

Resolve 8-17/18

Amended to reduce Long Term Stayers by \$7,500 and to reduce Mobile Medical Outreach, Amistad and ILAP by \$5,000 each and to fund Preble Street Resource Center with \$22,500: 7-2 (Duson, Ray)

Passage as amended: 9-0 on 4/18/2018

Effective 4/28/2018

ETHAN K. STRIMLING (MAYOR)  
BELINDA S. RAY (1)  
SPENCER THIBODEAU (2)  
BRIAN E. BATSON (3)  
JUSTIN COSTA (4)

**CITY OF PORTLAND**  
IN THE CITY COUNCIL

KIMBERLY COOK (5)  
PIOUS ALI (A/L)  
JILL C. DUSON, (A/L)  
NICHOLAS M. MAVODONES, JR. (A/L)

**RESOLUTION ADOPTING THE FY 2018-2019 HOUSING AND COMMUNITY DEVELOPMENT 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**, annual activities for the Consolidated Housing and Community Development Annual Action Plan have been recommended; and

**WHEREAS**, the City of Portland is anticipating an allocation from the United States Department of Housing and Urban Development (HUD) of \$1,745,465 of Community Development Block Grant (“CDBG”) Entitlement Funds, for the program year 2018-2019 under Title I of the Housing and Community Development Act of 1974 (Public Law 93-383) as amended from time to time; and the City has also received Community Development funds in the amount of \$75,000 in Housing Program income, along with \$20,000 in Cotton Street Proceeds, which is subject to the same regulations as the entitlement funds; and \$120,000 in TIF funds; a HOME Program Grant allocation of \$824,856, HOME Program income of \$120,000, HOME Recaptured Funds of \$31,247; Lead Safe Housing Program Income of \$170,866; local Housing Trust Funds of \$913,502; and \$161,280 of Emergency Shelter Grant funds; and

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

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Portland, Maine, hereby adopts the FY 2018-2019 Consolidated Housing and Community Development Annual Action Plan; and the sums of \$1,912,351 for the Community Development Block Grant Program, plus \$209,096 in CDBG Housing Program funding; \$976,103 for the HOME Program, \$170,866 in Lead Safe Housing Program Income, \$913,502 in local Housing Trust Funds and \$161,280 for the Emergency Shelter Grant Program are hereby appropriated for

the purposes approved in the attached Plan and budgets as provided in the Attached Exhibit A; 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 2018-2019; and

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

- 1) Apply for, accept and expend the Community Development Block Grant Entitlement Funds of \$1,745,465 and to expend \$75,000 in CDBG housing program income funds, \$120,000 in TIF, and \$20,000 in Cotton Street proceeds; \$824,856 of HOME Program funds and to expend \$120,000 of program income and \$31,247 of recaptured funds for a total of \$976,103; \$170,866 in Lead Safe Housing program income; \$913,502 in local Housing Trust Funds; and \$161,280 of Emergency Shelter Grant funds; and
- 2) Officially represent the City of Portland, Maine, in connection with the application, including the execution of contracts on behalf of the City; and
- 3) Act as the certifying officer for HUD environmental documents related to these grants and to execute said documents and any other related documents necessary or convenient to carry out the intent of said grants; and
- 4) Make adjustments to all proposed activities' budgets to be proportionately increased or decreased from the estimated funding levels to match actual allocation amounts; 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 2018-2019 Housing and Community Development Annual Action Plan funds are hereby appropriated pursuant to the Budget attached hereto.

**DRAFT 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	\$364,093
				<i>Total HUD Admin &amp; Planning Available</i>	\$364,093					<b>Subtotal:</b>	<b>\$364,093</b>	<b>\$364,093</b>	<b>\$364,093</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	\$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	\$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	\$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	\$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	\$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	\$12,504
				<i>Total Development, Econ Dev. &amp; Construction Requests</i>	\$991,304								
				<i>Total HUD Allocated Development Funds Available</i>	\$789,418								
				<b>Total Funds Available to City Manager and Council ( HUD Funds + TIF+ Contingency)</b>	\$879,418					<b>Subtotal:</b>	<b>\$879,418</b>	<b>\$891,304</b>	<b>\$891,304</b>

**DRAFT CDBG Recommendations 2018-2019**

**Social Service**

Type	Priority	Organization	Program/ Project	Request	Priority	Guiding	Capacity	Partner/	Total	Committee	City Manager	Council	
					Impact/ Goal	Principles	to Deliver	Collaborat ion					Recommendation
					33pts	30 pts	25 pts	12pts					
8	SS	NI	Police Department	Community Policing	\$150,000						\$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	\$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	\$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	\$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	\$29,280
26	SS	ANGHP	Preble Street	Food Programs	\$43,568	31.22	26.67	21.89	10.11	89.89	\$43,568	\$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	\$45,000
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	\$45,000
25	SS	ANGHP	Preble Street	Florence House Women's Shelter	\$26,140	31.56	25.33	21.67	10.56	89.11		\$20,000	\$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	\$100,000
20	SS	EO	LearningWorks	English Language & Literacy Program	\$45,000	29.67	26.11	22.11	10.00	87.89			\$0
27	SS	ANGHP	Preble Street	Resource Center	\$39,211	30.22	25.33	21.33	10.33	87.22			\$22,500
19	SS	ANGHP	Greater Portland Health	Medication Assisted Recovery Program (MARF)	\$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	\$51,466
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

