

## Amendment Overview

New and amended language can be found highlighted in yellow on the following pages:

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# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

In the 2021 Action Plan, the City will continue its service delivery through Meals on Wheels, the Apex Community Hub (46 Sullivan Street), and Seeds of Hope, and focus the rest of its funding on the Owner Occupied 2-4 Unit Multi Family Housing Rehab Program. The program will be delivered through a simplified, direct approach using the Citizen Advisory Committee, the two hubs, Biddeford Ready, and a mixture of staff to deliver programs that target the needs of Biddeford's core area.

In November 2020 Biddeford completed its ADA Self-Evaluation and Transition Plan updates. With many accessibility improvements needed in City Hall, some of the Year 4 Housing Rehabilitation Program funds will be diverted for this use.

Additionally, the Housing Rehabilitation program rules are amended to include nonprofits that own residential rental property with 2 to 4 units, and that are organizations in good standing with a history of or whose primary mission is to provide affordable residential units to LMI individuals.

### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

~~Owner-Occupied~~ 2- to 4-Unit Multifamily Housing Rehab Program: rehab of 15 units

ADA Accessibility Improvements: 4,597 persons assisted

#### Community Services

Meals on Wheels: 8,200 meals to 75 homebound seniors

Apex Community Hub: deliver assistance to 20 residents of the LMI Bacon Street neighborhood

Seeds of Hope: operate Winter Warming Center for 15 people experiencing homelessness

### 3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

There were staff changes over the 2020 program year, along with the added programs through CDBG-CV, which will continue into Program Year 2021 (PY21). To ensure smooth operation and monitoring of all CDBG programs, the city will continue to focus on a reduced number of community service options, as well as the Owner-Occupied 2- to 4-unit Housing Rehab program. Seeds of Hope ran a successful Winter Warming Center that gave people experiencing homelessness a place to stay overnight during cold or inclement weather. Apex Youth Connection grew their Community Hub in the LMI Bacon Street neighborhood, providing food and other services. Meals on Wheels delivered food to more seniors than projected, particularly due to need from the pandemic. These programs will continue to grow in PY21.

The present market continues to force long-term Biddeford residents out of the community because of accessibility issues and affordability. The old housing stock in Biddeford requires important upgrades, and the 2- to 4-unit rehab program helps residents make those necessary upgrades while maintaining affordability for renters.

In regards to past performance of the planned 2- to 4-unit rehab program, there has been significant turnover of positions in the CDBG program since July 2020, when a longtime CDBG Coordinator retired from the program without having launched the program. Since then, two new staff have on-boarded, both of whom have spent significant time over the past year learning the subtleties of the CDBG program. During PY20, the program design was completed and the program launched. A number of applications began the review process during that year, but no projects were completed, so no funds were expended.

The CDBG-CV program that will continue into PY21 provides assistance to community members experiencing challenges with substance abuse, mental and physical health concerns, or housing insecurity and homelessness. Social service agencies and the police department have seen increased need in these areas since the pandemic started.

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The Citizen Participation Plan creates opportunities for residents to take part in the planning, development, and implementation of CDBG plans. The Citizens' Advisory Committee, appointed by City

Council, assists city staff in implementing the consolidated plan, its programs, and ongoing evaluation of the plan's successes, failures, and adjustments.

The City holds monthly CAC meetings, and has had several advertised public hearings to receive input on CDBG plans and amendments. The first hearing for the Year 4 Action Plan was held on May 17, 2021, and included a comment period starting on March 5. The second hearing was held on June 3, 2021. There was a public comment period from May 14 to June 14, 2021. Through the 2020 program year, the CAC met virtually, including public hearings. It is expected that meetings will continue virtually through at least the first quarter of the 2021 program year, with a gradual shift back to in-person meetings as conditions improve.

Under the direction of the City's Director of Planning and Development, the CDBG Coordinator directs and coordinates all activities of the CAC. The CDBG Coordinator is the contact point for various non-profits (including philanthropic organizations), public housing authorities, businesses, and residents of assisted housing developments, social services (including faith based organizations) and any population that would be eligible for CDBG funding.

The CAC provides comments and/or recommendations in areas such as the assessment of needs, reviewing potential projects, and conducting Public Hearings to keep the citizenry informed.

The CAC is designed and operated to provide outreach to local (and regional institutions when appropriate) groups and citizens. As provided in recent project activity alignments, direct contact with the CAC is through the two Hubs, as well as Biddeford Ready. Through Seeds of Hope and their homeless coalition, the City participates with various service and non-profit organizations focused specifically on the social welfare and housing needs of our low and very low-income individuals, and their families, where appropriate. The City sits on the State's only Continuum of Care, convened by Maine Housing. Biddeford Ready represents a broad coalition of local and regional organizations focused on outreach to low income clientele, specifically families and their children. The City has grown its own social intervention team through the police department, increasing that staff to respond to 24/7 mental health needs during the COVID period. The CDBG coordinator utilizes this network, in total, to reach out to the population (including the immigrant population) as a whole.

The city consults with these relevant parties to share resources, assess needs, and further refine strategies to achieve CDBG goals. A detailed account of these parties can be found in AP-10.

As part of the ADA Self-Evaluation and Transition Plan, 44 organizations that serve persons with disabilities were invited to provide input. The list is included in the Citizen Participation document in Attachments.

A substantial amendment was necessary to perform ADA transition plan work and enable nonprofits to apply for housing rehabilitation funding, so the Citizen Participation Plan was followed for a substantial amendment: [to be updated once complete]

## **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Public hearings were held virtually by the Citizens' Advisory Committee. Staff reviewed the goals for the 2021 program and answered questions regarding program delivery. Comments received were supportive of the stated plan. All information, including minutes and public comment, can be found in the citizen participation section.

During the public hearing and public comment period for the substantial amendment, [summary of comments – to be updated once complete].

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

All comments and views were accepted.

## **7. Summary**

Those who provided comments were supportive of the approach to put the majority of funding into the 2- to 4-unit housing rehab program, which fills a vital need in the community, with the remainder assisting a reduced number of social service agencies.

**PR-05 Lead & Responsible Agencies – 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	BIDDEFORD	
CDBG Administrator	BIDDEFORD	Department of Economic & Community Development
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The program's structure will be run through the Department of Planning and Development. The Community Development Coordinator will coordinate the work of the Citizens’ Advisory Committee, the social service subrecipients (including the CV program), and the Consolidated Plan process that will begin near the end of the 2021 program year. The Housing Rehab Director will oversee the 2- to 4-unit housing rehab program and any related tasks.

The Community Development Coordinator and/or Housing Rehabilitation Director will coordinate the ADA work.

