



# Maine Annual Action Plan

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CDBG, ESG, HOME, and HTF

Plan Year 2022

Prepared by  
Maine State Housing Authority  
Maine Department of Economic and Community Development  
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# Executive Summary

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

### 1. Introduction

The State of Maine receives block grant funds from the U.S. Department of Housing and Urban Development (HUD) to help address housing and community development needs. These grant funds include: the Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), Emergency Solutions Grant (ESG) and the Housing Trust Fund (HTF).

The Department of Economic and Community Development (DECD) will administer the CDBG program. Maine State Housing Authority (MaineHousing) will administer the HOME, HTF and ESG programs.

HUD requires that Maine complete a five year strategic plan called a Consolidated Plan for Housing and Community Development (Consolidated Plan). The Consolidated Plan identifies the State's housing and community development needs and specifies how block grant funds will be used to address those needs.

This document, the 2022 Maine Annual Action Plan, is the second Action Plan in the Consolidated Plan cycle. It describes how DECD and MaineHousing plan to allocate HUD block grant funds during the 2022 program year, which runs from January 1, 2022 to December 31, 2022.

MaineHousing and the DECD look forward to continued coordination of programs and will involve other partners to leverage resources.

### 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.

The three overarching objectives guiding proposed activities within this plan are to:

- Provide decent affordable housing
- Create suitable living environments
- Create economic opportunities

Programs and activities are designed to benefit a community or the people served. The benefits, or program outcomes, for each activity funded by the four federal programs are expected to be:

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- Improved availability/accessibility
- Improved affordability
- Improved sustainability

All future activities funded in 2022 will support at least one objective and one outcome. The framework for realizing these objectives and outcomes include the following priorities:

- Improve and Preserve the Quality of Housing
- Expand Affordable Housing Opportunities
- Help Maine People Attain Housing Stability
- Improve Economic Opportunity
- Improve Public Infrastructure

To achieve these goals, the State will use a combination of federal and state funds and other public and private funds to address priority housing and community development needs.

In 2022, the State proposes to allocate funding to the following activities.

CDBG:

- See attached CDBG Program Statement

HOME:

- \$2.8 million for rental housing
- \$1.4 million for tenant based rental assistance

ESG:

- \$641,735 for emergency shelter operations and essential services
- \$641,735 for rapid rehousing

HTF:

- \$2.7 million for rental housing
- \$298,433 for administrative costs

This funding will result in:

- sheltering 5000 homeless individuals
- rental assistance for 170 homeless individuals
- 280 new or rehabilitated multifamily housing units
- 100 homeowner houses rehabbed

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- 1000 persons assisted by a public facility or infrastructure activity
- 50 jobs created or retained
- 125 businesses assisted

### **3. Evaluation of past performance**

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

The State's evaluation of its past performance has been completed in a thorough Consolidated Annual Performance and Evaluation Report (CAPER). This document states the objectives and expected outcomes identified in the Consolidated Plan and includes an evaluation of past performance compared to measurable goals and objectives. The CAPER can be found on the MaineHousing website.

It is important to note that the State of Maine provides affordable housing and community development through a variety of assistance programs, many of which are funded through agency resources or state appropriations. In 2022 MaineHousing assisted more than 725 First Time Home Buyers, an average of 3,756 monthly voucher households, 278 homeowners (not including over 27,500 helped with energy assistance) and more than 5,700 homeless individuals.

MaineHousing used funds to complete 16 multifamily projects, for a total of 524 units (168 for families, 351 for older adults and 5 supportive housing). In 2021, 20 projects were under construction (346 family units, 395 units for older adults and 32 supportive housing units).

The global COVID-19 pandemic significantly affected accomplishments in 2021. However, progress has been made to address Consolidated Plan priorities and objectives. For example the Jobs Created/Retained, Public Facility / Infrastructure Activities, Rental Units Rehabilitated, and Households Assisted with Tenant Based Rental Assistance exceeded 2021 goals.

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

Summary from citizen participation section of plan.

MaineHousing and DECD followed the State's Citizen Participation Plan and reached out to local, regional and state organizations, the Continuum of Care (CoC) and other interested parties. The global pandemic resulted in a March 7, 2022 hybrid public consultation opportunity which was accessible both remotely and in person. The combined forum and public hearing was broadly advertised and was attended by five people. The topic of the forum was the allocation of 2022 CDBG, HOME, HTF and ESG funds, and the meeting was held prior to the drafting of the 2022 Annual Action Plan.

Public hearing notice of the virtual hearing was placed on both the DECD and MaineHousing websites, and stakeholder groups were notified of the forum via email. The MaineHousing email list includes community leaders, developers, CHDOs, local housing authorities, advocacy groups, not-for-profit organizations, providers of housing and services to the homeless, CoC members, and interested individuals. The virtual forum/hearing was also announced via social media with postings on both the MaineHousing social media sites.

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On June 14, 2022 a second virtual public hearing was held to gather comments on the draft 2022 Annual Action Plan. The public hearing was broadly advertised and was attended by five people. No public comments were offered at the public hearing. One written public comment was submitted during the thirty day public comment period.

## **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.

See Attached Public Comment with written response.

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

N/A

## **7. Summary**

The Maine Department of Economic and Community Development and MaineHousing will be partner agencies for the 2022 Annual Action Plan.

All activities funded in 2022 will address one of the following goals:

- Improve Housing Quality
- Expand the Supply of Affordable Housing
- Help Maine People Attain Housing Stability
- Improve Economic Opportunity
- Improve Public Infrastructure

MaineHousing and DECD followed the State's Citizen Participation Plan for public consultation in the preparation of this Plan.

The format of this Plan is mandated by HUD. HUD has provided an online template for grantees as part of its planning and reporting system called IDIS. The questions in bold and many of the tables are created automatically by IDIS. After the Plan is approved by HUD, results of plan goals will be reported each year in the Consolidated Annual Performance Evaluation Report (CAPER), another on-line document which will be produced in IDIS.

## PR-05 Lead & Responsible Agencies - 91.300(b)

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role		Name	Department/Agency
CDBG Administrator	MAINE		Department of Economic & Community Development
HOME Administrator	MAINE		MaineHousing
ESG Administrator	MAINE		MaineHousing
	MAINE		MaineHousing

Table 1 – Responsible Agencies

### Narrative

The Consolidated Plan was developed in partnership between the Maine Department of Economic and Community Development (DECD) and the Maine State Housing Authority (MaineHousing). MaineHousing has been designated the lead agency for overseeing the development of the Consolidated Plan.

MaineHousing is also the Collaborative Applicant for the Maine Continuum of Care (CoC) and the HMIS lead agency.

### Consolidated Plan Public Contact Information

MaineHousing has been designated as the lead agency and primary point of public contact on the Consolidated Plan and the subsequent Annual Action Plans. The Annual Action Plan for 2022 and Substantial Amendments to the 2022 Annual Action Plan can be viewed and downloaded on the MaineHousing website.

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## **AP-10 Consultation - 91.110, 91.300(b); 91.315(l)**

### **1. Introduction**

The Consolidated Plan reflects consultation with many agencies, organizations and private citizens of the State of Maine. These groups and individuals represent a variety of housing and community development programs and concerns. Other entities consulted include state and local governments, not-for-profit organizations, public housing authorities, representatives of the private sector, social services providers, housing providers, emergency management agencies, and the Continuums of Care among others. MaineHousing and DECD conducted an extensive public participation process to assess the needs of the state. That process included statewide meetings and forums, with notice to interested parties.

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

MaineHousing and DECD work closely to ensure that housing providers, private organizations, State and local governmental agencies, service providers, as well as the general public, are consulted during the development of the Consolidated Plan. Participation is encouraged through mailings to targeted individuals and agencies, website postings, and newspaper notices across the state. Public input is received and accepted in the form of telephone consultations, emails, Facebook comments, and testimonies at meetings and hearings.

MaineHousing in partnership with the Statewide Homeless Council and the CoC work toward a shared goal of preventing and eliminating homelessness in Maine. To that end, MaineHousing and the Statewide Homeless Council, in consultation with the CoC, have worked to establish regional Service Hubs throughout Maine. These Service Hubs bring together local service providers to coordinate services and resources. The composition of each Hub team varies, but includes representatives from local and statewide housing agencies, human service providers, healthcare organizations, law enforcement, educational institutions, and other entities and agencies that frequently interface with people experiencing homelessness.

MaineHousing works in close collaboration with the Department of Health and Human Services, meeting biweekly to improve the state's response to the opioid epidemic, coordinating services with shelter and behavior health providers, and strengthening the emergency housing and shelter system. Recent partnerships include the support and expansion of recovery residences and a housing and service pilot for opioid users with system engagement.

#### **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 Maine Continuum of Care (MCoC) includes representatives of Health Service Agencies and other entities focused on chronically homeless individual and families, families with children, veterans and unaccompanied youth, as well as persons at risk of homelessness. MaineHousing provides staffing support and leadership

to the MCoC: MaineHousing is the Collaborative Applicant for the Maine Continuum of Care and the HMIS lead agency for the State of Maine. The MCoC meets monthly. Topics such as accessing HUD CoC funding, allocation of program resources, development of common assessment tools, performance measurement, and HMIS are discussed at the monthly meetings. The MCoC has also designated MaineHousing as the Management Entity for the statewide Coordinated Entry System. To that end, MaineHousing and MCoC have worked together, along with other stakeholders, to design and implement a coordinated system of service delivery and housing resources.

**Describe consultation with the Continuum(s) of Care that serves the State 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**

**Consultation on allocation:**

Allocation of ESG for the State of Maine is detailed in the Homeless Solutions Rule which is posted on the MaineHousing website (<http://www.mainehousing.org/docs/default-source/msha-rules/19--homeless-solutions-rule.pdf>). In 2019, MaineHousing initiated a review of the rule to incorporate feedback from the MCoC and ESG Grantees. MaineHousing convened a group of representatives from 11 of the 24 grantees and conducted 5 meetings over a 4-month period to draft a revision to the rule, which became effective in October 2019. The draft rule was also presented to the full MCoC for feedback before initiation of the public hearing/comments process. Additionally, the criteria for receiving ESG funding requires that applicants be regular and active participants of the MCoC. This requirement helps ensure that the ESG awardees have a venue to regularly provide feedback to MaineHousing.

**Performance Standards and Evaluation:**

MaineHousing and the MCoC, through the Homeless Solutions Rule, have developed performance standards. Shelter funding is directly tied to successfully meeting the standards. The performance standards are evaluated regularly by the MCoC.

**Policies and Procedures for HMIS:**

In collaboration with the MCoC, all HMIS Policies and Procedures and Governance Documents are reviewed annually and updated as needed based on this review.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

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

1	<b>Agency/Group/Organization</b>	MAINE STATE HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted through Meetings, E-mail and Phone Calls.
2	<b>Agency/Group/Organization</b>	MAINE
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted through Meetings, E-mail and Phone Calls

3	<b>Agency/Group/Organization</b>	Maine Statewide Homeless Council
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Health Agency Child Welfare Agency Publicly Funded Institution/System of Care Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Statewide Homeless Council meets regularly to discuss needs and issues. MaineHousing solicited their input on the allocation of funding. They are notified of plan development, public hearings and comment periods. The Statewide Homeless Council also worked with MaineHousing and outside consultants to develop regional collaborative Service Hubs, which foster coordination on a local level throughout the state of Maine.

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4	<b>Agency/Group/Organization</b>	Maine Continuum of Care
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Health Agency Child Welfare Agency Publicly Funded Institution/System of Care Other government - State Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Maine Continuum of Care meets regularly to discuss needs and issues. MaineHousing solicited input on the allocation of funding. The Continuum of Care is notified of plan development, public hearings and comment periods.

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5	<b>Agency/Group/Organization</b>	Maine Affordable Housing Coalition
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Other government - State Other government - County Other government - Local Regional organization Business Leaders Civic Leaders Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Maine Affordable Housing Coalition (MAHC) is a diverse coalition of more than 130 private and public sector organizations, including developers, architects, engineers, builders, investors, Community Action agencies, public housing authorities, housing and service providers, advocates and others committed to ensuring that all Mainers are adequately and affordably housed. MaineHousing and DECD are active participants in the organization. MAHC is notified of plan development, public hearings, and comment periods.

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

Not Applicable; all agencies and stakeholders were welcome to participate.

**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	The Continuum of Care goals have been recognized in the 2020 Consolidated Plan and the subsequent 2022 Annual Action Plan.
Analysis of Impediments to Fair Housing Choice	MaineHousing	The Analysis of Impediments to Fair Housing Choice was updated in conjunction with the 2020 Consolidated Plan to identify impediments to fair housing choice and actions to address those impediments.
Qualified Allocation Plan	MaineHousing	The Qualified Allocation Plan recognizes the needs and priorities identified in the 2020 Consolidated Plan.

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

**Narrative**

**AP-12 Participation - 91.115, 91.300(c)**

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

MaineHousing and DECD followed the State's Citizen Participation Plan and reached out to local, regional and state organizations, the CoC and other interested parties. The global pandemic resulted in a March 7, 2022 hybrid public consultation opportunity which was accessible remotely and in person. The combined forum and public hearing was broadly advertised and was attended by five people. The topic of the forum was the allocation of 2022 CDBG, HOME, HTF and ESG funds, and the meeting was held prior to the drafting of the 2022 Annual Action Plan.

Public hearing notice of the virtual hearing was placed on both the DECD and MaineHousing websites, and stakeholder groups were notified of the forum via email. The MaineHousing email list includes community leaders, developers, CHDOs, local housing authorities, advocacy groups, not-for-profit organizations, providers of housing and services to the homeless, CoC members, and interested individuals. The virtual forum/hearing was also announced via social media with postings on both the MaineHousing social media sites.

On June 14, 2022 a second virtual public hearing was held to gather comments on the draft 2022 Annual Action Plan. The public hearing was broadly advertised and was attended by five people. No public comments were offered at the public hearing. One written public comment was submitted during the thirty day public comment period.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	The 3/7/22 virtual forum was attended by 5 people.		NA	

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	Internet Outreach	Non-targeted/broad community	Notice of the 3/7/22 hearing was posted on the MaineHousing website. Hearing notice was also emailed to stakeholders.	One comment was received in support of the process.		
3	Newspaper Ad	Non-targeted/broad community	Notice of the 3/7/22 public hearing was published on 2/22/22 in the Bangor Daily News, the Portland Press Herald, the Lewiston Sun Journal and the Kennebec Journal.			
4	Newspaper Ad	Non-targeted/broad community	Notice of the 6/14 public hearing was published on 6/2 in the Bangor Daily News, the Portland Press Herald, the Lewiston Sun Journal and the Kennebec Journal.			
5	Public Hearing	Non-targeted/broad community	The 6/14 virtual forum was attended by 5 people.			

**Table 4 – Citizen Participation Outreach**



## Expected Resources

### AP-15 Expected Resources – 91.320(c)(1,2)

#### Introduction

#### 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	11,862,076	0	0	11,862,076	34,404,504	DECD through its annual Method of Distribution allocates funds these eligible categories. UGLG then apply based on their community needs.

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: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	4,679,140	0	0	4,679,140	7,332,778	MaineHousing allocates HOME funds to new construction, rehabilitation, and financing of multi-family rental projects, as well as to TBRA.
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	1,387,536	0	0	1,387,536	2,781,566	MaineHousing provides grants to emergency shelters serving people who are homeless. Grants may be used for shelter operations, essential services, rapid re-housing, and HMIS data collection costs.

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: \$		
HTF	public - federal	Acquisition Admin and Planning Homebuyer assistance Multifamily rental new construction Multifamily rental rehab New construction for ownership	2,982,433	0	0	2,982,433	6,000,000	MaineHousing allocates HTF funds to new construction, rehabilitation, and financing of multi-family rental projects.
Other	public - federal	Other	0	0	0	0	0	

Table 5 - Expected Resources – Priority Table

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

The ESG 100% match requirement will be met with State HOME funds and the Shelter Operating Subsidy. HOME 25% match requirement will be met with State funding for housing stabilization and relocation services, as well as interest savings on below market rate loans.

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

Not Applicable

**Discussion**

Please see above

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives – 91.320(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Provide Rapid Re-Housing	2020	2024	Homeless	State Of Maine	Help Maine People Attain Housing Stability	HOME: \$1,400,000 ESG: \$641,735	Tenant-based rental assistance / Rapid Rehousing: 170 Households Assisted
2	Support Emergency Shelter Operations & Services	2020	2024	Homeless	State Of Maine	Help Maine People Attain Housing Stability	ESG: \$641,735	Homeless Person Overnight Shelter: 5000 Persons Assisted
3	Expand Affordable Housing Opportunities	2020	2024	Affordable Housing	State Of Maine	Expand Affordable Housing Opportunities	HOME: \$2,811,226 HTF: \$2,982,433	Rental units constructed: 162 Household Housing Unit Rental units rehabilitated: 18 Household Housing Unit
4	Improve and Preserve the Quality of Housing	2020	2024	Affordable Housing	State Of Maine	Help Maine People Attain Housing Stability Expand Affordable Housing Opportunities Improve and Preserve the Quality of Housing	CDBG: \$4,000,000	Rental units rehabilitated: 100 Household Housing Unit Homeowner Housing Rehabilitated: 100 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Improve Public Infrastructure	2020	2024	Non-Housing Community Development	State Of Maine	Improve Public Infrastructure	CDBG: \$3,400,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 1000 Households Assisted
6	Improve Economic Opportunity	2020	2024	Non-Housing Community Development	State Of Maine	Improve Economic Opportunity	CDBG: \$3,000,000	Jobs created/retained: 50 Jobs Businesses assisted: 125 Businesses Assisted

Table 6 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Provide Rapid Re-Housing
	<b>Goal Description</b>	MaineHousing's Homeless Solutions Rule states that all grantees must provide services based upon Rapid Re-Housing and Housing First tenets. Grantees receive access to a variety of set-aside short, medium, and long-term rapid re-housing vouchers to assist them in achieving this goal. Shelters are given training on Rapid Re-Housing and Housing First principals and are required to have a Housing Navigator at each grantee recipient location with a working knowledge of these concepts (2022-eshap-navigator-services-guide.pdf posted on the mainehousing.org website, and have the ability to assist people experiencing homelessness access the set-aside of housing resources as well as other appropriate housing resources. Grantees utilize the Maine Navigator Services Eligibility Assessment (Maine NavSEA) to determine eligibility for Rapid Rehousing services, and provide those services to eligible households who opt for them.

2	<b>Goal Name</b>	Support Emergency Shelter Operations & Services
	<b>Goal Description</b>	<p>The current funding formula allocates 50 percent of the total ESG funding for Shelter Operations, to be disbursed to the eligible ESHAP shelters in Maine based on their Bed Capacity. “Bed Capacity” is defined as the maximum number of beds in an Emergency Shelter as indicated on an annual Continuum of Care Housing Inventory Count (HIC); however, the Bed Capacity of a Low Barrier Shelter as indicated on the annual HIC is multiplied by 125%. This multiplier is to support the higher utilization of Low Barrier Shelters and encourage all ESHAP shelters to move toward Low Barrier models where feasible. Each Emergency Shelter receives a percentage equal to the Emergency Shelter’s Bed Capacity divided by total Bed Capacity available statewide for the calendar year.</p>
3	<b>Goal Name</b>	Expand Affordable Housing Opportunities
	<b>Goal Description</b>	<p>The <b>Rental Loan Program</b> (RLP) provides long-term mortgage financing at attractive interest rates for development of affordable rental housing in projects of five or more units.</p> <p>Program objectives are:</p> <ul style="list-style-type: none"> <li>• Maximize use of tax exempt bonds to develop affordable housing.</li> <li>• Provide affordable mortgage financing that enables developers to utilize low income housing tax credits.</li> <li>• Provide below-market, 30 year fixed rate notes that enable project viability.</li> <li>• Provide capital for preservation of existing rental housing.</li> </ul> <p>This program is a companion to the Low Income Tax Credit (LIHTC) program, and provides subsidized financing to enable use of tax credits. Administrative guidance for the Rental Loan Program is provided through the Rental Loan Program Guide, which is available at <a href="http://www.mainehousing.org">www.mainehousing.org</a>. Administrative guidance for the Low Income Housing Tax Credit Program is provided through a rule making process which is required to establish the Allocation of State Ceiling for Low Income Housing Tax Credit.</p> <p>Additional program funds come from the Housing Trust Fund, which will also be used to produce, preserve, acquire and/or rehabilitate rental housing for extremely low income households.</p>

4	<b>Goal Name</b>	Improve and Preserve the Quality of Housing
	<b>Goal Description</b>	
5	<b>Goal Name</b>	Improve Public Infrastructure
	<b>Goal Description</b>	
6	<b>Goal Name</b>	Improve Economic Opportunity
	<b>Goal Description</b>	

## AP-25 Allocation Priorities – 91.320(d)

### Introduction:

MaineHousing anticipates using funds as follows:

Rental Housing: \$ 2.8 million HOME and \$2.7 million HTF -- The Rental Loan Program

Rental Assistance: \$1,400,000 2022 HOME - Stability Through Engagement Program (TBRA)

Emergency homeless shelter operations & essential services (ESHAP): \$641,735 ESG

Rapid Rehousing (ESHAP): \$641,735 ESG

Percentages in the table below do not include the administrative set-aside.

### Funding Allocation Priorities

	Provide Rapid Re-Housing (%)	Support Emergency Shelter Operations & Services (%)	Expand Affordable Housing Opportunities (%)	Improve and Preserve the Quality of Housing (%)	Improve Public Infrastructure (%)	Improve Economic Opportunity (%)	Total (%)
CDBG	0	0	0	40	30	30	100
HOME	33	0	67	0	0	0	100
ESG	50	50	0	0	0	0	100
HTF	0	0	100	0	0	0	100
Other CDBG-CV	0	0	0	0	0	0	0
Other ESG-CV	0	0	0	0	0	0	0

Table 7 – Funding Allocation Priorities

### Reason for Allocation Priorities

The funding listed above is reflective of program history and public input. Allocation amounts are based on demand and capacity of the agencies.

MaineHousing and DECD strive to use federal funds efficiently and effectively by combining them with other available resources that will serve as matching funds.

**How will the proposed distribution of funds will address the priority needs and specific objectives described in the Consolidated Plan?**

The proposed 2022 funding allocations address the priorities and goals outlined in the Five-Year Consolidated Plan. The distribution of funds will follow the priorities set forth in the Consolidated Plan:

- Expand Affordable Housing Opportunities
- Provide Rapid Re-Housing
- Support Emergency Shelter Operations & Services
- Improve and Preserve the Quality of Housing
- Improve Public Infrastructure
- Improve Economic Opportunity

## AP-30 Methods of Distribution – 91.320(d)&(k)

### Introduction:

HOME, HTF, ESG and CDBG funding is open to all eligible applicants. The Rental Loan Program Guide, the CDBG Program Statement, the Homeless Program Rule, the ESHAP Program Guide, the STEP Program Guide, and the Consolidated Plan outline the respective programs.

### Distribution Methods

Table 8 - Distribution Methods by State Program

<b>1</b>	<b>State Program Name:</b>	Community Development Block Grant Program
	<b>Funding Sources:</b>	CDBG
	<b>Describe the state program addressed by the Method of Distribution.</b>	see State of Maine 2022 Program Statement (attached)
	<b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b>	see State of Maine 2022 Program Statement (attached)

<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>see State of Maine 2022 Program Statement (attached)</p>
<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	
<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	

<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>see State of Maine 2022 Program Statement (attached)</p>
<p><b>Describe threshold factors and grant size limits.</b></p>	<p>see State of Maine 2022 Program Statement (attached)</p>
<p><b>What are the outcome measures expected as a result of the method of distribution?</b></p>	<p>see State of Maine 2022 Program Statement (attached)</p>
<p>2</p>	<p><b>State Program Name:</b> Emergency Shelter and Housing Assistance Program (ESHAP)</p>
	<p><b>Funding Sources:</b> ESG</p>

<p><b>Describe the state program addressed by the Method of Distribution.</b></p>	<p>In consultation with the MCoC and in partnership with Emergency Shelters throughout the state, MaineHousing offers the ESHAP Program as an annual Grantee process to assist individuals and families who are experiencing homelessness. The funding formula allocation is detailed in the Homeless Solutions Rule and the ESG Written Standards.</p>
<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>To be eligible to receive ESHAP funds an applicant must:</p> <ul style="list-style-type: none"> <li>• Be a 501(c)(3) not-for-profit organization.</li> <li>• Be eligible in accordance with the HEARTH Act.</li> <li>• Be a provider of homeless services with at least one year of experience providing emergency housing, street outreach, homeless prevention or Rapid Re-Housing services.</li> <li>• Be a regular and active participant in the Maine Continuum of Care.</li> <li>• Have a board/advisory board that includes at least one person who is homeless or formerly homeless who is involved in policy or public planning of the organization.</li> <li>• Participate in the Coordinated Entry System.</li> <li>• Not engage in any explicitly religious activities, such as worship or religious instruction. If religious activities are offered, they must occur at a separate time or location from the activities and services covered in this rule.</li> <li>• Participate in the Housing Management Information System (HMIS) or a comparable database for victims of domestic violence and meet performance and reporting requirements.</li> </ul> <p>For a complete list of requirements, see the Emergency Shelter and Housing Assistance Program Guide and Application (Attached)</p> <p>Applicants are funded by demonstrating they have met minimum threshold requirements. If applicants meet all criteria listed in the ESHAP Program Guide and Application, they will receive a percentage of funding as outlined in the Homeless Solutions Rule.</p>

<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	
<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p><b>Shelter Operations:</b> An amount equal to 45% of the Funding Formula Allocation will be disbursed among Emergency Shelters, such that each Emergency Shelter will receive a percentage equal to its Bed Capacity divided by a number equal to the total Bed Capacity available statewide for the calendar year. Agencies will receive scheduled payments on a quarterly basis.</p> <p><b>Housing Stabilization Share:</b> An amount equal to 45% of the Funding Formula Allocation will be disbursed among eligible agencies, such that each agency providing staffing for Rapid Re-housing, Housing First and Housing Stabilization services operated by the agency will be eligible to receive a percentage equal to the agency’s number of Clients Assessed and Stabilized, divided by the total number of Clients Assessed and Stabilized statewide in the previous quarter. Agencies are reimbursed for costs on a quarterly basis.</p> <p><b>Performance Share:</b> (The Performance Share does not include ESG or HOME funds and is funded solely through State funds) An amount equal to 10% of the Funding Formula Allocation will be allocated among Emergency Shelters that in the previous 6 months had 15% or fewer clients who exited to permanent housing return to homelessness based on performance indicator data in HMIS (or elsewhere for providers of services to victims of domestic violence). The percentage of funding an Emergency Shelter receives will be equal to the number of clients served by that provider divided by the total number of clients served by all of the Emergency Shelters that meet this performance measure in the applicable 6-month period. The performance share for the first half of the calendar year will be calculated and paid for in the following July and the performance share for the second half of the calendar year will be calculated and paid the following January.</p>

<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	
<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>Not Applicable</p>
<p><b>Describe threshold factors and grant size limits.</b></p>	<p>Grants are based upon the threshold as described in the Maine Homeless Solutions Rule. MaineHousing uses up to 50 percent of ESG funding for emergency shelter operations as noted in the Operations Share description above and the remaining funds for the Stabilization Share also detailed above.</p>

	<b>What are the outcome measures expected as a result of the method of distribution?</b>	MaineHousing provided emergency shelter for 4,475 people in 2021, which was lower than normal due to circumstances connected to the global pandemic. We anticipate serving approximately 5000 in 2022. All shelters receiving funding will be tracked on performance benchmarks and will receive additional funding depending on their ability to meet these benchmarks.
3	<b>State Program Name:</b>	Rental Loan Program
	<b>Funding Sources:</b>	HOME HTF

<p><b>Describe the state program addressed by the Method of Distribution.</b></p>	<p>The primary goal of the Rental Loan Program is to create and preserve affordable multi-family residential rental housing in the State of Maine.</p> <p>Preservation may include federally-assisted housing, such as HUD 202, HUD 811 and Rural Development 515 properties at risk of being lost due to the expiration of federal rental assistance contracts, physical or financial deterioration, and/or owners opting out of federal housing programs.</p> <p>To achieve the goals of this Program, MaineHousing will make various resources available in the form of amortizing loans, deferred payment loans and/or grants under this Program or in conjunction with the Program from time to time, including without limitation, the following resources:</p> <ul style="list-style-type: none"> <li>• taxable bond proceeds;</li> <li>• private activity tax-exempt bonds;</li> <li>• 501(c)(3) or governmental unit tax-exempt bond proceeds; and</li> <li>• subsidy resources.</li> </ul> <p>These resources are usually combined with equity generated from the syndication of Low Income Housing Tax Credits (LIHTC) and/or Maine’s Affordable Housing Tax Credits. Competitive credits and “automatic” credits are awarded in accordance with Maine’s Qualified Allocation Plan.</p> <p>Additional program funds come from the Housing Trust Fund, which will also be used to produce, preserve, acquire and/or rehabilitate rental housing for extremely low income households. Applicants for state or federal tax credits who commit to providing units for individuals with specific housing needs may receive HTF funds for those dedicated units.</p> <p>MaineHousing attempts to maximize the benefit of these limited resources by combining the resources and encouraging applicants to seek other non-MaineHousing resources.</p> <p>Amortizing loans, funded with the proceeds of taxable or tax-exempt bond proceeds, for developments that do not need MaineHousing subsidy are available typically on a walk-in basis.</p> <p>MaineHousing allocates competitive low income housing tax credits separately under MaineHousing’s Low Income Housing Tax Credit Program. All applicants who are awarded low</p>
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	<p>income housing tax credits on a competitive basis or are eligible for “automatic” low income housing tax credits must comply with the applicable Qualified Allocation Plan.</p> <p>MaineHousing may make various additional discretionary subsidy resources available from time to time.</p>
<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>Qualified developers may apply. Applicants must:</p> <ul style="list-style-type: none"> <li>• Provide housing and services to vulnerable populations (for HTF units)</li> <li>• Demonstrate ability to undertake required eligible development activities and obligate funds in a timely manner</li> <li>• Demonstrate their ability to make use of additional funding sources</li> <li>• Have a satisfactory credit history and demonstrate adequate financial capacity to own and operate the housing, including the use of any available rental assistance funding.</li> <li>• Have control of the development site.</li> <li>• Demonstrate they will provide the required number of lower income units.</li> <li>• Prioritize underserved areas.</li> <li>• Meet the State’s housing priority needs as described in the Consolidated Plan: Improve and Preserve the Quality of Housing, Expand Affordable Housing Opportunities, and/or Help Maine People Attain Housing Stability.</li> </ul> <p>In addition, the management agent for the housing must demonstrate successful experience in managing similar properties.</p> <p>MaineHousing generally selects those developments that will provide the greatest amount of long term, low-income housing at the least cost of taxpayer subsidy dollars.</p>

<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	
<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	
<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	

<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>HOME and HTF funds allocated to the Rental Loan Program are expected to be used for the construction, acquisition and rehabilitation, and rehabilitation of qualified residential rental projects.</p> <p>HTF units must be provided to individuals with specific housing needs and incomes at or below 30% of Area Median Income (AMI). The FY 2022 HTF Allocation Amount is \$2,982,433; of that \$2,684,190 is for direct investment in unit production. HUD regulations allow MaineHousing to use up to ten percent (\$298,243) of the state allocation for reasonable costs to administer the HTF.</p>
<p><b>Describe threshold factors and grant size limits.</b></p>	<p>A. Combination of Available Resources</p> <p>MaineHousing attempts to maximize the impact of the limited resources it has available by combining resources and encouraging applicants to seek other non-MaineHousing sources of funding.</p> <p>B. Tax-exempt Bond Financing</p> <p>MaineHousing may issue tax-exempt bonds under Section 142(d) or Section 145 of the Internal Revenue Code (Code) as a source of funding under the Program. The Code imposes certain requirements and limitations on the use of tax-exempt bond proceeds. There may be additional requirements under the Program.</p> <p>C. Non Tax Exempt Proceeds</p> <p>Non tax exempt proceeds are used mostly in conjunction with an allocation of low income housing tax credits under the competitive Low Income Housing Tax Credit Program.</p> <p>D. Subsidy Resources</p> <p>Any project receiving subsidy is subject to the regulatory requirements associated with the subsidy resource.</p>

	<b>What are the outcome measures expected as a result of the method of distribution?</b>	MaineHousing expects to create or preserve 180 new rental units, 8 to 12 of which will be rental units serving extremely low income households using the HTF.
4	<b>State Program Name:</b>	Stability through Engagement Program (STEP) TBRA
	<b>Funding Sources:</b>	HOME
	<b>Describe the state program addressed by the Method of Distribution.</b>	STEP is designed to provide short- and medium-term rental assistance for up to 24 months to help individuals and families experiencing homelessness achieve housing stability. Referrals to the STEP Program can only be made by the Housing Navigators, and the Maine Coordinated Entry System (MCES) as the system develops.
	<b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b>	<p>Rapid Re-housing participants may be eligible to receive short- and medium-term rental assistance, for a maximum of 24 months, through STEP if they meet the following requirements (unless prohibited by VAWA):</p> <ul style="list-style-type: none"> <li>• Staying in a shelter or working with an ESHAP provider.</li> <li>• Enrolled and participating in ESHAP with an approved Housing Stability Plan.</li> <li>• Continued contact with their Housing Navigator to review progress no less than every 30 days.</li> <li>• Reassessment to evaluate if continued assistance is necessary at 12 months.</li> <li>• As referred to STEP from the MCES Prioritized List once the process is developed.</li> </ul> <p>See STEP Administrative Plan for detail (attached).</p>

<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	
<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	

<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>Not Applicable</p>
<p><b>Describe threshold factors and grant size limits.</b></p>	<p>Not Applicable</p>
<p><b>What are the outcome measures expected as a result of the method of distribution?</b></p>	<p>The goal for the STEP program is to administer 140 STEP coupons to rapidly re-house individuals and/or families experiencing homelessness and to keep 95% of them stably housed.</p>

**Discussion:**

The method of distribution above relates to money budgeted to the programs mentioned. Administrative costs are partially covered by 10 percent of the annual HOME and HTF allocations and 7.5 percent of the annual ESG allocation.

