

**CITY OF SOUTH PORTLAND**  
**COMMUNITY DEVELOPMENT**  
**ANNUAL ACTION PLAN**  
**JULY 1, 2020 – JUNE 30, 2021**

**BACKGROUND**

The City of South Portland receives Community Development Block Grant (CDBG) funds from the U.S. Department of Housing & Urban Development (HUD) via a set-aside from Cumberland County. The partnership with Cumberland County, which is entering its 14<sup>th</sup> year, continues to be successful for both parties. South Portland receives from Cumberland County 23% of the value of the total allocation that the City of Portland receives each year, making the 2020- 2021 South Portland allocation **\$444,603.00**.

Funded projects must meet a national objective of benefitting low-moderate income persons or neighborhoods, eliminating slum/blight in the community, or addressing an urgent need such as a natural disaster. Eligible project activities include public facilities, infrastructure, housing rehabilitation, economic development, public services, planning, and administration. Public service activities are capped at 15% of the annual allocation amount and planning/administration activities are together capped at 20% of the annual allocation amount.

**PROJECT SELECTION**

In order to identify specific projects, the Community Development department conducts a competitive grant application process for program funds. City of South Portland departments as well as external agencies apply through this process. Their applications are then reviewed by the Community Development Advisory Committee (CDAC), a group of 7 South Portland residents. The CDAC makes funding recommendations to the City Council for approval. This year's schedule was:

- On November 05, 2019, the City of South Portland released the applications for FY 20-21 funding. All applications were due to the Community Development office by January 07, 2020.
- On February 05, 2020, the CDAC held an initial review meeting and public hearing for applicants to present their proposals and answer questions.
- On February 25, 2020, the CDAC discussed applications and developed funding recommendations.

- On March 05, 2020, the South Portland City Council will conduct a public hearing on the proposed FY 2020-2021 budget, and authorize the CDBG Program Coordinator to submit the FY 2020-21 Annual Action Plan to the Cumberland County Commissioners for their review and approval, and eventual submittal to HUD in May 2020.
- All meetings were noticed and open to the public.

**2020-2021 CDBG Applications**

**(Final Program Budget \$444,603 budget)**

<b>Applicant</b>	<b>Project Name</b>	<b>Requested Funding*</b>	<b>Committee Recommendation</b>	<b>City Council Recommendation</b>
<b>Public Services</b>	<b>PS Cap (15%)</b>	<b>2020s Requested amount</b>		
City of South Portland -General Assistance	Fuel/Heating Assistance	\$ 7,000	\$ 7,000.00	
City of South Portland Parks & Rec	Recreation Financial Assistance/Scholarship	\$ 12,000	\$ 12,960.00	
City of South Portland- Parks&Rec	Van purchase	\$ 64,600	0	
The Opportunity Alliance	Resource HUB Admin Hours	\$ 25,000	\$ 25,000.00	
Southern Maine Agency on Aging	Elder Services (Meals on Wheels)	\$ 13,000	\$ 13,000.00	
Through These Doors	Domestic Violence	\$ 9,000	\$ 9,000.00	
	<b>Public Services: Sub-Total:</b>	<b>\$ 130,600</b>		
	<b>15% CAP Final Allocation</b>	<b>\$ 66,960</b>		
<b>Public Facilities/Infrastructure/Housing</b>	<b>Project Name</b>	<b>Requested Funding*</b>	<b>Committee Recommendation</b>	<b>City Council Recommendation</b>
City of South Portland	Westbrook Street Development	\$ 300,000	\$ 261,993.00	
City of South Portland	Replacement of School St Park Playground	\$ 76,712	0	
City of South Portland	Renovate CC Space for Senior Drop in	\$ 39,500	\$ 39,500.00	
The American Legion	Rehab/ (Heating System)	\$ 19,799	0	
Port Resources	Housing Rehab	\$ 21,150	\$ 21,150.00	
	<b>Public Facilities/Infrastructure: Sub-Total:</b>	<b>\$ 457,161</b>		
	<b>Budget Cap</b>	<b>\$ 322,643</b>		
<b>Admin/Planning</b>	<b>Project Name</b>	<b>Requested Funding</b>	<b>Committee Recommendation</b>	<b>City Council Recommendation</b>
City of South Portland	Admin	\$ 55,000.00	\$ 55,000.00	
	Planning	N/A	N/A	
	<b>Planning &amp;Admin: Sub-Total:</b>	<b>\$ 55,000.00</b>		
	<b>20%Cap Budget Cap</b>	<b>\$88,920.62</b>		
	Budget	\$ 444,603.00		
	15% Public Services Cap	\$ 66,960.00		
	Toal Admin/Planning	\$ 55,000.00		
	Remaining Balance OF Budget for PF/I/H	\$ 322,643.00		

## DESCRIPTION OF PROJECTS

### **PUBLIC INFRASTRUCTURE/IMPROVEMENTS**

#### **City of South Portland –Community Center Senior Drop in Parks & Recreation**

The City of South Portland’s Parks, Recreation and Waterfront Department seeks funds to upgrade the current After School Programming wing of the Community Center to become a Senior Drop-in Center for daily use by Senior citizens in the Community. The department recognizes the trend and the growing population of seniors in this community. The space was designed for pre-school children; this need has been replaced by local school programming set to begin in fall of 2020. By reclaiming the space and converting the use to a senior center, the city can meet an important community need.