**Consolidated Plan Public Contact Information**

Mathew Eddy, Director of Planning and Development

Abigail Smallwood, Community Development Coordinator

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The City maintains contact with community partners to ensure that programs are consistent with community goals. The Citizen Advisory Committee (CAC) meets monthly to discuss programs, goals, and any needed updates. Community partners include Seeds of Hope (provides services to those experiencing homelessness or housing/food/job insecurity), Apex Youth Connection (which operates a hub in a high-LMI neighborhood), Biddeford Ready! (supports children from birth to five to increase school readiness and reduce Adverse Childhood Experiences), and Biddeford Housing Authority. Other community partners that are integral to the CDBG housing rehab program include the Coastal Healthy Communities Coalition at the University of New England, which trains local contractors in lead-safe housing rehab practices; Community Concepts, Inc., a regional housing rehab agency and provider of licensed lead inspections/risk assessments and final clearances; local pediatric offices that, under Maine law, test all children for lead poisoning at 12 and 24 months; the Maine Department of Environmental Protection, which oversees the safe and compliant removal of toxins from CDBG-funded pre-1978 rehabbed properties; and the Maine Center for Disease Control. There is also coordination within the city, including with the city's Communications Coordinator, the Community Engagement Specialist for the Police Department, and others as needed, like Public Works and Codes.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

Participation in Biddeford Ready and Seeds of Hope, as well as community outreach by the CAC, permits direct communication with social service agencies. Biddeford Ready consists of the City, the Biddeford education system, local social services agencies, and all appropriate state agencies for the Departments of Education, Center for Disease Control, and Human Services (lead, mental health, supportive services). Seeds of Hope has a Homeless Task Force that consists of area housing providers, the police department, Biddeford General Assistance, Southern Maine Medical Center, and area social service agencies. In partnership with Seeds of Hope and the Homeless Task Force, efforts were made to coordinate the provision of services across jurisdictional lines within Biddeford (food, housing, education preparation, and mental health needs).

### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The City's Community Development Coordinator attends Maine Continuum of Care meetings, as well as the Statewide Homeless Council and the Region 1 Homeless Council (covering York and Cumberland Counties). City provides funding to and works closely with local nonprofit Seeds of Hope, which directly

addresses the needs of those experiencing or at risk of homelessness. Through Seeds of Hope and other partners, the City reaches out to critical population groups and connects with social service agencies to target specific population groups. There was no annual PIT unsheltered count in 2021 due to the pandemic, but Seeds of Hope collects information on those they serve, so we have a general idea of the count, as well as additional information about their needs. The City will work closely with Seeds of Hope and other partners to ensure a comprehensive PIT count in January 2022.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The City is a member of the Maine Continuum of Care, facilitated by MaineHousing. Meeting attendees, representing many groups around the state, provide input on the provision of ESG funding, social services, and housing development for the homeless. Annual PIT count information helps populate the HMIS data base, though there was no unsheltered count in 2021 due to the pandemic. The City coordinates its local efforts with regional and statewide plans.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	Biddeford Housing Authority
	<b>Agency/Group/Organization Type</b>	Housing PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Biddeford Housing Authority participates in all processes and is an active partner. BHA attends all Seeds meetings and leads their housing needs assessment. BHA met with staff on December 16, 2020 at their new property providing supportive housing for people and families experiencing homelessness.
2	<b>Agency/Group/Organization</b>	Biddeford Area Resource Group - York County Community Action
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Victims of Domestic Violence Services-Health Services-Education Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Lead-based Paint Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	York County Community Action Corp. is an active partner in the City's lead program and a lead organizer of the Biddeford Ready process. While attending ongoing Biddeford Ready meetings, the City has met regularly with YCCAC. Staff from YCCAC have also joined meetings to discuss ways to address homelessness. YCCAC staff are providing services to Biddeford Housing Authority's transitional housing units, which were completed in the 2020 program year.
3	<b>Agency/Group/Organization</b>	Biddeford School Department
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Victims of Domestic Violence Services-Health Services-Education Services - Victims Child Welfare Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The School Department is a lead partner in the Biddeford Ready effort. With it, the department brings state and regional service focused on families and children (with a particular interest in school preparation and participation).

4	<b>Agency/Group/Organization</b>	Apex Youth Connection
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Health Services-Education Child Welfare Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Apex is our partner in delivering services at 46 Sullivan Street, now the Apex Community Hub, funded with CDBG, as well as non-CDBG programs operated out of their main location. Through the Hub, they provide both direct services and referral to other services for those in the Bacon Street neighborhood. They also participate directly in Biddeford Ready. Broadly, Apex provides a variety of youth development services.
5	<b>Agency/Group/Organization</b>	Biddeford Ready - United Way of York County
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless Services - Victims Child Welfare Agency Other government - Local Business Leaders Civic Leaders

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Non-Homeless Special Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Biddeford Ready is an organization represented by the City, the City's school system, early childhood providers, critical state agencies, United Way of York County, business and civic leaders, and York County Community Action Corp. The group meets monthly and focuses on young families, particularly those with children from birth to 5. The focus is on "school readiness," broadly defined, and the group will continue to strengthen its connection with parents and early childhood providers to ensure all young people have the skills and support they need to enter school, and that Adverse Childhood Experiences (ACEs) are avoided or addressed.
6	<b>Agency/Group/Organization</b>	Seeds of Hope
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Employment Service-Fair Housing Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Seeds of Hope is a neighborhood center that collaborates with partners to find meaningful solutions to poverty and homelessness, and provides direct support to those in need. The City meets regularly with their team to discuss goals around this work. Seeds uses CDBG funding to support its Winter Warming Center, which provides a safe, warm overnight space for those who need it. Seeds will also be involved in the CDBG-CV program to address substance use, mental health concerns, and homelessness.
7	<b>Agency/Group/Organization</b>	GWJ
	<b>Agency/Group/Organization Type</b>	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide
	<b>What section of the Plan was addressed by Consultation?</b>	providing free WIFI in targeted census tracts
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	In response to the growing need for internet connectivity, the City, in cooperation with Maine-based service providers, installed wifi hot spots at the Hub located at 46 Sullivan Street and at Seeds of Hope, located at 35 South Street. These hotspots were funded in part by the generous support of the Maine Community Foundation. During this time of COVID pandemic, dependable internet service is more critical than ever, and these hotspots have proved to be very valuable in their respective neighborhoods. Also, the City's Downtown Development Commission coordinated the installation of five wifi hotspots along Main Street, providing a continuous signal for more than one-half mile of the downtown area. These projects are a part of the City's commitment to enhance and support digital equity and literacy.
8	<b>Agency/Group/Organization</b>	BIDDEFORD
	<b>Agency/Group/Organization Type</b>	Agency - Managing Flood Prone Areas Agency - Emergency Management

