



Executive Department  
Jon P. Jennings, City Manager

February 28, 2018

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, 2018 to June 30, 2019.

I would like to commend the CDBG Allocation Committee on their hard work and dedication to the City's Community Development Program. I have reviewed the Allocation Committee's recommendations and I acknowledge the difficult scoring decisions that were made by the Committee. This year, I reviewed all of the applications, carefully considered the Allocation Committee's recommendations, and met with various city departments before forming my recommendations [*City Manager's Recommendations A1*]. As you will see from my recommendations, I tried to align my decisions with the Allocation Committee while still looking at the overall impact these programs have on the City.

1) *Social Services*. This year we had a wide array of competitive social service applications. As in past years, there are more deserving applicants than funds available. The City would need an additional million dollars to fund all of these programs. After reviewing the Allocation Committee's recommendations, I made some changes to insure that vital pieces of the city's social service safety net would not be missing. One of those pieces is the Milestone HOME team. The HOME team & Medical Outreach work with chronically homeless individuals who have mental health and substance use disorders. These individuals are frequent users of police, fire, and other emergency services. By providing this service, the HOME team and medical outreach save the city an estimated \$250,000 in emergency services while providing these individuals with quality care. Reaching partial funding for this program required some tough decisions. I had to reduce funding from three non-set-aside programs that are receiving the most funding. I understand that doing this will lower the number of individuals these three organizations will be able to serve, but not funding the HOME team could mean life or death for some of Portland's most vulnerable individuals.

Another vital piece of this safety net is providing follow up services to long term shelter stayers that have recently been placed in permanent housing. These follow up services are a critical component to the success of these individuals living independently. I met with the City's Social Services Department and found a way to fund the After Hours program out of the general budget and decrease the budget for the mobile outreach program by \$15,720. By doing this we are able to fully fund the Long Term Stayers Community Integration program and partially fund the Milestone HOME team.

Lastly, in 2017 the City Council allocated \$20,000 in proceeds from the sale of the Cotton Street Lot to be used for CDBG Social Service activities every year until the funds are exhausted. It is my recommendation that the City Council allocate the \$20,000 to the Florence House so that the women's shelter can operate at a sufficient level.

2) *Development Activities*. I was disappointed to see that there were only six development activity applications this year. These funds play a critical role in the physical infrastructure and the economic

development of our city. I hope more organizations take advantage of this funding opportunity in the future.

Prior to making my recommendations, staff determined that the North Woods Adventure Playground at Dougherty Field project should not have qualified for the public infrastructure set-aside. This left the playground project with only \$37,618 and the Hot Water Heater Replacement project by Port Resources remained unfunded. In order to fully fund both of these projects, I have decided to move \$100,000 from the Preble Street Corridor Project and add \$11,886 from the CDBG contingency fund. This means that the five highest scoring development projects will all be fully funded.

3) *Administration and Planning.* The Planning and Urban Development Department is required to submit a non-competitive application to the Allocation Committee. The Planning and Urban Development Department submitted a request of \$364,093 with the understanding that no more than the HUD imposed administration cap of 20% could be recommended for funding. These funds are used to both administer the program as well as fund long range planning work for the department. The staff have adjusted their budget to meet the FY18-19 cap; therefore I am recommending full funding to administer the program.

As of the date of this memo, HUD has not announced FY 18/19 allocation amounts for the CDBG, HOME and ESG Programs. The CDBG Program recommendations and the HOME and ESG Program budgets were created assuming that FY 18/19 allocations would remain at the same level as FY 17/18 allocations. We do not know when the FY 18/19 allocations will be announced. It is my recommendation that if the allocations decrease that activities under the CDBG, HOME and ESG Programs be proportionately decreased from the estimated funding levels to match the actual allocation amounts. In the event that the allocation is increased, I recommend that HOME and ESG Programs be proportionately increased to match budgeted allocation amounts. If the CDBG allocation increases, I recommend all partially funded projects be proportionately increased until fully funded.

I thank you for the opportunity to share my recommendations. As I have stated earlier, all of the programs requesting funds are worthy, unfortunately there is not enough funds to support all of their efforts. I hope you accept my recommendations and join me in commending all of the good work being done in our City.

Sincerely,



Jon P. Jennings  
City Manager

## CDBG Recommendations 2018-2019

### Administration and Planning

Type	Priority	Organization	Program/ Project	Request	Priority Impact/ Goal	Guiding Principles	Capacity to Deliver	Partner/ Collabor	Total	Committee Recommendation	City Manager Recommendation	Council Allocation	
					33 pts	30 pts	25 pts	12 pts					
1	AP	All	Planning & Urban Dev Dept.	CDBG Admin and Planning	\$364,093						\$364,093	\$364,093	
				<i>Total Admin &amp; Planning Available</i>	\$364,093					<b>Subtotal:</b>	<b>\$364,093</b>	<b>\$364,093</b>	<b>\$0</b>