## AP-35 Projects – (Optional)

### Introduction:

See the CDBG 2022 Program Statement

#	Project Name
1	HOME22 TBRA
2	Rental Loan Program 22
3	HOME22 ADMIN
4	ESG22 Maine
6	HTF2022 Admin

**Table 9 – Project Information**

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

The allocation priorities are reflective of program history and public input. Allocation amounts are based on demand and capacity of the agencies.

MaineHousing and DECD strive to use federal funds efficiently and effectively by combining them with other available resources that will serve as matching funds.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	HOME22 TBRA
	<b>Target Area</b>	State Of Maine
	<b>Goals Supported</b>	Provide Rapid Re-Housing
	<b>Needs Addressed</b>	Help Maine People Attain Housing Stability
	<b>Funding</b>	HOME: \$1,400,000
	<b>Description</b>	STEP (TBRA) is designed to provide short and medium term rental assistance for 24 months to help individuals and families achieve housing stability. The focus is on rapidly re-housing people who are currently experiencing homelessness. Referrals to the STEP Program can only be made by Housing Navigators.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	170 Households
	<b>Location Description</b>	Statewide
	<b>Planned Activities</b>	
2	<b>Project Name</b>	Rental Loan Program 22
	<b>Target Area</b>	State Of Maine
	<b>Goals Supported</b>	Expand Affordable Housing Opportunities
	<b>Needs Addressed</b>	Expand Affordable Housing Opportunities
	<b>Funding</b>	HOME: \$2,811,226 HTF: \$2,982,433

	<b>Description</b>	The primary goal of the Rental Loan Program is to create and preserve affordable multi-family residential rental housing in the State of Maine. The HTF has been allocated entirely to this program. Eligible activities will include acquisition and/or rehabilitation of existing housing units, adaptive re-use of existing buildings, or new construction of rental housing units.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The 2022 goal is 180 new multifamily units, 8 to 12 of which will be new supportive housing units for extremely low income individuals.
	<b>Location Description</b>	Statewide
	<b>Planned Activities</b>	New constructions and acquisition/rehabilitation of multifamily housing.
3	<b>Project Name</b>	HOME22 ADMIN
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	HOME: \$467,914
	<b>Description</b>	HOME Admin and Program Income Admin
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
	<b>Project Name</b>	ESG22 Maine

4	<b>Target Area</b>	State Of Maine
	<b>Goals Supported</b>	Support Emergency Shelter Operations & Services
	<b>Needs Addressed</b>	Help Maine People Attain Housing Stability
	<b>Funding</b>	ESG: \$1,387,536
	<b>Description</b>	MaineHousing plans to use the 2022 allocation of ESG funds to provide grants to emergency shelters serving people who are homeless or at risk of homelessness. Grants may be used for shelter operations, rapid re-housing and HMIS data collection costs.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	MaineHousing anticipates serving 170 households with rapid rehousing funding and 5,000 people with emergency shelter funding.
	<b>Location Description</b>	Statewide
	<b>Planned Activities</b>	
5	<b>Project Name</b>	HTF2022 Admin
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	HTF: \$2,982,433
	<b>Description</b>	HTF Admin
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	

	<b>Location Description</b>	
	<b>Planned Activities</b>	



**AP-40 Section 108 Loan Guarantee – 91.320(k)(1)(ii)**

**Will the state help non-entitlement units of general local government to apply for Section 108 loan funds?**

No

**Available Grant Amounts**

**Acceptance process of applications**

**AP-45 Community Revitalization Strategies – 91.320(k)(1)(ii)**

**Will the state allow units of general local government to carry out community revitalization strategies?**

No

**State’s Process and Criteria for approving local government revitalization strategies**

## **AP-50 Geographic Distribution – 91.320(f)**

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

The State of Maine does not prioritize the allocation of CDBG, HOME, HTF or ESG funds geographically. Income eligible citizens, eligible HTF recipients, and housing developers may apply for grants or loans from anywhere in Maine. Low Income Housing Tax credit priorities include projects in rural areas and Difficult to Develop Areas.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
State Of Maine	100

**Table 10 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

MaineHousing has not chosen to target particular geographical areas for special assistance.

### **Discussion**

Please see above

# Affordable Housing

## AP-55 Affordable Housing – 24 CFR 91.320(g)

### Introduction:

Affordable housing goals vary by program and the population to be served. Data in the following tables may overlap due to programs that assist both households as well as individuals.

The term affordable housing used in 24 CFR 92.252 and 92.254 includes several elements that are not requirements of ESG and CDBG. Therefore, only HOME and HTF units that receive federal assistance that can be assured of meeting the standard of "affordable housing" are described here.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	170
Non-Homeless	180
Special-Needs	0
Total	350

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	170
The Production of New Units	162
Rehab of Existing Units	18
Acquisition of Existing Units	0
Total	350

**Table 12 - One Year Goals for Affordable Housing by Support Type**

### Discussion:

The goals listed above are in relation to HOME and HTF funding only. Additional households will be assisted with other programs offered by MaineHousing and DECD.

## **AP-60 Public Housing - 24 CFR 91.320(j)**

### **Introduction:**

The State of Maine does not operate any public housing units directly, nor does it receive any funding to do so. When requested, MaineHousing reviews Annual and Five-Year Plans of public housing authorities and issues certifications to those that are consistent with Maine's Consolidated Plan.

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

While MaineHousing does not have jurisdiction over public housing agencies, several public housing authorities and other housing and community development agencies are required to obtain a certification that their program plans are consistent with the State of Maine Consolidated Plan. The State Consolidated Plan serves the majority of the state since only a few local jurisdictions develop Consolidated Plan documents. In 2022, MaineHousing will serve as the lead agency for reviewing housing plans for consistency with the housing component of the State Consolidated Plan.

MaineHousing has both a PHA Permanent Financing Demonstration Program and a PHA Short Term Financial Demonstration Program available to assist PHAs in financing housing development related costs, including acquisition and rehabilitation costs.

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

Public housing residents are encouraged to participate in the home buyer programs offered through MaineHousing and its participating lenders, as long as they meet eligibility criteria.

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

MaineHousing is not designated as a troubled PHA.

### **Discussion:**

See Above

## **AP-65 Homeless and Other Special Needs Activities – 91.320(h)**

### **Introduction**

The Emergency Solutions Grant (ESG) program is designed to help with: operating shelter costs as well as health, employment, and housing services; rapid re-housing and housing stabilization services for homeless individuals and families; and HMIS data collection. This funding opportunity is available to existing emergency shelters throughout the state sponsored by not-for-profit organizations and local municipalities. Administrative guidance for the Emergency Solutions Grant Program is provided through the Homeless Solutions Rule, Emergency Shelter and Housing Assistance Program (ESHAP) Program Guide & Application, ESHAP Navigator Services Guide, MaineHousing ESG Written Standards, and the STEP Admin plan.

### **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**

MaineHousing's Homeless Solutions Rule states that all grantees will provide services based upon Rapid Re-Housing or Housing First tenets. Grantees are given access to short, medium, and long-term rapid re-housing resources to assist them in achieving this goal. Shelters are provided training on Rapid Re-Housing and Housing First principals and are required to have a Housing Navigator at each grantee recipient location with a working knowledge of these services and concepts. All households in shelter complete the Maine Navigator Services Eligibility Assessment (Maine NavSEA) to determine eligibility for services and to guide the client to available housing as quickly and efficiently as possible. All shelters are given the opportunity to extend their Navigator Services to serve eligible persons experiencing homelessness who are unsheltered.

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

ESG funding will be utilized for shelter operations and rapid re-housing activities, as well as HMIS data collection. The ESG shelter funding one-year goal is to provide assistance to 5000 persons served by 36 ESG funded shelters.

#### **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**

There are a number of programs and services that will continue with the support of MaineHousing to assist homeless persons in making the transition to permanent housing, reduce the length of time people experience

homelessness, and help prevent them from becoming homeless again.

- PATH serves at-risk individuals and families with unmet mental illness or co-occurring disorders.
- The SSVF Program provides outreach and case management to at-risk veterans' families statewide.
- Pine Tree Legal Assistance helps people facing evictions in larger cities.
- Maine DHHS uses some BRAP (Bridging Rental Assistance Program) funds for homelessness prevention.
- MaineHousing provides ESG funding and the ESHAP program to 37 shelters.

The “long-term stayers” (in shelter over 180 days) initiative is a service collaborative that meets regularly to identify and target services and resources toward those persons who are heavily utilizing shelter and other emergency resources. Emergency Shelters will continue to be funded with an emphasis on performance measures that increase the number of households able to obtain and maintain permanent housing and reduce the incidents of returns to 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**

**Foster Care:** Maine DHHS contracts with not-for-profit youth service providers statewide to help youth and families develop healthy transition plans and assist youth in obtaining Transitional Housing, Permanent Housing, and Permanent Supportive Housing, or to remain in care until they have finished their education. Providers actively monitor teens who are discharged from foster care to the streets or shelters, and advocate with Maine DHHS for improved policies and resources.

**Health Care:** Hospital Discharge Planning Guidelines have been developed by the Statewide Homeless Council and Maine hospitals regarding the discharge of homeless patients. The Guidelines instruct hospitals to begin the discharge planning process upon admission. Patients are to be discharged with appropriate clothing and with a plan for accessing required medications/supplies. MCoC members also monitor discharges to shelters and follow up with hospitals as needed. Each Maine hospital or community discharge location must designate a management team member to oversee ongoing compliance with the Guidelines.

**Mental Health:** The Guidelines above also include discharge planning for patients with mental health issues, instructing hospitals to begin the discharge planning process upon admission, and working with appropriate providers. MCoC members monitor discharges of patients with mental illness to shelters and follow up as necessary. The Statewide Homeless Council is leading an effort to create a Medicaid Waiver for long-term homeless individuals that will improve housing search and tenancy support options. Placement options include family, residential treatment facilities, market rate apartments, boarding homes, and other federal-, state- or locally-funded housing options (such as Section 515 rental units, LIHTC-funded projects, HOPWA-funded housing, local- or state-funded residential recovery or transitional housing, group homes, and/or halfway houses). Individuals needing higher levels of medical care may be placed in private non-medical

institutions.

**Corrections:** The Statewide Homeless Council and MCoC oppose any policy that releases inmates to shelters. Although no specific Department of Corrections (DoC) policy exists to prevent release of offenders to shelters, Maine DoC's goal is to prevent release to shelters. To achieve this goal, DoC's policy is to begin pre-release planning 45 days prior to release (County jails begin pre-release planning at 90 days). MCoC providers work collaboratively with prison staff to help find community housing and supportive services (when needed) for inmates following release. STEP vouchers are also available with very limited parameters.

## **Discussion**

See Above

## **AP-75 Barriers to affordable housing – 91.320(i)**

### **Introduction:**

In 2019 MaineHousing updated the Maine Analysis of Impediments to Fair Housing Choice (AI). The process included discussions focused on potential impediments to affordable housing in Maine with business partners including the Department of Community Economic Development, the Maine Human Rights Commission, developers, realtors, providers of services to older adults, and lenders.

### **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**

Research conducted for the State of Maine's Analysis of Impediments identified the following impediments to fair housing.

1. Lack of Affordable Housing
2. Racial, Ethnic and Cultural Barriers
3. Community Planning and Zoning Decisions that Impede Affordable Housing
4. Lack of Availability and Access to Housing for Disabled Individuals
5. Limited access to Neighborhood Opportunities and Community Assets
6. Lack of Understanding of Fair Housing and Affirmatively Furthering Fair Housing

The AI identifies actions and measureable outcomes to address these impediments. Action types include:

- Data Collection and Analysis
- Program Design
- Education and Outreach
- Evaluation

### **Discussion:**

Results of actions taken to address the identified impediments to fair housing are reported in the Consolidated Annual Performance and Evaluation Report (CAPER), which is submitted annually to HUD.

## **AP-85 Other Actions – 91.320(j)**

### **Introduction:**

The following sections discuss other actions MaineHousing and DECD will undertake in FY 2022.

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

MaineHousing and the Department of Economic and Community Development will continue to encourage qualified applicants to apply for CDBG, HOME, HTF and ESG funds.

MaineHousing is expanding access to programs by translating program materials into 6 different languages, meeting regularly with organizations representing the immigrant community, and contracting for culturally appropriate support services when needed.

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

The activities to foster and maintain affordable housing include the production of new units, and financing home purchase and home rehabilitation.

The State utilizes other programs to help foster and maintain affordable housing including:

- Low Income Housing Tax Credits (LIHTC)
- the Housing Choice Voucher program; and
- the Low Income Heating Assistance Program (HEAP) and the Weatherization program
- a Maine state tax credit program that will provide additional resources to support the development of affordable housing.

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

MaineHousing currently administers a \$3.8 million, 42 month HUD-funded Lead Hazard Reduction Grant Program. The program provides grants to single-family, owner-occupied homes and owners of residential rental units to make their properties lead safe. Owners of residential rental units are required to keep the units affordable (50% - 80% of AMI) for three years after the completion of the abatement work. This program includes a comprehensive Healthy Homes assessment and intervention component which addresses a variety of health and safety related housing conditions, such as indoor allergen reduction, injury prevention (falls, electrical hazards, etc.), carbon monoxide and radon, and excess heat and cold.

MaineHousing administers a \$4 million (one time funded) State-funded Maine Lead Paint Hazard Abatement Program that provides grants to assist single-family, owner occupied homes and owners of residential rental units to make their homes and apartments lead safe. Owners of residential rental units are required to rent to low-income renters (at or below 100% AMI) and the units must remain affordable (Fair Market Rent rates) for four years after the completion of the abatement work. This program is designed to complement the

HUD-funded Lead Hazard Reduction Grant Program.

Achieving lead safe homes is accomplished by using licensed lead abatement contractors to abate lead-based paint hazards and may involve interior and exterior work. Lead-based paint abatement measures employed for both the HUD-funded and State-funded programs are based on a lead design plan and may include paint removal or stabilization, encapsulation or replacement of siding, as well as door and window replacements.

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

The State of Maine has not formally adopted a statewide anti-poverty strategy. However, the strategy and goals of the Five-Year Consolidated Plan and the Annual Action Plan directly address the issues of individuals who are living in poverty.

In Maine, there is a statewide network of Community Action Agencies (CAAs) with a common purpose of providing services to low income people across Maine. The goal of these agencies is to empower low income people to lift themselves and their families out of poverty.

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

The State of Maine has an efficient institutional structure through which housing and community development programs are delivered. DECD is the administrator of CDBG funds and MaineHousing is the administrator of HOME, HTF and ESG funding. Both MaineHousing and DECD participate in a number of standing meetings with representatives from state and local government, the Continuum of Care, and not-for-profit and private providers of housing, homelessness and economic development services.

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

A number of private sector, public and social service agencies have been involved in the Consolidated Planning process. Continued coordination with these groups will be a key to the success of the plan. MaineHousing plans to maintain communications with pertinent individuals and groups, both via traditional methods and through new technologies (e.g. on-line meetings, internet-based survey's, etc.)

Both MaineHousing and DECD are members of many different trade organizations and advisory boards. This involvement provides an opportunity to enhance coordination. Additionally both agencies participate in a number of standing meetings with representatives from state and local government, not-for-profit and private providers of housing, economic development organizations, the Continuum of Care and homelessness services.

### **Discussion:**

Please see above

# Program Specific Requirements

## AP-90 Program Specific Requirements – 91.320(k)(1,2,3)

### Introduction:

HOME, ESG and CDBG funding is open to all eligible applicants. The Rental Loan Program Guide, the CDBG Program Statement, the Homeless Program Rule, the ESHAP Program Guide, the STEP Program Guide, and the Consolidated Plan outline the respective programs.

### Community Development Block Grant Program (CDBG)

#### Reference 24 CFR 91.320(k)(1)

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

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

### Other CDBG Requirements

- |   |        |
|---|--------|
| 1. The amount of urgent need activities   | 0      |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 80.00% |

### HOME Investment Partnership Program (HOME)

#### Reference 24 CFR 91.320(k)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

Maine utilizes only the forms of investment included in Section 92.205.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for

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homebuyer activities as required in 92.254, is as follows:

MaineHousing does not intend to use HOME funds for homebuyer activities.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

MaineHousing does not intend to use HOME funds for homebuyer activities.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The MaineHousing Rental Loan Program Guide is the document which governs lending activities, including those projects financed with HOME funds. The RLP Guide specifically refers to compliance with 24 CFR Part 92 for any project which uses HOME funds. The RLP Guide describes eligible applicants and the application process. The RLP Guide is available on the MaineHousing website.

The refinancing requirements include the following conditions:

- Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
- Require a review of management practices to demonstrate that disinvestment in the property has not occurred; that long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
- State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
- Specify the required period of affordability, whether it is a minimum 15 years or longer.
- Specify whether the investment of HOME funds may be state-wide or limited to a specific geographic area, such as a community identified in a neighborhood revitalization strategy under 24 CFR 91.315(g) or a federally designated Empowerment Zone or Enterprise Community.
- State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including the CDBG program.

### **Emergency Solutions Grant (ESG) Reference 91.320(k)(3)**

1. Include written standards for providing ESG assistance (may include as attachment)

Please see the CoC Emergency Solutions Grant (ESG) Written Standards dated November 2020 (<https://www.mainehousing.org/docs/default-source/homeless/eshap/maine-esg-written->

standards8c36e5fbdce26f639ad9ff0000e8bc8d.pdf)

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

Please see the attached CoC Joint Coordinated Entry System for the State of Maine's Continuums of Care Written Standards.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

Not Applicable

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

MaineHousing and its ESG Grantees currently meet the homeless participation requirement in 24 CFR 576.405(a).

5. Describe performance standards for evaluating ESG.

With assistance from HUD Technical Assistance, a monitoring tool, which includes a risk analysis score, and a CoC reporting mechanism have been created and are currently in use. Using these tools, a written report will be presented to the CoC at least annually.

**Housing Trust Fund (HTF)  
Reference 24 CFR 91.320(k)(5)**

1. How will the grantee distribute its HTF funds? Select all that apply:

Applications submitted by eligible recipients

2. If distributing HTF funds through grants to subgrantees, describe the method for distributing HTF funds through grants to subgrantees and how those funds will be made available to state agencies and/or units of general local government. If not distributing funds through grants to subgrantees, enter "N/A".

Not Applicable

3. If distributing HTF funds by selecting applications submitted by eligible recipients,

a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2). If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

Eligible applicants are:

- Not for Profit organizations
- Municipalities
- Tribal Housing Authorities
- Public Housing Authorities
- Successful LIHTC applicants

Ineligible Applicants include:

- The Applicant, any Principal thereof, or Affiliates of either
  - a) has an uncorrected IRS Form 8823 in connection with any LIHTC Project to the extent it is correctable unless previously waived by MaineHousing;
  - b) has been declared in default or has been 60 calendar days or more delinquent on any loan with MaineHousing, unless the default or delinquency has been cured or there is an approved payment or workout plan in good standing prior to the Application deadline;
  - c) has ever been the owner of any project in which MaineHousing has foreclosed a mortgage interest or received a deed-in-lieu of foreclosure of a mortgage interest unless previously waived by MaineHousing;
  - d) is presently debarred, suspended, proposed for debarment, or excluded from participation in any federal or state programs;
  - e) has in the last 10 years either commenced or had commenced against it any proceeding in or for bankruptcy, receivership, reorganization or any other arrangement for relief from creditors commenced against it that affected a MaineHousing-funded project that was not dismissed within 90 calendar days; or
- The tax credit syndicator, investor, or Affiliates of either
  - a) transferred its interest in any LIHTC Project after March 25, 2014 in violation of the Ownership Transfer Rule; or
  - b) failed to make any required capital contributions with respect to any LIHTC Project, and has not corrected such actions prior to the Application deadline.MaineHousing may reject the Application if it determines the deficiencies are not addressed. MaineHousing may also require financial statements from the Applicant, Principal thereof, or Affiliates of either.

Funds remaining after the initial RFP process may be distributed by MaineHousing under a subsequent RFP available to all or a subset of the above eligible recipients. Individuals are not eligible to receive direct assistance from the HTF. The State does not intend to use sub-grantees in the 2022 funding cycle.

b. Describe the grantee’s application requirements for eligible recipients to apply for HTF funds. If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

MaineHousing will distribute HTF funds through a competitive process by selecting applications that are submitted by eligible recipients under the rules of MaineHousing’s Qualified Allocation Plan (QAP) for LIHTC. Scoring will be based upon a combination of the required selection criteria located at 24 CFR§91.320[k][5] and selection criteria adopted by MaineHousing. The QAP will be available on the MaineHousing website.

c. Describe the selection criteria that the grantee will use to select applications submitted by eligible recipients. If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

The selection criteria will be included in the QAP and will include all of the following (listed in order of highest priority to least priority):

Threshold Criteria: (Required for the application to be eligible)

All tenants must be limited to 30% of AMI or less.

*For rental housing, the duration of the units’ affordability period*

MaineHousing will require that affordability be for a 30 year term. The affordability requirements will be outlined in a deed covenant that will be recorded in the applicable registry of deeds.

Scoring Criteria:

- Extent to which project provides housing and services to vulnerable populations (for HTF units)
- Extent to which applicant demonstrates ability to undertake required eligible development activities and obligate funds in a timely manner
- Extent to which applicant demonstrates their ability to make use of additional funding sources
- Extent to which applicant demonstrates a satisfactory credit history and adequate financial capacity

to own and operate the housing, including the use of any available rental assistance funding.

- Extent to which applicant demonstrates control of the development site.
- Extent to which project provides the required number of lower income units.
- Extent to which project prioritizes underserved areas.
- Extent to which project meets the State’s housing priority needs as described in the Consolidated Plan: Improve and Preserve the Quality of Housing, Expand Affordable Housing Opportunities, and/or Help Maine People Attain Housing Stability.

In addition, the management agent for the housing must demonstrate successful experience in managing similar properties.

d. Describe the grantee’s required priority for funding based on geographic diversity (as defined by the grantee in the consolidated plan). If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

MaineHousing will regard the entire State of Maine as the eligible area for purposes of the HTF. However, applicants will receive points for projects that will be developed in locations that have been designated as high opportunity areas or areas that are underserved.

e. Describe the grantee’s required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner. If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

As noted above, applicants will be evaluated on project readiness, including local approvals, architectural plans and site control. Additionally, MaineHousing will consider an applicant's track-record for developing projects successfully within a reasonable timeframe.

f. Describe the grantee’s required priority for funding based on the extent to which the rental project has Federal, State, or local project-based rental assistance so that rents are affordable to extremely low-income families. If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

MaineHousing may make Section 8 Housing Choice Vouchers available on a “project-based” basis for eligible units funded with HTF. Applicants will receive additional scoring points for projects that include project based vouchers from other entities.

g. Describe the grantee's required priority for funding based on the financial feasibility of the project beyond the required 30-year period. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

MaineHousing will require that affordability be for a 30 year term. The affordability requirements will be outlined in a deed covenant that will be recorded in the applicable registry of deeds.

h. Describe the grantee's required priority for funding based on the merits of the application in meeting the priority housing needs of the grantee (such as housing that is accessible to transit or employment centers, housing that includes green building and sustainable development features, or housing that serves special needs populations). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

All applications will be required to address one or more of the following Consolidated Plan priorities: Improve Housing Quality, Expand the Supply of Affordable Housing, and/or Help Maine People Attain Housing Stability.

i. Describe the grantee's required priority for funding based on the extent to which the application makes use of non-federal funding sources. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

All applications will be required to address one or more of the following Consolidated Plan priorities: Improve Housing Quality, Expand the Supply of Affordable Housing, and/or Help Maine People Attain Housing Stability.

4. Does the grantee's application require the applicant to include a description of the eligible activities to be conducted with HTF funds? If not distributing funds by selecting applications submitted by eligible recipients, select "N/A".

Yes

5. Does the grantee's application require that each eligible recipient certify that housing units assisted with HTF funds will comply with HTF requirements? If not distributing funds by selecting applications submitted by eligible recipients, select "N/A".

Yes

**6. Performance Goals and Benchmarks.** The grantee has met the requirement to provide for performance goals and benchmarks against which the grantee will measure its progress, consistent with the grantee's goals established under 24 CFR 91.315(b)(2), by including HTF in its housing goals in the housing table on the SP-45 Goals and AP-20 Annual Goals and Objectives screens.

Yes

**7. Maximum Per-unit Development Subsidy Amount for Housing Assisted with HTF Funds.** Enter or attach the grantee's maximum per-unit development subsidy limits for housing assisted with HTF funds.

The limits must be adjusted for the number of bedrooms and the geographic location of the project. The limits must also be reasonable and based on actual costs of developing non-luxury housing in the area.

If the grantee will use existing limits developed for other federal programs such as the Low Income Housing Tax Credit (LIHTC) per unit cost limits, HOME's maximum per-unit subsidy amounts, and/or Public Housing Development Cost Limits (TDCs), it must include a description of how the HTF maximum per-unit development subsidy limits were established or a description of how existing limits developed for another program and being adopted for HTF meet the HTF requirements specified above.

In order to provide enough funding for the construction and/or rehabilitation of affordable housing units that are livable, accessible, and durable, the HTF subsidy limits are aligned with Maine's HOME program limits for 1 and 2 bedroom units. Efficiency, single room occupancy (SRO), and one bedroom units will be aligned with the 1 bedroom limit. Units with two bedrooms or more will be aligned with the two bedroom unit limit. This ensures that the subsidy maximizes the number of units while adequately funding them to address Maine's housing needs and priorities.

**8. Rehabilitation Standards.** The grantee must establish rehabilitation standards for all HTF-assisted housing rehabilitation activities that set forth the requirements that the housing must meet upon project completion. The grantee's description of its standards must be in sufficient detail to determine the required rehabilitation work including methods and materials. The standards may refer to applicable codes or they may establish requirements that exceed the minimum requirements of the codes. The grantee must attach its rehabilitation standards below.

In addition, the rehabilitation standards must address each of the following: health and safety; major systems; lead-based paint; accessibility; disaster mitigation (where relevant); state and local codes,

ordinances, and zoning requirements; Uniform Physical Condition Standards; Capital Needs Assessments (if applicable); and broadband infrastructure (if applicable).

MaineHousing will utilize the MaineHousing Quality Standards and Procedures Manual (located on the MaineHousing website) to ensure that the rehabilitation standards located at §93.301[b] are met for all housing units rehabilitated with HTF funds. The MaineHousing Manual covers all applicable accessibility requirements, and state and local standards, codes, regulations, and zoning requirements. In addition, MaineHousing will further require that:

- The project team shall provide an estimate (based on age and condition) of the remaining useful life of the major building systems upon project completion. Major systems include: structural support and roofing; cladding and weatherproofing (e.g., windows, doors, siding, gutters); plumbing; electrical; and heating, ventilation, and air conditioning.
- For multifamily housing with 26 or more total units, the useful life of systems must be determined through a capital needs assessment that determines the work to be performed and identifies the long-term physical needs of the project.
- If the remaining useful life of one or more major systems is less than the applicable period of affordability, MaineHousing will ensure that a replacement reserve is established and that adequate monthly payments are made to repair or replace the systems as needed.

