

The second proposed amendment is to divert funds to two projects: 1) a sidewalk construction project serving affordable housing in the downtown and 2) lighting in Williams Court Park, a park and community garden located in a low- to moderate-income neighborhood. The sidewalk construction project would be funded at \$500,000 and the lighting project would be funded at \$2000.

The first amendment was made in order to add a social service activity, provide an update on the social service budget, and clarify details on an Emergency Repair program for income qualified residents. For the social service programs, one is the Mission Hill Neighborhood Hotspot, which was added as a CDBG activity in the previous program year and was inadvertently omitted from the Year 5 Action Plan. The hotspot provides free internet access for those who live within the hotspot area, in Census Tract 252.02, Block Group 1. This amendment will add that activity in, funded at \$2000. The Meals on Wheels program budget is being updated to \$12,227. The Emergency Repair Program is being developed out of the policy of the existing 2-4 unit rehab program, and this amendment formalizes the program.

Executive Summary

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

1. Introduction

In the 2022 Action Plan, the City will use funds toward Housing Rehabilitation, Infrastructure, Social Services, and Administration. In Housing Rehabilitation, the 2- to 4-unit Owner-Occupied Housing Rehab program will continue. This program also includes funding for emergency repairs for income-qualified owners. Other housing-related projects are under discussion. In Infrastructure, funds will be used toward ADA improvements for public facilities. In Social Services, Seeds of Hope will continue their Winter Warming Center, Southern Maine Agency on Aging will continue to deliver their Meals on Wheels program, and the City will provide the Mission Hill Neighborhood Hotspot. There are some remaining social service funds, and additional activities or amendments to current activity budgets may be incorporated. Administration will be used toward staff salary and benefits, and other administrative costs as needed.

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.

Emergency Repair Program and Owner-Occupied 2- to 4-Unit Multifamily Housing Rehab Program:
rehab or emergency repair of 15 units

ADA Accessibility Improvements: 4,597 persons assisted

Community Services

Meals on Wheels: 8,200 meals to 75 homebound seniors or persons with disabilities

Seeds of Hope: operate Winter Warming Center for 25 people experiencing homelessness

Mission Hill Neighborhood Wireless Internet Hotspot: 1,665 persons in Census Tract 252.02, Block Group 1, where the hotspot is located

There are some remaining social service funds, so other community services may be added for funding.

3. Evaluation of past performance

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

Due to monitoring in June 2021, as well as staff changes during the year, many changes have been made to the program. CDBG Policies and Procedures are in the process of being updated, in order to better enable the city and subrecipients to follow federal regulations. The application process will be reintroduced within this Action Plan year, in preparation for PY23. Additionally, PY22 will be Year 5 of the Consolidated Plan, so Biddeford will use the program and policy updates established during the monitoring process to guide the writing of the new Consolidated Plan.

The city will continue to focus on a reduced number of community service programs, as well as the Owner-Occupied 2- to 4-unit Housing Rehab program. Seeds of Hope ran the Winter Warming Center for a second year, giving people experiencing homelessness a place to stay during cold or inclement weather. With findings from monitoring, the Community Hub program being delivered by Apex Youth Connection was not able to continue due to eligibility issues, so discussions happened over the second half of the program year to determine what programming was eligible for CDBG reimbursement. They launched an after-school Hub Club for middle school students, providing activities and support to students. The Meals on Wheels program continued to deliver food to seniors and persons with disabilities.

The Biddeford housing market continues its renaissance, attracting new residents from more expensive cities to our north and south. Prices for both new and existing rental units are on the rise as a result, forcing long-term Biddeford residents out of the community because of accessibility issues and affordability. Biddeford's oldest housing stock continues to require important upgrades, and the 2- to 4-unit rehab program helps owner-occupants make necessary upgrades while maintaining affordability for LMI renters. In PY21, an amendment was made to allow qualified nonprofits and eligible owner-occupied properties outside the designated Census tracts to apply for the program. This expansion will continue into PY22.

The 2- to 4-unit rehab program launched at the end of PY20 and has grown over PY21. In all, owners of 36 units have inquired about the program, resulting in applications for 20 units. Of these, 13 units have been enrolled in the program, 4 were denied due to failure to meet LMI requirements, and 3 were withdrawn due to lack of need. During PY22, at least 15 units are expected to be rehabilitated.

In PY21, the City of Biddeford conducted an ADA Self-Evaluation and Transition Plan, which details the ADA improvements needed in public buildings and spaces and provides a timeline for the completion of each item. There was an amendment to divert funds to ADA improvements in City Hall, permitted under the policy regarding the removal of barriers in public buildings. No projects were started during PY21, but this program will extend into PY22 and will allow funds to be spent either on City Hall improvements or on permitted projects at other city properties.