<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>climate change planning</p>
<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Biddeford, through the Code Enforcement Office, the Biddeford Emergency Management program, and the Comprehensive Planning program, has been responsible for resiliency planning. In October 2020, City Council passed a Climate Emergency Resolution highlighting the expected environmental effects of climate change. The Mayor then established the Climate Task Force to create an action plan that focuses on adaptation, mitigation, and sustainability strategies that address the real effects of a climate change that threaten Biddeford as a coastal community. The Task Force will develop communication strategies to grow awareness of the group, educate the public about climate change and its effects, and recommend climate actions for the City to consider. There will be a study of sea level rise by the Muskie Institute for the Saco River, and the City has joined that study, but it has been on hold due to the pandemic. Though there is no start date currently planned, the study is expected to occur and the City will stay connected to its progress. Biddeford participates in several preparedness plans in the event of natural hazards. The City's Code Enforcement Office is tasked with being a part of and implementing the York County, Maine Hazard Mitigation Plan. The City also has its own internal action plan for documenting and responding to natural hazards. Sea level rise and climate change is another issue, and goals, policies, and implementation strategies will be included in the City's Comprehensive Plan, which will be completed within the 2021 program year. All projects located within a floodzone shall comply with Article XII (Floodplain Management) of the Zoning Ordinance which requires elevating the lowest floor of construction at least one foot above the base flood elevation.</p>

9	<b>Agency/Group/Organization</b>	Coastal Healthy Communities Coalition
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Health Services-Education Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Coastal Healthy Communities Coalition (CHCC), a group based out of University of New England (UNE), is a comprehensive community-based health coalition working to promote nutrition, substance abuse prevention, and lead poisoning prevention. With these focus areas, the City works with them on a number of initiatives. They are a key partner in the City's lead program, assisting with outreach to property owners, including the Biddeford Area Landlords Association. They are also supportive of the 2-4 unit rehab program. They operate Project Alliance, a collaborative group that focuses on reducing substance use risks for youth and community members. The City participates in these meetings regularly. CHCC is also developing plans to address regional workforce development, which is a focus of City staff as well. The City and CHCC will partner on these efforts during this program year and in the long term.

**Identify any Agency Types not consulted and provide rationale for not consulting**

For the few agency types that were not consulted, they are either not applicable or we are developing the relationship. For planning organization, Southern Maine Planning and Development Commission is the most appropriate group, and we are strengthening our connection with them. Nasson Health, which provides free health care, is establishing a presence in Biddeford and we expect to work with them as a health

agency. Maine Water would be the agency for management of public land or water, but based on our current programming, it is not necessary to consult with them. We work with federal, state, and county government contacts as appropriate, but there are no specific groups under these categories.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Maine Housing	Housing insecurity and homelessness are increasing in Biddeford due to the rapid growth of the housing market, with similar trends statewide. Our participation in the state's Continuum of Care is vital as we address this challenge, as we are able to learn about and participate in regional and statewide efforts.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

The City attends monthly COC meetings and, as a member in good standing, has voting status. This also gives the City access to ESG funding, though current requirements mean there are no applicable programs that can use ESG funds. The City will monitor requirements and local efforts to ensure ESG funding is used when possible.

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

Since the adoption of the 2018 Consolidated Plan and housing needs assessment, staff have continued to work with the Citizens Advisory Committee (CAC) and the City Council to address the transition going on in the Biddeford housing market. Last year, we adjusted the program to focus on two service hubs (Seeds of Hope and Apex Community Hub) as well as the local Meals on Wheels program, worked with the hubs to learn from similar service delivery programs in Maine, and adjusted the housing rehabilitation program to focus on owner occupied 2-4 unit structures, which constitutes 50% of the housing stock in the target area. Particular attention was paid to the Apex Community Hub, in order to find the best model for service that supported both programming and services provided directly by Apex and referral from Apex to other groups for needs they cannot address.

Meetings continued to be held online, with discussions at public CAC meetings about the second round of CV funds, involvement in the city's comprehensive plan (components of which directly tie in with the programs supported by CDBG funds), the current year's programs, and planning for future initiatives that the CAC would like to address.

Public Hearings were advertised on the City's web site via front page listings (additionally, these listings are sent to those who sign up to be notified of new postings, so those who signed up would receive the notice in an email) and any documentation was included in the notice or on the City's Community Development page.

In consolidating the delivery of services through the hubs, technical assistance was shared with the Seeds of Hope and Apex (Meal on Wheels did not receive technical assistance). Each worked with the City to shape their programs to meet the needs of their neighborhood.

Community engagement during the pandemic is a challenge, but the pandemic (as well as an increasingly younger population) has also increased interest in local government, as people have spent more time at home and in the community. In the 2021 program year, the City's goal is to support this interest with various engagement opportunities, from committee membership to neighborhood meetings to public education on important issues.

For the substantial amendments, there was an initial update given to the Citizens Advisory Committee at its January 12, 2022 meeting, to ensure support of the amendments being made. [Info on public comment period and public hearing once complete.]

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Hearing	Non-targeted/broad community	The first Public Hearing was held virtually on March 17 at 4:00pm and the general framework for the Year 4 Action Plan was presented and discussed. There were 4 CAC members, 3 staff members, and 4 members of the public in attendance.	Comments were supportive of continuing the model developed in the 2020 program year, focusing on the 2-4 unit program and support for a reduced number of social services.	N/A	

2	Public Meeting	Non-targeted/broad community	<p>Citizens Advisory Committee meetings (some as hearings), held virtually, all had CDBG program discussions on the agenda, based on HUD, consultant, and staff findings:</p> <p>October 21 at 4:00;  November 18 at 4:00;  December 17 at 4:00;  January 20 at 4:00;  February 17 at 4:00;  March 17 at 4:00 (hearing and regular meeting); and April 21 (hearing and regular meeting). Meetings were publicly advertised meetings of the CAC. Meeting notices followed the new CDBG guidelines developed as a result of the pandemic. Attendance included CAC members, staff,</p>	<p>Discussions included program adjustments, guidance on program delivery, and priorities for future work. Housing is a particular focus of the committee.</p>	N/A	
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
			and participants in the program.			
3	Public Hearing	Non-targeted/broad community	The second Public Hearing was held virtually on June 3 at 4:00pm and the final draft was presented. There were 3 CAC members, 2 staff members, and 1 member of the public in attendance.	There was a presentation of the program and what the breakdown was between these regular CDBG funds and CDBG-CV funds, but no formal comments were made.	N/A	
4	Public Comment Period	Non-targeted/broad community	A 30-day public comment period was open from May 14 to June 14.	One comment was received about minor formatting typos in the plan.	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Meeting	Non-targeted/broad community	The final draft was presented to Biddeford City Council on June 15, 2021. There were no comments from the public or City Council. All Councilors were present and the vote was unanimous in favor of approving the plan.	N/A	N/A	
6	Public Hearing	Non-targeted/broad community	The substantial amendments were presented at a public hearing on [add date once complete].	[insert any comments]		
7	Public Comment Period	Non-targeted/broad community	A 30-day public comment period was open from [add dates once complete].	[insert any comments]		