At the onset of any project, MaineHousing will conduct on-site inspections with qualified UPCS inspectors on staff to identify any deficiencies from HUD's Uniform Physical Condition Standards (UPCS). Any such deficiencies will be addressed in the renovation scopes of work. Follow-up inspections will be conducted at the completion of the project to assure any and all identified deficiencies have been properly addressed. (Attached are UPCS Inspectable Items and Observable Deficiencies)

#### Lead-based Paint

Unless a property or housing unit is exempt from HUD's lead-based paint regulations at 24 CFR Part 35, as provided in §35.115, MaineHousing will require the following for rehabilitation activities assisted with HTF funds:

1. Prior to the start of any rehabilitation work at a project site, a lead-based paint (LBP) risk assessment by a Lead Risk Assessor certified by the Maine Department of Environmental Protection (Maine DEP), and paint testing on painted surfaces to be disturbed or replaced during rehabilitation activities, including housing units, common areas servicing the units, and exterior painted surfaces, will be conducted in accordance with the Part 35 requirements and established protocols under the Maine DEP's Lead Management Regulations – Chapter 424 (Maine DEP Lead Regulations), including a written report with findings, conclusions and recommendations.
1. If the LBP risk assessment indicates the presence of LBP, the Part 35 provisions for the level of federal rehabilitation assistance applicable to the project, and any related requirements of the Maine

DEP Lead Regulations, will apply to the project, as follows:

- Projects receiving an average of \$5,000 or less per unit in federal rehabilitation assistance
- Projects receiving an average of over \$5,000 but no more than \$25,000 per unit in federal rehabilitation assistance.
- Projects receiving an average of more than \$25,000 per unit in federal rehabilitation assistance.

3. Ongoing LBP maintenance and re-evaluation in accordance with §35.1355 will be required if LBP has been identified on a project site.

MTF Rehab Standards Appendix A. Uniform Physical Condition Standards for Multifamily Housing Rehabilitation - October 2016		
NOTE: Deficiencies published in orange are life-threatening and must be addressed immediately if the housing is occupied.		
Requirement Description	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Accessibility Issues	Obstructive Deficiency	Type and Degree of Deficiency that must be addressed
Working and Safety	Working and Safety	Working and Safety
Fire Alarm	Fire Alarm	Fire Alarm
Health and Safety	Health and Safety	Health and Safety
Lighting	Lighting	Lighting
Roofs	Roofs	Roofs
Windows	Windows	Windows
Walls	Walls	Walls
Water	Water	Water
Other	Other	Other





**9. Resale or Recapture Guidelines.** Below, the grantee must enter (or attach) a description of the guidelines that will be used for resale or recapture of HTF funds when used to assist first-time homebuyers. If the grantee will not use HTF funds to assist first-time homebuyers, enter “N/A”.

Not Applicable

**10. HTF Affordable Homeownership Limits.** If the grantee intends to use HTF funds for homebuyer assistance and does not use the HTF affordable homeownership limits for the area provided by HUD, it must determine 95 percent of the median area purchase price and set forth the information in accordance with §93.305. If the grantee will not use HTF funds to assist first-time homebuyers, enter “N/A”.

Any limitation or preference must not violate nondiscrimination requirements in § 93.350, and the grantee must not limit or give preferences to students. The grantee may permit rental housing owners to limit tenants or give a preference in accordance with § 93.303(d)(3) only if such limitation or preference is described in the action plan.

MaineHousing does not intend to limit beneficiaries to any particular segments of the extremely low income population. MaineHousing designed the QAP to enable applicants to target housing for vulnerable populations. However, MaineHousing will not require that applicants serve selected sub-populations. MaineHousing may award additional scoring points to applicants serving the homeless population.

MaineHousing will require that all units that receive financial assistance from the HTF be affordable to households with incomes at or below 30% of the Area Median Income. This affordability restriction will be outlined in deed covenants that will remain in place for 30 years from the date that the HTF funds are disbursed. This affordability restriction will not be contingent upon any outstanding HTF funding.

**12. Refinancing of Existing Debt.** Enter or attach the grantee’s refinancing guidelines below. The guidelines describe the conditions under which the grantee will refinance existing debt. The grantee’s refinancing guidelines must, at minimum, demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing. If the grantee will not refinance existing debt, enter “N/A.”

Not Applicable

**Discussion:**

MaineHousing’s building standards require design features that are conducive to the construction of long-lasting and durable housing that takes into consideration the potential risks of the natural environment.

## Attachments

# Citizen Participation Comments



## Board Members

**Aaron Shapiro**  
Rakett Community Development  
Director - Cumberland County  
Board President

**Chip Merrill**  
Physica, The Newlight Group  
Board Treasurer

**Glenn Hubbard**  
Principal, Thornton Tomasetti  
Board Secretary

**David Birkhofer**  
Vice President, TD Bank

**Elizabeth Boepple**  
Partner, Agency, Public, & Murry

**Jan McCormick**  
Rakett Affordable Housing  
Investment Executive

**Luc Nya**  
Mental Health Program Coordinator  
DPS/Connections, Laidlaw, Maine DHS

**Angela Perrin**  
Westbrook Resident

**Thomas Placak**  
Rakett Commercial Development,  
Hobbs Street

**Jennifer Polman**  
Executive Director, Vubarr

**Jennifer Roseman**  
Deputy Director/CEO, The Seneca Fund

**John Ryan**  
President, High/Ryan Consulting

**Bill Shanahan**  
Co-President, Eastron

**Kimberly Twitchell**  
Maine Regional President, MIT Bank

## Staff Contacts

**Callan Ryan**  
Executive Director

**Kyle Walker**  
Chief Operating Officer

**Keith Gibbs**  
Occupancy Manager

**Mara O'Shea**  
Compliance Manager

**Wendell Smith**  
Supportive Housing Manager

**Dylan O'Mall**  
Asset Manager

**Chris Harmon**  
Controller

**Jeremy Jimino**  
Bookkeeper

**Vickey Rand**  
Advocacy & Communications Manager

**Bree LaCasse**  
Development Director

**Brian Kilgallon**  
Development Director

**Robyn Wendell**  
Development Associate

July 1, 2022

## Public Comments Regarding the Maine 2022 Annual Action Plan

My name is Callen Ryan and I serve as the Executive Director of Community Housing of Maine or CHOM, the largest supportive housing provider for homeless populations in Maine. Our staff of 12 works collaboratively with more than 50 different service provider organizations to effectively and efficiently house more than 1100 of Maine's most vulnerable people. I serve in various leadership roles in working to end homelessness and have been serving homeless populations for 35 years.

I write to respectfully offer comments on the Maine 2022 Annual Action Plan.

1) As with recent years, this year's plan has been very well thought out, and I commend MaineHousing for carefully crafting plans to align with Maine's Plan to End and Prevent Homelessness. I am particularly pleased to see that the Stability Through Engagement Program (STEP), one of the tools very much in keeping with that plan, has remained a true two-year program, including up to twenty-four months of rental assistance. I also applaud MaineHousing for including the rollover preference to Section 8 for the relatively few people who need that assistance when their STEP subsidy expires in the most recent Plan. I fully support MaineHousing retaining these recent changes in its 2022 Plan, as they make STEP an optimized tool for ending homelessness.

*I thank you, MaineHousing's Housing Choice Voucher department has worked really well in providing our families and participants regarding the inclusion of STEP participants across the end of their respective term in the housing priority list with for Housing Choice vouchers. This practice has provided a much-needed entry and for participants to remain stably housed and avoid evictions.*

2) Thank you for targeting the Housing Trust Fund (HTF) to people needing permanent supportive housing in the 2022 Plan. There has never been a higher need for permanent supportive housing (PSH) in Maine. The HTF has become Maine's most important bricks and mortar tool for ending long term homelessness because it creates PSH used to stably house this population, particularly the portion of the population that doesn't blend well with other populations due to significant behavioral issues. I encourage MaineHousing to continue to look at other sources to create PSH, including the state HOME fund. We are behind in meeting this critical need and could use a significant injection of flexible resources to allow for more creative PSH models.

And thank you for making Project-Based Section 8 (PBS8) available for PSH projects. PBS8 makes housing affordable and allows for deep targeting and lower barrier access, especially important for people experiencing homelessness with very low incomes, and it makes it feasible for populations that are disabled. PBS8 has allowed for Housing First models to exist in Maine, and it has allowed people experiencing long term or chronic homelessness to be stably housed. I would encourage MaineHousing to also consider making critical PBS8 available for permanent supportive housing projects developed with funding outside of the HTF. This would allow housing developers to leverage other funding resources for the construction and/or acquisition/rehab of the housing itself, using PBS8 to feasibly address operational costs. This would increase capacity for urgently needed permanent supportive housing development in Maine.

*MaineHousing committed to its PSH & to your plan to provide PSH opportunities in the following*

One City Center, 4<sup>th</sup> Floor Portland, ME 04101 · phone 207.879.0347 · fax 207.879.0348  
[www.chomhousing.org](http://www.chomhousing.org)



*focus:*

- Award project-based vouchers in properties that provide supportive services to individuals and families experiencing homelessness;
- Award project-based vouchers to existing Low Income Tax Credit properties with a preference for homeless families;
- Award project-based vouchers to properties selected through MainHousing's QAP process;

*MainHousing's PHA plan provides the flexibility to expand supportive housing opportunities and meet the goal of decarcerating poverty. We're excited to explore additional options to utilize project based vouchers moving forward.*

*MainHousing has expanded the Supportive Housing Program to include funding from other sources such as CDBG-CV-19, for which it also made PBI's available. As additional eligible funds are made available, MainHousing will continue to consider their use in the funding of permanent supportive housing projects.*

3) Thank you for continuing to use ESG funds for the ESHAP program. There is brilliance to this design as it puts housing navigators to work in homeless shelters to support access to housing and to support people after they secure housing. Most homeless shelters would have no other means to pay for integral housing navigators. ESHAP is perfectly in keeping with Goal One of Maine's Plan to End and Prevent Homelessness. Thank you for recently announcing available funding for to improve upon this program design by expanding ESHAP resource allocations to other organizations and nonprofits that are not classified as emergency shelters, similar to MainHousing's Rapid Re-Housing Program that launched during the pandemic. I hope that this practice continues because it will assist in Maine's homelessness diversion strategy. It also allows for "virtual" homeless shelters that provide everything needed to end homelessness while a person stays very briefly (if at all) in a motel, etc. This deepens Maine's toolbox in ending and preventing homelessness, and Maine has numerous dedicated organizations standing at the ready and well poised to carry out this critical housing access and stability work.

*MainHousing appreciates the provider support we have received in our decision to expand ESHAP housing navigation and stability services funding to organizations outside of the homeless shelter network. In 2022 MainHousing contracted with an additional 10 organizations to provide housing navigation and stability services statewide in an effort to augment the services provided by ESHAP grantees, as well as to focus on traditionally underserved populations such as rural and immigrant communities.*

Thank you for putting such thought into well-designed approaches to resource design and allocation in recent years.

And thank you very much for the opportunity to comment on the 2022 Annual Action Plan. This allows for broad stakeholder input and support.

**Legal Notices**  
**NOTICE OF PUBLIC SALE**

Notice is hereby given that in accordance with the Judgment of Foreclosure and Sale entered January 28, 2022 in the action entitled Wilmington Savings Fund Society, FSB, as Trustee of Stanwich Mortgage Loan Trust A v. Larry McInerney, et al., by the Bangor District Court, Docket No. BANDC-RE-2021-00013, wherein the Court adjudged the foreclosure of a mortgage granted by Larry McInerney to C&F Financial, Inc. dated August 22, 2007 and recorded in the Penobscot County Registry of Deeds in Book 11101, Page 317, the period of redemption having expired, a public sale of the property described in the mortgage will be conducted on

**July 7, 2022 at 10:00 AM**  
**At Holiday Inn by the Bay, 88 Spring Street, Portland, Maine**

The property is located at 125 Main Road, Millford, Maine, as described in said mortgage. The sale will be by public auction. All bidders for the property will be required to make a deposit of \$5,000.00 in certified or bank check at the time of the public sale made payable to Bennett & McHugh, P.C., which deposit is non-refundable as to the highest bidder. The balance of the purchase price shall be paid within sixty (60) days of the public sale. In the event a representative of the mortgagee is not present at the time and place stated in this notice, no sale shall be deemed to have occurred and all rights to reschedule a subsequent sale are reserved. **If the sale is set aside for any reason, the Purchaser at the sale shall be entitled only to a return of the deposit paid. The Purchaser shall have no further recourse against the Mortgagee, the Mortgagee or the Mortgagee's attorney.**

This property will be sold as is. Additional terms will be announced at the public sale.

Wilmington Savings Fund Society, FSB, as Trustee of Stanwich Mortgage Loan Trust A by its attorneys,  
Bennett & McHugh, P.C.  
30 Danforth Street, Ste. 104  
Portland, ME 04101  
207-221-0016

June 2, 9, 16, 2022

**Legal Notices**  
**NOTICE OF PUBLIC SALE**

Notice is hereby given that in accordance with the Judgment of Foreclosure and Sale entered January 28, 2022 in the action entitled Keybank, NA, s/b/m First Niagara Bank, NA v. Gayla V. Sirois and Nelson J. Sirois, et al., by the Milbrook District Court, Docket No. RE-19-028, wherein the Court adjudged the foreclosure of a mortgage granted by Gayla V. Sirois and Nelson J. Sirois, to KeyBank National Association dated January 10, 2003 and recorded in the Penobscot County Registry of Deeds in Book 8553, Page 121, the period of redemption having expired, a public sale of the property described in the mortgage will be conducted on

**July 7, 2022 at 10:00 AM**  
**At Holiday Inn by the Bay, 88 Spring Street, Portland, Maine**

The property is located at 43 Massachusetts Avenue, Millinocket, Maine, as described in said mortgage. The sale will be by public auction. All bidders for the property will be required to make a deposit of \$5,000.00 in certified or bank check at the time of the public sale made payable to Bennett & McHugh, P.C., which deposit is non-refundable as to the highest bidder. The balance of the purchase price shall be paid within sixty (60) days of the public sale. In the event a representative of the mortgagee is not present at the time and place stated in this notice, no sale shall be deemed to have occurred and all rights to reschedule a subsequent sale are reserved. **If the sale is set aside for any reason, the Purchaser at the sale shall be entitled only to a return of the deposit paid. The Purchaser shall have no further recourse against the Mortgagee, the Mortgagee or the Mortgagee's attorney.**

This property will be sold as is. Additional terms will be announced at the public sale.

Keybank, NA, s/b/m First Niagara Bank, NA by its attorneys,  
Bennett & McHugh, P.C.  
30 Danforth Street, Ste. 104  
Portland, ME 04101  
207-221-0016

June 2, 9, 16, 2022

**Legal Notices**  
**NOTICE OF PUBLIC SALE**

Notice is hereby given that in accordance with the Judgment of Foreclosure and Sale entered January 28, 2022 in the action entitled Federal National Mortgage Corporation v. Joseph K. Zilawski and Erin E. Carney, et al., by the Rockland District Court, Docket No. RE-17-03, wherein the Court adjudged the foreclosure of a mortgage granted by Joseph K. Zilawski and Erin E. Carney to Mortgage Electronic Registration Systems, Inc., as nominee for Owner Mortgage Company dated July 2, 2009 and recorded in the Knox County Registry of Deeds in Book 4125, Page 23, the period of redemption having expired, a public sale of the property described in the mortgage will be conducted on

**July 7, 2022 at 10:00 AM**  
**At Holiday Inn by the Bay, 88 Spring Street, Portland, Maine**

The property is located at 387 Hoarner Pond Road, Camden, Maine, as described in said mortgage. The sale will be by public auction. All bidders for the property will be required to make a deposit of \$5,000.00 in certified or bank check at the time of the public sale made payable to Bennett & McHugh, P.C., which deposit is non-refundable as to the highest bidder. The balance of the purchase price shall be paid within sixty (60) days of the public sale. In the event a representative of the mortgagee is not present at the time and place stated in this notice, no sale shall be deemed to have occurred and all rights to reschedule a subsequent sale are reserved. **If the sale is set aside for any reason, the Purchaser at the sale shall be entitled only to a return of the deposit paid. The Purchaser shall have no further recourse against the Mortgagee, the Mortgagee or the Mortgagee's attorney.**

This property will be sold as is. Additional terms will be announced at the public sale.

Federal Home Loan Mortgage Corporation by its attorneys,  
Bennett & McHugh, P.C.  
30 Danforth Street, Ste. 104  
Portland, ME 04101  
207-221-0016

June 2, 9, 16, 2022

**Legal Notices**  
**NOTICE OF PUBLIC SALE**

Notice is hereby given that in accordance with the Consent Judgment of Foreclosure and Sale entered April 19, 2022 in the action entitled U.S. Bank National Association, not in its individual capacity but solely as Trustee for the RMAC Trust, Series 2016-CTT v. Ulmasoff Sherman, Jr., Personal Representative of the Estate of Patricia Sherman, et al., by the Bangor District Court, Docket No. RE-A1-00003, wherein the Court adjudged the foreclosure of a mortgage granted by Patricia Sherman to Wells Fargo Bank, N.A. dated June 30, 2010 and recorded in the Penobscot County Registry of Deeds in Book 12184, Page 67, the period of redemption having been waived, a public sale of the property described in the mortgage will be conducted on

**July 7, 2022 at 10:00 AM**  
**At Holiday Inn by the Bay, 88 Spring Street, Portland, Maine**

The property is located at 170 Military Road, Greenbush, Maine, as described in said mortgage. The sale will be by public auction. All bidders for the property will be required to make a deposit of \$5,000.00 in certified or bank check at the time of the public sale made payable to Bennett & McHugh, P.C., which deposit is non-refundable as to the highest bidder. The balance of the purchase price shall be paid within sixty (60) days of the public sale. In the event a representative of the mortgagee is not present at the time and place stated in this notice, no sale shall be deemed to have occurred and all rights to reschedule a subsequent sale are reserved. **If the sale is set aside for any reason, the Purchaser at the sale shall be entitled only to a return of the deposit paid. The Purchaser shall have no further recourse against the Mortgagee, the Mortgagee or the Mortgagee's attorney.**

This property will be sold as is. Additional terms will be announced at the public sale.

U.S. Bank National Association, not in its individual capacity but solely as Trustee for the RMAC Trust, Series 2016-CTT by its attorneys,  
Bennett & McHugh, P.C.  
30 Danforth Street, Ste. 104  
Portland, ME 04101  
207-221-0016

June 2, 9, 16, 2022

**Legal Notices**  
**LEGAL NOTICE AND NOTICE OF HEARING**

**Maine Department of Health and Human Services**  
**MAINE DISTRICT COURT**

**IN RE: Meleena B.-C.** Docket No.: BANDC-CPC-2021-00121  
**Liam B.**

**NOTICE IS HEREBY GIVEN TO Brian Corvino, father, whereabouts unknown:**

Pursuant to 22 M.R.S. §4001 et seq., the Maine Department of Health & Human Services (hereafter, "DHHS") has petitioned the Court for a Child Protection Order and/or Termination of Parental Rights Order, concerning the child: Meleena B.-C., d/b/a: January 7, 2015, born at Bangor, Maine, and Liam B., d/b/a: June 8, 2016, born at Bangor, Maine.

The mother is Samantha Boreas and the father is Brian Corvino.

DHHS has met the requirements of M.R. Civ. P. Rule 4(g)(1A)-(C). Hearing on the pending Petition(s) will be held at **Penobscot Judicial Center, 78 Exchange Street, Bangor, Maine, 04401 on August 29, 2022 at 1:00 pm.** Failure to appear at this hearing may result in the issuance of a child protection order, the termination of your parental rights, and/or any other order permissible under 22 M.R.S. §4001 et seq.

Wayne Deane, Esq. has been appointed to represent you in these proceedings. Contact him at P.O. Box 60, Exeter, ME 04435 or 207-478-7125. To obtain a copy of the Petition(s), contact the court at the above address or 207-561-2300 or DHHS at 207-561-4100, 19 Maine Avenue, Bangor, ME 04401. DHHS is represented by Patrick Dewey, Assistant Attorney General, Maine Office of the Attorney General, 84 Harlow Street, Bangor, ME 04401, 207-941-3007.

June 2, 9, 16, 2022

**Legal Notices**  
**NOTICE OF PUBLIC SALE**

Notice is hereby given that in accordance with the Judgment of Foreclosure and Sale entered January 15, 2022 in the action entitled Federal National Mortgage Association v. Arlene D. Landry and Arlene Landry and George R. Landry Sr. aka George Landry, by the Calais District Court, Docket No. RE-18-022, wherein the Court adjudged the foreclosure of a mortgage granted by Arlene D. Landry and George R. Landry Sr. to Mortgage Electronic Registration Systems, Inc., as nominee for USA Federal Savings Bank dated July 31, 2008 and recorded in the Washington County Registry of Deeds in Book 3437, Page 23, the period of redemption having expired, a public sale of the property described in the mortgage will be conducted on

**July 7, 2022 at 10:00 AM**  
**At Holiday Inn By the Bay, 88 Spring Street, Portland, Maine**

The property is located at 85 Church Street, Calais, Maine, as described in said mortgage. The sale will be by public auction. All bidders for the property will be required to make a deposit of \$5,000.00 in certified or bank check at the time of the public sale made payable to Bennett & McHugh, P.C., which deposit is non-refundable as to the highest bidder. The balance of the purchase price shall be paid within sixty (60) days of the public sale. In the event a representative of the mortgagee is not present at the time and place stated in this notice, no sale shall be deemed to have occurred and all rights to reschedule a subsequent sale are reserved. **If the sale is set aside for any reason, the Purchaser at the sale shall be entitled only to a return of the deposit paid. The Purchaser shall have no further recourse against the Mortgagee, the Mortgagee or the Mortgagee's attorney.**

This property will be sold as is. Additional terms will be announced at the public sale.

Federal National Mortgage Association by its attorneys,  
Bennett & McHugh, P.C.  
30 Danforth Street, Ste. 104  
Portland, ME 04101  
207-221-0016

June 2, 9, 16, 2022

**Legal Notices**  
**ADVERTISEMENT FOR BIDS**

**Mr. Jerry Hayman**  
**Director of Business Services**  
**Bangor School Department**  
**73 Harlow Street**  
**Bangor, ME 04401**  
**(207) 622-4100**

Separate sealed BIDS for the **Bangor High School - Generator project** located at 885 Broadway, Bangor, Maine, for the Bangor School Department will be received at the office of Carpenter Associates, 607 Stillwater Avenue, Old Town, Maine until **2:00 P.M.** local time **June 30, 2022**, and then at said office opened.

The BIDDING DOCUMENTS may be purchased and/or examined at the office of the Engineer, **Carpenter Associates, 607 Stillwater Avenue, Old Town, Maine 04468 (207-627-8001)** for a non-refundable fee of **\$29.00**. Only those companies who have obtained Bidding Documents and are listed on the project's "Plan Holders List" are eligible to submit a bid proposal on this project.

Documents may also be examined at the following locations:

**ONLINE at:**  
**Construction Summary of Maine - [www.constructionsummary.com](http://www.constructionsummary.com)**  
**Construction Market Data Group - [www.cmgdgroup.com](http://www.cmgdgroup.com)**  
 **Dodge Data & Analytics - [www.support@construction.com](http://www.support@construction.com)**

A bid security will be required consisting of a percent (5%) Bid Bond or a Certified Check in lieu of the Bid Bond. Performance Bond and Payment Bond, each for 100% of the value of the work, are required.

**Scope of Work Summary:** Provide and install 1700kW generator, equipment pad, retaining wall, conduits, conductors, and related site work. Provide contractor to existing transfer switch.

**A Pre-Bid Meeting is scheduled for Thursday, June 16, 2022 at 10:00 AM.** This will be the only time contractors will be able to visit the site to review existing conditions prior to submitting a bid. The meeting will begin at the existing generator site behind Bangor High School.

June 2, 2022

**Legal Notices**  
**NOTICE OF PUBLIC SALE**

Notice is hereby given that in accordance with the Judgment of Foreclosure and Sale entered January 28, 2022 in the action entitled Osewese Mortgage Company v. Jacob Madden, et al., by the Lincoln District Court, Docket No. RE-19-015, wherein the Court adjudged the foreclosure of a mortgage granted by Jacob Madden to Mortgage Electronic Registration Systems, Inc., as nominee for Osewese Mortgage Company dated May 31, 2017 and recorded in the Penobscot County Registry of Deeds in Book 14526, Page 331, the period of redemption having expired, a public sale of the property described in the mortgage will be conducted on

**July 7, 2022 at 10:00 AM**  
**At Holiday Inn by the Bay, 88 Spring Street, Portland, Maine**

The property is located at 408 Odell Road, Enfield, Maine, as described in said mortgage. The sale will be by public auction. All bidders for the property will be required to make a deposit of \$5,000.00 in certified or bank check at the time of the public sale made payable to Bennett & McHugh, P.C., which deposit is non-refundable as to the highest bidder. The balance of the purchase price shall be paid within sixty (60) days of the public sale. In the event a representative of the mortgagee is not present at the time and place stated in this notice, no sale shall be deemed to have occurred and all rights to reschedule a subsequent sale are reserved. **If the sale is set aside for any reason, the Purchaser at the sale shall be entitled only to a return of the deposit paid. The Purchaser shall have no further recourse against the Mortgagee, the Mortgagee or the Mortgagee's attorney.**

This property will be sold as is. Additional terms will be announced at the public sale.

June 2, 9, 16, 2022

**Legal Notices**  
**STATE OF MAINE**  
**NOTICE OF PUBLIC COMMENT AND DRAFT AVAILABILITY**  
**2022 ANNUAL ACTION PLAN**  
**FOR CDBG, ESG, HOME AND HTF**

The Maine State Housing Authority and the Department of Economic and Community Development are drafting the Annual Action Plan for 2022 and encourage citizens to comment.

The U.S. Department of Housing and Urban Development (HUD) requires the State of Maine to publish an Annual Action Plan. The plans outline the use of HUD funds for the following programs administered in the state:

- Community Development Block Grant (CDBG)
- Emergency Solutions Grant Program (ESG)
- HOME Investment Partnership Program (HOME)
- Housing Trust Fund (HTF)

These programs receive approximately \$21 million in annual allocations. The plan describes the various housing and community development initiatives that the State intends to undertake, including funding levels and target populations. The plan identifies the following areas as top priorities: improve and preserve the quality of housing, expand affordable housing opportunities, help Maine people attain housing stability, improve economic opportunity and improve public infrastructure.

The draft Action Plan is available on the Internet at <https://www.mainehousing.org/policy-research/federal-funds> and <https://www.maine.gov/decf/community-development>.

**MaineHousing and DECD will hold a public hearing to gather comments on the draft Action Plan on June 14, 2022 at 6 pm at MaineHousing, 26 Edison Drive, Augusta, ME. The meeting room is accessible to persons with physical disabilities. Upon sufficient notice, appropriate communication auxiliary aids and services will be provided.** To listen or testify virtually, please contact Paula Weber no later than 5:00 p.m. on June 10, 2022, at MaineHousing, 26 Edison Drive, Augusta, ME 04330; (207) 626-4600 (voice); 1-800-452-4668 (voice in-state only); 711 (Maine Relay); or via e-mail: [pwbeber@mainehousing.org](mailto:pwbeber@mainehousing.org). The deadline for written comment is 5 pm on July 5, 2022.

If you would like to make a comment, please direct your communication to:

Paula M Weber	Deborah Johnson, Director
Compliance Officer II	DECD
Maine State Housing Authority	Office of Community Development
26 Edison Drive	111 Sewall Street/59 State House Station
Augusta, ME 04330-6046	Augusta, ME 04333
Telephone: 207-626-4600	207-624-9817
1-800-452-4668 Maine Relay 711	

Upon sufficient notice, appropriate communication auxiliary aids and services will be provided. To make your preferences known, please contact Lauren Bostard, Maineflowing's Equal Access Coordinator at Maineflowing, 26 Edison Drive, Augusta, ME 04330-6046; Tel: 207-626-4600 or 1-800-452-4668 (voice); Maine Relay 711.

June 2, 2022

**Legal Notices**  
**NOTICE OF PUBLIC SALE**

Notice is hereby given that in accordance with the Judgment of Foreclosure and Sale entered February 9, 2022 in the action entitled Tyler Sean Stone, Trustee of TSS Investment Trust v. Dabra Bickford, by the Skowhegan District Court, Docket No. RE-19-41, wherein the Court adjudged the foreclosure of a mortgage granted by Dabra Bickford to Home Loan Investment Bank, FSB dated May 30, 2007 and recorded in the Somerset County Registry of Deeds in Book 2857, Page 127, the period of redemption having expired, a public sale of the property described in the mortgage will be conducted on

**July 7, 2022 at 10:00 AM**  
**At Holiday Inn By the Bay, 88 Spring Street, Portland, Maine**

The property is located at 15 Maple Street, Fairfield, Maine, as described in said mortgage. The sale will be by public auction. All bidders for the property will be required to make a deposit of \$5,000.00 in certified or bank check at the time of the public sale made payable to Bennett & McHugh, P.C., which deposit is non-refundable as to the highest bidder. The balance of the purchase price shall be paid within sixty (60) days of the public sale. In the event a representative of the mortgagee is not present at the time and place stated in this notice, no sale shall be deemed to have occurred and all rights to reschedule a subsequent sale are reserved. **If the sale is set aside for any reason, the Purchaser at the sale shall be entitled only to a return of the deposit paid. The Purchaser shall have no further recourse against the Mortgagee, the Mortgagee or the Mortgagee's attorney.**

This property will be sold as is. Additional terms will be announced at the public sale.

Tyler Sean Stone, Trustee of TSS Investment Trust by its attorneys,  
Bennett & McHugh, P.C.  
30 Danforth Street, Ste. 104  
Portland, ME 04101  
207-221-0016

June 2, 9, 16, 2022

**Legal Notices**  
**NOTICE OF PUBLIC SALE**

Notice is hereby given that in accordance with the Judgment of Foreclosure and Sale entered September 20, 2019 in the action entitled Edgerton Bank v. Wade A. Brewer and Jennifer L. Brewer, et al., by the Newport District Court, Docket No. RE-19-58, wherein the Court adjudged the foreclosure of a mortgage granted by Wade A. Brewer and Jennifer L. Brewer to First Horizon Home Loan Corporation dated May 30, 2003 and recorded in the Penobscot County Registry of Deeds in Book 6763, Page 334, the period of redemption having expired, a public sale of the property described in the mortgage will be conducted on

**July 7, 2022 at 10:00 AM**  
**At Holiday Inn by the Bay, 88 Spring Street, Portland, Maine**

The property is located at 114 Elm Street, Newport, Maine, as described in said mortgage. The sale will be by public auction. All bidders for the property will be required to make a deposit of \$5,000.00 in certified or bank check at the time of the public sale made payable to Bennett & McHugh, P.C., which deposit is non-refundable as to the highest bidder. The balance of the purchase price shall be paid within sixty (60) days of the public sale. In the event a representative of the mortgagee is not present at the time and place stated in this notice, no sale shall be deemed to have occurred and all rights to reschedule a subsequent sale are reserved. **If the sale is set aside for any reason, the Purchaser at the sale shall be entitled only to a return of the deposit paid. The Purchaser shall have no further recourse against the Mortgagee, the Mortgagee or the Mortgagee's attorney.**

This property will be sold as is. Additional terms will be announced at the public sale.