The CDBG-CV program has not been fully implemented, as the agreements need to be reviewed and approved by HUD. Work is being completed based on the original agreements and documentation being collected should fulfill HUD regulations, but if any changes need to be made, those will happen during PY22. This program 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 March 9, 2022, along with a public comment period from February 16 to March 17. The second hearing was held on Thursday, July 7, 2022, with a public comment period from June 18, 2022 to July 17, 2022. Through the 2020 program year, the CAC met virtually, including public hearings. Meetings will shift back to being primarily in-person, with an online option for those who cannot attend in person, in July 2022.

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 when appropriate) groups and citizens. Through Seeds of Hope and their Homeless Task Force, 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 participates in the State's Continuum of Care, convened by MaineHousing, as well as the Statewide Homeless Council and Region 1 Homeless Council. During the program year, the state's Homeless Response Hub system launched, and Biddeford is an active participant in the Region 1 (York County) Hub, which will focus on regional approaches to addressing homelessness and housing insecurity. Biddeford Ready represents a broad coalition of local and regional organizations focused on outreach to families and their children, with a focus on school readiness for children birth to 5. The Police Department has continued to increase staff who specifically work with vulnerable populations, particularly those experiencing homelessness/housing insecurity and those with substance use disorders. 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.

For the amendment to address the additional Social Service program and share additional information on the Emergency Repair program, a Public Hearing was conducted on December 21, 2022 (with a notice period beginning December 1) and a 30-day Public Comment Period was open from December 1 to December 30, 2022. Initially, the amendment had details on a proposed program from Apex Youth Connection, but their Executive Director submitted a comment via email that they were not going to move forward with the program. The City's Community Development Coordinator gave a comment with this update at the Public Hearing. Otherwise, there were no comments received during the Public Hearing or Public Comment Period.

For the amendment to divert funds to two construction projects, a Public Hearing was conducted on February 7, 2023 (with a notice period beginning January 20) and a 30-day Public Comment Period was open from January 20 to February 18, 2023. [Summarize comments received.]

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.

The first public hearing was held virtually by the Citizens Advisory Committee, and the second was held as a hybrid meeting. Staff reviewed the goals for the 2021 program and answered questions regarding program delivery. At the first Public Hearing, there were comments regarding ADA improvements (including priority areas to consider and coordination of work), and regarding potential social service

options to replace one that was not eligible. During the first Public Comment Period, from February 16 to March 17, Biddeford Housing Authority submitted a comment in support of allowing nonprofits to apply for the 2- to 4-unit Housing Rehab Program. At the second Public Hearing, a comment was received from a CDBG subrecipient regarding difficulty implementing social service programs within the regulations. During the second Public Comment Period, from June 16 to July 17, there were comments received via email about the details included in this Action Plan: 1. to include Apex Youth Connection's new program that has placed a staff person in the schools to provide assistance to youth experiencing homelessness, and 2. to update the estimate for the Seeds of Hope Winter Warming Center from 15 to 25. All information, including minutes and public comment, can be found in the citizen participation section.

For the **first** amendment, the Citizens Advisory Committee (CAC) considered Apex Youth Connection's initial application and the Mission Hill hotspot at a special meeting on July 27, 2022. There were some issues with the original program Apex proposed, so they presented a different program at the regular CAC meeting on October 26, 2022, which the CAC was supportive of. Apex decided not to pursue this program, per an update from their Executive Director on December 21, 2022. There was also discussion of the Emergency Repair program at the August, September, October, and November CAC meetings. Details on the Mission Hill hotspot and Emergency Repair program are summarized in this amendment to the plan, and presented to the public for comment via a 30-day Public Comment Period and a Public Hearing. The City's Community Development Coordinator provided the update on the Apex program at the Public Hearing.

For the second amendment, the Williams Court project was discussed by the Citizens Advisory Committee over several meetings and approved by that committee at the October 26, 2022 meeting. The sidewalk project was first sent to the CAC via email on January 5, 2023 and was discussed at their January 25, 2023 meeting, as well as the City Council meeting on February 7, 2023. There was a Public Hearing on February 7, 2023 and a 30-Day Public Comment Period from January 20, 2023 to February 18, 2023. [\[summary of comments\]](#)

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

All comments were accepted.

7. Summary

There was general support of the proposed programs, with comments in favor of expanding eligibility for the Housing Rehab Program. City staff members and the Citizens Advisory Committee will take comments into consideration as the social services budget is finalized.

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, and is the responsible party for ensuring all CDBG programs are running according to regulation. The Housing Rehab Director will oversee the 2- to 4-unit housing rehab program and any related tasks. Both staff members will oversee the ADA improvements.