Table 4 – Citizen Participation Outreach

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

The City will continue to support the three social service agencies as before (Seeds of Hope, Apex Community Hub, and Meals on Wheels), with the remainder of the funds focused on rehabilitation assistance to ~~owner-occupied~~ 2- to 4-unit housing structures, creating 10-year affordability windows for 51% of the units at 80% of median. The City has also received resources from the HUD Lead Program and Maine Housing to augment the rehab program. **The plan is amended to allow nonprofits and eligible properties outside the Census tracts to apply, and to divert some rehabilitation funds to ADA improvements to City Hall.**

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	439,734	0	598,186	1,037,920	439,734	Of the annual allocation, 15% will go toward public services (three agencies), 20% toward admin, and remaining funds plus rollover will be focused on the 2-4 unit housing rehabilitation program.  Amendment to divert some of the 2-4 unit program funds to ADA transition plan items / accessibility improvements.

**Table 5 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The CDBG, Lead, and Maine Housing funds have been used together to target CDBG eligible neighborhoods with housing improvements through investment.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

There is a property in one of the target downtown tracts that will be used for a 33-unit family housing development.

**Discussion**

The Affirmative Fair housing planning identified issues of Lead throughout the core area. Further City inspections uncovered serious health and safety issues. Identified in this process is a concentration of owner occupied 2-4 unit structures. The CDBG funds will leverage the Maine Housing funds. The Lead program application was similarly developed and can be combined with either program, as appropriate.

Housing and equity are top priorities for the CAC and the group will continue to address these during the program year.

The City assisted with a bill for an affordable housing TIF that we can use in CDBG-eligible districts. Housing TIF money can also be used toward homeless assistance funds and other housing rehab programs to further the preservation of affordable housing units. Program details will develop during this program year.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing	2018	2023	Affordable Housing Homeless Non-Homeless Special Needs		Housing	CDBG: \$519,268	Rental units rehabilitated: 10 Household Housing Unit Homeowner Housing Rehabilitated: 5 Household Housing Unit
2	Social Services	2018	2023	Non-Housing Community Development Social Services		Social Services	CDBG: \$65,960	Public service activities other than Low/Moderate Income Housing Benefit: 110 Persons Assisted Homeless Person Overnight Shelter: 15 Persons Assisted
3	Public Infrastructure	2018	2023	Other – Public Infrastructure		Public Infrastructure	\$208,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4,597 Persons Assisted
4	Administration	2018	2023	Administration	CITYWIDE	Administration	CDBG: \$86,670	Other: 1 Other

Table 6 – Goals Summary

#### Goal Descriptions

1	<b>Goal Name</b>	Housing
	<b>Goal Description</b>	Funds will support the rehabilitation of both owner-occupied and non-profit-owned residential buildings of 2 to 4 units in the target area. There is a rehab specialist to assist with projects, projects must meet LMI requirements, and property owners are required to maintain affordability on rehabbed units for 10 years.
2	<b>Goal Name</b>	Social Services
	<b>Goal Description</b>	Funds will support three social service agencies: two hubs that serve target CDBG areas and a Meals on Wheels program. The hubs provide a variety of services to low- to moderate-income individuals and families. Additional CDBG-CV funds will be used for a community support program addressing substance use, mental health concerns, and housing insecurity and homelessness.
3	<b>Goal Name</b>	Public Infrastructure
	<b>Goal Description</b>	Funds will support accessibility improvements to Biddeford's City Hall building, as identified in the city's ADA transition plan. Removal of barriers will allow improved access for persons with disabilities.
4	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	Administration is to be funded for office staff, equipment, supplies, and any other administrative expenses.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

Programs supported will be the three social service agencies and housing rehab.

#### Projects

#	Project Name
1	<del>Owner Occupied</del> 2-4 Unit Housing Rehabilitation
2	2 to 4 Unit Housing Rehab Project Delivery
3	Southern Maine Agency on Aging-Meals on Wheels
4	Neighborhood Hub Program
5	Seeds of Hope
6	Administration
7	ADA Accessibility Improvements

Table 7 - Project Information

#### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City continues to focus its efforts on target Census tracts, supporting two hubs and rehabilitation of owner-occupied 2- to 4-unit structures to preserve safe, healthy, and affordable housing. These are priorities due to high rates of LMI households in these tracts and health and safety issues in housing. COVID has been an obstacle to in-person outreach, which is more effective in connecting with and helping those who need assistance. Housing costs are also rising, making it challenging to preserve affordability.

The ADA Accessibility Improvements project is being added in order to address findings from the ADA Transition Plan, and the Housing Rehabilitation project is being updated to allow nonprofits and eligible properties outside the target Census tracts to apply.

**AP-38 Project Summary**  
**Project Summary Information**

1	<b>Project Name</b>	2- to 4- Unit Housing Rehabilitation Program
	<b>Target Area</b>	Priority 1. CDBG designated census tracts of 252.01 and 252.02. Priority 2. Citywide.
	<b>Goals Supported</b>	Housing
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$519,268
	<b>Description</b>	Rehabilitation of 2 to 4-unit housing, with 51% of the units being affordable at no more than 80% of median income for 10 years, following this priority list:  1. owner occupants of 2- to 4-unit residential rental properties in eligible Census tracts  2. nonprofit owners of 2- to 4-unit residential rental properties in eligible Census tracts  3. owner occupants or nonprofit owners of 2- to 4-unit residential rental properties outside of eligible Census tracts
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	15 housing units with at least 8 units retaining 80% affordability
	<b>Location Description</b>	Priority 1. CDBG designated census tracts of 252.01 and 252.02. Priority 2. Citywide.
	<b>Planned Activities</b>	Rehabilitation of units in accordance with CDBG rules.
2	<b>Project Name</b>	2 to 4 Unit Housing Rehabilitation Project Delivery
	<b>Target Area</b>	Priority 1. CDBG designated census tracts of 252.01 and 252.02. Priority 2. Citywide.
	<b>Goals Supported</b>	Housing
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$51,830
	<b>Description</b>	Project to include 2- to 4-Unit Housing Rehabilitation Delivery Costs
	<b>Target Date</b>	6/30/2022