MidFirst Bank by its attorneys,  
Bennett & McHugh, P.C.  
30 Danforth Street, Ste. 104  
Portland, ME 04101  
207-221-0016

June 2, 9, 16, 2022

**Legal Notices**  
**NOTICE OF PUBLIC SALE**

Notice is hereby given that in accordance with the Judgment of Foreclosure and Sale entered December 15, 2021 in the action entitled Maine State Housing Authority v. Ronald W. Stewart, et al., by the Bangor District Court, Docket No. RE-19-54, wherein the Court adjudged the foreclosure of a mortgage granted by Ronald W. Stewart to Bank of America, N.A. dated April 28, 2011 and recorded in the Penobscot County Registry of Deeds in Book 12462, Page 3, the period of redemption having expired, a public sale of the property described in the mortgage will be conducted on

**July 7, 2022 at 10:00 AM**





# SEARCH program seeks volunteers

The Catholic Charities SEARCH (Seek Elderly Alone, Renew Courage & Hope) program in Auburn is in need of volunteers to support isolated seniors in Franklin and Oxford County areas.

A difference can be made by investing a few hours a week to an isolated senior through providing a friendly visit, a ride to the grocery store, or a weekly companionship phone call, according to a news release from Catholic Charities SEARCH & RSVP Programs.

In Franklin County, volunteers are needed in the following areas: three seniors in their 70s and 80s in Jay, a married couple in their 80s in Livermore Falls; three seniors in Farmington, one in her 80s and two in their 90s; two in Carthage in their 80s; and one in their 70s in Chesterville and one in their 90s in Strong.

In Oxford County, volunteers are needed in Carthage, Dixfield and Rumford to support a few seniors in their late 70s and 80s.

For more information, contact Janet McIntosh at 207-261-0844 or jmcintosh@ccmaine.org.

# Lewiston nonprofit board adds 2 members

LEWISTON — Steven English and Emmanuel Juwah have joined the board of directors of the Trinity Jubilee Center.

Located downtown, the center is a nonprofit organization serving hungry, homeless, elderly and disabled Lewiston-Auburn residents.

Trinity offers hot meals, groceries and diapers, a medical clinic, help with resume writing and job applications, and toiletries and winter coats to more than 1,000 people every week, according to a news release from the center.

English serves as a senior vice president and director of financial services and private banking at Androscoquin Bank. He is a graduate of Westfield State University.

He has also volunteered his time at the Auburn Lewiston YMCA, the Hebron Academy Parents Association, and as a youth sports coach.

Juwah is an assistant branch manager at Hangar Savings Bank. He is a graduate of business management from Imo State University and the Nigerian Institute of Management. He also volunteers his time with the Auburn-Lewiston Rotary Breakfast Club.

For more information, visit trinityjubileecenter.org.



Steven English



Emmanuel Juwah

# TURNER CHURCH TO HOST JUNE LINE DANCING CLASSES

TURNER — The First Universalist Church plans to offer line dancing classes at 8 p.m. for four weeks beginning Wednesday, June 8.

The classes are held in the vestry at the Route 117 church in Turner Center.

Instructors will be Vicki Catlett, Holly Catlett and Lyndsey Gilbert Day. The cost is a \$6-per-class donation.

The church, a focal point of the community life for the last 200 years, is offering these classes as part of its 2022 fundraising campaign, according to a news release from the church.

The fundraising campaign will allow the church to provide necessary maintenance for the building.

To sign up for class and for more information, call Catlett at 207-576-8572.

# Grant applications sought for Racial Justice Fund

The Maine Justice Foundation is offering its second round of grants from the Racial Justice Fund.

The foundation plans to accept applications for grants of up to \$10,000, through Wednesday, June 15. The grant guidelines and application form can be found online at grantinterface.com. The link will be live at 10 a.m. June 1.

Black, Indigenous, and people of color by forging social, systemic, and economic solutions to combat racism in Maine, according to a news release from the Hallowell-based foundation.

Applicants must be Maine-based and must demonstrate the involvement and participation of Maine residents who are Black, Indigenous or people of color.

For more information, visit justiceinmaine.org.

# Iraq war veteran identified by police as man killed in apartment shooting

By KEITH EDWARDS KENNEBEC JOURNAL

The man who was shot and killed at a Vassalboro apartment building on Memorial Day was a U.S. Army veteran whose legs were amputated in 2011 after he was hit by a van while helping another driver who had been in an automobile crash in Augusta.

The Maine State Police said Wednesday that Jeremy Gilley, 37, of Vassalboro was killed Monday morning at the apartment building at 513 Main St.

Another man who was injured by a gunshot in the same incident was identified Joshua Bilodeau, 30, also of Vassalboro.

The state Office of Chief Medical Examiner determined Gilley died as a result of being shot, according to Shannon Moss, public information officer for the Maine Department of Public Safety. The death has been deemed a homicide.

Moss said Wednesday no



JOE FIELAN/KENNEBEC JOURNAL FILE  
Jeremy Gilley answers questions in February 2012 at his parents' house in Palermo as he recovers after his legs were amputated in December 2011. The amputations were the result of injuries Gilley suffered when he was hit by a van while helping a driver who had been in an automobile crash in Augusta.

arrests had been made and police were continuing to investigate the circumstances of the shootings and death. She said detectives will consult through-

out the investigation with the Kennebec County District Attorney's Office and the Office of the Maine Attorney General.

Several people were in-

side the apartment building when an argument started between two of the building's residents, police said. Multiple gunshots were reportedly fired at 9:12 a.m. Monday in the hallway of the building.

Moss said Wednesday all the people inside the building had been interviewed by police and were cooperating with the investigation.

Bilodeau is recovering at a local hospital. Police have declined to release the identity of a third man who was reportedly involved in the incident but not injured.

Lt. Jeff Love of the Maine State Police Major Crimes Unit said at the crime scene Monday the three men involved in the incident lived at the apartment building, a former nursing home now owned by Viotelle Rentals, according to assessing records. A former owner of the building, which is across the street from Ron's Auto Parts, said it has nine apartments.

# Waterville police, Maine Gun Safety Coalition to host 'gun giveback' day

By AMY CALDER MORNING SENTINEL

WATERVILLE — People with unwanted guns or ammunition may take them to the Police Department next week as part of an event being hosted by both the department and the Maine Gun Safety Coalition.

The "gun giveback" will be held from 10 a.m. to 2 p.m. on Saturday, June 11, in the parking lot of the Police Department, located at 10 Colby St. Similar events will be held that day and time at eight other law enforcement agencies statewide.

Long guns, shotguns, handguns, air rifles and pellet guns will be accepted. Upon arrival people should remain in their vehicles and an officer will retrieve the firearms and ammunition for safe handling.

The Maine Gun Safety Coalition started holding

the event in 2019 but this is the first year Waterville police will be participating, according to police Chief Joseph Massey.

He said the program allows gun owners to safely dispose of unwanted firearms and ammunition that they do not feel comfortable selling or giving away.

"We will have free gun locks available and gun safety pamphlets that provide tips on how to safely store your guns and ammo at home," Massey said in an email. "This program

is similar to the Drug Take Back program we hold every year that allows folk to safely dispose of unused prescription medication."

Geoff Bickford, executive director of the Maine Gun Safety Coalition, said Wednesday that he has worked with Massey in the past and helped provide gun locks and gun safety pamphlets to the department. Bickford said he approached him about holding a gun giveback day and Massey was happy to do it.

A national debate is once again being held on the merits of restrictions on gun ownership following the mass shooting in Buffalo in which 10 were killed and the school shooting 10 days later in Uvalde, Texas, that left 19 children and two adults dead. The gun giveback effort in Maine is not in response to those shootings and organizing for it began well before they happened.

**LEGAL NOTICE**  
**PETITION FOR A PARDON**  
**STATE OF MAINE**

Augusta      July 21, 2022

Notice is hereby given that a Petition for a Pardon for certain Felony Convictions of the Criminal Code, 2013 and 2015 (Amended), is now pending before the Governor and a hearing will be conducted via TELEPHONE CONFERENCE on 7/21/2022 at the 2nd day of July, at 10:00 o'clock A.M. <https://www.maine.gov/corrections/pardon-site-convictions-pardon.html>

**NOTICE**

Sherrin Eastor vs. Lewis O. Eastor Jr.

State of Maine  
Lewiston District Court  
Androscoquin County

The said Lewis O. Eastor Jr., whose place of residence is unknown, is hereby notified that said Sherrin Eastor has filed a petition in Lewiston District Court to require that Lewis O. Eastor Jr. furnish information in confidential case by an active "Protection Order" against the defendant's contact with said Plaintiff until 15th of May 2022.

**PUBLIC HEARING NOTICE**  
**CITY OF LEWISTON**  
**LAND USE CODE AMENDMENT**

A public hearing on the following Land Use Code amendments, for passage at a first meeting, will be held in the City Council Chamber, Lewiston City Hall, 27 West Street, on Tuesday, June 7, 2022, at 7:00pm or as soon thereafter as it may be advised. Any interested persons may appear and will be given the opportunity to be heard before final action is taken. Amendments to the Zoning Ordinance.

The proposed amendments are: zoning, re-zoning, and changes to vacancies regarding definitions. Administration will follow within Appeals and Variances, District Reapportionment, Performance Standards, Development Review and Standards and Significant Buildings and Districts.

The City of Lewiston is an IDE FM. Please visit our website at [www.lewistonmaine.org](http://www.lewistonmaine.org) and visit the Non-Discrimination Policy.

Kathleen M. Monney, City Clerk

**NOTICE OF PUBLIC SALE**

Notice is hereby given that a foreclosure will be conducted on the premises hereinafter described January 10, 2022 in the afternoon at 1:00 p.m. at the following address: 1400 S. Main St., Portland, ME 04101, by the Foreclosure District Court, District No. 88-20-14, wherein the Court authorized the foreclosure of a mortgage granted by Brenda Marie in Plaintiff Chase Bank, N.A. (plaintiff) 7/2008 and recorded in the Franklin County Registry of Deeds in Book 2011, Page 74, the record of which has been entered in a public sale of the property described in that mortgage will be conducted on:

**July 7, 2022 at 10:00 AM**  
**At Holiday Inn by the Bay,**  
**88 Spring Street, Portland, Maine**

The property is located at 30 Elm Street, Bangor, Maine, which is located in a residential area. The sale will be by public auction. All bidders for the property will be required to make a deposit of \$5,000.00 in cash or bank check at the time of the public sale made payable to Brenda & Michael P.C., which deposit is non-refundable as to the original bidder. The balance of the purchase price shall be paid within sixty (60) days of the public sale. In the event a representative of the mortgagee is present at the time and place stated in this

**STATE OF MAINE**  
**NOTICE OF PUBLIC COMMENT AND DRAFT AVAILABILITY**  
**2022 ANNUAL ACTION PLAN**  
**FOR CDBG, ESG, HOME and HUD**

The Maine State Housing Authority and the Department of Economic and Community Development are drafting the Annual Action Plan for 2022 and encourage citizens to comment.

The U.S. Department of Housing and Urban Development (HUD) requires the State of Maine to publish an Annual Action Plan. The plans outline the use of HUD funds for the following programs, administered in the state:

- Community Development Block Grant (CDBG)
- Emergency Solutions Grant Program (ESG)
- HOME Investment Partnership Program (HOME)
- Housing Trust Fund (HTF)

These programs receive approximately \$21 million in annual allocations.

The plan describes the various housing and community development initiatives that the State intends to undertake, including funding levels and target populations. The plan identifies the following areas as top priorities: improve and preserve the quality of housing, expand affordable housing opportunities, help Maine people attain housing stability, improve economic opportunity and improve public infrastructure.

The draft Action Plan is available on the Internet at [www.mainehousing.org/policy-research/federal-funds](http://www.mainehousing.org/policy-research/federal-funds) and <https://www.maine.gov/dec/cecommunity-development>

Maine Housing and HUD will hold a public hearing to gather comments on the draft Action Plan on June 14, 2022 at 3 pm at MaineHousing, 26 Edison Drive, Augusta, ME. The meeting room is accessible to persons with physical disabilities. Upon sufficient notice, appropriate communication auxiliary aids and services will be provided. To learn or testify virtually, please contact Paula Weber no later than 5:00 p.m. on June 10, 2022, at MaineHousing, 26 Edison Drive, Augusta, Maine 04333; (207) 626-4000 (voice); 1-800-452-4668 (voice in-state only); T1 (Maine Relay); or via e-mail: [pweber@mainehousing.org](mailto:pweber@mainehousing.org). The



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Helen Wendel  
Development Assistant

March 7, 2022

**Public Comments Regarding the Maine 2022 Annual Action Plan**

My name is Callen Ryan and I serve as the Executive Director of Community Housing of Maine or CHOM, the largest supportive housing provider for homeless populations in Maine. Our staff of 12 works collaboratively with more than 50 different service provider organizations to effectively and efficiently house more than 1100 of Maine's most vulnerable people. I serve in various leadership roles in working to end homelessness and have been working with homeless populations for 35 years.

I write to respectfully offer comments on the Maine 2022 Annual Action Plan.

1) As with recent years, this year's plan has been very well thought out, and I commend MaineHousing for carefully crafting plans to align with Maine's Plan to End and Prevent Homelessness. I am particularly pleased to see that the Stability Through Engagement Program (STEP), one of the tools very much in keeping with that plan, has transitioned into a true two-year program as of 2021, including up to twenty-four months of rental assistance. I also applaud MaineHousing for including the rollover preference to Section 8 for the relatively few people who need that assistance when their STEP subsidy expires in the most recent Plan. I fully support MaineHousing retaining these recent changes in its 2022 Plan, as they make STEP an optimized tool for ending homelessness.

2) Thank you for targeting the Housing Trust Fund (HTF) to people needing permanent supportive housing in last year's Annual Action Plan. I strongly encourage continuing this in the 2022 Plan. There has never been a higher need for permanent supportive housing (PSH) in Maine. The HTF has become Maine's most important bricks and mortar tool for ending long term homelessness because it creates PSH used to stably house this population. I encourage MaineHousing to look to other sources to supplement the HTF, including the state HOME fund. We are behind in meeting this critical need and could use a significant injection of flexible resources to allow for more creative PSH models.

And thank you for making Project-Based Section 8 (PBS8) available for PSH projects – I urge that you continue to do so. PBS8 makes housing affordable and allows for deep targeting and lower barrier access, especially important for people experiencing homelessness with very low incomes, and it makes it feasible for populations that are disabled. PBS8 has allowed for Housing First models to exist in Maine, and it has allowed people experiencing long term or chronic homelessness to be stably housed. I would encourage MaineHousing to also consider making critical PBS8 available for permanent supportive housing projects developed with funding outside of the HTF. This would allow housing developers to leverage other funding resources for the construction and/or acquisition/rehab of the housing itself, using PBS8 to feasibly address operational costs. This would increase capacity for urgently needed permanent supportive housing development in Maine.

3) Thank you for using ESG funds for the ESHAP program – I have no doubt that this will continue in the 2022 Annual Action Plan. There is brilliance to this design as it puts housing navigators to work in homeless shelters to support access to housing and to support people after they secure housing. Most homeless shelters would have no other means to pay for integral housing navigators. ESHAP is perfectly in keeping with Goal One of Maine's Plan to End and Prevent Homelessness. Thank you for recently announcing available funding for to improve upon this program design by expanding ESHAP resource allocations to other

One City Center, 4<sup>th</sup> Floor Portland, ME 04101 · phone 207.879.0347 · fax 207.879.0348  
[www.chomhousing.org](http://www.chomhousing.org)



organizations and nonprofits that are not classified as emergency shelters, similar to MaineHousing's Rapid Re-Housing Program that launched during the pandemic. I hope that this practice continues in the 2022 Annual Action Plan because it will assist in Maine's homelessness diversion strategy. It also allows for "virtual" homeless shelters that provide everything needed to end homelessness while a person stays very briefly (if at all) in a motel, etc. This deepens Maine's toolbox in ending and preventing homelessness, and Maine has numerous dedicated organizations standing at the ready and well poised to carry out this critical housing access and stability work.

Thank you for putting such thought into well-designed approaches to resource design and allocation in recent years.

And thank you very much for the opportunity to comment in advance of the 2022 Annual Action Plan being formally drafted. It allows for broad stakeholder input and support.

# Jury hears dueling views in Ga. hate crime trial

BY RUSS BYNUM  
THE ASSOCIATED PRESS

BRUNSWICK, Ga. — Three white men who chased and killed Ahmad Arbery on a residential street acted out of "pent-up racial anger" and should be convicted of hate crimes, a federal prosecutor told a jury Monday. Defense attorneys argued that the Black man was fatally shot in self-defense and had acted suspiciously during prior trips to the neighborhood.

The jury of eight white people, three Black people and one Hispanic person heard dueling reasons for the killing in U.S. District Court, where verdicts on hate crime charges rest not on whether the pursuit and shooting were justified, but whether they were motivated by racism. The trial began a week ago.

Prosecutor Christopher Perras argued that Travis McMichael "was just looking for a reason" to hurt a Black person when the 25-year-old Arbery jogged past his home on a Sunday afternoon. Perras cited a slew of racist comments

and videos the defendant had posted online.

And when McMichael, his father and a neighbor began chasing Arbery, they had no evidence he had done anything wrong, but they assumed he had because he was Black, Perras said.

When McMichael's father, Greg McMichael, saw Arbery jogging down the street, "he didn't grab his phone and call police," Perras said. "He called his son and grabbed his gun."

"There's a big difference between being vigilant and being a vigilante," said Perras, later adding: "It's important for you to understand the full depth of the defendants' racial hatred."

Travis McMichael's attorney, Amy Lee Copeland, told the jury prosecutors presented no evidence that he "ever spoke to anyone about Mr. Arbery's death in racial terms" or committed prior acts of racial violence.

Copeland noted the McMichaels pursued Arbery because they recognized him from videos recorded by security camera inside a neighboring home under construction, which Arbery had entered at night four times in the months before the shooting. She said the behavior was suspicious, though there was no evidence Arbery had stolen anything.

As for the shooting, Copeland said it was "based on self-defense," with Travis McMichael opening fire after Arbery tried to grab his shotgun.

"Mr. Arbery tried to wrestle the gun out of Travis McMichael's hand," Copeland said. "You can see the struggle on the recording."

It's been nearly two years since Arbery fell dead from two shotgun blasts on Feb. 23, 2020, after a five-minute chase

through the Satilla Shores subdivision just outside the port city of Brunswick. The slaying was captured in a graphic cellphone video that sparked outrage far beyond Georgia.

Basic facts of the case aren't disputed. The McMichaels armed themselves and chased Arbery in a pickup truck after he was spotted running past their home on a Sunday afternoon. A neighbor, William "Roddie" Bryan, joined the pursuit in his own truck and recorded the video of Travis McMichael firing the fatal shots at point-blank range.

The McMichaels and Bryan were all convicted of murder last fall in a Georgia state court. The U.S. Justice Department charged them separately in federal court with hate crimes, alleging that all three men violated Arbery's civil rights and targeted him because he's

Black. They are also charged with attempted kidnapping, and the McMichaels face counts of using guns in the commission of a crime.

Regardless of the outcome of the hate crimes case, the McMichaels have been sentenced to life in prison without parole for their murder convictions. Bryan also received a life sentence, with parole possible only after he's served at least 30 years.

Legal experts have said that it's tougher to prove hate crimes than it is the crime of murder. The McMichaels and Bryan have all pleaded not guilty to the hate crimes.

Defense attorneys have insisted that the trio pursued Arbery based on an earnest, though erroneous, suspicion that he had committed crimes in their neighborhood. Before the day of the shooting, security cameras had recorded Arbery several times inside a home under construction a few doors down from the McMichaels' house. Greg McMichael told police he recognized Arbery as he

came running out of the same unfinished house the day of the shooting.

Greg McMichael's attorney, A.J. Balbo, said Monday that his client had previously confronted a white person he suspected of possibly committing crimes in the area. Balbo said his client didn't chase Arbery because he was a Black man, but because he was "THE man" who had been seen in the house.

Security videos showed Arbery taking nothing from the construction site. An officer told the McMichaels there was no evidence of him stealing. Bryan, who knew nothing of the security footage, told investigators he assumed Arbery had done something wrong when he ran past Bryan's house with the McMichaels in pursuit.

Bryan's attorney, Pete Theodion, argued Monday that it was "entirely reasonable" for his client to assume that a truck he recognized as belonging to someone in the neighborhood was chasing Arbery because he had done something wrong.



G. McMichael



T. McMichael



Bryan Jr.

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**BUS DRIVERS**

Cover jobs are available! The Island Explorer bus system that operates in and around Acadia National Park on Mount Desert Island, ME is now accepting bus driver applicants for the 2022 season - June 23 through October 10. Starting pay rate for new drivers is \$20.00 per hour. If you don't have the required Commercial Drivers License we are willing to train the right applicants and assist them in getting it. Apply now, get paid training over the winter/spring and be ready for season start up or, if you have your CDL, apply now and be ready for paid training in early to mid-June. Flexible shifts. Night & weekend shifts may be required. Pay rate for new employees training over the winter/spring is \$17.00 per hour with an increase at season start up. For more information or application, please contact Jodi Moore at 207-567-5796 or jodi.moore@islandexplorer.com

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**Legal Notices**

Please be advised that the Planning Board of the City of Bangor will hold a public hearing on **Tuesday, March 1, 2022, beginning at 7:00 p.m.**, in the Third Floor Council Chambers of Bangor City Hall and on Zoom, and will consider the following item:

**Amending Chapter 165, Land Development Code, by defining and regulating the uses known as Boarding House and Bed & Breakfast. These changes include revisions to definitions, parking, and the Land Development Permit. Affected districts are: Urban Residence 1 District (URD-1), Urban Residence 2 District (URD-2), Multifamily and Service District (M&S-D), Neighborhood Service District (NSD), Downtown Development District (DDD), Low Density Residential District (LDR), High Density Residential District (HDR), and Rural Residence and Agricultural District (RR&A).**

A full copy of the text change can be found online at [www.bangormaine.gov/zoning](http://www.bangormaine.gov/zoning) or the text can be emailed or mailed to any interested party by request to [planning@bangormaine.gov](mailto:planning@bangormaine.gov) or call the office at 207-992-4257. Copies of the text of the ordinance can also be picked up at City Hall. The public is welcome to attend the meeting in person or by Zoom. Zoom details can be found at the city's website under [www.bangormaine.gov/zoom](http://www.bangormaine.gov/zoom). To submit comments in writing, please email comments to [planning@bangormaine.gov](mailto:planning@bangormaine.gov) before 4 PM March 1st, 2022 or send comments by US Mail prior to March 1st, 2022 to Planning Board c/o Planning Division, 73 Hancock Street, Bangor, ME 04401. Interested parties can also make an appointment by email or phone to meet with Planning Department staff in person or on Zoom. The Planning Board meeting may be streamed live via the [City of Bangor Facebook page](http://City of Bangor Facebook page); however, comments that are posted on the Facebook livestream are not monitored during the meeting.

Feb. 17, 22, 2022

*Anna M. Krieg*  
Anne M. Krieg, AICP  
Planning Officer

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**Legal Notices**

**REQUEST FOR BIDS/PROPOSALS**

The City of Bangor is receiving bids/proposals for the following:

- Sale of Tax Acquired Property - Development of Housing - 48 Charles Street

The deadline for submission and the full Request for Bids may be obtained from the City's website at [www.bangormaine.gov/proposals](http://www.bangormaine.gov/proposals).

Purchasing Department  
Feb. 22, 2022

**Legal Notices**

**PUBLIC NOTICE**

**NOTICE OF INTENT TO FILE**

Please take notice that Maine Coast Heritage Trust, 1 Bowdoin Mill Island, Suite 201, Topsham Maine 04086 is intending to file a TRANSFER of a Site Location of Development Act permit application pursuant to the provisions of 330 M.R.S.A., with the Maine Department of Environmental Protection on or about 2/24/2022.

The application is for Transfer of Permit #L-15239-86-A-N (and subsequent orders, including #L-15239-86-A-N, #L-016239-13-8-M, #L-15239-13-C-M, #L-15239-12-D-M, and #L-15239-12-G-M) From Kenneth and Fredda Wolf to Maine Coast Heritage Trust, at the following location: Bowdoin Point Subdivision, Prospect Maine

A request for a public hearing or a request that the Board of Environmental Protection assume jurisdiction over the application must be received by the Department, in writing, no later than 20 days after the application is found by the Department to be complete and is accepted for processing. A public hearing may or may not be held at the discretion of the Commissioner or Board of Environmental Protection. Public comment on the application will be accepted throughout the processing of the application.

The application will be filed for public inspection at the Department of Environmental Protection's office in Bangor during normal working hours. A copy of the application may also be seen at the municipal offices in Prospect, Maine.

Written public comments may be sent to the Department of Environmental Protection, Bureau of Land and Water Quality, 17 State House Station, Augusta, Maine 04333-0017.

Feb. 22, 2022

**Legal Notices**

Please be advised that the Planning Board of the City of Bangor will hold a public hearing on **Tuesday, March 1, 2022, beginning at 7:00 p.m.**, in the Third Floor Council Chambers of Bangor City Hall and will consider the following application:

**To amend the Land Development Code by changing a parcel of land located at 32 Cottage Street, Map-Lot**

**Legal Notices**

**NOTICE OF PUBLIC SALE**

Notice is hereby given that in accordance with the Judgment of Foreclosure and Sale entered October 5, 2018 in the action entitled U.S. Bank National Association, as Trustee for the registered holders of Aegis Asset Backed Securitization Trust 2005-1, Mortgage Backed Notes v. James L. Kearns, Jr., by the Bangor District Court, Docket No. 18-1742, wherein the Court adjudged the foreclosure of a mortgage granted by James L. Kearns, Jr. to Mortgage Electronic Registration Systems, Inc., as nominee for Aegis Lending Corporation dated January 25, 2005 and recorded in the Foreclosure County Registry of Deeds in Book 3726, Page 108, the period of redemption having expired, a public sale of the property described in the mortgage will be conducted on

**March 17, 2022 at 10:00 AM**  
At Holiday Inn by the Bay, 88 Spring Street, Portland, Maine

The property is located at 128 Union Street, Brewer, Maine, as described in said mortgage. The sale will be by public auction. All bidders for the property will be required to make a deposit of \$5,000.00 in certified or bank check at the time of the public sale made payable to Benditt & McHugh, P.C., which deposit is non-refundable as to the highest bidder. The balance of the purchase price shall be paid within sixty (60) days of the public sale. In the event a representative of the mortgagee is not present at the time and place stated in this notice, no sale shall be deemed to have occurred and all rights to reschedule a subsequent sale are reserved. If the sale is set aside for any reason, the Purchaser at the sale shall be entitled only to a return of the deposit paid. The Purchaser shall have no further recourse against the Mortgagee, the Mortgagee or the Mortgagee's attorney.

This property will be sold as is. Additional terms will be announced at the public sale.

U.S. Bank National Association, as Trustee for the registered holders of Aegis Asset Backed Securities Trust 2005-1, Mortgage Backed Notes by its attorneys, Benditt & McHugh, P.C., 30 Danforth Street, Ste. 104 Portland, ME 04101 207-221-0016

Feb. 8, 15, 22, 2022

**Legal Notices**

**ADVERTISEMENT FOR BIDS**

**TOWN OF PITTSFIELD, ME AIP PROJECT NO. 5-23-0036-020-021-2021 PITTSFIELD, ME PITTSFIELD MUNICIPAL AIRPORT**

Sealed Bids for Construction Package 2, Contract Taxilane, Apron and T-Hangar at the Pittsfield Municipal Airport will ONLY be received and opened via online electronic bid service through <https://www.questbid.com> until 2:00 PM, March 24, 2022, local time and at such time will be publicly opened online. Anyone interested in witnessing the public bid opening over the phone or internet is to contact Hoyte Tanner for a link to the open conference call. Please contact Nils Gonsalves, nrgonsal@pittsfieldmaine.com, (603) 460-3107 or Donna Akery, daker@pittsfieldmaine.com, (603) 460-4544 for meeting information at least five (5) days prior to the scheduled bid opening. The 5-day lead time is required in case of bid opening time changes.

The project, generally consists of the construction of a new T-Hangar with associated paved taxiway and apron.

Bids shall be on a unit price basis, as indicated in the Bid Form.

Complete digital Bidding Documents may be obtained after February 22,



FAMILY DOLLAR

# Infestation triggers recalls, closes stores

By ANNABELLE TIMST  
THE WASHINGTON POST

A rodent infestation at a Family Dollar warehouse has prompted the discount store chain to recall a wide range of products sold at hundreds of stores throughout the southern United States.

Health concerns about the rat infestation at an Arkansas distribution center have also reportedly led to the temporary closure of more than 400 stores in six states.

Family Dollar, which is owned by the retail giant Dollar Tree, announced a voluntary recall late Friday of some products that came from the West Memphis facility.

The recall covers Food and Drug Administration-regulated products, including medicine, pet food and cosmetics, that were sold between January 2021 and February 2022 in Family Dollar stores in Alabama, Arkansas, Louisiana, Missouri, Mississippi and Tennessee.

The FDA was alerted to unsanitary conditions at a Family Dollar distribution center in West Memphis, which supplied the stores, by a consumer complaint, the agency said Friday in a news release.

Inspectors wrapped up their investigation on Feb. 11, after finding "live rodents, dead rodents in various states of decay, rodent feces and urine, evidence of gnawing, nesting and rodent odors throughout the facility, dead birds and bird droppings" at the center.

More than 1,100 dead rodents were found when the center was fumigated, the agency said.

The FDA said a look at the company's internal records showed "a history of infestation" at the Arkansas facility, with more than 2,300 rodents collected in less than six months in 2021.

The company will temporarily close the 404 affected stores as it completes the product recall, Dollar Tree spokeswoman Kayleigh Campbell told CNN.

"We take situations like this very seriously and are committed to providing safe and quality products to our customers," Campbell said in a statement. "We have been fully cooperating with all regulatory agencies in the resolution of this matter and are in the process of remediated the issue."

The Washington Post requested comment early Sunday.