Consolidated Plan Public Contact Information

Gregory Mitchell, Planning and Development Director

Abigail Smallwood, Community Development Coordinator

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

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 (provides a wide range of supportive services and educational programming to youth in Biddeford), Biddeford Ready! (supports children from birth to five to increase school readiness and reduce Adverse Childhood Experiences), Biddeford Police Department, the General Assistance office, Heart of Biddeford (accredited Main Street program), and Biddeford Housing Authority.

Community partners that are integral to the CDBG housing rehab program include the following: property owners who accept Housing Choice Vouchers, as they are a prime target market for the rehab program; the Biddeford Area Landlords' Association, which helps target the program to eligible 2- to 4-unit property owners; Southern Maine Abatement and Consulting, which provides rehabilitation consulting services to the City and helps promote the housing rehab program; area tradespeople and rehab contractors, who help the City deliver rehab services at the best cost; the local real estate community, which helps the City target properties on the market that can be funded by the CDBG rehab program; the Maine Association of Realtors, which helps the City outreach to brokers representing individuals who may want to purchase 2- to 4-unit properties in the program's target area; the Maine Housing Authority, which provides matching state funding for 2- to 4-unit properties that are not eligible for CDBG housing rehab funding; the local media, which help the City spread the word about the rehab program in the target area; the City's Center of Technology, which provides facilities for training rehab contractors how to renovate, repair, and paint in a lead-safe manner; the Efficiency Maine Trust, which administers programs to improve the efficiency of energy use and reduce greenhouse gases throughout the state; the local Community Action Agency, to whom the rehab program refers low-income clients for weatherization and heating assistance; Coastal Healthy Communities Coalition at the University of New England, which provides lead-safe cleaning demonstrations to residents of housing where lead hazards are confirmed; Community Concepts, Inc., a regional community action program that conducts lead inspections/risk assessments and final clearances under the City's Lead Hazard Reduction Program; 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's Childhood Lead Poisoning Prevention Program. The program also coordinates with departments throughout City Hall, including the Code Enforcement Office, Communications & Community Engagement, Police Department, and the Engineering and Public Works offices.

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))

Staff participation in Biddeford Ready and the Homeless Task Force, 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). The Homeless Task Force, led by Seeds of Hope, 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). The Community Development Coordinator continually makes direct connections with social service providers and helps coordinate partners to achieve CDBG and City goals.

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). The 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. The annual Point in Time date was on January 25, 2022, and the local service provider count day was on January 27, 2022. Seeds of Hope, in partnership with the City and local service providers, organized counts in both Biddeford and neighboring Sanford. There was greater statewide coordination of the PIT count by MaineHousing this year, which will continue in future years, particularly in conjunction with the new Homeless Response Service Hubs. The official PIT count recorded 20 people experiencing homelessness, plus an additional 4 were counted who were couch surfing (which is not included in the official count). It is expected that this number is an underreporting of those experiencing homelessness.

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 database. 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	Agency/Group/Organization	Biddeford Housing Authority
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Biddeford Housing Authority participates in all processes and is an active partner in affordable housing discussions and development. BHA attends all Homeless Task Force meetings. There could be improved coordination on understanding and using the resources available to both the City and to BHA.
2	Agency/Group/Organization	Biddeford Area Resource Group - York County Community Action
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Victims of Domestic Violence Services-Health Services-Education Health Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs Lead-based Paint Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	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	Agency/Group/Organization	Biddeford School Department
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Victims of Domestic Violence Services-Education Services - Victims Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	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). Staff also connects with the McKinney-Vento Liaison on current statistics about youth homelessness in Biddeford. There could be improved coordination between the city and the school system outside of Biddeford Ready and homeless youth.

4	Agency/Group/Organization	Apex Youth Connection
	Agency/Group/Organization Type	Services - Housing Services-Children Services-homeless Services-Education Services-Employment Services - Victims
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Apex Youth Connection is a local nonprofit that delivers programming to students, mostly teens. Their programs are centered on outdoor/active learning and assist students with job readiness, hard and soft skill development, mental health needs, needs related to homelessness, and other needs as they arise. They have received CDBG funds for some of their programming in the past, and through some challenges, both Apex and city staff have learned better ways of implementing programs to achieve CDBG goals and requirements. Apex staff members share updates on the population they serve, in order to better inform the city what needs are present in the student population.

5	Agency/Group/Organization	Biddeford Ready - United Way of York County
	Agency/Group/Organization Type	Services-Children Services-Victims of Domestic Violence Services-homeless Services-Education Services-Employment Services - Victims Business Leaders Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Biddeford Ready is an program of United Way of York County, with representatives from the City, the City's school system, early childhood providers, critical state agencies, 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	Agency/Group/Organization	Seeds of Hope
	Agency/Group/Organization Type	Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Employment Service-Fair Housing Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	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. They also convene a local Homeless Task Force made up of several community partners with a common goal to end homelessness. 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.