### Development, Economic Development and Construction

Type	Priority	Organization	Program/ Project	Request	33 pts	30 pts	25 pts	12 pts					
2	SET	NI	COP Public Works	Preble Street Corridor Sidewalk Project	\$398,800	26.44	25.89	19.67	8.00	80.00	\$398,800	\$298,800	
7	ED	EO	COP Economic Development Department	Business Assistance Program for Job Creation	\$145,000	30.44	25.89	21.56	10.67	88.56	\$145,000	\$145,000	
6	ED	EO	Coastal Enterprises, Inc.	Portland Microenterprise Assistance	\$48,000	29.44	25.44	22.44	10.22	87.56	\$48,000	\$48,000	
5	CON	NI	Portland Housing Authority	Front Street Re-Development Phase 1	\$250,000	31.00	25.33	19.67	8.22	84.22	\$250,000	\$250,000	
3	SET	NI	COP Parks, Recreation and Facilities Department	North Woods Adventure Playground at Dougherty Field	\$137,000	26.78	27.44	21.56	8.33	84.11	\$37,618	\$137,000	
4	CON	NI	Port Resources	Four Hot Water Heater Replacements	\$12,504	26.56	26.56	20.78	8.00	81.89		\$12,504	
				<i>Total Development, Econ Dev. &amp; Construction Requests</i>	\$991,304								
				<i>Total HUD Allocated Development Funds Available</i>	\$789,418						<b>Subtotal:</b>	<b>\$879,418</b>	
				<b>Total Funds Available to City Manager and Council ( HUD Funds + TIF+ Contingency)</b>	<b>\$879,418</b>						<b>Subtotal:</b>	<b>\$891,304</b>	<b>\$0</b>

**Social Service**

Type	Priority	Organization	Program/ Project	Request	Priority Impact/ Goal	Guiding Principles	Capacity to Deliver	Partner/ Collaborat ion	Total	Committee Recommendation	City Manager Recommendation	Council Allocation
					33pts	30 pts	25 pts	12pts				
8	SS	NI	Police Department	Community Policing	\$150,000					\$150,000	\$150,000	
30	SS	ANGHP	Wayside Food Programs	Direct Service Program	\$34,000	31.00	27.33	22.00	11.22	91.56	\$34,000	\$34,000
28	SS	ANGHP	Preble Street	Joe Kreisler Teen Shelter	\$26,140	31.11	27.44	22.33	10.67	91.56	\$26,140	\$26,140
11	SS	EO	Catherine Morrill Day Nursery	Portland CDBG Childcare Voucher Collaborative	\$81,176	31.00	26.56	22.00	10.89	90.44	\$81,176	\$60,000
15	SS	ANGHP	COP- Health & Human Services	After Hours Emergency Assistance Program	\$51,383	31.33	27.33	21.44	10.11	90.22	\$51,383	\$0
18	SS	ANGHP	COP- Public Health Division	Mobile Medical Outreach Project	\$50,000	31.22	26.00	21.67	11.00	89.89	\$50,000	\$34,280
26	SS	ANGHP	Preble Street	Food Programs	\$43,568	31.22	26.67	21.89	10.11	89.89	\$43,568	\$43,568
10	SS	ANGHP	Amistad & Portland Downtown	Peer Outreach Worker (POW) Program	\$80,000	30.89	26.00	21.33	11.44	89.67	\$80,000	\$50,000
12	SS	EO	Catholic Charities & ILAP	Immigrant Legal Services	\$91,542	27.44	27.78	23.00	11.22	89.44	\$90,687	\$50,000
25	SS	ANGHP	Preble Street	Florence House Women's Shelter	\$26,140	31.56	25.33	21.67	10.56	89.11		\$20,000
31	SS	EO	YMCA of Southern Maine	New American Welcome Center	\$48,151	30.33	26.33	20.33	11.33	88.33		
21	SS	ANGHP	Milestone	HOME Team	\$150,000	30.44	25.78	20.78	11.00	88.00		\$100,000
20	SS	EO	LearningWorks	English Language & Literacy Program	\$45,000	29.67	26.11	22.11	10.00	87.89		
27	SS	ANGHP	Preble Street	Resource Center	\$39,211	30.22	25.33	21.33	10.33	87.22		
19	SS	ANGHP	Greater Portland Health	Medication Assisted Recovery Program (MARP)	\$150,000	30.78	25.89	20.11	9.89	86.67		
22	SS	ANGHP	Milestone	Emergency Shelter & Housing Navigator	\$75,000	30.56	24.56	21.33	10.00	86.44		
24	SS	EO	Portland Adult Education	New Mainers Resource Center Credential Eval. & Mentor.	\$83,688	29.33	24.22	21.00	10.33	84.89		
16	SS	ANGHP	COP- Health & Human Services	Long Term Stayers Comm. Integration & Landlord Outreach	\$58,966	29.67	24.33	19.78	10.56	84.33		\$58,966
29	SS	NI	Southern ME Agency on Aging	City of Portland Dementia Response Intervention	\$68,555	25.56	24.33	20.11	10.89	80.89		
14	SS	EO	COP- Health & Human Services	Portland Opportunity Crew	\$99,063	28.56	22.89	18.44	6.56	76.44		
23	SS	ANGHP	Pihcintu	M.A.K.E. ME Better	\$20,000	23.11	23.22	19.67	9.33	75.33		
17	SS	NI	COP- Planning and Urban Dev.	Transit Pass Fare Gap Program	\$10,000	26.89	22.22	13.78	3.00	65.89		
13	SS	EO	Congolese Community of ME	Basic English to Open Job Market	\$25,000	26.44	20.11	12.89	3.89	63.33		
9	SS	EO	African Women and Dev.	Sewing Machine	\$36,000	23.44	20.00	13.33	5.78	62.56		

Total Social Services Requests \$1,542,583 \$0

Total HUD Allocated Social Service Funds Available \$606,954 Subtotal: \$606,954

Total Funds Available to City Manager and Council ( HUD Funds + Cotton Street Lot Proceeds) \$626,954 Subtotal: \$626,954 \$0

ALL CDBG REQUESTS TOTAL \$2,897,980 Allocation Total: \$1,243,511 \$1,882,351 \$0