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	15 LMI households
	<b>Location Description</b>	Priority 1. CDBG designated census tracts of 252.01 and 252.02. Priority 2. Citywide.
	<b>Planned Activities</b>	Rehab delivery costs for 2- to 4- Unit housing rehabilitation program
<b>3</b>	<b>Project Name</b>	Southern Maine Agency on Aging-Meals on Wheels
	<b>Target Area</b>	CITYWIDE
	<b>Goals Supported</b>	Social Services
	<b>Needs Addressed</b>	Social Services
	<b>Funding</b>	CDBG: \$13,000
	<b>Description</b>	Provide 75 households with 8,200 meals during the program year
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	75 households, 8,200 meals.
	<b>Location Description</b>	Citywide
<b>Planned Activities</b>	Distribution of meals to seniors	
<b>4</b>	<b>Project Name</b>	Neighborhood Hub Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Social Services
	<b>Needs Addressed</b>	Social Services
	<b>Funding</b>	CDBG: \$31,360
	<b>Description</b>	Providing social services and referrals to neighborhood residents at 46 Sullivan Street, in the so-called Bacon Street neighborhood.
	<b>Target Date</b>	6/30/2022

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	20 LMI individuals
	<b>Location Description</b>	Individuals within Block Group 1, Census Tract 252.02.
	<b>Planned Activities</b>	The Apex Community Hub serves neighborhood residents, particularly families with children. The Hub is provided as a place for community members to connect with each other and to find resources that address a number of socioeconomic challenges. Apex provides direct support when possible, and in all other cases, refers out to their network of community partners that are appropriate for the particular issue being addressed. They will also provide information on various programs available – e.g. early childhood development through Biddeford Ready, lead paint prevention through the city, immigrant assistance through a number of partners working directly with the immigrant population, etc.
<b>5</b>	<b>Project Name</b>	Seeds of Hope
	<b>Target Area</b>	
	<b>Goals Supported</b>	Social Services
	<b>Needs Addressed</b>	Social Services
	<b>Funding</b>	CDBG: \$21,600
	<b>Description</b>	Coordination and intake of those seeking shelter in cold or inclement weather.
	<b>Target Date</b>	3/31/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	15 individuals for a total of 60 nights.
<b>Location Description</b>	Designated LMI Census tracts within the CDBG catchment area including 252-01 and 252-02	

	<b>Planned Activities</b>	Program funds will be used to support those experiencing homelessness during extreme cold weather periods at the Warming Center and provide food.
6	<b>Project Name</b>	Administration
	<b>Target Area</b>	CITYWIDE
	<b>Goals Supported</b>	Administration
	<b>Needs Addressed</b>	Administration
	<b>Funding</b>	CDBG: \$87,946
	<b>Description</b>	Administer the CDBG program
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	City based
	<b>Planned Activities</b>	Provide administrative oversight of the CDBG program
7	<b>Project Name</b>	ADA Accessibility Improvements
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Infrastructure
	<b>Needs Addressed</b>	Other – Public Infrastructure
	<b>Funding</b>	CDBG: 208,000
	<b>Description</b>	The city will make ADA accessibility improvements at City Hall, as identified in the ADA Self-Evaluation and Transition Plan
	<b>Target Date</b>	6/30/2022

<b>Estimate the number and type of families that will benefit from the proposed activities</b>	These improvements will benefit persons with disabilities citywide, a population of 4,597 people.
<b>Location Description</b>	City Hall
<b>Planned Activities</b>	Installation of ADA signage and accessibility improvements to bathrooms, service counters, offices/assembly areas, and stairs.

## AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

For both owner-occupied and nonprofit-owned 2- to 4-unit residential buildings, assistance is directed within the CDBG eligible census tracts as the first priority (with greater than 51% LMI), with rehabilitation permitted outside of these tracts as a second priority.

### Geographic Distribution

Target Area	Percentage of Funds
CITYWIDE	22

Table 8 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

The projects this year are targeted for CDBG eligible tracts, with the highest rates of low- and moderate-income (LMI) households. There will be focused delivery of services through the two hubs, as well as by Meals on Wheels. The housing rehabilitation program represents targeted investments that preserve affordable housing, improve the quality of the home, and increase base value, leading to private neighborhood re-investment. With the amendment to allow nonprofits to apply for rehab funds, the priority location is the identified Census tracts, but eligible properties outside the Census tracts can be considered.

### Discussion

The CDBG program has refined its goals and objectives to provide direct investment into CDBG eligible tracts to meet the needs of LMI households and address issues associated with increasing homelessness and other economic related issues. Continuing this targeted approach will ensure timely reporting.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The City will serve 15 units of rehabilitated housing.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	15
Special-Needs	0
Total	15

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	15
Acquisition of Existing Units	0
Total	15

Table 10 - One Year Goals for Affordable Housing by Support Type

#### Discussion

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

Biddeford has continued to strengthen its Citizens' Advisory Committee (CAC), including expanding the goals of the committee to more proactively address housing issues in the community. The group and its staff liaison (Community Development Coordinator) will collaborate with public housing advocates to address the ongoing need to create viable affordable housing opportunities. Efforts include addressing housing conditions through the Healthy Homes initiative, the abatement of unsafe lead within housing structures, various legislative decisions (at state and local level) regarding affordable housing requirements, and staying informed on housing developments in the community in order to advocate for affordability. This focus will also re-engage the Biddeford Housing Authority in the development and delivery of housing programs in the City.

### **Actions planned during the next year to address the needs to public housing**

Planning efforts will continue in surveying and addressing the needs of individuals in public housing. The city's Community Development Coordinator, with assistance from the CAC, will work to increase presence in neighborhoods and gather information on community needs. The Healthy Home Initiative will improve the quality of housing, leading to an improvement in the quality of life for individuals and families. As eligible units are identified, Biddeford will continue in its efforts to inform owners of ways to assist in providing housing opportunities for potential voucher holders.

The City's ongoing collaboration with the Biddeford Housing Authority (BHA) will identify further opportunities to forge forward in providing quality affordable housing for the residents of Biddeford. As of May 2021, BHA has 153 vouchers under lease (represents all properties managed by BHA, which includes Biddeford and other communities), and overall, there are 290 portable vouchers administered. Both BHA and the City know that those are inadequate to serve those in need, but there is also a significant waiting list for voucher-holders to be placed in housing. When numbers were last reported in August 2020, there were 477 subsidized units, all of which were full. Those units are in 13 housing complexes: two for elderly, four for elderly or disabled, six for families, and one for all three categories. The total waiting list for those housing complexes was 531 households, though there are likely some households on multiple wait lists.

In addition to the rehabilitation program, the City and BHA will continue to look for ways to preserve affordability, including housing projects with funding such as LIHTC, AHP, and Maine Housing. There is also a new affordable housing TIF program that the City expects to use to develop a fund that supports affordable housing projects and other related goals. One specific project that will be developed during the program year is a 33-unit building on Adams Street, located near CDBG subrecipient Seeds of Hope. The project will use LIHTC, AHP, and municipal TIF funds.