Application Request: \$39,500

CDAC Recommendation: \$39,500

#### **City of South Portland- Parks, Recreation & Waterfront School Street Park Playground**

The City of South Portland Parks, Recreation & Waterfront Department seeks funds to replace the aging, outdated and unsafe playground at School St. Park. The new structure will be engaging and innovative for the local area children. Currently the structure is 25 years old, and many of the play elements are deteriorating and the hardware is beginning to rust. The application has support of the area residents and the Ferry Village Neighborhood Conservation Association.

Application Request: \$76,712.00

CDAC Recommendation: \$0

#### **City of South Portland –Westbrook Street Reconstruction and Streetscape DPW**

The City of South Portland Public Works

The primary objective of this project is in neighborhood revitalization and creating a more suitable living environment for the residents to live in the adjacent neighborhoods. The outcomes and community impact are in direct support of the nation objectives of the CDBG program. The eliminations of slum and blight conditions, including degraded infrastructure, is intended to catalyze new economic opportunities and affordable housing for the neighborhood, which will predominately benefit low- to –moderate income populations.

Application Request: \$300,000

CDAC Recommendation: \$261,993.00

### **Stewart P. Morrill American Legion – Heating System**

The Stewart P. Morrill American Legion post 35, submitted an application for grant funds to improve and upgrade the heating system at the American legion. The American legion is most notably known as a local polling location for the City. In recent years, the legion has allowed for local agencies to use the facility at little or no cost for supportive services to the community. For example, AARP conducts an annual Tax assistance program at the Legion, to assist to low income residents with their tax submissions.

Application Request:           \$19,799

CDAC Recommendation:       \$0

## **HOUSING**

### **Port Resources – Housing Rehabilitation Group Home**

Port Resources is a nonprofit organization based in South Portland dedicated to empowering people with developmental and behavioral health challenges. They operate and manage 20-group homes. Port Resources is seeking grant funds to assist in purchasing replacement windows, a new skylight, and repairs to roof, siding and garage doors. These funds will be applied to South Portland group home for adults with dual –diagnosis of an intellectual, developmental disability and mental illness.

Application Request:           \$21,150.00

CDAC Recommendation:       \$21,150.00

## **PUBLIC SERVICES**

The Public Service program provides funding to local public service activities that directly benefit citizens of South Portland. Eligible costs include operating expenses, staffing costs, equipment/supplies, and program materials. HUD caps public service programs to 15% of the County's entitlement funding. The City of South Portland shares this cap with the other communities in the Cumberland County program. South Portland's 2020-2021 cap was **\$66,960**

### **Domestic Violence Outreach Support Services –Through These Doors**

Through These Doors Formerly known as Family Crisis Services, provide advocacy for domestic violence victims in South Portland, including home visits, crisis hotline assistance, emergency shelter, and assistance with court protection orders.

Application Request:           \$ 9,000

CDAC Recommendation:       \$ 9,000

### **Heating Assistance- City of South Portland General Assistance Department**

The City of South Portland's heating assistance program has been administered since 2006. The program provides emergency relief to low-income households in need of heating assistance.

Application Request:           \$ 7,000

CDAC Recommendation:       \$ 7,000

### **Meals on Wheels – Southern Maine Agency on Aging**

The Southern Maine Agency on Aging is requesting funding for the Meals on Wheels program, which would provide approximately 150 homebound elderly residents in South Portland, with approximately 12,570 home-delivered meals. Unfortunately, due to budget cuts, nine local South Portland residents are awaiting services at this time, as such the CDAC recommends fully funding this programs requested amount for this year.

Application Request:           \$ 13,000

CDAC Recommendation:       \$ 13,000

### **Redbank Neighborhood Resource Hub Personnel- The Opportunity Alliance**

This request provides partial funding for the staffing of the Resource Hub in the Redbank Neighborhood. Over 80% of households in the Redbank neighborhood are low-moderate income. The Hub works to promote neighborhood and community connections and governance with the

ultimate goal of reducing the number of vulnerable families and child abuse cases. Community engagement opportunities created by the Hub include a summer breakfast program, neighborhood connection night, a neighborhood farmer's market, a weekly bread bank, English classes, after school activities, and resources and referrals to services.

Application Request: \$ 25,000  
CDAC Recommendation: \$ 25,000

**Summer Camp Scholarships- City of South Portland Parks & Recreation**

This program provides funding for South Portland youth who want to participate in a summer recreation camp but do not have the financial means to do so. This funding would subsidize between 15-30 full and partial scholarships for summer camp.

Application Request: \$ 12,000.00  
CDAC Recommendation: \$ 12,960.00

**Van- City of South Portland Parks and Recreation**

The South Portland Parks and Recreation department is seeking CDBG funds to purchase a new van. The Van would be used to replace the existing Van currently in service for the Seniors bus program. The Van would also be used to transport teens from the Redbank Teen center to the Community Center for events and team practices. Given the amount of funding and large number of services that fall under the Public service category, the CDAC did not recommend funding the Van purchase this year. We will ask Parks and Recreation first look at other sources of funding over the course of next year such as fund raisers or CIP requests. Additionally, collect more data on how much of the vans use goes towards transporting low-moderate income persons and or seniors.

Application Request: \$64,600  
CDAC Recommendations: \$0

**ADMINISTRATION & PLANNING (Limited to 20% Cap):**

**Program Administration**

The administration of the CDBG Program includes expenses for staff time, telephone, utilities, supplies, travel, advertising, and technology. At the end of the fiscal year, excess funds that are not expended on administration costs are reallocated to other eligible projects.

Staff Recommendation:       \$ 55,000

CDAC Recommendation:       \$ 55,000

**Planning-**

Zero eligible applications were received.