FDA Associate Commissioner for Regulatory Affairs Judith McMeekin said the families that depend on Family Dollar stores for necessary

goods like food and medicine "deserve products that are safe."

"No one should be subjected to products stored in the kind of unacceptable conditions that we found in this Family Dollar distribution facility," McMeekin said in a statement. "These conditions appear to be violations of federal law that could put families' health at risk. We will continue to work to protect consumers."

Family Dollar in its announcement said the voluntary recall applies to products that were sent to the affected stores by the West Memphis distribution center, not to "products shipped directly to the stores by the distributor or manufacturer." The company said it has asked the affected stores "to check their stock immediately and to quarantine and discontinue the sale of any affected product."

The FDA said that it initiated its investigation of the warehouse, known as Family Dollar Distribution Center 202, last month and that "Family Dollar ceased distribution of products within days of the FDA inspection team's arrival on-site."

Rodents can pass diseases on to humans, including salmonellosis, an infection caused by the salmonella bacteria, which can be especially dangerous to immunocompromised and other vulnerable people. Family Dollar said it has no knowledge of "any consumer complaints or reports of illness" tied to the recalled products.

The FDA advised consumers to throw away any drugs, medical devices, cosmetics and dietary supplements they bought from the affected stores in the past 13 months but said that "food in non-permeable packaging (such as undamaged glass or all-metal cans) may be suitable for use if thoroughly cleaned and sanitized."

As inflation soars in the United States and abroad, Americans are increasingly turning to dollar stores to afford the food and medicine they need. But those stores, like other retailers, are facing increased production and transportation costs, and passing on some of those costs to consumers.

Dollar Tree, which owns Family Dollar Inc., announced in November that it would raise the price of some of its products from \$1 to \$1.25—a price hike its chief executive, Michael Witynski, said at the time would give the company "greater flexibility to manage the overall business, especially in a volatile, inflationary environment."

# Giant opal sells for nearly \$144,000 at Alaska auction

## Gemstone billed as one of the largest of its kind ever found

By BECKY BOHRER  
ASSOCIATED PRESS

JUNEAU, Alaska — A gemstone, billed as one of the largest gem-quality opals ever found, was sold for \$143,750 at auction in Alaska on Sunday.

The opal, dubbed the "Americus Australis," weighs more than 11,400 carats, according to the auction house Alaska Premier Auctions & Appraisals. It also has a long history.

Most recently, it was kept in a linen closet in a home in Big Lake, north of Anchorage, by Fred von Brandt, who mines for gold in Alaska and whose family has deep roots in the gem and rock business.

The opal is larger than a brick and is broken into two pieces, which von Brandt said was a practice used decades ago to prove gem quality.

Von Brandt said the stone has been in his family since the late 1950s, when his grandfather bought it from an Australian opal dealer named John Altmann.

Von Brandt said the opal for decades was in the care of his father, Guy von Brandt, who decided it had been "locked up long enough, that it's time to put it back out in the world and see what interest it can generate."



ALASKA PREMIER AUCTIONS AND APPRAISALS VIA AP  
One of the largest opals in the world was sold for nearly \$144,000 at auction in Alaska on Sunday.

"He entrusted me to figure out which direction we wanted to go to part with the stone," von Brandt told The Associated Press.

The family, with roots in California, exhibited the stone at gem shows for years, until the early 1980s, he said. His father then branched out into furniture and displayed it at his shop. Guy von Brandt eventually moved to Oregon and kept the stone "kind of tucked away" for many years, von Brandt said.

Von Brandt said he brought it with him to Alaska over a year ago as he weighed the best approach to a possible sale. He said he went with Alaska Premier Auctions &

Appraisals because he thought it would get more attention from the newer company than a larger auction house. The sale is set for Sunday.

Nick Cline, a partner and appraisal specialist with Alaska Premier Auctions & Appraisals, said the family has documentation surrounding the provenance of the opal. As part of his research, he contacted Fiona Altmann, granddaughter of John Altmann and general manager of Altmann + Cherny in Sydney, Australia.

Altmann said her grandfather, in his business dealings, made regular trips to Europe and the U.S.

Altmann said when Cline emailed her, she was

skeptical; the name of the stone, in particular, threw her. But she said she started digging and discovered "something with my grandfather's handwriting with the picture of the opal with the word 'Americus Australis.'"

"I with 100% certainty know that their provenance information is 100% accurate" because it lines up with information she has, she said.

The auction house said the stone was discovered in the same field in Australia as the opal known as the "Olympic Australis," which weighs 17,000 carats and is on permanent display in Altmann's shop. The Olympic had been among the stones that John Altmann and partner Rod Cherny acquired in 1956, according to Altmann's company.

The auction company sought a minimum bid of \$125,000 during Sunday's auction. Cline said it's a "calculated risk," with the company going with what it sees as a conservative approach in hopes of garnering the most attention. It had targeted a sales price of \$250,000 to \$350,000, Cline said.

The sale includes a smaller piece of the opal that von Brandt said his father cut off to be worn or displayed.

# Carl Icahn takes on McDonald's over pig welfare

By BRYAN PREISCH  
THE WASHINGTON POST

Billionaire activist investor Carl Icahn has set his sights on McDonald's, picking a corporate fight with the fast-food giant over the treatment of pigs sourced for its U.S. pork supply.

In 2012, McDonald's made a splashy commitment to end the use of gestation stalls — small crates used to house pregnant pigs — by 2022. The Humane Society of the United States said at the time that the move was "a bit of an earthquake in the world of pork industry."

But McDonald's has yet to make good on the promise. The company said Sunday that Icahn had nominated two people for election to its board in an apparent start to a proxy battle with the fast-food gi-

ant, a confrontational attempt to collect shareholder proxy votes to replace board members, gaining enough power within the company to change its policies.

In recent years, activist investors have used the tactic to not only seek higher profits, but also align companies with their ethical or political stances. A group of investors led by a hedge fund called Engine No. 1 successfully won a third seat on the board of ExxonMobil in June, pushing the oil giant on its positions regarding climate change.

Icahn nominated Leslie Samuelich, president of Green Century Capital Management, which "leverages its clout as a shareholder to protect our water, air and land," and Maisei Ganzler, chief strategy and brand officer

at Bon Appétit Management Company, which describes itself as "food service for a sustainable future."

McDonald's said Icahn's "stated focus in making this nomination relates to a narrow issue regarding the Company's pork commitment," referring to the gestation stalls. A senior supply chain executive at McDonald's said in 2012 that the crates were "not a sustainable production system for the future" and that "there are alter-

natives that we think are better for the welfare of sows."

In a 2017 "Animal Health & Welfare Update," McDonald's said that by the end of 2022, it would source its U.S. pork only from suppliers that do not use the stalls for housing pregnant pigs.

### NOTICE OF PUBLIC HEARINGS

Town of Miami

120 Westshore Hill Road, Miami, FL 33135 (202) 443-3385

You are hereby notified that the Town of Miami Planning Board will be holding a public hearing at the Miami Town Office on **March 1, 2022**, at 9:00 a.m. to discuss the following:

1. Proposed Amendment to the Town of Miami Comprehensive Zoning Ordinance.

2. A site plan for 1200 on February 15, 2022, at 9:00 a.m. at the office of the applicant.

Copies of proposed documentation will be available at the Miami Town Office in person. Written comments can be submitted for consideration by **March 1, 2022**.

For more information, please email [ca@miamicity.org](mailto:ca@miamicity.org) or call (305) 261-1111.

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**STATE OF MAINE**  
**NOTICE OF PUBLIC COMMENT**  
**2022 ANNUAL ACTION PLAN**  
**FOR CDBG, ESC, HOME AND HITF**

The Maine State Housing Authority (MSHA) and the Department of Economic and Community Development (DEC) are soliciting the State of Maine 2022 Annual Action Plan. Citizens are encouraged to comment.

The State's 2024 CDBG, ESC, HOME and HITF plan will be developed through a public comment process. The plan will describe the various funding programs and how they will be used to address the State's housing needs. The plan will also describe the various funding programs and how they will be used to address the State's housing needs. The plan will also describe the various funding programs and how they will be used to address the State's housing needs.

**March 24, 2022 at 10:00 AM**  
**At Holiday Inn by the Bay, 48**  
**Spring Street, Portland, Maine**

This meeting is available at 18 Maine Street, Lewiston, Maine, at 10:00 a.m. on Wednesday, March 23, 2022. The meeting is open to the public. All attendees must register in advance. Registration is required to make a deposit of \$5.00 per person. The meeting is open to the public. All attendees must register in advance. Registration is required to make a deposit of \$5.00 per person.

**LEGAL NOTICE**  
**CITY OF ANCHORAGE**

The Anchorage City Council will hold a public hearing on the following items:

- 1. Proposed Amendment to the Anchorage Comprehensive Zoning Ordinance.**
- 2. Public Hearing: Zoning Ordinance.**

### TRUMP

Continued from Page C5

been fundraising off the launch.

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Public Notices

time and price stated in the notice, no bids shall be deemed to have been received and all rights to reacquire a subsequent sale are reserved.

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Notice is hereby given that in accordance with the 2022 term of the Kennebec and Skowhegan Regional Water District...

Public Notices

On Tuesday, March 8, 2022 at 7:00 p.m. the Board of Planning and Zoning will meet to consider the following:

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March 24, 2022 at 10:00 AM by the Bay at Spring Street, Portland, Maine. The property is located at 49 Bay Road, Portland, Maine...

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and Community Development (DECD) are holding the State of Maine 2022 Annual Action Plan Citizens are encouraged to comment.

Public Notices

Planning Board Public Hearing on Gamm's Garage Renovation and Automobile Shop, 24 Richards Road, Benton, Maine. Public Hearing will be held on March 8, 2022 at 6:15 am at The Benton Town Office...

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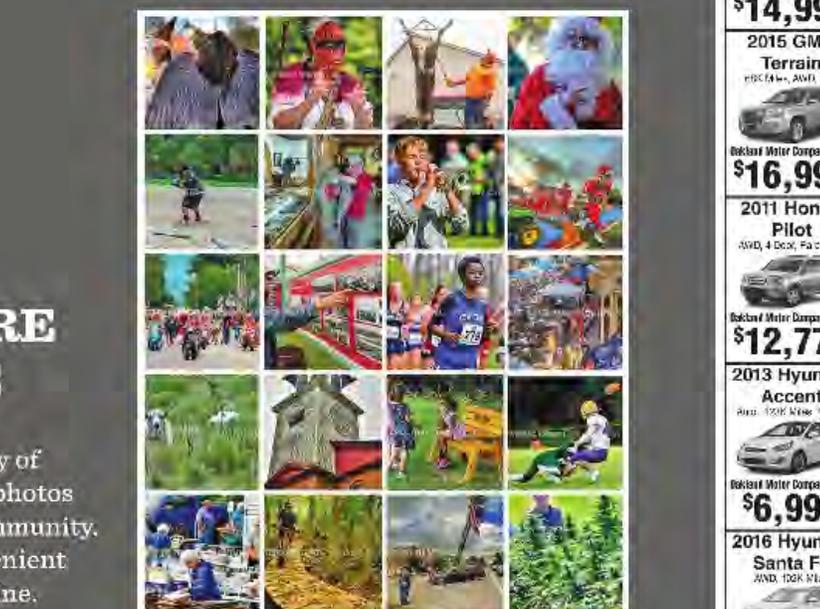
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Tuesday, February 22, 2022

Portland Press Herald

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# State of Maine

Community Development Block Grant Program

## 2022 Program Statement

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Fax: (207) 287-8070  
TTY: 1-800-437-1220  
[www.meocd.org](http://www.meocd.org)

2022 PROGRAM STATEMENT

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The Office of Community Development reserves the right to fund only those applications deemed to be in the best interest of, and that offer definable benefits to, the State of Maine and the Community Development Block Grant Program. The Director of the Office of Community Development (OCD) may waive any requirement of the program provided such waiver would not be out of compliance with CDBG Program regulations.

**MAINE DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM 2022  
PROGRAM STATEMENT**

**SUMMARY**

This Program Statement describes the method by which 2022 Community Development Block Grant (CDBG) program funds will be distributed. The CDBG program is administered pursuant to 5 M.R.S.A 13073. DECD held a virtual combined public forum/hearing regarding the development of this Program Statement on December 16, 2022, 2:00-4:00 PM and June 14 3:00-4:00 PM.

**SECTION 1. PROGRAM OVERVIEW**

**A. CDBG OBJECTIVES**

All CDBG funded activities must meet one of three National Objectives of the program. These objectives are:

- Benefit to low and moderate income persons;
- Prevention and/or elimination of slum and blight conditions; and
- Meeting community development needs having a particular urgency.

The Maine CDBG Program serves as a catalyst for local governments to implement programs which meet one of the three National Objectives, and:

- Are part of a long-range community strategy, or State of Maine Strategic Economic Development Plan
- Improve deteriorated residential and business districts and local economic conditions;
- Provide the conditions and incentives for further public and private investments;
- Foster partnerships between groups of municipalities, state and federal entities, multi-jurisdictional organizations, and the private sector to address common community and economic development problems; and
- Minimize development sprawl consistent with the State of Maine Growth Management Act and support the revitalization of downtown areas.

## B. METHOD OF DISTRIBUTION:

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DECD, through the Office of Community Development (OCD), offers programs to assist municipalities to achieve their community and economic development objectives. The 2022 Program Statement provides a description of the selection criteria that OCD will use to allocate CDBG funds among communities. Programs are grouped under the three categories listed below.

### 1. Community Development

- a. Home Repair Network
- b. Housing Assistance Grants
- c. Public Infrastructure Grants
- d. Downtown Revitalization Grants
- e. Public Service Grants
- f. Small Business Development Centers
- g. Maine Development Foundation/Downtown Center Assistance
- h. Urgent Need Grants
- i. Special Projects
- j. Community Enterprise
- k. Rural Housing Preservation Program

### 2. Economic Development

- a. Grants to Municipalities for Direct Business Support
- b. Micro-Enterprise Grants

### 3. Technical Assistance

## C. STATE ADMINISTRATION:

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**1. General Administration Allocation:** Pursuant to Section 106(d) (3) (A) of the Housing and Community Development Act of 1974, as amended (the Act), the DECD will utilize \$100,000 plus 2% of its allocation from the Department of Housing and Urban Development (HUD) to administer Maine's CDBG Program in accordance with Federal and State requirements.

**2. Technical Assistance Administration Allocation:** Pursuant to Section 106(d) (5) of the Act, DECD will utilize up to 1% of its allotment from HUD to provide technical assistance in accordance with Federal and State requirements.

**3. Exclusion of Entitlement Communities and Counties:** The entitlement communities of Auburn, Bangor, Biddeford, Lewiston, Portland and all of Cumberland County with the exception of Brunswick and Frye Island, are not eligible to receive State CDBG program funds.

### 4. Grant Administration Requirement:

Grantees must employ, or contract with, a qualified CDBG Grant Administrator approved by the Office of Community Development. All planning activities are exempt from this requirement.

#### D. PROGRAM TIMEFRAME

Application deadlines – All Letters of Intent must be received via e-mail by the Office of Community Development on or before 4:00PM EST on the dates listed below.

<b>Program</b>	<b>Letter of Intent Due Date VIA E-MAIL</b>	<b>Application Due Date By Invitation Only</b>
Downtown Revitalization	January 28, 2022	March 11, 2022
Economic Development	April 29, 2022	June 28, 2022
Housing Assistance	March 25, 2022	May 20, 2022
Public Infrastructure	January 28, 2022	March 25, 2022
Public Service	March 25, 2022	May 6, 2022
Community Enterprise	February 25, 2022	April 15, 2022
Special Projects	TBD	TBD
Urgent Need*	TBD	TBD

\*Funding for this program may be available based upon redistribution, reallocation and/or additional allocation from HUD.

E. 2022 PROGRAM BUDGET

2022 CDBG Budget	<b>\$11,862,076</b>
Administration	337,241
Technical Assistance Administration	118,620
<b><u>Community Development</u></b>	
Rural Housing Preservation Program	1,000,000
Downtown Revitalization Grants *	0
Home Repair Network Program	1,000,000
Housing Assistance Grants	2,000,000
Public Service Grants	200,000
Public Infrastructure Grants	3,400,000
Regional Council Planning Assistance	150,000
Small Business Development Centers	100,000
Maine Development Foundation/Downtown Center Assistance	300,000
Community Enterprise Grants	600,000
Special Projects	656,215
Urgent Need Grants*	0
<b><u>Economic Development</u></b>	
Economic Development Grants	1,000,000
Micro-Enterprise Assistance Grants	1,000,000
<b>TOTAL 2022 CDBG Funds</b>	<b>11,862,076</b>
Funding for individual categories may change based on actual HUD award.	

\*Funding for this program may be available based upon redistribution, reallocation and/or additional allocation from HUD.

## F. CERTIFICATIONS

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All communities applying for CDBG funds must certify that they will:

- Minimize displacement and adhere to a locally adopted displacement policy in compliance with section 104(d) of the Housing and Community Development Act, 24 CFR part 42;
- Take action to affirmatively further fair housing and comply with the provisions of Civil Rights Acts of 1964 and 1968;
- Not attempt to recover certain capital costs of improvements funded in whole or in part with CDBG funds;
- Establish a community development plan;
- Meet all required State and Federal public participation requirements;
- Comply with the Federal requirements of Section 319 of Public Law 101-121, codified at 31 U.S.C. Section 1352, regarding government-wide restriction on lobbying;
- With the exception of administrative or personnel costs, verify that no person who is an employee, agent, consultant, officer, elected officer, or appointed official of State or local government or of any designated public agencies, or sub-recipients which are receiving CDBG funding may obtain a financial interest or benefit, have an interest in or benefit from the activity, or have an interest in any contract, subcontract, or agreement with respect to CDBG activities;
- Any person or firm associated with the administration of the CDBG program award is not on the U.S. Department of Labor's Debarred and Suspended Contractor's List; and
- Review the project proposed in the application to ensure it complies with the community's comprehensive plan and/or applicable state and local land use requirements.

## G. GENERAL REQUIREMENTS:

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**1. Eligible Applicants:** All units of general local government in Maine, including plantations, except for the entitlement communities of Auburn, Bangor, Biddeford, Lewiston, Portland and all of Cumberland County with the exception of Brunswick and Frye Island are eligible to apply for and receive State CDBG program funds. County governments may apply on behalf of the Unorganized Territory. Groups of local governments may apply for multi-jurisdictional or joint projects. Multi-jurisdictional applications require designation of one local government as the lead applicant and consent for that designation by each participating local government. Counties may apply for the Public Service program on behalf of a collaboration of communities. **Eligible applicants, including counties as defined above may apply for CDBG assistance on behalf of the five Maine Indian Tribes. Maine Indian Tribes are not themselves eligible applicants.** Eligible applicants applying on behalf of a Maine Indian Tribe are

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permitted to apply in the same 2022 CDBG funding category only if the eligible applicant will not directly benefit from the tribal CDBG project.

**2. Eligible Activities:** Applications will be reviewed to determine that the activities proposed are eligible under Section 105(a) of the Act. Ineligible activities will not be considered.

**3. Project Benefit:** Letters of Intent and/or required documentation for all programs will be reviewed to verify that the proposed activities meet at least one of the CDBG Program national objectives pursuant to section 104(b) 3 of the Act. If the activity does not meet a national objective the application will not be considered for funding.

**4. "Growth Related" Preference:** In accordance with M.R.S.A Title 30-A section 4349-A (3-A), OCD is required to give preference in the award of grants to capital investments defined as "growth related" in section 4301(5-B) to communities with certified growth management programs or that have adopted a comprehensive plan and implementation strategy consistent with the goals and guidelines of the subchapter. A municipality that does not obtain a certificate or finding of consistency within 4 years after receipt of the first installment of a financial assistance grant or rejection of an offer of financial assistance will receive a low priority.

**5. Repayment of Grant Funds:** Recipients must repay on demand to the State of Maine all funds expended if CDBG program benefits are not achieved as specified in their contract with the DECD.

**6. Application Threshold:** Incomplete and/or non-conforming applications which do not meet the specifications set forth in the 2022 Program Statement and 2022 CDBG Application Packages will be removed from the scoring process during the threshold review.

**7. Financial Commitments:** Applications for projects not demonstrating a firm financial commitment as required in the application materials will be removed from the scoring process during the threshold review.

**8. Restriction of Grant Awards:** OCD may deny or restrict the award of grants to communities with outstanding audit(s), monitoring findings, or a record of administrative misconduct.

**9. Past Performance:** In order to be eligible to apply for a 2022 Community Development Block Grant program, communities that received CDBG grants in or prior to 2017 must have finally closed out their grants prior to application due date. Communities that received CDBG grants in 2018 must have conditionally closed their grants prior to application due date. Communities that received CDBG grants in 2019 must have expended 50% of their benefit activity funds prior to application due date. Communities that received 2020 CDBG grants must be under contract with DECD. All Past Performance Criteria will be strictly enforced; however these criteria may be waived for just cause by the Director of OCD.

**10. Grant Termination:** OCD may terminate a community's grant if progress on the project is not apparent within 6 months from the date of contract signing. The Office of Community Development may grant waivers for just cause.

## H. EXCLUSIONS:

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**1. Multiple Grants:** Eligible applicants may not apply for, or benefit from, more than one grant per program category in any grant year. Communities participating in multi-jurisdictional applications may submit their own applications for the same program as long as they demonstrate that there will not be a duplication of program activity/benefit.

**2. Housing Assistance Grant Program:** Communities are not eligible to apply for a HA grant unless they have an identified project with a developer approved by OCD. Single family rehabilitation is not an eligible project.

## I. AWARD PROCESS:

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### 1. Scoring:

The Review Team will assign a score to each of the scoring areas and the application's total score will be determined by the sum of the Review Team's scores. The top scoring applications will be considered for an invitation into the Project Development Phase. An invitation into the Project Development Phase is not a guarantee of funding or permission to obligate funds. Successful communities will receive an amount determined by the OCD for their project.

### 2. Project Development Phase:

**a. Project Planning:** Details of the project including pre-engineering, bid requirements, budget, and/or grant administration.

**b. Acceptance of Funds:** Public Hearing and Legislative Body Approval for the acceptance of funds.

**c. Local Certifications:** Local adoption of State and Federal regulations..

**d. Project Benefit:** Verification that proposed activities meet or will meet one of the CDBG Program National Objectives.

**e. Environmental Review:** Review of project for compliance with State and Federal Environmental Regulations.

### 3. Project Development Timeframe and Assistance:

The goal of the Project Development Phase is a grant contract for CDBG funds. An OCD Development Program Manager will be assigned to work closely with each community to finalize their project. OCD will rescind the CDBG program award offer if the community is not under contract within six months of the date of the award offer and invitation into the project development phase process. The Office of Community Development may grant waivers for just cause.

## SECTION 2. COMMUNITY DEVELOPMENT PROGRAMS

### A. HOUSING ASSISTANCE GRANT PROGRAM

The Housing Assistance Grant (HA) Program provides funding to address housing problems of low-and moderate-income persons. Housing Assistance Program (HA) funds will be distributed through an annual grant application selection process.

**1. Eligibility Requirements for Housing Assistance Applications:** Communities must have an identified project with a developer approved by OCD.

**2. Eligible Activities:** Eligible HA activities are rehabilitation of occupied or vacant multi-family housing units, conversion of non-residential structures, homeownership/downpayment assistance, construction of new units by a non-profit community based housing development organization

**3. Matching Funds:** Applicants for housing activities must provide a cash match of at least 20% of the total HA project cost.

**4. Maximum HA Grant Amount:** \$500,000

**5. Maximum Administrative Costs:** The HA Program may allow expenditures for general and/or rehabilitation administration. The total general and rehabilitation administration expenditures may not exceed 15% of the grant amount. **Please refer to OCD Policy Statement #2 for more information regarding CDBG administrative costs.**

**6. Selection Process:** The selection process for all HA applications will consist of two stages:

(a) Stage 1:

**Letter of Intent:** All communities wishing to submit a HA application must submit a Letter of Intent. After review for completeness and eligibility, units of general local government may be invited to make a full application. Please refer to Page 5 of this document for Program deadlines and due dates.

(b) Stage 2:

**Application:** The maximum length of an application is **four pages (not counting required attachments)**. Please refer to Page 5 of this document for Program deadlines and due dates. Members of the Review Team will assign a Review Point Total for each application reviewed. Review Point Totals will consist of the sum of the three scoring areas below and be determined by the total of each sub-scoring area. A maximum of 100 points is obtainable.

**Impact (40 points):**

- + A description of the specific housing problems to be addressed with HA funds – 15 points
- + How the problems were identified – 10 points
- + How these issues affect LMI persons in the community or region – 15 points

**Development Strategy (40 points):**

- A description of the plan proposed to implement the housing project – 20 points
- Summary of the activities and use of HA funds –20 points

Citizen Participation (20 points):

- How overall citizen participation process directly relates to identification of solution strategies and application development - 4 points
- Effective use of any media (newspapers, radio, TV, etc.) to further public awareness and participation – 4 points
- Relevance of listed meeting/hearing activities/comments (not counting required public hearing) on application and project development – 4 points
- Involvement of potential LMI project beneficiaries in development of the application and project and how the required public hearing relates to the application development and citizen participation process – 4 points
- How other local resources (cash and in-kind) are directly related to the project and the establishment of a cash value equivalent for all in-kind commitments – 4 points

**Opportunity Zone Bonus – 3 bonus points** will be assigned to each applicant community certified as an Opportunity Zone location at time of application.

**7. Final Application Score** – Each application will receive a Final Application Score assigned by members of the Review Team. The top scoring applicants will be considered for an invitation to proceed to the Project Development Phase as funds allow.

## **B. HOME REPAIR NETWORK PROGRAM**

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The Home Repair Network Program (HRN) provides funding statewide to address housing problems of low- and moderate-income persons. This program will provide housing rehabilitation services administered on a regional basis throughout Maine, as stated below.

**1. Special Threshold Criteria and Certifications:** HRN Program funds will be distributed through a set aside of CDBG funds provided to the City of Rockland as the lead community. The lead community will establish a legally binding contract with each of the participating Maine Community Action Agencies (or other approved entity) to provide Housing Rehabilitation Services in the region. Participation in the HRN delivery system is subject to the approval of the Director of the OCD.

**2. Eligible Activities:** Eligible activities under the HRN Program include but are not limited to: rehabilitation of occupied or vacant single-family or multi-family housing units, demolition, same site replacement housing, provision of potable water and sewer, energy conservation, removal/mitigation of lead-based paint, asbestos, radon, or other hazardous material, necessary ADA modifications.

**3. Housing units ineligible for Home Repair Network assistance:** Housing units located in communities that have current CDBG Housing Rehabilitation programs or the entitlement communities of Auburn, Bangor, Biddeford, Lewiston, Portland and all of Cumberland County with the exception of Brunswick and Frye Island are not eligible for financial assistance under the HRN program.

**4. Maximum HRN Grant Amount:** \$1,000,000. Allocations to each of the established regions will be determined by the Office of Community Development.

**5. Maximum Administrative Costs:** The HRN Program allows expenditures for general and rehabilitation administration. The total general and rehabilitation administration expenditures may not exceed 20% of the grant amount. The City of Rockland is allowed a maximum of \$5,000 in administrative funding.

**6. Section 8 Housing Quality Standards:** All units assisted or created with HRN funds will strive to meet HUD Section 8 Minimum Housing Quality Standards if possible. This does not apply to projects undertaken to correct specific emergency health and safety issues only, i.e. wells, septic, heating units, removal of hazardous materials, energy conservation etc. In addition, all units must comply with other applicable standards included in the HRN contract.

## **C. PUBLIC INFRASTRUCTURE GRANT PROGRAM**

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The Public Infrastructure Grant (PI) Program provides gap funding for local infrastructure activities, which are part of a community development strategy leading to future public and private investments.

**1. Eligible Activities:** Eligible activities in the PI Program are construction, acquisition, reconstruction, installation, relocation assistance **associated with** public infrastructure, and public infrastructure limited to supporting construction of fully-funded affordable LMI housing, eligible planning activities necessary to complete the Project Development Phase.

**2. Exclusions:** See Section 1H (1) (2).

**3. Match:** All communities applying for PI funds must certify that they will provide a cash match of at least 25 percent of the total grant award. This match may consist of all non-CDBG loans, grants etc. contributed to the project.

**4. Program Activities:** Applicants may apply for one or more activities within a specific activity group. Applicants cannot mix activities from different activity groups in an application.

### **Activity Group Numbers:**

- 1) Water system installation/improvements, sewer system installation/improvements, water/sewer system hookups, storm drainage, utility infrastructure, dams with the main purpose of providing the primary water storage facility for an active water district or municipal system. **Maximum Amount: \$1,000,000**
- 2) Infrastructure in support of new LMI affordable fully financed housing. **Maximum Amount: \$1,000,000**

**5. Funding Restrictions:** PI funds may not be used to assist infrastructure for the purpose of job creation/retention. Job creation/ retention infrastructure activities are eligible in the Economic Development Program. Except for proposals for infrastructure in support of new housing construction and sewer/water system hookups, no housing activities may be assisted with PI funds.

**6. Demonstration of National Objective:** Applicants must demonstrate at Letter of Intent that the project meets the National Objective of benefiting 51% or greater low/moderate income persons via Census information, or a certified target area survey.

**7. Selection Process:** The selection process for all PI applications will consist of two stages:

(a) Stage 1:

**Letter of Intent and Verification of CDBG National Objective:** All communities wishing to submit a PI application must submit a Letter of Intent and Verification of CDBG National Objective to OCD. After review for completeness and eligibility, units of

general local governments may be invited to make a full application. Please refer to Page 5 of this document for Program deadlines and due dates.

(b) Stage 2:

**Application:** Please refer to Page 5 of this document for Program deadlines and due dates.

Each application will be rated in relation to all others in a two-stage process. Members of the Review Team will assign a Review Point Total for each application reviewed. Review Point Totals will consist of the sum of the three scoring areas below and be determined by the total of each sub-scoring area.

