

**Executive Department**

Danielle P. West

City Manager

March 7, 2024



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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,

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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	<b>89.750</b>	\$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	<b>88.250</b>	\$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	<b>85.250</b>	\$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	<b>84.875</b>	\$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	<b>84.625</b>	\$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	<b>84.000</b>	\$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	<b>82.875</b>	\$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	<b>81.000</b>	\$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	<b>51.750</b>	\$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	<b>80.250</b>	\$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	<b>72.750</b>	\$0.00	\$0.00		
30457	SS	ANGHP	Wayside Food Programs	Direct Services Program	\$32,250.00	29.000	27.143	22.571	15.000	<b>93.714</b>	\$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	<b>92.143</b>	\$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	<b>92.125</b>	\$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	<b>92.125</b>	\$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	<b>91.571</b>	\$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	<b>91.500</b>	\$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	<b>91.125</b>	\$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	<b>91.000</b>	\$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	<b>90.875</b>	\$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	<b>90.750</b>	\$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	<b>90.750</b>	\$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	<b>90.125</b>	\$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	<b>88.375</b>	\$0.00	\$0.00		
30471	SS	ANGHP	Furniture Friends	Basic Needs Expansion	\$50,000.00	24.250	24.000	22.000	14.750	<b>85.000</b>	\$0.00	\$0.00		
				Total Cost of Project Requests	\$1,242,649.80					Total:	<b>\$616,503.84</b>	<b>\$636,503.84</b>		
				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)