CDBG Allocation Committee

January 30, 2025
8:00am-9:30am
Remote Meeting via Zoom

In Attendance:
Todd Morse, Vice Chair, Wendy Harmon, Teale Kenneth Smith, Kim Vandermeulen, Lawson Condrey, Natalie King
Absent: Robby Perkins-High, Chair
Staff: Rowen McAllister

Meeting Minutes

Roll Call

Vote to Approve 1/23. Motion to approve by Kim. Teale seconded. Unanimous approval.

Follow up from Previous Meeting Staff introduced a new non-voting member, clarified the impact of the federal funding freeze on CDBG, and discussed the timeline for Development scores.

Review and Discuss Development Activities

1. JKTC: Staff clarified the eligibility requirements for the program. Members agreed how strong these social service applications are. Members questioned how impactful a net loss is in the submitted budget, other members said that should be reflected in the scoring. Members discussed how good all of these applications are and how to measure across many excellent proposals. Members replied that looking at how many people and to what degree people are assisted is helpful when the merit of all the applications are so strong.

2. Milestone Recovery: Staff identified an error in the budget which will result in a point deduction. Members are familiar and supportive of the program, but members identified that some applications will need to be cut considering how the total funding requests is more than three times the available amount.

3. Maine Needs: Staff clarified that this applicant would qualify for the new applicant set aside if they score above 75 points. Staff also clarified an eligibility issue that was resolved and highlighted that the letters of support submitted were testimonials rather than traditional letters. Some members agreed that traditional letters of support would have been better and less generic, other members did not feel as concerned. Members identified that the leveraged funds were compelling because they were mostly small donations. Members felt this organization was different than many of the others.

4. Hope Acts: Staff identified that internal financial controls will need to be met even when one person is listed for all the organizational role, such as is the case with this application. Staff has no reason for concern but wanted to highlight this for the applicant.

Members were generally supportive of this application and the timeliness of the effort in light of current events. Members briefly compared this applicant to Greater Portland Family Promise. Members felt the application was worthy of funding and were supportive.

5. Greater Portland Family Promise: Staff clarified that any future applications need to identify support provided under the LMC rather than LMA criteria. Members asked if this applicant was expanding to the Gorham location and whether county funds would be better suited for that expansion. Staff responded that the organization does receive other CDBG funds but will provide additional details and follow up for this matter. Members identified that this was more of a navigator service rather than a direct connection, and struggled with how this compares to an application providing more immediate assistance.

   Members talked about whether they could score many projects the same across the board or whether it was their job to differentiate minute differences through the scoring process. Members responded that the averaging of scores helps arrive at a group consensus. Other members say they will grade on a curve using a baseline evaluation of all applications and try to maximize the spacing between applications. Either way, all agree with the general quality of social service applications.

Meeting Adjourned.

Next meeting
Thursday, February 6, 2025
Time: 8:00-9:00am
Location: via Zoom