The City of Portland works to ensure that all federal grants meet the specific program requirements, including Community Development Block Grant, HOME, and Emergency Solutions Grant from the U.S. Department of Housing and Urban Development.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	54,990
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:	54,990

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.	96.00%

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

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

Not applicable

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

Homebuyer activities of down payment or closing cost assistance are not part of the 2024-2025 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 are not part of the 2024-2025 plan.

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:

HOME funds will not be used to refinance existing debt.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

Tenant-Based Rental Assistance is directed towards individuals who are homeless or at-risk of being homeless.

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

The City of Portland does not currently have preferences for specific categories of individuals with disabilities.

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR

92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

The City of Portland does not have preferences for rental projects. The City does have a local requirement that 10% of total units in a development are set aside for individuals in Portland homeless shelters; however, this does not preclude others from accessing those units.

Emergency Solutions Grant (ESG)

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

Please see attachment.

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 state-wide Continuum of Care monitors the Homeless Management Information System, where individuals and families are entered at first contact. Additionally, the Maine COC has created a Coordinated Entry System (CES). CES facilitates access for all resources designated for homeless individuals and families, ensuring they are known by name, provided assistance based on their unique needs, and matched to the most appropriate service or strategy. Together, HMIS and CES ensure coordination while avoiding duplication of services and client data.

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).

The Emergency Shelter Assessment Committee (ESAC) is actively involved in the ESG program, including the development of performance standards and operating procedures as well as evaluation of funding expenditures. The City of Portland utilizes ESG funding for the Family Shelter and the Homeless Services Center and for homeless prevention and rapid rehousing programs. It is not currently the practice of the City of Portland to provide subawards from ESG funds; however, any ESG subawards would be made through the same awarding process as CDBG.

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's ESAC Committee meets the requirements of homeless participation under 24 CFR 576.405(a). ESAC evaluates and creates policies, funding allocations, and other issues affecting the ESG grant. The ESAC Committee is led by co-chairs from the City of Portland Health and Human

Services (Social Services Division) and a representative from Homeless Voices for Justice (HVJ). HVJ is a statewide social change movement, organized and led by people who have lived experience 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, HVJ holds membership meetings at shelters and soup kitchens to strengthen communications between people experiencing homelessness. HVJ social change activities range from representation in planning bodies, to policy advocacy, to voter registration and community education, to direct action.

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 for the Prevention goal of the program are ensuring that: 1) services are provided to 20 people per year; 2) 100% of clients are assessed for barriers that threaten housing stability and provided with an overview of mainstream resources; 3) 50% of clients assessed are referred to appropriate mainstream resources; 4) 100% of clients receiving financial assistance receive assistance with housing location and receive follow up services for 3 months.

The City of Portland will continue to ensure that all federal grants meet the specific program requirements, including Community Development Block Grant, HOME, and Emergency Solutions Grant from the U.S. Department of Housing and Urban Development.