**Impact (40 points):**

- A description of why the project is necessary, previous efforts to address needs, and how the project was prioritized locally –6 points
- What engineering firms and/or regulatory agencies have verified the infrastructure problems, and what studies and testing have been done that corroborate the need– 6 points
- How the verified health, safety and welfare conditions affect users and others in the community and region –8 points
- Size and demographic makeup of user base and target area of projected infrastructure project –10 points
- Why PI funds are necessary to fill a funding gap, what other state and/or federal agency funding is involved, capacity of the utility or town to borrow, and how match funds will work with PI funds to implement the project –10 points

**Development Strategy (40 points):**

- A description of the proposed infrastructure improvements, including size, capacity, design, utilities and fit with existing systems – 10 points
- Positive impacts on health, safety and welfare of users directly attributable to proposed PI expenditures –5 points
- Extent of financial benefits to users, list current user rates, what rates will be if PI funding is approved, and list what user rates will be if the project is built without PI funding –15 points
- Project timeline: list tasks necessary to begin implementation. Identify work already completed, such as engineering, design and final commitment of other funds. Identify when remaining tasks will be completed. Estimate a project completion date and describe why project timeline is feasible –10 points

**Citizen Participation (20 points):**

- How overall citizen participation process directly relates to identification of solution strategies and application development - 4 points
- Effective use of any media (newspapers, radio, TV, etc.) to further public awareness and participation – 4 points

- Relevance of listed meeting/hearing activities/comments (not counting required public hearing) on application and project development – 4 points
- Involvement of potential LMI project beneficiaries in to the application development and citizen participation process – 4 points
- How other local resources (cash and in-kind) are directly related to the project and the establishment of a cash value equivalent for all in-kind commitments – 4 points

**8. Final Score** Each application will receive a Final Application Score assigned by members of the Review Team. The top scoring applicants will be considered for an invitation to proceed to the Project Development Phase as funds allow.

## **D. DOWNTOWN REVITALIZATION GRANT PROGRAM**

The Downtown Revitalization Grant (DR) Program provides funds to communities to implement comprehensive, integrated, and innovative solutions to the problems facing their downtown districts. These community revitalization projects must be part of a strategy that targets downtown service and business districts and will lead to future public and private investment. Qualified applicant communities must have a downtown district meeting the definition in 30-A M.R.S.A. Section 4301(5-A). Please refer to Page 5 of this document for Program deadlines and due dates.

**1. Eligible activities** - include all those eligible under the Public Facilities, Public Infrastructure, Housing Assistance or Micro Enterprise Assistance programs as relevant to the revitalization of a downtown district; and eligible planning activities necessary to complete the Project Development Phase.

**2. Exclusions:** See Section 1H (1) (2).

**3. Match** – All communities applying for DR Program funds must certify that they will provide a minimum cash match equivalent to 25 percent of the total grant award. This minimum 25% match may come from any source public and/or private. All match must be fully committed at time of application.

**4. Planning Requirements:** Applicants must have completed a comprehensive downtown revitalization planning process within the past five years. Communities with plans older than five years must demonstrate that their plans are under active implementation, the action plan remains valid, or have been updated within the past 5 years. The proposed DR activities must be in the plan as recommended actions necessary for downtown revitalization.

**5. Maximum DR Award:** \$300,000

**6. Bonus Points for Applicants with Maine Downtown Center Designation:** Applicants will receive three bonus points if they have been designated as a Main Street Maine Community by the Maine Downtown Center, or one bonus point if they have been designated as a Maine Downtown Network Community.

**7. Demonstration of National Objective:** Applicants must demonstrate that the project meets the National Objective of 1) benefiting 51% or greater low/moderate income persons or 2) preventing or eliminating slum or blighting conditions. Census information, a certified town-wide income survey, or an officially adopted declaration of slum/blight conditions conforming to the requirements of Title 30-A M.R.S.A § 5202 and HUD must be submitted to OCD. ***These demonstrations must be made as part of the Letter of Intent and Verification of CDBG National Objective submitted to OCD.***

**8. Selection Process** – The selection process will consist of two stages

(a) Stage 1:

**Letter of Intent and Verification of CDBG National Objective:**

All communities wishing to submit a DR application must submit a Letter of Intent. After review for completeness and eligibility, units of general local governments may be

invited to make a full application. Please refer to Page 5 of this document for Program deadlines and due dates.

(b) Stage 2:

**Application:** The maximum length of an application is **six pages, not counting required attachments**

Please refer to Page 5 of this document for Program deadlines and due dates.

Each application will be rated in relation to all others. Members of the Review Team will assign a Review Point Total for each application reviewed. Review Point Totals will consist of the sum of the three scoring areas below and be determined by the total of each sub-scoring area.

**Impact (40 points):**

- Describe the scope and magnitude of the problems you seek to address. Describe how they are obstacles for revitalizing the downtown. – 8 points
- Explain how these problems negatively impact the viability of existing downtown businesses, and how they limit new development and expansion. –12 points
- Demonstrate how the problems impacting the downtown affect LMI persons, or how they contribute to slum/blight conditions. –8 points
- Explain why DR funds are necessary for the project, and describe what efforts have been made and where you have searched to secure other grant or loan funds. – 12 points

**Development of Strategy (40 points):**

- Clearly link the proposed DR activities to action steps outlined in your community's Downtown Action Plan and explain how the activities of the project will stimulate economic activity in the downtown. –12 points
- List the specific activities to be addressed in this downtown revitalization effort, and identify the tasks to be undertaken with DR funds and the activities to be undertaken with each other source of funds. –12 points
- Define how the proposed DR activities provide a solution to the problems and assist in improving the area's viability, and how the activities will have a positive impact on LMI persons, or on alleviation of the slum/blight conditions. –8 points
- Describe the capacity and experience of the administrator who will be implementing the project, describe the engineering and design work completed to date, provide a project timeline, and explain how DR funds will be expended in a timely manner. – 8 points

**Citizen Participation (20 points):**

- Effective use of media (newspapers, radio, TV, web etc.) to further public awareness and participation. – 4 points
- Relevance of listed meeting/hearing comments (not counting required public hearing) and the overall citizen participation process in application and project development. – 4 points

- Involvement of downtown and local businesses, Chambers of Commerce, development groups or other business related organizations in identification of problems and development of the application and project. – 4 points
- Involvement of potential LMI project beneficiaries in development of the application and project, and how the required public hearing relates to the application development and citizen participation process. – 4 points
- How other local resources (cash and in-kind) are directly related to the project, and the establishment of a cash value equivalent for all in-kind commitments. – 4 points

**Maine Downtown Center Designation Bonus – 3 bonus points** will be assigned to each applicant community designated as a Main Street Maine Community by the Maine Downtown Center, and a 1 bonus point will be awarded to those communities designated as a member of the Maine Downtown Network.

**Opportunity Zone Bonus – 3 bonus points** will be assigned to each applicant community certified as an Opportunity Zone location at time of application.

**9. Final Application Score** – Each application will receive a Final Application Score assigned by members of the Review Team plus any applicable Maine Downtown Center and/or Opportunity Zone Bonus points. The top scoring applicants will be considered for an invitation to proceed to the Project Development Phase as funds allow.

## E. PUBLIC SERVICE GRANT PROGRAM

The Public Service Grant (PSG) Program addresses community and business resource needs by providing funding for operating expenses, equipment, and program materials for activities which will benefit low/moderate income (LMI) persons. Please refer to Page 5 of this document for Program deadlines and due dates.

**1. Eligible Activities:** Eligible activities include but are not limited to, operating and program material expenses for the purpose of providing workforce training and skills development, child care, health care, recreation programs, education programs, public safety services, fair housing activities, senior citizen services, homeless services, drug abuse/mental health counseling and treatment.

**2. Project Benefit:** Eligible PSG projects must provide benefits to one of the groups of persons listed below and be in support of an identified business or non-profit entity:

(a) Participants in a program where 51% or greater of the persons receiving benefit from PSG activities are determined to be LMI.

(b) Persons who are members of the following groups that are currently presumed by HUD to meet benefit requirements. The presumption may be challenged if there is substantial evidence the group served by the project is most likely not comprised of principally LMI persons;

- Abused Children (Does not include "at-risk" youth)
- Battered Spouses (Does not include all victims of domestic violence)
- Elderly Persons (62 years +, or 55 years + for housing)
- Severely Disabled Adults
- Homeless Persons
- Illiterate Adults
- Migrant Farm Workers
- Persons Living with AIDS

**3. All communities applying for PSG funds must certify that:** The activity represents a new service to the community, or a quantifiable increase in the level of an existing service;

**4. Maximum PSG Amount: \$50,000**

**5. Selection Process:** The selection process will consist of two stages

(a) Stage 1:

**Letter of Intent:** All communities wishing to submit a PSG application must submit a Letter of Intent. Please refer to Page 5 of this document for Program deadlines and due dates. After review for completeness and eligibility, units of general local governments will be invited to make a full application.

(b) Stage 2:

**Application:** The maximum length of an application is **four pages, not counting required attachments**. Please refer to Page 5 of this document for Program deadlines and due dates.

Members of the Review Team will assign a Review Point Total for each application reviewed. Review Point Totals will consist of the sum of the three scoring areas below and be determined by the total of each sub-scoring area. A maximum of 100 points is obtainable.

**Impact (40 points):**

- Conditions requiring a new or expanded service – 15 points
- Issues faced by service providers including capacity, finances and staffing – 15 points
- Why PSG funds are critical for the project – 10 points

**Development Strategy (40 points):**

- A description of the new or expanded service, specific use of PSG funds, including how this service will resolve identified problems, and why this service will be more effective than existing services for the targeted beneficiaries – 10 points
- How PSG funds will be utilized to assist LMI persons or a HUD approved Limited Clientele group – 10 points
- Project timeline, including a start date, tasks completed to date, how PSG funds will be expended in a timely manner, and method of tracking success – 10 points
- Capacity and qualifications of the service provider implementing the project, including familiarity with the needs of project beneficiaries – 10 points

**Citizen Participation (20 points):**

- How overall citizen participation process directly relates to identification of solution strategies and application development - 5 points
- Effective use of any media (newspapers, radio, TV, etc.) to further public awareness and participation – 5 points
- Relevance of listed meeting/hearing activities/comments (not counting required public hearing) on application and project development – 5 points
- Involvement of potential LMI project beneficiaries in development of the application and project and how the required public hearing relates to the application development and citizen participation process – 5 points

**6. Final Application Score** – Each application will receive a Final Application Score assigned by members of the Review Team. The top scoring applicants will be considered for an invitation to proceed to the Project Development Phase as funds allow.

## **F. SMALL BUSINESS DEVELOPMENT CENTERS**

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The Small Business Development Center Technical Assistance (SBDCTA) provides funding for the provision of technical assistance to Maine micro-enterprise businesses through a partnership with Maine's Small Business Development Centers.

**1. Special Threshold Criteria and Certifications:** SBDCTA will be distributed through a set aside of CDBG funds provided to the County of Aroostook as the lead community. The lead community will establish a legally binding contract with the SBDC as approved by OCD.

**(a) Eligible Activities:**

(i) Eligible activities under the SBDCTA are technical assistance to verified Maine micro-enterprise businesses and potential start-up companies which can be reasonably expected to become a micro-enterprise business.

**(b) Communities ineligible for SBDCTA Assistance:**

(i) Micro-enterprise businesses and potential start-up companies located in the communities of Auburn, Bangor, Biddeford, Lewiston, Portland and all of Cumberland County except for Brunswick and Frye Island, are not eligible for financial assistance under the SBDCTA.

## **G.MAINE DEVELOPMENT FOUNDATION/DOWNTOWN CENTER ASSISTANCE**

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The Maine Development Foundation/ Downtown Center Assistance (MDFDCA) provides funding to support activities undertaken by the Maine Development Foundation/ Downtown Center on behalf of communities addressing critical needs including but not limited to established downtown areas. The funds may be used to match other financial assistance received through the Maine Development Foundation to further address community development needs.

**1. Special Threshold Criteria and Certifications:** MDFDCA funds will be distributed through a set aside of CDBG funds provided to the City of Belfast who will be the lead community. The City of Belfast will establish a legally binding contract with the Maine Development Foundation as approved by OCD.

**2. Eligible Activities:** Eligible activities under the MDFDCA are planning, capacity building, technical assistance and administration directly related to building vibrant, sustainable communities and downtowns.

**3. Communities Ineligible for MDCA Assistance:** The entitlement communities of Auburn, Bangor, Biddeford, Lewiston, Portland and all of Cumberland County, with the exception of Brunswick and Frye Island are not eligible for financial assistance under the MDCA.

## **H. URGENT NEED GRANT PROGRAM**

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The Urgent need Grant (UN) Program provides funding to communities to address serious and immediate threats to health and welfare which are declared state or federal disasters.

**1. Project Eligibility:** Pursuant to Section 104 (b) 3 of the Housing and Community Development Act of 1974, as amended (see 24 CFR Section 570.483(d)), the applicant must address a community development need which meets all four criteria listed below:

- (a) poses a serious and immediate threat to the health or welfare of the community;
- (b) originated or became a direct threat to public health and safety no more than 18 months prior to submission of the application;
- (c) is a project the applicant cannot finance on its own. "Cannot finance on its own" means, that the town's tax burden, regulatory structure, utility user fees, bonding capacity, or previous or existing budgetary commitments, precludes it from assuming the additional financial obligation needed for this project; and
- (d) cannot be addressed with other sources of funding.

### **2. Program Requirements:**

**(a) Necessary Documentation:** The emergency situation must require immediate action to alleviate the serious and imminent threat of injury or loss of life resulting from a natural or man-made cause.

**(b) State or Federal Declaration of Disaster:** The applicant must submit documentation that the project to be assisted with UN funds will take place in an area that has received a state or federal declaration of disaster. In addition, the activities to be assisted must be a direct result of the event leading to the declaration. This requirement may be waived by the Director of OCD with just cause.

**(c) Application Submittal:** Applicants must submit a complete UN application that includes all required information and documentation.

**3. Selection Process:** The selection process will consist of two stages: an application phase and a project development phase.

#### (a) Stage 1:

**Application:** An UN application must include the following:

- documentation that the emergency situation was prompted by natural or man-made causes that pose an imminent threat of injury or loss of life;
- certification that the proposal is designed to address an urgent need and an immediate response is required to halt the threat of injury or loss of life;

- + information regarding when the urgent need condition occurred or developed into a threat to health and safety;
- evidence confirming the applicant is unable to finance implementation on its own; and,
- + documentation that other financial resources are not available to implement the proposal.
- a copy of a state or federal declaration of disaster.

(b) Stage 2:

**Project Development:** Prior to consideration of a grant award, all UN proposals must meet the four eligibility criteria listed above and the Program requirements. Project Development Phase applications must comply with the following:

**Project Planning:** Details of the project including engineering, cost analysis, feasibility, and structural analysis as necessary.

**Management Plan:** Details of the structure and methods established by the community for program management.

**Regulations:** Project Development Phase applications will be reviewed for compliance with State and Federal regulations.

**4. Approval Process: Applications will be accepted on a first-come first-served basis.** Following receipt of an application, OCD shall review the application and verify that it contains all the required information. Eligible planning activities necessary to complete the Project Development Phase may be included in the UN grant total. Notification to the applicant of the Office of Community Development's decision will initiate the Project Development Phase process necessary for contract award.

## **I. SPECIAL PROJECTS PROGRAM**

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The Special Projects Program provides funds to projects that are not funded through the normal CDBG application process. SP funds will be used for alternative OCD grant activities and partnerships that meet the community or economic development needs of municipalities and CDBG National Objectives in the State of Maine. Approval for the use of SPMF funds is through the Director, Office of Community Development.

## J. COMMUNITY ENTERPRISE GRANT PROGRAM

The Community Enterprise Grant (CE) Program provides grant funds to assist in business façade programs and to make streetscape improvements in downtown and village areas. Assistance to businesses may be in the form of grants or loans at the discretion of the community. Please refer to Page 5 of this document for Program deadlines and due dates.

**1. Threshold Criteria and Program Requirements:** CE Program funds will be distributed through an annual grant application selection process.

**(a) Eligible Activities:**

Eligible activities under the façade grants to for-profit or non-profit businesses are for exterior improvements, including signage, painting, siding, awnings, lighting, display windows and other approved exterior improvements (**interior improvements are not allowed**) and eligible activities under streetscapes include pocket parks, benches, street lighting, tree plantings, signage, traffic calming improvements, sidewalks and other approved improvements; eligible planning activities necessary to complete the Project Development Phase. **Sewer, water, storm drainage, parking, roads or streets and other infrastructure improvements and buildings solely for residential use are not eligible. All streetscape improvements must take place on publicly owned property.**

**(b) Downtown Revitalization Program Prohibition -** Communities applying for a CE grant may not apply for, receive, or benefit from a Downtown Revitalization Program (DR) grant in the same program year.

**(c) Maximum CE Grant Amount: \$100,000 -** Applicants may apply to address one or any combination of eligible activities listed above but are limited to a total of \$100,000 in CE funds.

**(d) Maximum Amount of Community Enterprise Grant/Loan Assistance to Businesses: \$25,000**

**(e) Match –** All communities applying for CE Program funds must certify that they will provide a minimum cash match equivalent to 25 percent of the total grant award. This minimum 25% match may come from any source public and/or private. All match must be fully committed at time of application.

**(f) Project Benefit:**

**(i) Business Facade Grants:** Project benefit will be met when exterior improvements and signage on an existing business take place in a designated slum/blight area, or documentation exists that a business qualifies under a spot blight basis.

**(ii) Streetscapes:** Project benefit will be met when streetscapes take place in a designated slum/blight area or the applicant

community where the project will take place is 51% or greater LMI as determined by HUD and the U.S. Census.

## 2. Special Program Requirements

**Demonstration of National Objective:** Applicants must demonstrate that the project meets the National Objective of 1) benefiting 51% or greater low/moderate income persons, or 2) preventing or eliminating slum or blighting conditions. Census information, a certified target area survey, an officially adopted declaration of slum/blight conditions conforming to the requirements of MRSA Title 30-A, Chapter 205, 5202 and HUD, or assurances of spot blight designation eligibility must be submitted to OCD. ***These demonstrations must be made as part of the Letter of Intent and Verification of CDBG National Objective submitted to OCD on or before 4:00pm on Friday February 25, 2022.***

**3. Selection Process:** The selection process will consist of three phases; a letter of intent, an application phase and a project development phase.

**(a) Letter of Intent and Verification of CDBG National Objective:**

All communities wishing to submit a CE application must submit a Letter of Intent and Verification of CDBG National Objective to OCD on or before 4:00PM on Friday January 29, 2022 according to the requirements set forth in the 2022 CE application package.

**(b) Application:** The maximum length of an application is **four pages, not counting required attachments**. The application deadline for the CE Program is 4:00 PM on April 9, 2022.

**(i) Impact (40 points):**

\*State the problems then present the scope and magnitude of the identified problems. – 6 points

\*Explain how the problems negatively impact the local economy and the viability of existing downtown or village area. – 8 points

\*Clearly define how the problems negatively affect LMI persons and/or contribute to slum/blight conditions. – 10 points

\*Describe the obstacles to overcoming the identified problems. – 6 points

\*Explain why CE funds are necessary for the project; describe efforts to secure other grant or loan funds and tell why they are not available locally to assist businesses or local government with their development and site improvement needs. – 10 points

**(ii) Development Strategy (40 points):**

\*List the specific activities to be undertaken in the project. For streetscapes include location, size and design features. – 5 points

\*Identify the specific use of CE funds and the specific tasks or activities to be funded with each other source of funds. – 5 points

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\*Provide Identification and description of potential business façade applicants and their needs; **or** provide details of how areas in need of streetscape improvements were identified and prioritized. – 5 points

\*Explain how the CE project will stimulate business in the downtown or village area and assist in improving the area's long-term viability. – 6 points

\*Describe how the CE funded activities will have a positive impact on LMI persons and/or on alleviation of the slum/blight conditions. – 6 points

\*Provide a project timeline; list activities or actions completed to date. – 4 points

\*Describe the capacity and experience of the administrator to market and conduct a facade program **or** streetscape improvement effort; and describe how CE funds will be expended in a timely manner. – 5 points

\*Budget Summary Review – 4 points

**(iii) Citizen Participation (20 points):**

\*Effective use of any media (newspapers, radio, TV, etc.) to further public awareness and participation. – 4 points

\*Relevance of listed meeting/hearing activities/comments (not counting required public hearing) and the overall citizen participation process in application and project development. – 4 points

\*Involvement of downtown and local businesses, Chambers of Commerce, development groups or other business-related organizations in identification of problems and development of the application and project. – 4 points

\*Involvement of potential LMI project beneficiaries in development of the application and project and how the required public hearing relates to the application development and citizen participation process. – 4 points

\*How other local resources (cash and in-kind) are directly related to the project and the establishment of a cash value equivalent for all in-kind commitments. – 4 points

**Opportunity Zone Bonus – 3 bonus points** will be assigned to each applicant community certified as an Opportunity Zone location at time of application.

**Stage 2: Final Application Score** – Applications will be awarded funding based on the consensus of the review team. There is no minimum Final Application Score required for an application to be considered for funding.

## K. RURAL HOUSING PRESERVATION PROGRAM

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The State of Maine has over 8,000 units of federally assisted housing at risk from a series of dynamics including expiring restrictions, maturing mortgages, aging owners and subsequent conversion to market rate. These affordable projects are primarily in small rural Maine towns and may be the only affordable and/or rental housing in the community. The loss to the communities is staggering when compared to new construction costs and volatile demand from the private market. Preservation of the existing federal assistance is crucial to stable housing conditions in Maine's rural communities. Due to complex regulation and restrictions there is a gap in funding the successful transfers of these assets to new owners and protecting the most valuable segment - the affordable rental unit for local Maine residents. The RHP Program will provide an additional grant resource which will serve as the missing piece to solving the gaps and challenges found in many of these transactions.

**1. Threshold Criteria:** RHP Program funds will be distributed through a set aside of CDBG funds provided to the City of Presque Isle as the lead community. The lead community will establish a legally binding contract with the Genesis Fund, a statewide Community Development Financial Institution, to provide funds for the preservation and rehabilitation of multifamily rental properties in rural Maine communities for the benefit of low-income households. The Genesis Fund is actively and intricately involved in this work on policy, on technical assistance and on financing the solutions. A seasoned administrator of CDBG funds, the Genesis Fund has a demonstrated track record of successfully implementing this resource for the direct benefit to low income households.

**2. Eligible activities:** Funds will be used for property acquisitions; to reduce debt financing burdens on the protected unit rents; to cover transaction and soft costs to accomplish the transfers; and for closing charges.

**3. Maximum RHP Grant Amount:** \$1,000,000. Allocations to each rural multifamily property will be determined by the Genesis Fund. RHP funds will be used to fill gaps in project financing.

**4. Matching Funds:** The Genesis Fund will bring together capital resources and technical assistance to facilitate the transfer of rural multifamily properties to new owners. These resources include a new State Housing Tax credit, a dedicated set aside in the Maine QAP of LIHTC for preservation of rural federally assisted housing, and a dedicated loan fund at Genesis for preservation supported by Federal Home Loan Bank of Boston. These and other resources will adequately supply matching funds RHP Program.

**5. Maximum Administrative Costs:** The RHP Program allows expenditures for general and rehabilitation administration. The total general and rehabilitation expenditures will not exceed 15% of the grant amount. The City of Presque Isle is allowed a maximum of \$3,000 in general administrative funding.

**6. Property Standards:** All rehabilitation activities completed with this Program will comply with federal, state and local building codes and requirements and will meet any applicable federal agency property standards.

## SECTION 3. ECONOMIC DEVELOPMENT PROGRAMS

### A. ECONOMIC DEVELOPMENT

The Economic Development program (EDP) provides communities with **gap** funding to assist identified businesses in the creation/retention of jobs for low-and moderate-income persons. Please refer to Page 5 of this document for Program deadlines and due dates.

<b>1. Eligible Activities:</b>	<b><u>Maximum Award</u></b>
<b>a) Grants to Municipalities for Direct Business Support:</b> working capital and capital equipment purchase Acquisition and any type of construction is <b>not</b> an allowable activity.	\$250,000*

#### 2. Exclusions:

- Applicants may apply on behalf of only one business.
- **EDP funds cannot be used to refinance existing debt.**
- All EDP activities must be in support of an identified business; speculative activities are excluded.
- Communities that received an EDP award, for the same business in a prior year, must document, at submission of Letter of Intent, employment baseline information to show the company is at or above the employment number achieved as a result of previous CDBG assistance and that the CDBG assistance is vital to the project and cannot be obtained elsewhere. Prior to submitting a Letter of Intent, communities applying on behalf of a business that received funding in the previous year must first receive approval from the Director of the Office of Community Development.
- \*Start-up businesses are limited to a maximum grant award of \$100,000.
- **Waivers to increase the maximum grant award amount, in instances where the impact of the project is substantial and can be documented, both through project investment and job creation, must be approved by the Director of the Office of Community Development.**

**3. Project Benefit:** All projects must document that at a minimum, 51% of all jobs created or retained as a result of the funded activity must be taken/held by persons of low and moderate income as defined by HUD. Jobs created/retained must be in the community applying for the EDP award, new jobs to that community and not associated with any other branches of the assisted business located in another community. Transfer positions cannot be counted toward the job creation/retention requirements. **In the event that job creation requirements are not met, the applicant community will be responsible for immediate repayment to DECD of all CDBG funds expended on the project.**

**4. Program Dollars per Job:** The maximum CDBG participation per job created or retained with EDP funds is \$30,000.

**5. Full Time permanent Jobs:** In determining CDBG National Objective compliance with jobs created or retained only **Permanent** jobs may be counted; temporary jobs may not. Full time jobs require a worker to work at least 1750 hours per year. Part time jobs require a worker to work at least 875 hours but less than 1750 hours per year. Part-time jobs **must** be converted to Full Time Equivalents (FTE). An FTE is defined as two part time

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jobs. **Seasonal** jobs may count only if the seasonal job lasts long enough and provides sufficient income to be considered the employee's principal occupation. (Contact OCD prior to counting seasonal jobs towards LMI benefit.) **All** permanent jobs created by the project must be counted, regardless of funding source(s). Jobs indirectly created by the project (i.e., remote location, "trickle down" jobs) do not count.

**6. Maximum Project Size for Utilizing EDP Funds: \$3,000,000** Phasing of projects to make the total cost appear to be below the maximum project size is expressly forbidden.

**7. Program Requirements:**

**(a) EDP Letter of Intent Due Dates:**

All communities wishing to submit an EDP application must submit a Letter of Intent. Please refer to Page 5 of this document for Program deadlines and due dates. After review for completeness and eligibility, units of general local governments may be invited to make a full application.

**(b) EDP Application Due Dates:** By invitation only as a result of accepted Letter of Intent. Please refer to Page 5 of this document for Program deadlines and due dates.

**(c) Necessary and Appropriate:** EDP assistance to a business must be for projects that are necessary and appropriate. The application must describe the need for program assistance stating why the project cannot proceed without program participation, that program funds will provide the necessary gap financing, reasonableness of the amount requested, and assurance that the assistance provided is commensurate with the community benefits that will accrue from the project.

**(d) Compliance with Benefit Certification Requirements:** The business and the applicant community, under the direction of the Program Manager assigned to the project, must comply with documentation requirements for jobs created/jobs retained on a project including but not limited to benefit surveys, income verification and periodic reporting that the Office of Community Development may require.

**(e) EDP Matching Funds Requirements:** Communities applying for Economic Development Program funds must certify that a 50% cash match of the total EDP award will be provided. Matching funds must be directly related to the activities undertaken with EDP funding.

**(f) EDP Projects in Support of Retail Businesses:** OCD may accept an EDP application in support of a retail business activity only under the following limited conditions:

- The retail business represents the provisions of new products and services previously unavailable in the community or is a tourism-related business; and
- The development or expansion of the retail business represents a net economic gain for the community and the region. Applications supporting a retail business or businesses are required to certify that the development represents a new overall gain for the region's economy and not a shift from existing established businesses to a new or expanded one; and

- The retail business is located in either a downtown district meeting the definition in 30-A M.R.S. Section 4301 (5-A); or a designated local growth area contained in an adopted and consistent comprehensive plan; and
- At least 50% of the jobs created by the retail business must be full time jobs.

**8. Selection Process:** The selection process will consist of two stages. Members of the Review Team will assign a Review Point Total for each application reviewed. Review Point Totals will consist of the sum of the three scoring areas below and any applicable bonus points. The following criteria will be used:

(a) Stage 1:

**Letter of Intent:** All communities wishing to submit an EDP application must first submit a Letter of Intent. After review for completeness and eligibility, units of general local governments may be invited to make a full application. Please refer to Page 5 of this document for Program deadlines and due dates.

(b) Stage 2:

**Application:** Members of the Review Team will assess the applications based on the following criteria:

**Problem Statement**

**Scope**

- Detail the problems or needs facing the community/business to be assisted
- Tell how these problems relate to job creation or job retention activities.
- Describe how the overall financial viability of the community/business is affected by the problems or needs.

**Impact** Identify how employment opportunities for persons of low/moderate income are negatively affected by the identified problems.

- Emphasize the importance of the affected business in relation to the stability of the community/region and its current financial well-being.

**Need** Identify reasons why the community/business is unable to finance the proposed project on its own, or with assistance from other sources.

- Include a narrative that highlights any recent efforts by the community/business to assist job creation/retention activities.

**Solution**

**Project Description** Detail the activities that the community/business will undertake using EDP funds to resolve the problems/needs presented in the Problem Statement.

- Identify, in detail, the specific working capital uses of EDP funds
- Explain how the solution directly solves the identified problems/needs.
- Include a firm figure of the number of jobs to be created or retained as a result of the project, and how these jobs relate to persons of low/moderate income.

- Clearly state the amount of EDP funds sought and how they will fit into the overall financing for the project.

**Effect on Assisted Business**

- Describe the effect the EDP award and completion of the project, as a whole, will have on the ability of the community/business to remain competitive, and create/retain quality jobs.
- Describe the market including identification of competitors, price structure, resource availability, operating/manufacturing costs, transportation costs, demand, and other factors influencing the marketability of the product or service proposed. Also identify all project risks and the extent of the risks.

**Project Timeline and Feasibility**

- Describe how the project is assured of successful completion within 12 months.
- Provide background information (including resumes) for the owners and/or managers of the business and specific information about the skills and experiences of the owners and/or managers as related to the successful management of the business and proposed project.
- Include a concise timetable for project implementation.

**Citizen Participation**

- Describe how citizen were informed of the development of this application, including how the required public hearing contributed to the process. **(Submit a public hearing record consisting of the published public hearing notice, hearing minutes, and attendance list with the original and all three copies of the application.)**
- **Business/Local Involvement** Outline other input from businesses, chambers of commerce, development organizations, local groups and individuals have had in increasing the citizen participation process for the proposed project.  
Highlight how the use of any media (TV, radio, newspapers, etc.) increased public awareness and participation in the EDP project.

**9. Opportunity Zone Priority** will be given to each applicant community certified as an Opportunity Zone location at time of application.

**10. Final Score.** EDP applications will be awarded funding based on the consensus of the review team together with the analysis completed by OCD's financial underwriter.

**11. Project Development Phase:** The project development phase must be completed within 6 months from the date of award. The goal of this phase is a grant contract for CDBG funds. During this phase an OCD Development Program Manager will be assigned to work with the community to finalize their project. OCD reserves the right to rescind the CDBG program award of the community is not under contract within this time. The Office of Community Development may grant waivers for just cause.