7	Agency/Group/Organization	BIDDEFORD
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide Agency - Managing Flood Prone Areas Agency - Emergency Management
	What section of the Plan was addressed by Consultation?	Economic Development providing internet, emergency management, climate change response

Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?

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. One of the hotspots is funded with CDBG. 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. 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. Biddeford partnered with surrounding communities to apply for funds to co-create the Climate Action Plan, with the support of Southern Maine Planning and Development Commission (SMPDC). 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

8	Agency/Group/Organization	Coastal Healthy Communities Coalition
	Agency/Group/Organization Type	Services-Children Services-Health Services-Education Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	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.
9	Agency/Group/Organization	Southern Maine Planning and Development Commission
	Agency/Group/Organization Type	Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources Agency - Emergency Management Regional organization Planning organization

What section of the Plan was addressed by Consultation?	Economic Development climate change response
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	SMPDC is the lead agency for a regional Climate Action Plan, which includes Biddeford in its geographic scope. The plan will be completed over the next year.

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

For the few agency types that were not consulted, they are not currently applicable. 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	MaineHousing	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. This includes the new Homeless Response System Hub that launched in PY21.

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. Members of the public and of local organizations are always encouraged to attend regular CAC meetings and we have had individuals attend at many of these to hear what the CAC is working on, give input into plans (particularly around affordable housing), and share their ideas on improving programs (both from the subrecipients themselves or from potential applicants). The 2021 monitoring also affected how we approached goal setting, as changes were needed to ensure compliance with regulations.

Input from individuals and organizations has led to some minor changes in programming and has also set the groundwork for making some bigger shifts in program design and planning, particularly bringing back the application process for potential service subrecipients next year. Meetings continued to be held online, with discussions at public CAC meetings about 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, planning and implementing neighborhood engagement work, and discussing future initiatives that the CAC would like to implement.

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.

Technical assistance was provided to all service subrecipients throughout the year as needed, particularly in working with Apex to address eligibility issues that arose during the monitoring process. Community engagement during the pandemic continues to be 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 PY21, the City and CAC expanded engagement opportunities, with the launch of a neighborhood survey and the development of a public engagement process that will launch in PY22. Along with this, the City as a whole has launched an online public engagement platform to better inform and involve the public in discussing important issues. Staff and the CAC will take advantage of this in order to increase participation in CDBG programming and planning.

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)
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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)
1	Public Meeting	Non-targeted/broad community	Citizens Advisory Committee meetings (some as hearings), held virtually, all had CDBG program discussions on the agenda, based on HUD, consultant, and staff findings: June 16, July 21, August 18, September 22, October 20, November 17, December 15, January 12, February 9, March 9 (hearing and regular meeting), April 13, May 11, June 8, and July 7 (hearing and regular meeting), August 24, September 28, October 26, and November 16. Meetings were publicly advertised meetings of the CAC.	Discussions included program adjustments, guidance on program delivery, and priorities for future work. Housing is a particular focus of the committee. At the October 26 meeting, the Executive Director for Apex Youth Connection attended in order to present an alternative program idea for funding.	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)
2	Public Hearing	Non-targeted/broad community	The first Public Hearing was held virtually on March 9, 2022 at 5:30pm and the general framework for the Year 5 Action Plan was presented and discussed. There were 5 CAC members, 3 staff members, and 1 guest from Biddeford Housing Authority in attendance.	Comments were supportive of the general framework presented and for continuing the amendments to the 2- to 4-unit rehab program into PY22.	N/A	
3	Public Comment Period	Non-targeted/broad community	A 30-day public comment period was open from February 16 to March 17.	One comment was received from Biddeford Housing Authority in support of nonprofits being permitted to apply to the 2- to 4-unit rehab program.	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)
4	Public Hearing	Non-targeted/broad community	The second Public Hearing was held in person and virtually on July 7, 2022 at 5:00pm and the draft Year 5 Action Plan was presented and discussed. There were 3 CAC members, 2 staff members, and 1 guest in attendance.	One comment was received expressing difficulty implementing social service programs within the regulations.	N/A	
5	Public Comment Period	Non-targeted/broad community	A 30-day public comment period was open from June 18 to July 17.	Comments were received to adjust information in the Action 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)
6	Public Meeting	Non-targeted/broad community	Citizens Advisory Committee held a special meeting on July 27, 2022 in order to review a social service application and discuss the overall plan for social service funding. The meeting was open to the public, though the attendees were all CAC members.	CAC members voted to support the hotspot and the proposed social service program, pending further details on documentation requirements and the subrecipient's ability to collect documentation.	N/A	
7	Public Hearing	Non-targeted/broad community	There was a Public Hearing on December 21, 2022 to allow for comments on the amendment to the Action Plan. There were 6 CAC members, one member of the public, and one staff person in attendance.	Staff provided an update that Apex was not moving forward with the proposed program.	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)
8	Public Comment Period	Non-targeted/broad community	There was a 30-day Public Comment Period open from December 1 to December 30, 2022 to allow for comments on the amendment to the Action Plan.	Apex's Executive Director provided an update that they were no longer pursuing CDBG funding for the proposed program.	N/A	
9	Public Hearing	Non-targeted/broad community	There was a Public Hearing on February 7, 2023 to allow for comments on the amendment to the Action Plan. [summary of attendance]	[summary of comments]		
10	Public Comment Period	Non-targeted/broad community	There was a 30-day Public Comment Period open from January 20 to February 18, 2023 to allow for comments on the amendment to the Action Plan.	[summary of comments]		