\$626,954

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 \$626,954**

**2018-2019 HOUSING PROGRAM BUDGET HUD Final Allocation Date:**

Total HUD HOME Entitlement Allocation	824,856
Portland Program Portion	423,151
Portland Admin Portion	82,486
County Program Portion	319,219

Recommended by HC (x-x) February XX, 2018  
 Approved by Council April XX, 2018  
**HUD Allocation XXXXXXXX, 2018**  
 Adjusted for Final HUD Allocation xx.xx.18

**REVENUES- Housing Programs**

	HOME	CDBG	HDF**	LEAD Safe Housing Program Income***	Housing Trust Fund***	TOTAL BUDGET
2018-19 HOME Consortium Admin (10% of allocation)	82,486					82,486
2018-19 HOME Consortium Programming	423,151					423,151
2017-18 HOME Program Income	120,000					120,000
2017-18 HOME Program Income Recaptured Funds	31,247					31,247
2017-18 HOME Program Income Deduction for County	-334					-334
Re-Allocated HOME Funds (funding from previous years)						0
2018-19 CDBG Administration						0
2018-19 CDBG Programming						0
2017-2018 Housing Trust Fund					913,502	913,502
2017-18 HDF Program Income			224,096			224,096
2017-18 Lead Safe Housing Program Income				170,866		170,866
<b>REVENUE TOTALS (Portland)</b>	<b>656,550</b>	<b>0</b>	<b>224,096</b>	<b>170,866</b>	<b>913,502</b>	<b>1,965,014</b>

**2018-19 HOUSING Budget by Activity (Portland)**

	HOME	CDBG	HDF**	LEAD Safe Housing Program Income***	Housing Trust Fund***	TOTAL BUDGET
Administration PL1801/QS1801	94,486		51,826			146,312
Housing Rehabilitation (18 Units @ \$15,000/unit) QM1800/QB1800	100,000		172,270			272,270
Homeownership Assistance QJ1800	0					0
Tenant-Based Rental Assistance QT1801	137,000					137,000
Affordable Housing Development QK1800/IN1114	254,539				913,502	1,168,041
CHDO QL1800	70,525					70,525
Lead Safe Housing PLL036	0			170,866		170,866
	<b>656,550</b>	<b>0</b>	<b>224,096</b>	<b>170,866</b>	<b>913,502</b>	<b>1,965,014</b>

\*\* Balance of Previously Budgeted Amounts + New Revenue

\*\*\* Balance of Previously Budgeted Amount

**2018-19 HOME Consortium COUNTY - approved by MOC on xx.xx.2018**

County HOME Program budget provided for reference only; **adjusted for final HUD Allocation xx.xx.18**

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

**REVENUES- Housing Programs**

	HOME County
2018-19 HOME Consortium Non-Portland Programming	319,219
2017-18 HOME County Program Income	334
	<hr/> 319,553

**2018-19 HOUSING Budget by Activity**

	HOME County
Housing Rehabilitation (8 projects @ \$15,000/project) QP1800	100,000
Home Ownership QQ1800	0
Affordable Housing Development QD1800	166,350
CHDO QR1800	53,203
	<hr/> 319,553

## Emergency Solutions Grant 2014-2019

Program	ESG Budgeted Funding Amount by Fiscal Year					
	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Operations: Homeless Health	\$28,993	\$35,391	\$0	\$0	\$0	\$0
Essential Services: Family Shelter	\$21,853	\$26,675	\$28,327	\$28,327	\$28,327	\$28,327
Homeless Prevention: Family Shelter	\$21,853	\$26,675	\$52,369	\$52,369	\$52,395	\$52,395
Homeless Prevention: Oxford Street	\$8,972	\$10,952	\$13,800	\$13,244	\$13,262	\$13,262
Rapid Rehousing: Oxford Street	\$35,888	\$43,807	\$55,200	\$55,200	\$55,200	\$55,200
Administration and HMIS	\$5,600	\$6,838	\$12,138	\$12,092	\$12,096	\$12,096
<i>Total (Actual)</i>	<i>\$123,159</i>	<i>\$150,338</i>	<i>\$161,834</i>	<i>\$161,232</i>	<i>\$161,280</i>	<i>\$161,280</i>
<i>Admin/HMIS cap</i>	<i>\$9,237</i>	<i>\$11,275</i>	<i>\$12,138</i>	<i>\$12,092</i>	<i>\$12,096.00</i>	<i>\$12,096</i>

## Explanation

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 budgets, tenant/ landlord negotiations, and connecting to area resources.
Homeless Prevention: Family Shelter	Funds pay for staff who assist in preventing family homelessness. Services include advocating with their town of residency, landlord/tenant negotiations and family reunifications.
Homeless Prevention: Oxford Street Shelter	Funds pay for staff who assist in preventing individuals from becoming homeless and providing necessary case management and referrals.
Rapid Rehousing: Oxford Street Shelter	Funds pay for staff who assist persons who have become homeless by quickly moving them into permanent housing and providing the necessary case management and referrals the individual needs.
Administration and HMIS	Funding goes to pay for licenses to use HUD's Homeless Management and Information System. Licenses are provided by Maine Housing.