## **B - MICRO-ENTERPRISE ASSISTANCE GRANT PROGRAM**

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The Micro-Enterprise Assistance Program (MEA) provides funding to non-entitlement areas statewide to address the needs of Micro businesses. This program will start **June 1, 2022** and will be administered on a regional basis throughout Maine, as stated below.

**1. Special Threshold Criteria and Certifications:** MEA Program funds will be distributed through a set aside of CDBG funds provided to Aroostook County as the lead community. The lead community will establish a legally binding contract with each of the participating Economic Development entities. Participation in the MEA delivery system is subject to the approval of the Director of the OCD. The MEA Program provides grant funds to micro-enterprise businesses through a partnership with Maine's Small Business Development Centers and their partners.

**1. Eligible Activities:** Eligible activities include grants to for-profit businesses that can be used for working capital, purchase of inventory, supplies and equipment. Maine's Small Business Development Centers will identify and pre-qualify those businesses who are eligible for the program. Potential participants will need to provide their previous years' income tax return to verify eligibility.

**Cannabis related businesses are not eligible.**

**2. Maximum Amount of Micro-Enterprise Assistance to an individual Business:**  
\$10,000

**3. Project Benefit / Demonstration of National Objective:**

**Micro-Enterprise Grant:** Existing businesses that have five or fewer employees, **one of whom owns the enterprise, and whose household income is Low/Moderate as defined by HUD will meet the project benefit.** Applicants will need to submit a copy of their previous year's Personal Income Tax filing with their application. Non-owner employees' incomes are not considered in meeting project benefit.

**4. Selection Process:**

**All Micro-Enterprise businesses wishing to submit a MEA application must meet with their local Small Business Development Center advisor to determine eligibility. SBDC advisors will review and approve complete applications to be considered for funding.**

## SECTION 4. TECHNICAL ASSISTANCE

The Office of Community Development will use Technical Assistance funds to: conduct workshops, produce program materials, implement the CDBG Administrator's Certification Training Program, and provide technical assistance and outreach to communities.

Regional Providers will provide planning assistance to units of general local government in identifying community & economic development needs, developing, and administering CDBG projects. For purposes of this paragraph the term "**planning assistance**" means the facilitating of skills and knowledge in planning, developing, and administering CDBG activities for entities in non-entitlement areas that may need but do not possess such skills and knowledge.

## SECTION 5. REDISTRIBUTION OF GRANT FUNDS

This section describes the methods by which undistributed funds, disencumbered funds, additional funds received from HUD, and program income will be redistributed.

**1. Local Government Grants from the State:** Applicants receiving grants under the 2020 CDBG program but failing to have their projects substantially underway (environmental review complete, program costs obligated, construction or services begun) within six months of grant award, may have their grant rescinded by DECD. Rescinded grant funds may be added to any open CDBG contract and can be used to make additional awards under any eligible CDBG program activity.

Unexpended funds remaining in the grantee's CDBG account at grant closeout, funds remaining in a grantee's award but not requested upon grant closeout, and funds returned to DECD because of disallowed costs may be added to any open CDBG contract and can be used to make additional awards under any eligible CDBG program activity.

**2. Unallocated State Grants to Local Governments:** Unallocated grant funds resulting from lack of adequate program competition or demand in any of the available 2022 CDBG programs and any additional funds allocated by HUD may be added to any open CDBG contract and can be used to make additional awards under any eligible CDBG program activity.

**3. Basis for Redistribution:** The decision to redistribute funds will be made after staff evaluation of the following: the total funds available, new requests for funding, requests for additional funding from current CDBG grantees and applicants for competitions that did not receive funding. The OCD may redistribute available funds to any project deemed to be in the best interest of, and that offer CDBG definable benefits to the State of Maine.

## SECTION 6. PROGRAM INCOME

As used in this Proposed Statement, "Program Income" means the gross income received by a grantee from any grant-supported activity in excess of \$35,000. Applicants will refer to the CDBG Regulations and the Maine Office of Community Development policies on program income.

## **SECTION 7. APPEALS**

Appeals of award decisions are restricted to errors of fact or procedure. Appeals in the areas of judgment qualitative scoring will not be entertained. In the case of a successful appeal, funds will be reserved for the project from available or subsequent CDBG funds.

An applicant wishing to appeal DECD's decision regarding their 2022 application restricted to errors of fact or procedure, may do so by submitting an appeal letter to the Director of the Office of Community Development within fifteen (15) days of the award announcement for that specific program.

## **SECTION 8. AMENDMENTS TO THE PROGRAM STATEMENT**

The State may amend the 2022 Program Statement from time to time in accordance with the same procedures required for the preparation and submission of the program statement. The Department of Housing and Urban Development's citizen participation requirements will guide the amendment process.

**THIS MATERIAL IS AVAILABLE IN ALTERNATIVE FORMAT  
UPON REQUEST**

**BY CONTACTING:**

**OFFICE OF COMMUNITY DEVELOPMENT  
111 SEWALL STREET, 3<sup>RD</sup> FLOOR  
59 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0059  
TELEPHONE (207) 624-7484  
TTY: 1-800-437-1220**

**ALSO AVAILABLE ON THE OFFICE OF COMMUNITY  
DEVELOPMENT WEB SITE:**

**[www.meocd.org](http://www.meocd.org)**

**The Maine CDBG Program is Funded by:**



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- Section 504 of the Rehabilitation Act of 1973
- Title II of the Americans with Disabilities Act, 42 U.S.C. 12101
- Violence Against Women Act

### C. Fair Housing Complaints

MaineHousing provides assistance to applicants and Participants claiming illegal discrimination by printing the equal housing logo or slogan on all outreach information; posting equal housing posters in all offices; assisting applicants and Participants in completing appropriate paperwork; and referring families experiencing problems to the Maine Human Rights Commission, HUD, or other legal services.

All applicants receive a copy of Form HUD-903.1 "Are You a Victim of Housing Discrimination" which includes the toll-free number for the Housing Discrimination Hotline and the address for filing a complaint with HUD.

### D. Code of Conduct

#### 1. Conflicts of Interest

Neither MaineHousing, nor its contractors, subcontractors, or Agents may enter into any contract or arrangement in connection with the Programs in which any of the following persons has a direct or indirect interest during service or for one year after service:

- Any present or former commissioner of MaineHousing (except a Participant commissioner).
- Any employee of MaineHousing, or any contractor, subcontractor or Agent for MaineHousing, who formulates policy or influences decisions with respect to the Program.
- Any public official, member of a governing body, or State or local legislator, who exercises functions or responsibilities with respect to the Programs.
- Any member of the United States Congress.

Any person listed above must disclose his or her direct or indirect interest, or prospective interest, in such a contract or arrangement to MaineHousing and to HUD. HUD may waive the above conflict of interest provisions for good cause.

No employee, commissioner or Agent of MaineHousing shall participate in the selection, or in the award or administration of a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- The employee, officer, or Agent,
- Any member of their family
- Domestic partner,
- Or an organization which employs, or is about to employ any of the above, has a financial or other interest in the firm selected for the award.

Any Agent may not provide administrative services in connection with any Unit in which the Agent has an ownership interest or for which the Agent provides any type of management service. In the event an Agent owned or managed Unit is located within the Agent's jurisdiction, MaineHousing will retain a substitute administrator for such Unit.

#### 2. Gifts and Other Compensation

Any employee or commissioner of MaineHousing may not accept any gift, compensation or service beyond nominal value from any person or organization with which MaineHousing does business. This prohibition includes persons and organizations that have done business with MaineHousing in the recent past and those considering or attempting to do business in the future. Any person or entity that is a contractor, subcontractor, or Agent for MaineHousing in connection with the

Programs may not accept any gift, compensation or service beyond nominal value from any person or organization associated with the Programs.

Compensation includes gifts, services, or money to members of the immediate Family or Household of the employee, contractor, subcontractor or Agent, or gifts, services or money given to anyone on behalf of the employee, contractor, subcontractor or Agent. Employees, contractors, subcontractors and Agents need to be sensitive to the appearance of impropriety in accepting any gift, service or compensation of any value, including the purchase of meals. No gift, service or compensation may be accepted if the intent is to influence decision-making. Employees, contractors, subcontractors and Agents should use prudent judgment when evaluating the purpose of the gift giving and in the acceptance of the gift, even a token item of minimal value. Employees, contractors, subcontractors and Agents are also prohibited from accepting multiple gifts, services or compensation from one person or organization, which when combined would be beyond nominal value in any calendar year.

Compensation from public speaking engagements, other than compensation for actual expenses, is subject to MaineHousing's policy if (i) the subject of the speech or discussion relates to MaineHousing's business, or (ii) the event or occasion for the speech is sponsored or hosted by an individual or organization with which MaineHousing transacts business.

### 3. Remedies for Violation

MaineHousing may take disciplinary action up to and including termination for any conduct by an employee that violates any of MaineHousing's policies, including its conflicts of interest and gifts and other compensation policies. The timing, sequence, and degree of discipline will depend upon the facts and circumstances of each case. Maine law also provides for the removal of a commissioner or director for misconduct in office, after notice and a hearing.

### E. Area of Operation

MaineHousing's area of operation will be statewide in the State of Maine. The STEP and Maine TBRA Programs may be administered in whole or in part by MaineHousing in different areas of the State of Maine.

### F. MaineHousing Staff

MaineHousing staff will work with grantees of the Program. At a minimum, MaineHousing staff will provide the following services:

- Review Program applications and determine applicant eligibility based upon:
  - Verification of homelessness documents
  - Income eligibility documents
  - Results of Criminal Background Check
- Review and approve or deny Request for Unit Approval
- Arrange the initial Housing Quality Standard (HQS) inspection, provided the unit is available. An assigned HQS inspector will conduct all inspections.
- Process all documents necessary for landlord payments and manage all correspondence and calculations in regards to tenant and program payments to landlords.
- Complete subsidy calculations
- Calculate Utility Allowances
- Arrange for any Informal review or hearing procedures
- Process all necessary client terminations or end of program participation

### G. Homeless Initiatives Program Officers

Monitor client files to ensure that the grantee complies with recordkeeping requirements.

#### H. Housing Assistance Navigator

In addition to the rules and expectations referenced in the ESHAP Program Guide, each grantee of the Program will have at least one Primary Navigator whose responsibilities for the Program will include, but are not limited to the following:

- Assist applicants in preparing and submitting Program applications
- Assist applicants in the development of a Housing Stability Plan
- Conduct coupon briefings for households approved for Program Coupons
- Assist applicants with housing search and placement
- Provide Outreach to and negotiation with landlords
- Review all Program Request for Unit Approval documents necessary to request a unit inspection
- Assist with submitting rental applications and understanding leases
- Assess housing for compliance with Emergency Solutions Grant (ESG) requirements for habitability, lead-based paint, and rent reasonableness
- Assist with obtaining utilities and making moving arrangements
- Conduct re-evaluations of participant progress, including updating the Housing Stability Plan at least every 90 days
- Assist with mediation between the program participant and the owner or person(s) with whom the program participant is living as is necessary to prevent the program participant from losing permanent housing
- Provide credit and budget coaching necessary to assist program participants with critical skills related to household budgeting, managing money, accessing a free personal credit report, and resolving personal credit problems
- Provide Remer Education
- Meet periodically with Maine Housing Staff for Technical Assistance

## SECTION 2: ELIGIBILITY AND REQUIREMENTS

[24CFR§ 92.216, 24CFR§5.609, 24CFR§578.37(a)(1)(ii)(f), Emergency Services & Housing Assistance Program Navigator Services Process Guide, Maine Housing Housing Choice Voucher Administrative Plan Chapter 2 Part II]

### A. Homelessness

The Programs offer short-term or medium-term rental assistance targeted to homeless individuals and families that meet HUD homeless status eligibility as outlined in 42 USC § 11302 (a) (1)(2)(3)(4) & (b)

### B. Income Guidelines

For STEP, the Applicant's annual income must be at or below 60% of area median income (AMI) for their Household size. However, up to 10% of the total number of Participants receiving rental assistance under the STEP Program may have annual income up to 80% of area median income. For Maine TBRA, the Applicant's annual income must be less than 30% AMI. Income includes gross Household income from all sources. The rules under HUD's Section 8 Housing Choice Voucher Program will be used to determine annual income and area median income.

### C. Housing Stability Plan

Participation in a Housing Stability Plan (Plan) is a requirement in these Programs. In the case of participants covered under VAWA, a stability plan is optional. A Plan will be developed and agreed upon

by all adult members of the household and the Navigator. The Navigator will review and update the Housing Stability Plan with the household at least every 90 days.

#### **D. Applicants with Disabilities**

Applicants with Disabilities or with a Family member with Disabilities that require a reasonable accommodation in order to fully utilize the Program will be given an opportunity to request an accommodation at the time of application and at any time throughout participation in the Program. MaineHousing will make reasonable accommodations to allow a person with Disabilities equal access to the Program. In response to a request for a reasonable accommodation, MaineHousing may request reliable Disability-related information that (1) is necessary to verify that the person meets the definition of "Disability" under applicable federal and State of Maine statutes and regulations, (2) describes the needed accommodation, and (3) shows the relationship between the person's Disability and the requested accommodation. The information will be provided by a reliable third party who is in a position to know about the person's Disability, such as a doctor, other medical professional or non-medical service agency. Medical records or other detailed information about the nature of the Disability will generally not be necessary. All information provided will be used by MaineHousing only to make or assess a decision to grant or deny a reasonable accommodation request.

### **SECTION 3: PROCEDURES FOR PARTICIPANT SELECTION**

[24CFR§92.2099c]

#### **A. Participant Selection**

MaineHousing will accept completed applications for the Program from awarded grantees of the ESHAP Program. Incomplete applications will not be processed. Completed applications will be submitted for review and final approval by the Occupancy Specialist. Applications will be received on a first come first served basis only when there is funding available.

The Occupancy Specialist will review the completed application for eligibility. Submission of a completed application does not ensure admission to the Program. Once the Occupancy Specialist approves the application and background checks they will notify the Navigator and authorize them to schedule the Coupon Issuance Briefing with the applicant. Coupon Issuance Briefings should take place within one week of approval.

Depending on the results of the application process, the applicant and his or her Household may be denied a Coupon.

Any applicants that are on an existing Centralized Housing Choice Voucher (HCV) waiting list will remain on that list. To remain active, applicants are responsible for maintaining and updating any necessary information while they are on any waiting list.

### **SECTION 4: SUBSIDY STANDARDS**

[MaineHousing Housing Choice Voucher Administrative Plan – Chapter 5 Part III]

#### **A. Bedroom Allocation**

The following factors will be considered in determining bedroom allocations:

- Number of persons;
- Relationship of persons;
- Sex and age of persons; and
- Need to avoid overcrowding, maximize use of space, and minimize subsidy costs.

Bedrooms are allocated as follows:

- One bedroom for each two persons with a designation of HEAD/CO-HEAD or SPOUSE within the household, except in the following circumstances: Single head of household with additional family members not designated as a spouse or co-head will be allocated a separate bedroom.
- One bedroom for each additional family member (other adult) not designated as a spouse or co-head.
- One bedroom for each two Children under 18 of the same gender. Children of the same gender who are 10 years apart in age will be allocated separate bedrooms.
- Children under 18 of different genders will be allocated separate bedrooms.
- One bedroom for an approved Live-in Aide.
- One bedroom for single person families.
- Expectant head with no other household members will be allocated two bedrooms.
- Head with expectant spouse/cohead with no other household members will be allocated 2 bedrooms.

Minors and full time college students who spend 50% or less time with the Family will not be considered for bedroom allocation. In no case will two currently-assisted Households, leased under any rental assistance program, be allowed to collect subsidy for the same Dependent(s). Exceptions may be granted by the Occupancy Specialist if justified by the age, sex, health, Disability, or relationship of Family members or other circumstances, or by the size of the rooms in the Unit.

#### **SECTION 5: ABSENCE FROM UNIT**

[MaineHousing Housing Choice Voucher Administrative Plan – Chapter 5 Part I.C. & Chapter 12 Part I.E.]

A Family must notify the Navigator if it is absent from the Unit for 30 days in any 45-day period. During the absence from the Unit, the Housing Assistance Payment will be paid and the Family must pay the tenant portion of the rent. If the Family is absent from a STEP Unit for a period exceeding 60 consecutive days, or a Maine TBRA Unit for a period exceeding 60 consecutive days, for reasons other than health or emergency, Housing Assistance Payments will be terminated.

Families must comply with requests for verifications of health or emergency reasons or rental assistance will be terminated. Incarceration is not a health or emergency reason. Absences for any reason other than health or emergency reasons must be approved by the Occupancy Specialist.

#### **SECTION 6: FAMILY BREAKUP**

[MaineHousing Housing Choice Voucher Administrative Plan – Chapter 3 Part I.C.]

In the absence of a judicial decision or an agreement among the original family members, the MaineHousing will determine which family will continue to receive assistance. In making its determination, MaineHousing will take into consideration the following factors: (1) the interest of any minor children, including custody arrangements; (2) the interest of any ill, elderly, or disabled family members; (3) the interest of any family member who is the victim of domestic violence, dating violence, sexual assault, or stalking, including a family member who was forced to leave an assisted unit as a result of such actual or threatened abuse; (4) any possible risks to family members as a result of criminal activity; and (5) the recommendations of social service professionals.

When there are minor children in the Family, the adult Family member who is a signatory to the lease and is providing primary housing for the minor children retains the subsidy. Generally, when there are no minor children and an adult Family member leaves the Unit any remaining adult Family member who is a signatory to the lease retains the subsidy. Exceptions may be made on a case-by-case basis for extenuating circumstances.

## SECTION 7: SCREENING FOR CRIMINAL ACTIVITY

[MaineHousing Housing Choice Voucher Administrative Plan – Chapter 3 Part III.D.]

MaineHousing will screen each applicant and adult member of the applicant's Household for criminal activities, including Drug-related Criminal Activity, Violent Criminal Activity, and other criminal activity. An "adult" is a person who is 18 years of age or older, a person who was convicted of a crime as an adult when under the age of 18, or an emancipated minor. "Household" means the Family and any Live-in Aide approved by MaineHousing.

Each adult member of the applicant Household will be required to sign a release form authorizing any law enforcement agency to release criminal conviction records. A refusal to submit a signed release form will disqualify the applicant Household from consideration for participation in the Program. MaineHousing will use the criminal conviction records information for admission screening and in determining whether to approve the addition of an adult Family member or a Live-in Aide as an occupant of the Unit. The Navigator may also consider information contained in criminal records in connection with the development of the Housing Stability Plan for a Program participant to determine obtainable housing stability of the applicant.

MaineHousing may obtain information concerning criminal activity for which there is no conviction from any other additional sources that are available to MaineHousing.

The Navigators will encourage Owners to check prior references and perform any background checks they may be using as a tenant selection criteria for potential tenants.

## SECTION 8: DENIAL OF ADMISSION

[MaineHousing Housing Choice Voucher Administrative Plan – Chapter 3 Part III.B. & C. & Chapter 16 Part III.A.]

### A. Mandatory Denial for Criminal Activity

An applicant Household will not be eligible for admission to the Program if:

- Applicant or any Household member has ever been convicted of the manufacture or production of methamphetamine on the Premises of any federally-assisted housing, including the building or complex in which rental Units are located and the common areas and grounds.
- Applicant or any Household member is subject to a lifetime registration requirement under a sex offender or other sex crime registration program of the State of Maine or any other state.
- Maine Housing Policy: MaineHousing will deny assistance to any current user of Medical Marijuana in accordance with the Quality Housing and Work Responsibility Act of 1998, 42 U.S.C. § 13661.

### B. Discretionary Denial for Criminal Activity

An applicant Household may be denied admission to the Program, at MaineHousing's discretion, for other criminal activity, whether or not such activity has resulted in an arrest or conviction. In determining whether to deny admission to the Program when denial is not mandatory, MaineHousing may consider all relevant circumstances, including but not limited to the following: the seriousness of the matter; the amount of time since the criminal activity occurred; the extent of participation or culpability of individual Household members; any mitigating circumstances; and the effects of denial of admission on Family members who were not involved in the activity. As a condition of admission to the Program, MaineHousing, in its discretion, may require, among other things, proof of enrollment in, or successful completion of, a

supervised Drug, alcohol or other rehabilitation program.

### C. Denial for Owing Money to MaineHousing

The Occupancy Specialist may deny assistance to an applicant who owes monies to MaineHousing, or any other housing authority, unless the applicant has paid the funds in full or entered into a repayment agreement, prior to admission. If repayment arrangements are made, a copy of the repayment agreement must be submitted to the Navigator and become a part of the applicant's Stability Plan.

The Occupancy Specialist may deny assistance to an applicant who is not in good standing in regards to the terms of the repayment agreement with MaineHousing or any other housing authority.

### D. Informal Reviews for Applicants

Applicants who are denied admission to the Program may seek an informal review. MaineHousing shall give an applicant prompt written notice of the denial decision. The notice shall contain a brief statement of the reasons for the decision; inform the applicant that he or she may request an informal review of the decision; and describe how to obtain the informal review. The informal review may be conducted by any person other than the person who made or approved the decision or a subordinate of that person. The applicant will be given the opportunity to present written or oral objections to the decision to deny assistance. MaineHousing will promptly notify the applicant and Navigator in writing of the final decision after the informal review, including a brief statement of the reasons for the final decision.

No opportunity for informal review will be given for the following:

- Discretionary administrative determinations or consideration of general policy issues or class grievances.
- A determination of the number of bedrooms entered on the Coupon.
- A determination that a Unit located by a Coupon holder does not comply with HQS or MaineHousing standards.
- Disapproval of an Owner's lease for the Unit.
- A decision not to approve a request by a Coupon holder for an extension of the term of the Coupon beyond the initial 120 issuance.

## SECTION 9: COUPON ISSUANCE, TERM, EXTENSIONS AND MOVING RESTRICTIONS

[24CFR§578.51(c) (2), 24CFR§578.51(c) (3), MaineHousing Housing Choice Voucher Administrative Plan – Chapter 2 Part II.A, Chapter 5 Part II.D, & E. & Chapter 10 Part I.]

### A. Coupon Term and Extensions

Each Coupon is the Family's authorization to search for housing and is issued after the Family has been verified eligible by the Occupancy Specialist and briefed on program requirements by the Navigator. The Coupon also describes the Family's obligations.

Each Coupon, will initially be issued to the Family for a 120-day period during which time the Family is expected to find a Unit to rent. The Family must submit to the Navigator a completed Request for Unit Approval, signed Lease Addendum, Landlord W-9, Lead Paint Disclosure and unsigned copy of the lease within the 120-day period, unless an extension is granted by the Occupancy Specialist. The Family must submit a request for an extension in writing at least seven days before the expiration date on the Coupon. Authorization for an extension must be approved before the expiration of the Coupon or any extension. No suspension of time will be allowed. Exceptions may be made on a case-by-case basis for extenuating circumstances.

The Navigators should make themselves available to assist applicants and participants in locating and retaining housing and should reach out to Owners of rental property throughout the community.

The Occupancy Specialist may grant a 60-day extension for the following reasons:

- Extenuating circumstances, such as death or illness, which prevent the Family from finding a Unit.
- The Family submits "Request(s) for Unit Approval" which are denied by MaineHousing's Occupancy Specialist, or several Units fail.
- The Family size or market conditions make finding a Unit difficult.

If a Family does not find a Unit within the timeframe allowed, the Coupon is no longer valid. The Family may submit a new application and will be subject to the application review process.

If a Family with a member who is disabled requests in writing an additional extension as a reasonable accommodation, and makes such request prior to the expiration of the coupon, or original extension, MaineHousing will make an evaluation, based on regulations under Section 504 of the Rehabilitation Act of 1973 as amended (Section 504), and may grant an additional extension as a reasonable accommodation for families with a member who is disabled and needs an accessible Unit.

### **B. Moving Restrictions**

During the initial term of the lease, MaineHousing will not allow any move by the Participant Family without the consent of the Owner unless an exception is granted by the Occupancy Specialist.

Exceptions may be granted for, but not limited to:

- Verified domestic violence
- Documented hate crimes
- Verified appropriate medical reasons
- Verified job offers
- The Unit becomes unsafe or unsanitary without the fault of the tenant Family or any of its guests and the Owner fails or refuses to satisfactorily remedy the situation within the time required by the Occupancy Specialist.

Unless excused by a provision of the lease or by law, tenants must pay all money owed to an Owner for unpaid rent or damages before moving to another Unit under the Program. MaineHousing will terminate assistance for unapproved moves.

## **SECTION 10: OWNERS**

[Emergency Services & Housing Assistance Program Navigator Services Process Guide, MaineHousing Housing Choice Voucher Administrative Plan Chapter 13 Part I.A. & I.D.]

### **A. Outreach to Owners**

The Navigators are available to assist applicants and participants in locating and retaining housing by reaching out to Owners of rental property throughout the community. MaineHousing in conjunction with Navigators will encourage Owners and property managers to participate in the Program by:

- Outreach to and negotiation with landlords.
- Assisting with mediation between the program participant and the owner or person(s) with whom the program participant is living as necessary to prevent the program participant from losing permanent housing.
- Developing and maintaining Program information for Owners and property managers.

- Addressing local Owner groups.
- Advertising via:
  - Newsletters/community resources guides/flyers
  - Local Owner publications.

The Navigators may identify areas where participants are experiencing difficulty in finding rental housing and make presentations to Owners and property managers in those areas.

Owners are encouraged to check prior references and perform any background checks they may be using as tenant selection criteria for potential tenants.

#### **B. Owner Enforcement**

Owners will be notified in writing of any violation of Owner obligations and will be given a specified period of time during which to take corrective action. Failure to correct violations will result in abatement of the rental assistance payments for those days the Owner was in non-compliance and could result in termination of the rental assistance payments through the Program as well as disapproval as a participating Owner in the future.

The Owner may not assign the rental assistance payments to a new Owner without the prior written consent of MaineHousing and must abide by the terms and conditions regarding assignment transfer.

#### **C. Disapproval of Prospective Owners**

MaineHousing reserves the right to disapprove Owners from participating in the Program if:

- The Owner is in noncompliance, or has a history of noncompliance, with this or any other federal or state housing program, or state or local codes; or
- The Owner engages, or has a history of engaging, in abusive or violent behavior or criminal activity, including but not limited to:
  - Actual or implied threats or harm
  - Actions that threaten the health, safety or peaceful enjoyment of tenants
  - Abusive language
  - Stalking or harassment

### **SECTION 11: HOUSING QUALITY STANDARDS**

[24CFR§ 92.209(i) & MaineHousing Housing Choice Voucher Administrative Plan Chapter 8, Part I]

#### **A. Inspection Standards**

MaineHousing will inspect Units to ensure that the Units and the buildings in which they are located are decent, safe and sanitary. MaineHousing will use the Housing Quality Standards (HQS) established by HUD regulations in 24 CFR Section 982.401 as the minimum standard for compliance.

#### **B. MaineHousing Standards**

In addition to HQS, MaineHousing has adopted additional local required inspection and performance standards as detailed in Chapter 8, Part I, Sections 8-1A and 8-1B, of MaineHousing's Housing Choice Voucher Administrative Plan

### C. Housing Inspection

#### 1. Initial Inspections

MaineHousing will conduct initial inspections within a reasonable amount of time of receiving a completed Request for Unit Approval packet. The initial inspection must comply with all HQS and MaineHousing inspection and performance standards before rental assistance payments can begin. MaineHousing will notify the Owner of items needing repair. If the Owner is unwilling to make the necessary repairs, the Unit may not be occupied by the applicant.

#### 2. Other Inspections

Special inspections will be performed at the request of the Family or the Owner or at the Occupancy Specialist's discretion.

In the event of an extension of rental assistance beyond the initial 12 month term, the unit, or any subsequent unit, must pass an annual inspection by a MaineHousing HQS Inspector.

All inspections will be conducted using the HQS Inspection Checklist developed by HUD and also including the MaineHousing standards required by this Plan.

Program Owners must comply with applicable Section 504 regulations relating to modifications to their Units and must also comply with all other provisions of all civil rights and fair housing laws.

### D. Owner Responsibility; Follow-up Inspections

If a Unit is occupied by a Participant, the Owner must correct within 24 hours life-threatening violations including but not limited to non-working smoke detectors, hazardous electrical situations, non-working carbon monoxide detectors, or loss of heating during the winter months, and must correct within 48 hours emergency violations including but not limited to loss of running or hot water. Other violations must be corrected within 30 days unless an extension is granted by the Occupancy Specialist.

MaineHousing will notify the Owner, Navigator and Participant of the violations and the time limit within which to correct them.

MaineHousing will verify that the 24-hour and 48-hour deficiency repairs have been made, and perform a follow-up inspection as soon as possible. For all other deficiencies, MaineHousing will verify correction of the deficient items after all required repairs have been completed.

If violations are not corrected within the stated time limit, Housing Assistance Payments will cease beginning the first of the following month. If violations are corrected while the tenant is still a participant in the Program, payments may begin again as of the date of the correction.

If the Unit is determined to be uninhabitable because of fire, flood, or natural disaster damage, the rental assistance for that Unit will be terminated as of the end of the month in which the Unit was made uninhabitable. No 30-day notice of rental assistance termination will be required. The Family will be issued a Coupon to search for a new Unit.

### E. Tenant-Caused HQS Violations

MaineHousing will notify the tenant, Navigator and the Owner of a tenant-caused HQS violation and the time limit within which to correct it. A tenant-caused violation is:

- Failure to pay for tenant-supplied Utilities,
- Failure to provide and maintain any tenant-supplied appliance, and
- Damage caused by the tenant or a guest to the Unit or Premises that is an HQS failure.

Tenants must make restitution for tenant-caused HQS violations. If the tenant fails to do so, the Owner may evict the tenant and MaineHousing may terminate Housing Assistance Payments.

## **SECTION 12: RENT REASONABLENESS**

[24CFR§92.209(f) & MaineHousing Housing Choice Voucher Administrative Plan Chapter 8 Part III]

MaineHousing will accept units by area and bedroom size that meet or are below the effective Voucher Payment Standards established for the Housing Choice Voucher program.

MaineHousing will use a rent reasonableness system in accordance with HUD guidelines to compare program Units with market rate Units. Specifically, the system in place will allow MaineHousing to establish appropriate rents for program Units by comparing them to unassisted Units, taking the following into consideration: location, Unit size and Unit type. If the rental amount for a particular unit exceeds the HUD approved rent amount, and the landlord is not willing to negotiate a lower rental amount, the Occupancy Specialist may research the rental market in that specific area to obtain documentation to determine if the rent amount is justified.