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)
11	Public Meeting	Non-targeted/broad community	The proposed sidewalk project was presented to the City Council at their February 7, 2023 meeting. [summary of attendance]	[summary of comments]		

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City will continue to support Seeds of Hope and Southern Maine Agency on Aging, as well as Apex Youth Connection if program details are confirmed. The City will use 20% of funds toward administration. The remainder of the funds will be used both on rehabilitation assistance to 2- to 4-unit housing structures, creating 10-year affordability windows for 51% of the units at 80% of median, and on funds for ADA improvements to city properties, in order to remove barriers to accessibility.

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	380,590	0	652,450	1,033,040	380,590	Of the annual allocation, 15% will go toward public services and 20% toward admin. The remaining 65% plus any prior year funds will be split between ADA improvements (\$200,000) and the 2- to 4-unit rehab program (all remaining funds).

Table 1 - 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 grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

The Lead Hazard Reduction and Healthy Homes Grant aims to invest up to \$3.2 million in the CDBG target area (Census Tracts 252.01 and 252.02) over the period 2020-2023. The Lead program requires a 10% match from the property owner, and can be used on 2- to 10-unit residential buildings. The MaineHousing Community Solutions Grant provides CDBG matching funds of up to \$300,000 for housing rehabilitation projects in the target area for the same 3 years. Private match investment in housing rehabilitation through these programs to date is nearly \$65,000.

The City's Housing Rehab Director manages these programs and assists applicants with accessing the funding that works best for their needs.

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

Table 2 – Goals Summary

Goal Descriptions

1	Goal Name	Housing
	Goal Description	Funds will support the rehab of owner-occupied 2- to 4-unit buildings in the target area. Fifty-one percent of households within subject properties must meet income requirements, and rehabbed properties have a 10-year deed restriction to assure rent affordability is maintained. Funds will also be available for emergency repairs for income-qualified owners.
2	Goal Name	Social Services
	Goal Description	Funds will support social service agencies that provide a variety of services to low- to moderate-income individuals and families. The agencies are Seeds of Hope Neighborhood Center (running a Winter Warming Center for those experiencing homelessness) and Southern Maine Agency on Aging (running the Meals on Wheels program). The City will administer the Mission Hill Neighborhood Hotspot, which provides free internet access to residents of a high-LMI neighborhood. Some social service funds are still available and may be allocated depending on need.

3	Goal Name	Public Infrastructure
	Goal Description	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. Funds will also support the addition of a sidewalk to a route that better connects an area with 51% affordable housing to Main Street, and the installation of an electrical connection for a light at Williams Court Park, located in a majority LMI area.
4	Goal Name	Administration
	Goal Description	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 social services, housing rehabilitation, ADA improvements under public infrastructure, and administration.

Projects

#	Project Name
1	Housing Rehabilitation
2	Social Services
3	Public Infrastructure
4	Administration

Table 3 - 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, particularly through the rehabilitation of 2- to 4-unit structures to preserve safe, healthy, and affordable housing. Additional support is being provided to Seeds of Hope for their Winter Warming Center, to the Meals on Wheels program for seniors and persons with disabilities experiencing food insecurity, to the Mission Hill Neighborhood Hotspot providing free wireless internet to residents in the range of 46 Sullivan St, and to ADA infrastructure improvements needed to remove barriers to accessibility. Other social service needs are being examined in order to allocate the remainder of the social service funds. These are priorities due to the increase in homelessness, food insecurity, high rates of LMI households in identified Census tracts, and health and safety issues in housing. Housing costs are also rising, making it challenging to preserve affordability.