### **Actions to encourage public housing residents to become more involved in management and**

### **participate in homeownership**

The CAC holds public forums/meetings to encourage and engage the residents, stakeholders, social service agencies, and public housing entities to take an active part of through its neighborhood planning process. All ideas and recommendations are provided to the community as part of the opportunities in expanding the availability of rental and working towards homeownership opportunities. The pandemic highlighted the critical need to offer viable housing options.

During the program year, the City will look into introducing the Family Self Sufficiency program. With FSS in place, the options of moving from vouchers to ownership would increase.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

In this year, the City will work with the BHA to reach out and identify designated, privately held properties that may be stressed. The local housing authority has no distressed properties within their current inventory and is not designated as 'troubled.' Maine Housing lists none in its inventory.

### **Discussion**

We will develop a better understanding of public housing inventory and continue to review all projects that have three or more code infractions. Additionally, through the coordinated efforts under the Healthy Homes initiative, potential voucher properties and owners may access funding to increase the quality of their affordable housing.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

Through partnership with our social service agencies, Biddeford is actively addressing the basic of needs for community members experiencing homelessness. Specifically, Seeds of Hope is receiving funding to provide a Winter Warming Center when evening temperatures are below 20 degrees or there are extreme weather conditions. In addition to this program, they provide services during the day and serve as an important link to community members experiencing housing insecurity or homelessness. The police department is also connected to this population through its Community Engagement Specialist, who connects vulnerable community members to services, and through its Substance Use Outreach Liaison.

The Meals on Wheels program will assist 75 households with seniors or persons with disabilities who have no access to food.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

During PY21, the city will reach out to homeless persons through existing networks, particularly Seeds of Hope, and will assist with the Point in Time unsheltered count if it occurs. Seeds of Hope conducts a survey of its clients each fall. The city has input on the questions asked, and receives the results when the survey period is complete. The Police Department also has direct outreach to and assessment of homeless persons and the CDBG Coordinator receives regular updates on this outreach and assessment.

Biddeford, like other localities, has endured the impact of the pandemic. Homelessness has been exacerbated due to job loss, and housing, health, and food needs have increased. Most outreach to those experiencing homelessness was through Seeds of Hope, though a new position within the police department has bolstered this work both at the Seeds of Hope location and in the broader community. The City's primary form of assistance is through the General Assistance office.

In the fall, the City conducted a survey of residents to determine community needs related to COVID and the results from this survey have informed the City's plans for recovery from the pandemic.

Seeds of Hope, the City General Assistance office, Biddeford Police, and Southern Maine Health Care remain the front-line responders for community outreach. Each of these is linked to a group of partner social service agencies to work with individuals in need, provide initial intake, and provide assistance to get them off the street, fed, and cared for through service provision. The intake varies based on the

need and intensity of issues.

Seeds of Hope is a trusted community hub, and connects clients to social service agencies providing health and mental health services. They gather basic information on a regular basis, as well as more detailed information as requested, both of which help demonstrate the full scope of needs. The Police Department, through its unique system of outreach through on-staff social workers (Biddeford, Spurwink), can provide further individual intake, directing individuals to appropriate area agencies. Those in significant health need or with substance use issues can be entered into the SMHC Partial Hospitalization Program. Other chief partners in this triage include the Substance Use Outreach Liaison with the Biddeford PD, York County Community Action, Spurwink, Nason Health Center (free clinic), SARSSM (sexual assault response), and Caring Unlimited (domestic violence shelter). Each of the agencies, in turn, has the ability to provide housing, or links to those in the supportive housing community, and appropriate case management services.

Police have noted that the full emergency shelter in Alfred has been full for some time and is not expected to meet demand, so the local Warming Center option is an important resource. With information gathered from two winters of running the Warming Center, Seeds and the City are examining successes and challenges of the program, and discussing ways to improve the assistance provided.

The City is part of various groups addressing homelessness on a regional and statewide scale, including an effort by Maine Housing to explore a statewide system that would establish regional hubs for coordinating services. These hubs will be established in 2021 and the City will ensure coordination of partners within this work.

With available housing at a premium (at all levels), Seeds does provide winter clothing, tents, and products to assist, where necessary, in outdoor survival. With appropriate housing subsidy through vouchers and the City's general assistance office, individuals during the winter period are connected to local hotels in Biddeford and Old Orchard Beach for rooms available in the off-season. The establishment of the Winter Warming Center last year was in response direct response to the community needs.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The city will continue to support the winter warming center run by Seeds of Hope, while exploring options to improve shelter for those experiencing homelessness. The Homeless Task Force, as well as smaller subcommittees, discuss shelter and transitional housing needs. The city and its partners believe in a housing first model and over PY21 will continue to discuss how to combine resources to build

supportive housing.

This will be the third full year of the evening shelter program, with support from both CDBG funds and directly from the City. Biddeford Housing Authority completed a 5-unit transitional home in early 2021, with one 1-bedroom unit, two 2-bedroom units, and two 3-bedroom units. All units are fully occupied. Residents receive direct services through this housing and can remain in the unit for up to two years, at which time, they will receive a certificate or voucher for permanent housing. A for-profit SRO in the downtown, the Thacher, continues to be at full capacity. The City assists rental of those units to some individuals through General Assistance. The City served on Maine Housing's working group focused on supportive housing options and will remain involved as the resulting hub program launches. The City continues to explore transitional and supportive housing options. We will identify individuals through requests to General Assistance, the Police Department, and Seeds of Hope. Working with these partners, we will identify homeless individuals or families for supportive/transition housing options and identify housing availability. We expect demand (15+ chronically homeless individuals) to exceed supply and will work to develop additional units in the coming years. The City is aware of the number of subsidized units, but not how many units are specifically transitional housing. That information will be collected during the 2021 program year.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The city and its partners believe in a housing first model and over PY21 will continue to discuss how to combine resources to build more supportive housing, where direct service is provided to those transitioning out of homelessness, so they can remain housed.

The creation of quality sustainable housing is one way to permanently address the homeless issue. Many factors combine to create a housing shortage, particularly for those experiencing homelessness, but also for residents at many income levels (both LMI and non-LMI). Outside of CDBG funds, the City is working with developers to create additional market rate housing units, with some units potentially reserved for various uses, including for median income renters and seniors, as well as units using low-income tax credits. The City supports tax credit projects with residential TIF credit enhancements, and legislation is expected to pass that allows TIF funds to create an affordable housing fund. Through these efforts, more housing options within Biddeford's inventory will increase the supply of housing. In

addition to these goals, the City has also set as an annual goal of 90 units of affordable housing being preserved or created every year over the next five years. Strategies to reach these goals are being developed, and will vary depending on the developments in process in a given year.