AP-38 Project Summary
Project Summary Information

1	Project Name	Housing Rehabilitation
	Target Area	CITYWIDE
	Goals Supported	Housing
	Needs Addressed	Housing
	Funding	CDBG: \$197,834
	Description	Housing Rehabilitation will focus on 2- to 4-unit structures, with 51% of the units being affordable at 80% of median income for 10 years. There are also funds available for emergency repairs for income-qualified owners. There will also be Delivery Costs associated with this project.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	Housing Rehab: 15 housing units with at least 8 units occupied by households at or below 80% AMI via a 10-year deed restriction Emergency Repair: 5-15 income-qualified households dependent on need.
	Location Description	CDBG designated census tracts of 252.01 and 252.02 as a first priority. Citywide as a secondary geographic focus.
Planned Activities	Rehabilitation of units in accordance with CDBG rules, and associated program delivery costs, 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 Emergency housing rehabilitation assistance to property owners who demonstrate need, allowing them to enjoy decent, safe housing conditions as soon as possible after an unforeseen event occurs.	
2	Project Name	Social Services
	Target Area	CITYWIDE
	Goals Supported	Social Services
	Needs Addressed	Social Services
	Funding	CDBG: \$57,088

Description	Biddeford will support at least two Public Service agencies and a neighborhood hotspot with the maximum 15% of program funds (\$57,088). Seeds of Hope will run an Overnight Warming Center during the winter months for people experiencing homelessness, estimate of 25 people to be served (\$23,400). Southern Maine Agency on Aging will operate its Meals on Wheels program, providing meal delivery to 75 eligible seniors and persons with disabilities (\$12,227). The City will administer the Mission Hill Neighborhood Hotspot (\$2000). Remaining funds (\$19,461) may be programmed for social services depending on need.
Target Date	6/30/2023
Estimate the number and type of families that will benefit from the proposed activities	Seeds of Hope - 25 people experiencing homelessness Meals on Wheels - 75 eligible seniors and persons with disabilities Mission Hill Neighborhood hotspot - 1,665 persons in Census Tract 252.02, Block Group 1, where the hotspot is located
Location Description	Seeds of Hope operates at 35 South St. Meals on Wheels operates citywide, with offices at 189 Alfred St. The Mission Hill Neighborhood Hotspot is coordinated by the city and located at 46 Sullivan Street.
Planned Activities	Seeds of Hope - Overnight Warming Center during the winter months for people experiencing homelessness Southern Maine Agency on Aging - Meals on Wheels program, providing meal delivery to eligible seniors and persons with disabilities Mission Hill Neighborhood Hotspot - free wifi internet to people in hotspot range
3	
Project Name	Public Infrastructure
Target Area	CITYWIDE
Goals Supported	Public Infrastructure
Needs Addressed	Public Infrastructure
Funding	CDBG: \$702,000
Description	The city will make ADA accessibility improvements to city properties, as identified in the ADA Self-Evaluation and Transition Plan (\$200,000); install new sidewalks to connect an area with 51% affordable housing to the downtown (\$500,000); and install an electrical connection to a light in Williams Court Park so that the park has lighting (\$2000).
Target Date	6/30/2023

	Estimate the number and type of families that will benefit from the proposed activities	The ADA improvements will benefit persons with disabilities citywide, a population of 4,597 people. The sidewalk installation will benefit persons in Census Tract 252.02, Block Group 6, which has 790 residents, 72% of whom are LMI. The lighting installation will benefit persons in Census Tract 252.01, Block Group 1 and 252.02, Block Group 6, which together have an LMI population of 59%.
	Location Description	ADA - City Hall, 205 Main Street; other city-owned facilities if applicable Sidewalk – portions of York St and Laconia St Williams Court – 58 South Street
	Planned Activities	Installation of ADA signage and accessibility improvements to bathrooms, service counters, offices/assembly areas, and stairs; other improvements as prioritized throughout the year to City Hall exterior, other facilities, parks, sidewalks, intersections, curb ramps, or bus stops. Installation of sidewalks on parts of York Street and Laconia Street. Installation of an electrical connection to an existing lamppost in Williams Court Park.
4	Project Name	Administration
	Target Area	CITYWIDE
	Goals Supported	Administration
	Needs Addressed	Administration
	Funding	CDBG: \$76,118
	Description	Administer the CDBG program.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Provide administrative oversight and support administrative costs of the CDBG program.

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. Social Service assistance is typically directed citywide, with presumed benefit clients or income certification to ensure service to at least 51% LMI beneficiaries. ADA improvements program will focus on City Hall and potentially other city properties, but the benefit will be for people with disabilities citywide. **The benefit for both the sidewalk and lighting projects is for the residents in the immediate neighborhood of each project.**

Geographic Distribution

Target Area	Percentage of Funds
CITYWIDE	

Table 4 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The 2- to 4-unit rehabilitation program is available citywide, but the priority is still on the CDBG-eligible Census tracts (252.01 and 252.02), which are in the downtown and immediately adjacent areas and have the highest concentration of LMI households. 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.** The priority is on these tracts as the buildings are older on average than the buildings citywide, have the highest need for rehabilitation, and have higher rates of LMI residents. **The geographic areas and intended use for the sidewalk and lighting projects are both connected to LMI populations.**

Discussion

In general, the city delivers CDBG-funded programs citywide in order to best support LMI residents. The rehab program prioritizes Census tracts 252.01 and 252.02, in order to best address needed improvements in these high-LMI areas, but the program is now available citywide as well.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The units rehabilitated through CDBG funds do not meet the HOME definition. For ease of administration, the City uses HUD's AMI and FMR standards as the measures of housing affordability. The City requires all units supported with CDBG funds to be code compliant by the time the work is complete.

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

Table 6 - 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	0
Acquisition of Existing Units	0
Total	0

Table 7 - One Year Goals for Affordable Housing by Support Type

Discussion

Homelessness began to increase in 2019, and has worsened with rising housing costs and issues stemming from the pandemic, like job loss. Efforts will focus on the rapid re-housing coupled with case management to address the housing needs of individuals experiencing housing insecurity. In addition, Biddeford’s rental rehab program will create a minimum of 8 units of affordable rental housing (51% of 15 units). The rental units, that are further leveraged with Maine Housing funds, will be occupied by households that are eligible as low- to moderate-income families and meet the requirements for an affordable housing unit, including a ten-year affordability restriction. The program’s focus on owner occupied 2-4 unit structures assists local owners with limited resources and provides for further preservation of affordability. The Healthy Homes Lead Rental Rehab program are also within CDBG-eligible Census districts.

Rental rates will be based on the established rent schedule as provided by HUD annually and will remain

that way for the full affordability timeframe based on the units and will not include any Single Room Occupancy units. Affordability will meet HOME program requirements at 92.252 for rental housing and 92.254 for owned housing.

The City Council, through its work with the CAC and use of the Affordable Housing Assessment, established a series of housing goals in November 2020 for the City to pursue. In addition to the goals addressed by the rehab and lead programs in place, goals include increasing homeownership from 48% to 51% and creating or preserving 90 affordable units per year for five years. There are several strategies and activities under each of these goals, and progress has been made on many of the planned activities. Work will continue in the 2021 program year.

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 June 2022, BHA has 180 vouchers under lease (represents all properties managed by BHA, which includes Biddeford and other communities), and overall, there are 275 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. Biddeford Housing Authority's Section 8 waiting list is five years long.

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.

The State of Maine introduced a Rural Affordable Rental Housing Program, which is meant to spur development of medium-sized affordable housing structures. The City will work with partners to utilize this program.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Biddeford Housing Authority offers regular management staff business hours at all their larger properties and provides periodic group activities for residents. They also have a Resident Services Coordinator on staff to help all tenants with issues and connect them with service providers, transportation, information, etc. Their board has 2 of its 7 positions reserved for tenants receiving assistance. This provides tenants the ability to provide perspective on the issues residents face in the area. BHA is looking into applying for funding through the FY2022 Family Self-Sufficiency NOFO.

York County Community Action Corporation (the Community Action Program (CAP) agency for the county) offers Home Buyer Education Classes (via zoom) on a monthly basis, as well as pre-and post-home purchase counseling. MaineHousing also offers a homeownership readiness and first-time homebuyers program. The City works with the local public housing authority to encourage its participating in the HUD Family Self Sufficiency (FSS) Program, which helps voucher-holding households build capital for homeownership (the 2022 HUD FSS grant welcomes new PHA applicants for the first time in many years, and the City housing rehab office has encouraged Biddeford Housing Authority to apply). The local housing authority also encourages HCV households to participate in PHA governance and provide input on affordable housing issues in the City. The local CDFI is Southern Maine Finance Agency, which does not provide homeownership assistance, but the City has begun discussions with SMFA regarding the feasibility of offering such services. Financial literacy classes are offered by the local adult education program, as well as by local banks and credit unions to help residents build capacity for homeownership.

Further details on available housing services can be found on the city's website: <https://www.biddefordmaine.org/3079/Housing-Services>

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 in 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.

During the program year, city staff will review the information on this page to ensure it is up-to-date and includes all the services available to community members.

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 needs of 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. Apex Youth Connection offers support to students experiencing homelessness through a staff person at the schools.

The Meals on Wheels program will assist 75 senior households who have no access to food.

The City is connected with the Maine Continuum of Care, which is the statewide collaborative applicant for HUD and manages funds to shelters. Information on homeless initiatives at the state level can be found on the MaineHousing website: <https://mainehousing.org/partners/partner-type/homeless-service-providers/homeless-initiatives>. Those seeking resources can also dial the statewide 211 line for assistance, also available online at <https://211maine.org> or by texting a zip code to 898211.

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 PY22, 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. 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 continued impact of the pandemic. Homelessness has been exacerbated due to job loss and a dramatic increase in housing costs, and housing, health, and food needs have increased. Most outreach to those experiencing homelessness was through Seeds of Hope and the Police Department. The City's primary form of assistance is through the General Assistance office.