Supportive and transitional housing are specific needs of the chronically homeless. The City will coordinate the efforts of Seeds of Hope and the Police Department intake workers to identify the housing and social needs of each person coming through the program. These partners help identify the appropriate supportive services needed to avoid repeat homelessness or incarceration. The police department added a Spurwink social worker to the team to handle mental health issues. We work with other area providers (Caring Unlimited, Sexual Assault Response Services) to identify persons in the shelter (or local hospital) or identified through police calls that are in need of services and housing. Seeds of Hope will continue to convene these partners on a regular basis to further coordinate the provision of services and expanded housing availability.

There is also the Apex Community Hub at 46 Sullivan Street, a hub location that has been operated by various partners over the current five-year CDBG period. Apex Youth Connection has a staff person responsible for operating the Hub to assist residents in that Census tract area (which has the highest LMI rate in the city). They provide both direct and referral services to meet the needs of these residents.

Alternative Pathways continues to grow in the center of our neighborhoods and serves high school aged youth with an alternative education program. Those students are often those identified by the School Department as possible "couch surfers," and Alternative Pathways provides them a safe place for education and stability.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

During PY21, the city will work with its partners to more efficiently respond to low income families at risk of homelessness. The Police Department and social service agencies are already very effective at this work, but we want to ensure that they are supported in this work and that we can address issues as they arise. We have regular meetings with all relevant parties to hear updates and communicate via email on

a regular basis to solve issues as they arise.

Seeds of Hope is the convener for discussion on prevention of homelessness, homeless assistance when it happens, and transitional supportive housing development. Within this planning group, strategies are broken into three areas: client intake, assessment, and guidance; coordination with direct social service assistance by the appropriate social service partner when appropriate; and in the development of an increased supply of supportive housing. Seeds works closely with the Police Department and Southern Maine Health Care to identify those with most critical needs and enroll them in the partial hospitalization program.

Biddeford Ready, a collaborative effort that provides support for children aged birth to five to prepare them for school and life, is developing ways to support LMI children and their parents. The focus on a child's earliest years, and particularly on Adverse Childhood Experiences (ACEs), helps set these children and their families up for success. Additionally, city and school staff members attend a regular Statewide Student Homeless Prevention meeting, which focuses on system-wide issues and solutions.

City community engagement staff has established a partnership with resiliency coordinators located at each school, and all partners will work together to increase and strengthen communication with youth and families.

Biddeford's social service agencies utilize coordinated intake and case management to assist individuals recently discharged from public institutions, providing help and shelter as immediately as possible. As noted above, the lead in many cases is the social work team from the Police Department, with school social workers, police resource officers, and teachers also providing substantial input and the potential for intervention.

## **Discussion**

The Biddeford housing market has become increasingly difficult to navigate for residents at most income levels, which is why housing affordability is a top priority of City Council and staff. Within that priority, there are goals to address homeless issues and preserve affordable units. Using our existing network, particularly the two hubs (Seeds of Hope and Apex Community Hub), city staff will continue to connect with and support our most vulnerable community members, and facilitate

discussion around housing needs.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

With the fair housing analysis and its ramifications presented to Council in full in 2019, the commitment to fair housing took different direction. The City's focus is on preserving affordability while also improving the quality and livability of our neighborhoods. The owner occupied 2-4 unit rehab and lead paint remediation programs, along with other non-CDBG programs, were formed to address this.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

Over the course of two years, staff presented a series of affordable housing information sessions to City Council, with details built from and reflecting the Analysis of Impediments to Fair Housing (AI). In fall 2020, City Council adopted housing goals based on this information. Implementation began in Jan 2021 with several zoning changes and work will continue through the 2021 program year. The City is actively implementing the density bonus program, which grants additional density based on square footage of building, in return for requiring that 30% of the new units created are at fair market rents (equivalent to 80% of AMI). Additional zoning barriers will be addressed at the end of the Comprehensive Planning process. The Office of Planning and Development will begin to rewrite the zoning ordinance in 2022.

The Comprehensive Plan will be completed during the 2021 program year, and part of that planning process has been gathering data and public opinions on housing. Survey data has confirmed the community's interest in affordable housing and will be used to further educate the public on housing options and hear their thoughts and concerns.

### **Discussion:**

The City continues to pursue a series of housing policies that combine flexibility in the permission of higher density with continued inspections of existing structures. The City's access to Lead Paint funding, Maine Housing funding, and commitment of CDBG to owner occupied 2-4 unit structures is intended to reduce the effects of low-quality housing in our poorest neighborhoods.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

Ongoing economic challenges and continued market changes will require the CAC, in combination with network partners, to monitor the state of homelessness while forging ahead with housing quality improvements. Issues stemming from the pandemic such as homelessness, day care closures, and the lack of food within the community will be monitored and addressed.

It is critical that the residents of Biddeford have a measure of quality of life by having the most basic of resources and provisions. Ongoing public meetings and forums will keep Biddeford informed about opportunities to make a meaningful impact for the community.

### **Actions planned to address obstacles to meeting underserved needs**

The City is developing an approach to provide support for 16- to 30-year-olds, particularly those with young children. For those who do have children, we are exploring a two-generation approach, where support would be given to both parents and children within the same program. Broadly, the goal is to discover challenges faced by this age group (e.g. housing, jobs/income level, child care, transportation) and discuss ways to address those challenges. We are also working with partners on programming at Biddeford Adult Education and Biddeford Regional Center of Technology (career/technical school).

Seeds of Hope, lead agency for homelessness, will keep the city informed on the state of homelessness and the actions that may need to be further taken. Biddeford Ready and Apex will assist us with the needs of young and/or refugee families, as well as all residents within the Census tract where their Hub is located. Alternative Pathways, with its tie to the school department, will assist us in identifying and serving homeless children.

The primary obstacle is housing at the lowest income levels. Demand for housing is increasing cost at rate that did not exist at the beginning of this five-year strategy. City Council and staff worked together to establish specific housing goals and will pursue projects to meet those goals. These housing goals are provided as an attachment in AP-26. Those opportunities, in conjunction with our partners, will include the further development of supportive housing as well as rentals for low- and moderate-income residents.

### **Actions planned to foster and maintain affordable housing**

The average age of Biddeford housing stock is significantly older than county and state averages. There are many challenges present because of this, particularly the presence of lead, as many houses are pre-1978. The Healthy Homes initiative has given Biddeford the resources to be able to address this issue. Rental housing is being targeted in order to properly abate or mitigate the lead within the home and to

provide housing rehabilitation to correct other deficiencies. This program will create quality affordable rental housing for LMI families and individuals.