Seeds of Hope, the City General Assistance office, Biddeford Police, Apex Youth Connection, 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 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, Nasson 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 three 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.

Apex Youth Connection now offers support to students experiencing homelessness through a staff person at the schools. Students are referred to staff by school personnel and Apex addresses needs such as housing deposits and food.

The City is part of various groups addressing homelessness on a regional and statewide scale, including the new Homeless Response Hub established by Maine Housing and supported by Built for Zero, a national organization that helps groups measurably end homelessness.

With available housing at a premium (at all levels), Seeds does provide clothing, tents, and products to assist, where necessary, in outdoor survival. With appropriate housing subsidy through vouchers and the City's General Assistance office (and in PY21 through the Rental Relief Program offered by York County Community Action), individuals during the winter period are connected to local hotels in the area for rooms available in the off-season. The establishment of the Winter Warming Center was in direct response to 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 PY22 will continue to discuss how to combine resources to build supportive housing.

This will be the fourth 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 (single room occupancy) building 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 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/transitional 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.

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 PY22 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 was passed 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 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 Police Department intake workers, as well as the schools through Apex Youth Connection liaison staff, to identify the housing and social needs of each person coming through each program. These partners help identify the appropriate supportive services needed to avoid repeat homelessness or incarceration. 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.

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 identified by the School Department as possible "couch surfers," and Alternative Pathways provides them with a safe place for education and stability. Apex Youth Connection also has a staff person on-site at the public school to support youth experiencing homelessness.

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 PY22, 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 the 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.

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 Homeless Task Force, 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:

City Council has continued its commitment to affordable housing with its yearly Housing Goals, with a goal to preserve affordability while also improving the quality and livability of our neighborhoods. The mayor established an Affordable Housing Task Force that is examining specific needs. The owner occupied 2- to 4-unit rehab and lead paint remediation programs, along with other non-CDBG programs, were formed to address these goals.

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

In the Consolidated Plan, these goals were set around affordable housing:

1. Consider revisions to the City's zoning and land use standards that would provide incentives, e.g. density bonuses, for the development of affordable housing.
2. In partnership with other public/private parties, explore the adaptive re-use and redevelopment of non-residential properties, e.g. mills and churches, into affordable and sheltered housing.
3. Consider establishment of low interest loan programs to help finance the rehabilitation of the City's downtown housing stock.
4. Undertake a systematic and concentrated program of code enforcement to ensure life safety standards are met and to prevent blighting influences on neighborhoods.
5. Encourage participation by landlords in the Biddeford Landlords Association and encourage partnerships that provide resources for both landlords and tenants.
6. Consider a partnership with other public/private organizations to pool resources to help finance home ownership, e.g. down payments, loan assistance, mortgage interest rate write-downs, and other financing mechanisms.

Full details on the status of these goals can be found as an attachment.

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 or nonprofit owned 2- to 4-unit structures is intended to reduce the effects of low-quality housing in the highest LMI 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

Seeds of Hope, the primary agency for assisting people experiencing homelessness, will keep the city informed about the current issues 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 youth.

The primary obstacle is housing at the lowest income levels. Demand for housing is increasing housing costs at a 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- to 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.

The Mayor's Affordable Housing Task Force and the Citizens Advisory Committee are conducting public outreach to ensure that those most affected can share their challenges and potential solutions.

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 15 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 begin kindergarten unprepared, which tends to slow growth and learning potential. Other partners include Biddeford Housing Authority, Coastal Healthy Communities Coalition, and Seeds of Hope. The city also works with Biddeford Housing Authority to increase affordable housing in these neighborhoods.

The Community Engagement Specialist with the Police Department continues to 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 continues to be 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. Biddeford Ready is also expanding awareness of Adverse Childhood Experiences (ACEs) through training and a summit that will encourage participants to envision how to reduce ACEs and how to increase Positive Childhood Experiences (PCEs), which are proven to counterbalance ACEs. Staff will continue to work with this network.

Actions planned to develop institutional structure

City staff will continue to strengthen our partners 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. Staff will also work with the newly formed Homeless Response Hub, which will coordinate efforts to address homelessness on a broader regional level.

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. The 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(l)(1,2,4)

Introduction:

The goals, objectives, and overall benefit of this AAP represent Year 5 of the Consolidated Plan.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(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
Total Program Income:	0

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 5 of the Consolidated Plan. The origin year grant amount is \$380,590. Biddeford will continue to support a reduced number of subrecipients, the owner occupied 2- to 4-unit rehab program, and ADA improvements to eliminate barriers to accessibility. This will ensure effective delivery of services to LMI individuals and households, and the preservation of housing stock and affordability. The Overall Benefit is based on program years 2021, 2022, and 2023. Biddeford had two substantial amendments during the prior program year (PY21).