Biddeford's business community continues to grow rapidly, despite the pandemic. Employment opportunities will be examined in order to address community challenges from all perspectives, for example: ensuring median income levels can support median housing costs, that residents have the qualifications needed for jobs that pay enough to afford housing, that affordable housing opportunities are provided to those with jobs that have lower pay rates, and so on. As this information is gathered, Biddeford will continue to work with local business owners and interested developers in the coordinated effort of creating more housing. City Council's housing goals will address housing across the continuum: homeless assistance through Seeds, very low-income housing through the Biddeford Housing's request for 40 additional vouchers, development of low-income housing through LIHTC and other avenues, TIF subsidies for preservation of 10% of new units at median income, and the creation of first-time homebuyer opportunities (up to 200 new units through the next five years).

The City has at least three housing projects totaling approximately 200 units being developed through the LIHTC program. The pandemic has hit this industry hard, equity for investments has become increasingly difficult to find. However, the City is poised to commit TIF funding in support of low- and moderate-income development. The City is also in the process of approving density bonuses.

The purpose of the 2-4 unit owner occupied rehab program is to preserve affordable units that might be lost to market escalation. A minimum of 15 units are proposed for rehabilitation this year.

The City also has a goal of increasing direct connection with individuals and families living in affordable housing, to better understand their needs.

### **Actions planned to reduce lead-based paint hazards**

The City runs a lead-based paint reduction program. The Healthy Homes initiative provides owners the opportunity to qualify for assistance. Upon qualification, homes are inspected by licensed professionals to determine the level of lead present. A detailed report is issued identifying the location and appropriate level of abatement or remediation required.

All housing rehabilitation will be inspected for compliance of skill and quality of work in accordance with the building codes and lead regulations. Through explored leveraging opportunities, Biddeford hopes to continue and expand the efforts being made to reduce the lead-based paint hazards within its housing stock. The goal of the program is to rehab up to 45 units per year.

### **Actions planned to reduce the number of poverty-level families**

Tied with the goals set in the Consolidated Plan, Biddeford continues to partner with organizations working directly with poverty-level families. The Biddeford Ready program, in conjunction with Apex

Youth Connection, will continue to focus on low-income young families. Biddeford's youngest residents present a difficult challenge to the school's system, as many arrive to kindergarten unprepared, which tends to slow growth and learning potential. Other partners include Biddeford Housing Authority, Coastal Healthy Communities Coalition, and Seeds of Hope. In particular, Seeds of Hope (South Street neighborhood) and Apex Youth Connection (Bacon Street neighborhood) work directly in the highest LMI neighborhoods to support the poverty-level households there. The city also works with Biddeford Housing Authority to increase affordable housing in these neighborhoods.

During this year, planning for a new Family First program will occur, exploring the needs of young poverty-level families. This concept grew out of Biddeford Ready, when it was observed that many youth entering kindergarten underprepared have young parents who lack resources. The Family First program will have a two-generation approach that supports both young children and young parents.

There are also new initiatives, such as a Community Engagement Specialist with the Police Department, that form relationships with poverty-level individuals and families in order to identify and address the issues that keep people in poverty. Biddeford experienced unexpected rapid growth during the Con Plan period, so while efforts are consistent and robust, reducing the number of poverty-level families is a years-long effort. The greatest concern now is the combination of rapid growth in the real estate market and the pandemic resulting in increased displacement and potential for homelessness. Neighborhood efforts are also re-emerging, led by the CDBG Coordinator and Citizens' Advisory Committee, to work directly with poverty-level neighborhoods to learn and address their needs.

Outreach programs, through the social service agencies, target poverty-level families to provide critical resources such as food, clothing, life skills, and financial counseling to help them improve their current socio-economic situation. These efforts take time and patience to gain the trust of families so that assistance and guidance can be provided. Biddeford Ready, through Head Start and private pre-K providers, have increased the number of children receiving educational development prior to entry into kindergarten. Biddeford Ready and school social workers work at all levels of the school system, and provide assistance when issues are identified. Staff will continue to work with this network.

### **Actions planned to develop institutional structure**

City staff will continue to strengthen our partners, particularly Seeds of Hope and Apex Youth Connection's operation of the Community Hub, to support our core LMI neighborhoods. Staff has reenergized the Citizens' Advisory Committee as the representative of households within our eligible Census tracts. The CAC and staff will continue to develop neighborhood-based programs to serve

communities and increase neighborhood safety and connectivity. Institutionally, City Council recognizes the CAC as an advocacy group for neighborhood-based initiatives, including the continued development of housing and community development goals for the City.

During the program year, the Community Development Coordinator will strengthen partnerships between various groups – municipality, schools, nonprofits, businesses, and others – with a goal to improve coordination of efforts and grow the outreach network for these partners.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The City and the CAC will continue to work with private and public housing agencies. Focus this year will be on mitigating the impact based on the pandemic and on continued development of additional stock across the housing continuum. The role and potential of the Biddeford Housing Authority will be examined, with a focus on increasing the supply of low-income family housing. The City will continue to work with LIHTC partners through its affordable housing TIF program to create new housing stock; partners include both public agency housing providers and private developers. Ongoing collaboration and coordination will be handled through the CAC and staff as we develop strategies to address both the changing market and the pandemic.

The City will coordinate connection between housing and social services, in order to ensure effective delivery of these services. This connection will occur by developing a comprehensive list of housing agencies and social service agencies, identifying what their goals and projects are, and ensuring all partners have access to this information for ease of partnership. There are existing partnerships, as well. In particular, Seeds of Hope (a social service agency) has a homelessness task force that includes housing agencies. Over the last few years, the work of that task force led to the Biddeford Housing Authority developing and constructing a transitional supportive housing building for community members experiencing homelessness.

### **Discussion:**

The City will be monitoring the impact of the pandemic on the community, as well as working to further future development and redevelopment efforts. We have put together a resource base that should permit a substantial increase in rehabilitation efforts while obtaining affordability; we will monitor our progress and make necessary adjustments as required.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction:

The goals, objectives, and overall benefit of this AAP represent Year 4 of the Consolidated Plan.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	0.70%

The goals, objectives, and overall benefit of this AAP represent Year 4 of the Consolidated Plan. The origin year grant amount is \$439,734. Biddeford will continue to support a reduced number of subrecipients and the ~~owner-occupied~~ 2- to 4-unit rehab program. This will ensure effective delivery of services to LMI individuals and households, and the preservation of housing stock and affordability. Biddeford will also address ADA accessibility improvements. The Overall Benefit is based on program years 2021, 2022, and 2023.

Biddeford did not undertake any substantial amendments during the prior program year (PY20).