## **SECTION 13: UTILITY DEPOSITS**

[24CFR§92.209(a)]

The STEP Program may provide a one-time utility deposit to assist Participants in obtaining utility services for their Unit. Utility deposit assistance may be used only for Utilities permitted under the Section 8 Housing Choice Voucher utility allowance, which includes electricity, gas, oil, sewer and water, but does not include telephone and cable television. A utility deposit may be provided under the STEP Program only if (i) the tenant Family has been issued a rental assistance Coupon, (ii) the Unit selected by the tenant Family has passed inspection, and (iii) the tenant Family has entered into a lease with the Owner.

STEP Utility Deposits will be made on behalf of a Family directly to the utility company, upon receipt of proper documentation, and will not be recaptured by the STEP Program.

Utility Deposits are not available under the Maine TBRA Program. Navigators will assist Maine TBRA Participants in identifying and applying for alternative resources if they require a Utility Deposit.

## **SECTION 14: SECURITY DEPOSITS**

[24CFR§92.209(a), 24CFR§92.209(f) & 24CFR§578.51(a)(2)]

The Program may provide a security deposit on behalf of the Family to assist them in securing a Unit under their initial lease. A security deposit may be provided under the Program only if (i) the tenant Family has been issued a rental assistance Coupon, (ii) the Unit selected by the tenant Family has passed inspection, and (iii) the tenant Family has entered into a lease with the Owner.

If a participating Family is authorized by MaineHousing to move to a new Unit with more bedrooms that requires a security deposit in excess of the initial security deposit amount provided by MaineHousing, MaineHousing may provide the additional amount to assist the Family in securing the new Unit. If a participating Family is authorized by MaineHousing to move to another Unit with the same number of bedrooms, or fewer, the security deposit for the subsequent Unit is the responsibility of the Family. Exceptions for additional security deposits payments may be approved by MaineHousing Staff.

Security Deposits will be made directly to the Owner/landlord on behalf of a Family and will not be recaptured by the Program, but shall be returned to the Family. Owners must comply with all requirements of Maine law applying to security deposits to include those provisions governing return of security deposits upon termination of the tenancy.

MaineHousing will prohibit the Owner from collecting a security deposit in excess of two months' rent. Tenant is responsible for any pet deposit that may be charged. Exceptions for additional security deposit payments may be approved by MaineHousing Staff.

## **SECTION 15: RENTAL ASSISTANCE PAYMENTS AND EXTENSIONS** [24CFR§92.209(e)]

### **A. Assistance Payments**

MaineHousing will issue rental assistance payments to Owners, or their designated representatives. The Owner will be paid on or about the first day of the month for which the rental payment is due. The Owner agrees that the Owner's endorsement on the check or acceptance of the Electronic Funds Transfer (ETF) will be conclusive evidence that the Owner received the full amount due for the month, and will be a certification that:

- The Unit is in decent, safe and sanitary condition, and that the Owner is providing the services, maintenance and Utilities agreed to in the lease for the Unit.
- The Unit is leased to and occupied by the tenant named in the lease.
- The Owner has not received and will not receive any payments as rent for the Unit other than those identified in the lease.
- To the best of the Owner's knowledge, the Unit is used solely as the tenant's principal residence.

Payments for move-ins and move-outs, with effective dates not on the first day of the month, will be prorated to reflect the actual number of days.

If MaineHousing determines that the Owner is not entitled to any payments received, in addition to other remedies, MaineHousing may deduct the amount of the overpayment from any amounts due the Owner, including the amounts due under any other Program rental assistance payment.

### **B. Extensions of Assistance**

Each participant will be allowed up to 24 months of rental assistance, subject to review and compliance with all requirements of the Program. At the end of the initial 12-month term, the Occupancy Specialist will process a recertification of income and family composition. Additional information regarding extensions is detailed in Section 19 B of this Plan.

## **SECTION 16: LEASE TERM AND OTHER PROVISIONS** [24CFR§92.209(e)-(g)]

The initial term of the lease between the Owner and the tenant will be for one year. For STEP the initial term may be less than one year if both parties agree to a shorter term.

No lease, or lease renewal that proposes to increase the amount of rent or change utility responsibilities for the Unit being rented, will be effective during the term of rental assistance unless it has been approved in advance by MaineHousing.

## **SECTION 17: INCOME, ASSETS, EXPENSES AND MINIMUM RENT** [24CFR§92.203, 24CFR§578.77, 24CFR§5 Subpart E & F, 24CFR§982, Subpart F & MaineHousing Housing Choice Voucher Administrative Plan Chapter 6]

### **A. Income, Assets & Expenses**

The income, assets and expenses allowed for each

tenant Family are described in HUD's Section 8 Housing Choice Voucher regulations, 24 C.F.R. Part 5, Subpart F and 24 C.F.R. Part 982, Subpart E.

For tenant Family income, assets and expenses MaineHousing will not accept written third-party verification provided directly from the tenant Family. If attempts to obtain verification are unsuccessful, MaineHousing will document oral verifications. Such documentation will include facts, date of contact, and source of information. If third-party verifications cannot be obtained, MaineHousing may accept secondary sources of verification.

MaineHousing will not include, as assets, assets valued at \$1,000 or less that have been disposed of for less than fair market value.

MaineHousing may conduct an interim reexamination at any time to assist a participant in the STEP/Maine TBRA Programs.

#### **B. Minimum Rent**

MaineHousing will require each tenant Family to pay a minimum of 30% of their adjusted gross income per month toward their rent and/or utility allowance.

### **SECTION 18: CHANGES IN INCOME OR HOUSEHOLD COMPOSITION**

[24CFR§92.203, 24CFR§578.77]

#### **A. Income Changes**

A change resulting in the reduction of the Family's income, and therefore, their share of the rent, will be effective as of the first of the month following the date of the reported change.

Families are not required to report any other changes in income or expense unless they are a zero/minimal income family or a new family member brings income to the household. Changes in income must be reported within 14 days of the change.

Families with income that has been excluded as sporadic income, may be required to report changes on a quarterly basis.

If a family reports a change that it was not required to report and that would result in an increase in the family share of the rent, MaineHousing will note the information in the tenant file, but will not conduct an interim reexamination.

If a family reports a change that it was not required to report and that would result in a decrease in the family share of rent, MaineHousing will conduct an interim reexamination.

Families may report changes in income or expenses at any time.

A change resulting in an interim certification will be effective on the first of the month following the notice given by MaineHousing.

#### **B. Household Composition**

The Family must inform the Navigator of the birth, adoption, or court-awarded custody of a child within 14 days of the event. Written approval from the landlord must be submitted to the Navigator when a Participant wants to add a member to the Household. The Participant must then have the approval of the Occupancy Specialist before adding any Household member or a Live-in Aide as an occupant of the Unit. Each additional adult Household member will be required to provide documentation regarding identity,

citizenship status, income, and meet all other program requirements. As a condition of approval of the additional Household member, MaineHousing will screen each additional adult member for criminal activities and background. The additional adult member will be required to submit a signed release form authorizing any law enforcement agency to release criminal conviction records to MaineHousing and MaineHousing's use of the records and information to determine whether to approve the additional member as an occupant of the Unit. A refusal or failure to submit a signed release form for this purpose will result in a denial of approval to add the adult member as an occupant of the Unit. MaineHousing may obtain information concerning criminal activity for which there is no conviction from any other additional sources that are available to MaineHousing.

MaineHousing will deny approval to add the adult member as an occupant of the Unit if any of the reasons stated in Mandatory Denial for Criminal Activity exists. MaineHousing may deny such approval for any of the reasons stated in Discretionary Denial for Criminal Activity.

## **SECTION 19: VOUCHER TERM, VOUCHER RENEWAL AND PROGRAM COMPLETION**

[24CFR§578.37 & Emergency Services & Housing Assistance Program Navigator Services Process Guide]

### **A. Voucher Term**

Program participants are required to meet monthly with their Navigator and to review and update their housing stability plan quarterly. The agency providing Navigator services may be exempt from the requirement to meet with program participants monthly because they also receive funding under the Violence Against Women Act (VAWA) or the Family Violence Prevention and Services Act (FVPS), as these prohibit making housing conditional on the program participant's acceptance of services.

### **B. Voucher Renewal**

Participants are eligible for assistance for twelve months beyond the end of their initial 12 month term. Program Participants must work with their Navigator to submit updated family composition and income paperwork to the Occupancy Specialist as part of an annual recertification process. Annual paperwork will be sent to the participant 105 days before the effective date of the certification.

- How the renewal will allow the participant to achieve housing stability;
- What specific steps the participant and the Navigator will take to ensure that the participant achieves housing stability during the renewal.
- The agency must also commit in writing to providing all necessary ongoing navigator services required to ensure the participant achieves housing stability prior to the end of any renewal, including monthly check-ins.
- These services must be provided for the duration of any renewals(s), unless the participant is exited from the Program.
- Funding to provide these services cannot be charged to the ESG Housing and Stabilization Share of agency's ESHAP funding as they will be taking place outside the initial 12 month time limit for ESG Housing and Stabilization Services.

To be eligible to request a voucher renewal the following will be considered:

- A determination that the Participant continues to meet Program eligibility requirements.
- A determination that a Participant has made some progress towards achieving the goals set forth in his or her Housing Stability Plan.
- A determination that a Participant has not violated Program Obligations.

If a renewal is needed the following information will be required as part of the annual recertification:

- Updated HMIS, DHHS and MaineHousing ROI forms for all household members.

- Updated Income Verifications from all sources for all adult household members
- Updated Housing Stability Plan relevant to the renewal
  - If the client intends to stay in the current unit:
    - The unit must PASS re-inspection by a MaineHousing HQS Inspector
  - If the tenant intends to move to a new unit:
    - The tenant must give proper notice to their current landlord
    - The tenant must complete and return a LL packet
    - The new unit must PASS inspection by a MaineHousing HQS Inspector
    - The tenant will be responsible for the Security Deposit for the new unit

Any additional extension requests must be submitted in writing within ten days prior to the expiration of the voucher renewal.

If the request for an extension beyond the 24 months, is denied, a written notice of the denial will be sent to the tenant and Navigator, and the tenant's rental assistance will terminate as originally scheduled at the end of their 24 month term.

### C. Program Completion

If a household completes the Program, their Housing Assistance Payments will end. A household will be considered to have completed the Program if:

- The household has completed their Housing Stability Plan and the goals set to attain housing stability;
- The household has voluntarily decided to withdraw from the program; or
- The household no longer needs the subsidy i.e. they can pay the entire rental amount without assistance;
- The Household has received the maximum 24 months of assistance.

## SECTION 20: TERMINATION

[24CFR§578.91, MaineHousing Housing Choice Voucher Administrative Plan Chapter 12 Part J]

MaineHousing will terminate Housing Assistance Payments for a Participant if:

- Any Household member has ever been convicted of Drug-related Criminal Activity relating to the manufacture or production of methamphetamine on the Premises of any federally-assisted housing, including the building or complex in which rental Units are located and the common areas and grounds.
- Any Household member is found to be a lifetime registrant on any sex offender registry.

MaineHousing may terminate Housing Assistance Payments for a Participant if any one or more of the following activities, conditions, or events occurs or exists:

- The Participant commits a serious or repeated violation of the lease.
- The Participant fails to make payments on monies owed to MaineHousing or any other housing authority.
- Any Household member commits fraud, bribery or any other corrupt or criminal act in connection with the Program.
- Owns or has any interest in the Unit.
- Any Household member engages in any Drug-related Criminal Activity.

- Any Household member engages in any Violent Criminal Activity.
- Any Household member engages in abuse of alcohol, illegal Drugs, or criminal activity that threatens the health, safety or peaceful enjoyment of the Premises by other residents (including property management staff residing on the Premises) and persons residing in the immediate vicinity of the Premises.
- Subleases or otherwise transfers the Unit or assigns the lease.
- Receive Program assistance while receiving another housing subsidy for the same Unit or a different Unit under any other Federal, State or local housing assistance program.
- Damages the Unit or Premises (other than ordinary wear and tear) or permits any guest to damage the Unit or Premises.
- Receives Program assistance while residing in a Unit owned by a parent, child, grandparent, grandchild, sister or brother of any member of the Family, unless MaineHousing has determined (and has notified the Owner and the Family of such determination) that approving the rental of the Unit, notwithstanding such relationship, would provide a reasonable accommodation for a Family member who is a person with Disabilities.
- Any Household member is violating a condition of probation or parole imposed under Federal or state law.
- Any Household member threatens or engages in abusive or violent behavior toward any person including but not limited to actual or implied threats of harm, abusive language, or stalking or harassment.
- The Participant fails to meet the Participant obligations stated in HUD regulations or Program documents. These obligations include, but are not limited to:
  - Supplying any information that MaineHousing determines to be necessary including information of Family Household income and composition.
  - Disclosing and verifying social security numbers and signing and submitting consent forms for obtaining information.
  - Promptly notifying the Navigator in writing when the Family is away from the Unit for an extended absence.
  - Obtaining written approval from the Owner and Navigator prior to adding any additional Household member or Live-in Aide to the Unit.
  - Allowing MaineHousing to inspect the Unit at reasonable times and after reasonable notice.
  - Notifying the Navigator and the Owner in writing at least 30 days before moving out of the Unit or terminating the lease.
  - Using the Unit as the Family's only residence.
  - Notifying the Navigator in writing, within 14 days of the event, of the birth, adoption or court-awarded custody of a child.
  - Giving the Navigator a copy of any Owner eviction notice upon receipt of notice.
  - Paying any utility bills and providing and maintaining any appliances that the Owner is not required to provide under the lease.
  - Paying the tenant portion of the monthly rent to the Owner.

In deciding whether to terminate Housing Assistance Payments, the Occupancy Specialist may consider the preponderance of evidence, which, in situations involving the termination for criminal activity, shall not require an arrest or conviction; the seriousness of the matter; the extent of participation or culpability of individual Household members; mitigating circumstances and the effects of termination on Family members who were not involved in the action.

In appropriate cases, the remaining Family members may be allowed to continue to receive assistance on the condition that any Household member who has engaged in domestic violence, Drug-related Criminal Activity or Violent Criminal Activity does not reside in the Unit. The Occupancy Specialist will ask the remaining Head of Household to sign an agreement not to allow the offending Household member(s) to reside in the Unit occupied by the Household. The Occupancy Specialist may terminate Housing Assistance Payments to any Family who violates the agreement.

Terminations related to circumstances of Domestic Violence, Dating violence, Sexual Assault or Stalking shall be administered in accordance with the applicable provisions of MaineHousing's Administrative Plan for Section 8 Housing Choice Voucher and Project Based Voucher Programs then in effect, the Violence against Women Act of 2013 (VAWA) and the applicable HUD regulations.

Once a decision to terminate Housing Assistance Payments is made, a 30-day written notice will be sent to the tenant, Navigator and Owner. If MaineHousing decides to terminate Housing Assistance Payments, the Rental Assistance Payment Contract will terminate and the Lease Addendum will become null and void as of the date stated in the notice.

## **SECTION 21: TERMINATION HEARINGS AND ACTIONS NOT REQUIRING INFORMAL HEARINGS**

[24CFR§578.91, MaineHousing Housing Choice Voucher Administrative Plan Chapter 12 Part II]

### **A. Termination Hearings**

MaineHousing shall give a Participant an opportunity for an informal hearing to consider whether decisions relating to the individual circumstances of the Participant are in accordance with applicable laws, HUD regulations and MaineHousing policies relating to a decision to terminate assistance for the Participant.

MaineHousing shall give a Participant prompt written notice of any decision that may result in a request for a hearing. The notice of the decision will be sent by mail to the Participant's last known address and shall contain the following:

- A brief statement of the reasons for the decision.
- The specific proposed action to be taken.
- A statement informing the Participant that an informal hearing may be requested within 10 days of receipt of the notice.
- A statement of how, where and when the request for hearing should be submitted.
- A statement that the Participant has the right to view any documents or evidence in the possession of MaineHousing upon which MaineHousing based its proposed action before the informal hearing.
- A statement that Housing Assistance Payments will continue during the informal hearing process.

Termination hearings conducted will comply with the following:

- The hearing will be conducted by a hearing officer in accordance with the Maine Administrative Procedures Act.
- At his or her own expense, a Participant may be represented by a lawyer or other representative.
- Prior to a hearing, Participant shall be given the opportunity to examine, and copy at their own expense, any documents, including records and program regulations, directly relevant to the hearing. MaineHousing will consider reasonable requests to waive the obligation to pay for documents a Participant may request which are directly relevant to the hearing. MaineHousing will provide the Participant with all documentary evidence it intends to enter into evidence at the hearing at no charge.
- MaineHousing must be given the opportunity to examine and copy at its offices before the hearing any Participant documents that are directly relevant to the hearing. The Participant must provide MaineHousing with any documents they wish to enter into evidence at the hearing. The Participant may not rely on a document at the hearing that was not made available for inspection and copying.
- The person conducting the hearing will regulate the conduct of the hearing in accordance with

these procedures.

- MaineHousing and the Participant shall be given the opportunity to present evidence and question witnesses. Evidence may be considered without regard to admissibility under the rules of evidence applicable to judicial proceedings.
- The person conducting the hearing shall issue a written decision, briefly stating the reasons for the decision, and provide a copy of the decision to the Participant within 7 business days of the hearing.
- Factual determinations relating to the individual circumstances of the Participant shall be based on a preponderance of the evidence presented at the hearing. The issues at the hearing will be whether MaineHousing's decision relating to the individual circumstances of the Participant were in accordance with applicable laws, HUD regulations and Maine housing policies. The hearing shall not be a complete review of whether MaineHousing should have undertaken the proposed action. The hearing officer is not to impose the hearing officer's judgment on the wisdom of the decision.

MaineHousing shall not be bound by any hearing decision which is contrary to HUD regulations, Federal, State or local law, or this Plan, or which concerns a matter for which an informal hearing is not required to be provided and is in excess of the authority of the person conducting the hearing. If MaineHousing determines that it is not bound by a hearing decision, it shall promptly notify the Participant of the determination and the reasons for the determination.

#### **B. Actions not Requiring Informal Hearings**

No opportunity for an informal hearing is provided for the following actions:

- Determinations that a Unit does not comply with HUD Housing Quality Standards or additional inspection and performance standards imposed by MaineHousing.
- Decisions to exercise any remedy against the Owner of a Unit, including but not limited to the termination of Housing Assistance Payments.
- Determinations that a Unit does not comply with HQS because of Family size.
- Decisions on how MaineHousing determines its utility allowance schedule.
- Discretionary administrative determinations or consideration of general policy issues or class grievances.
- Decisions not to approve a Unit or tenancy.
- Decisions not to approve a request by a Participant for an extension of the term of a Coupon issued.

### **SECTION 22: PROGRAM FRAUD**

[MaineHousing Housing Choice Voucher Administrative Plan Chapter 14]

Maine housing is dedicated to maintaining the integrity of the Program and will take positive steps to prevent the occurrence of program abuse, misrepresentation or fraudulent activity by Owners or program Participants.

#### **A. Owner Fraud and Program Abuse**

Fraudulent or program abuse activities by Owners include but are not limited to:

- The Owner receiving payment in excess of the rent stated in the lease.
- The Owner receiving payment for a Unit that is not occupied by the Participant Family identified in the lease as the occupants of that Unit.
- The Owner receiving payment for a Unit that the assisted Family has vacated.

Actions that MaineHousing may take when an Owner has committed fraud or other program abuse include:

but are not limited to:

- Deducting the amount of any overpayment from any amounts due the Owner, whether or not related to the fraud or program abuse.
- Terminating the rental assistance payments.
- Reporting violations to appropriate federal or state governmental agencies.
- Disapproving the Owner for further participation in the Program.

#### **B. Applicant and Participant Fraud and Program Abuse**

Fraudulent or program abuse activities by applicants or Participants include but are not limited to:

- Failure to report changes in Household income or assets within 14 days to the Navigator.
- Failure to report changes in Household composition within 14 days to Navigator.
- Allowing unauthorized individuals to reside in the Unit.
- Owning or having any interest in the Unit.

Actions that MaineHousing may take when an applicant or Participant has committed fraud or other program abuse include but are not limited to:

- Mandatory repayment to MaineHousing of all rental assistance, utility deposit, and security deposit payments that were made as a result of fraudulent information.
- Denial of assistance.
- Termination of assistance.
- Reporting violations to appropriate federal or state governmental agencies.

### **SECTION 23: PAYMENT POLICIES ON MONIES OWED**

[MaineHousing Housing Choice Voucher Administrative Plan Chapter 14 Part II]

If a Participant or Owner owes MaineHousing money, MaineHousing will notify the party of the amount owed and will offer a choice of payment in full or a repayment agreement. MaineHousing may, at its discretion, terminate Housing Assistance Payments for noncompliance with a signed repayment agreement. MaineHousing will maintain records of monies owed for such things as overpayments and/or fraud recovery.

#### **A. Participant Accounts**

Participant accounts will be accompanied by a repayment agreement to be completed and returned by the Participant.

- If the Participant fails to sign the agreement, MaineHousing may send notice that the bill must be paid or Housing Assistance Payments will be terminated.
- If the Participant owes monies to MaineHousing and is entitled to a utility reimbursement, MaineHousing will notify the Participant that this reimbursement will be withheld until the monies owed are paid in full.

The Participant will be given 30 days from the date of the notice in which to object.

#### **B. Owner Accounts**

If Owner accounts of monies owed to MaineHousing in excess of \$150,00 are not cleared by the date specified, MaineHousing will be entitled to exercise one or more rights and remedies available under the law or in equity and may report the non-payment to appropriate federal or state governmental agencies.

## APPENDIX – DEFINITIONS

**Coupon:** A document issued by MaineHousing to an applicant selected for admission to the Program describing the program and procedures for approval of a Unit selected by the applicant. The Coupon also states the obligations of the Family under the program.

**Dependent:** A member of the Family, other than the Head of Household, spouse, or foster children of adults, who is under 18 years of age, a person with a Disability, or a full-time student.

**Disability or Disabilities:** Disability includes any physical or mental condition that (a) substantially limits one or more of a person's major life activities, or (b) significantly impairs physical or mental health, or (c) requires special education, vocational rehabilitation or related services, or (d) is specified in accessibility laws, to include orthopedic, visual, speech and hearing impairments, cerebral palsy, autism, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, Human Immunodeficiency Virus Infection (or AIDS), mental retardation, and psychiatric illness, amyotrophic lateral sclerosis, chronic obstructive pulmonary disease, Crohn's disease, cystic fibrosis, substantial disfigurement, kidney or renal diseases, lupus, major depressive disorder, mastectomy, intellectual disability, paralysis, Parkinson's disease, pervasive developmental disorders, rheumatoid arthritis, schizophrenia, acquired brain injury, and alcoholism. An individual who has a record of any of these conditions or who is regarded as having or is likely to develop any of these conditions is also considered a person with a disability. This definition does not include a person whose disability is based solely on Drug or alcohol dependence.

**Drug:** A controlled substance as defined in Section 102 of the federal Controlled Substances Act (21 U.S.C. §802) or a Scheduled Drug as defined in Title 17-A of the Maine Revised Statutes.

**Drug-related Criminal Activity:** The illegal manufacture, sale, distribution, or use of a Drug, or the possession of a Drug with intent to manufacture, sell, distribute or use the Drug.

**Family:** A person or combination of two or more persons sharing residency whose income and resources are available to meet the group's needs.

**Head of Household:** The person who assumes legal and financial responsibility for the Household and is listed on the application as Head of Household.

**Homeless Program Officer:** A MaineHousing Homeless Program Officer will be assigned to each grantee of the Program.

**Household:** A Family and any Live-in Aide approved by MaineHousing.

**Housing Assistance Payment:** The monthly housing assistance payment made by MaineHousing that includes a payment to the Owner for rent under the Family's lease and a payment to the Family if the total assistance payment exceeds the rent to the Owner.

**Housing Stability Plan:** The Housing Stability Plan domains address the following possible participant needs: housing, income, health, transportation, education and legal issues. While a Housing Stability Plan will have all domains available, it may not be necessary for a household to utilize all of them.

**Live-in Aide:** A person who resides in the Unit with an Elderly Family or a Disabled Family and provides necessary supportive services.

**Navigator:** Conduct comprehensive assessments of clients, identify and prioritize housing needs, create housing stability plans, assist with housing search and placement, and follow clients beyond shelter to ensure housing stability.

**Occupancy Specialist:** A Maine housing Occupancy Specialist will be assigned to each participant of the Program.

**Owner:** Any person or entity who owns a building in which a Participant leases or may lease a Unit.

**Participant:** A Family who has been admitted to, and is currently assisted under, the Program.

**Premises:** The building or complex in which a Unit is located, including common areas and grounds.

**Recertification:** The process of securing documentation of total Family income used to determine the portion of rent the Family will pay.

**Subsidy Standards:** Standards established to determine the appropriate number of bedrooms and amount of subsidy for Families of different sizes and compositions.

**Unit:** A residential housing space leased by a Family for its personal use.

**Utilities:** Water, electricity, gas, other heating, refrigeration or cooking fuels, trash collection and sewage services. Telephone and cable service are not included as a utility.

**Violent Criminal Activity:** Any criminal activity that has, as one of its elements, the use, attempted use, or threatened use of physical force against the person or property of another.

## Grantee SF-424's and Certification(s)

### STATE CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the State certifies that:

**Affirmatively Further Fair Housing** -- The State will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

**Anti-Lobbying** -- To the best of the State's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraphs 1 and 2 of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of State** -- The submission of the consolidated plan is authorized under State law and the State possesses the legal authority to carry out the programs under the consolidated plan for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the State's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701a) and implementing regulations at 24 CFR Part 75.

  
Signature of Authorized Official

07/07/2022  
Date

Director Office of Community Development  
Title

### Specific Community Development Block Grant Certifications

The State certifies that:

**Citizen Participation** – It is following a detailed citizen participation plan that satisfies the requirements of 24 CFR §91.115 and each unit of general local government that receives assistance from the State is following a detailed citizen participation plan that satisfies the requirements of 24 CFR §570.486.

#### Consultation with Local Governments –

1. It has consulted with affected units of local government in the nonentitlement area of the State in determining the method of distribution of funding;
2. It engages in or will engage in planning for community development activities;
3. It provides or will provide technical assistance to units of local government in connection with community development programs; and
4. It will not refuse to distribute funds to any unit of general local government on the basis of the particular eligible activity selected by the unit of general local government to meet its community development needs, except that a State is not prevented from establishing priorities in distributing funding on the basis of the activities selected.

**Local Needs Identification** – It will require each unit of general local government to be funded to identify its community development and housing needs, including the needs of low-income and moderate-income families, and the activities to be undertaken to meet these needs.

**Community Development Plan** – Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Use of Funds** -- It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available.
2. **Overall Benefit.** In the aggregate, not less than 70 percent of the CDBG funds, including Section 108 guaranteed loans, received by the State during the following fiscal year(s) 2022 [a period designated by the State of one, two, or three specific consecutive fiscal year(s)] will be used for activities that benefit persons of low and moderate income.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG Funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

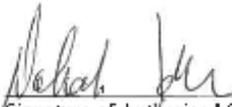
In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

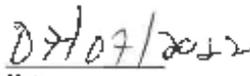
**Excessive Force --** It will require units of general local government that receive CDBG funds to certify that they have adopted and are enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individual's engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

**Compliance with Anti-discrimination laws --** The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

**Compliance with Laws --** It will comply with applicable laws.

  
Signature of Authorized Official

  
Date

  
Title

Specific HOME Certifications

The State certifies that:

Tenant Based Rental Assistance -- If it plans to use HOME funds for tenant-based rental assistance, tenant-based rental assistance is an essential element of the State's consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §92.205 through §92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Subsidy Layering -- Before committing any funds to a project, the State or its recipients will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

  
\_\_\_\_\_  
Signature of Authorized Official

7/11/2022  
Date

Director  
\_\_\_\_\_  
Title

## Emergency Solutions Grant Certifications

Each State that seeks funding under the Emergency Solutions Grants Program must provide the following certifications:

**Matching Funds** – The State will obtain any matching amounts required under 24 CFR 576.201 in a manner so that its subrecipients that are least capable of providing matching amounts receive the benefit of the exception under 24 CFR 576.201(a)(2).

**Discharge Policy** – The State will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

**Confidentiality** – The State will develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

The State will ensure that its subrecipients comply with the following criteria:

**Major rehabilitation/conversion/renovation** – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the building will be maintained as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the building will be maintained as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the building will be maintained as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – If ESG funds are used for shelter operations or essential services related to street outreach or emergency shelter, the subrecipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the applicant serves the same type of persons (e.g., families with children, unaccompanied youth, veterans, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The subrecipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for such individuals.

Homeless Persons Involvement – To the maximum extent practicable, the subrecipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under ESG, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted ESG.

Consolidated Plan – All activities the subrecipient undertakes with assistance under ESG are consistent with the State's current HUD-approved consolidated plan.

  
Signature of Authorized Official

7/12/2022  
Date

Director  
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

**Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Application for Federal Assistance SF-424		
* 1. Type of Submission <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Correction Application	* 2. Type of Application <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* 3. Reason, enter appropriate letter(s). <input type="text"/> * Other (Specify): <input type="text"/>
* 4. Date Received: <input type="text"/>	* 4. Applicant Identifier: <input type="text"/>	
* 5. Federal entry identifier: <input type="text"/>	* 5b. Federal Award Identifier: <input type="text"/> B-02-00-03-0001	
<b>State Use Only:</b>		
* 6. Date Received by State: <input type="text"/>	* 7. State Application Identifier: <input type="text"/>	
<b>B. APPLICANT INFORMATION:</b>		
* a. Legal Name: <input type="text"/> State of New Hampshire, Department of Economic & Community Development		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text"/> 01-00-0001	* c. Organization DUNS: <input type="text"/> 00000000000000	
* e. Address:		
* Street:	<input type="text"/> 50 State House Station	
* Street2:	<input type="text"/>	
* City:	<input type="text"/> Auguste	
* County/Parish:	<input type="text"/>	
* State:	<input type="text"/> NH: 03100	
* Province:	<input type="text"/>	
* Country:	<input type="text"/> USA: UNITED STATES	
* Zip/Postal Code:	<input type="text"/> 03451	
<b>B. Organizational Unit:</b>		
* Division Name: <input type="text"/> Bureau of Community Development	* Division Name: <input type="text"/>	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
* First Name: <input type="text"/>	* Last Name: <input type="text"/> Derosier	
* Middle Name: <input type="text"/>		
* Job Title: <input type="text"/> Director		
* Title: <input type="text"/>		
* Telephone Number: <input type="text"/> 603-271-5117		
* Fax Number: <input type="text"/>		
* Email: <input type="text"/> robert@nh.gov		

Application for Federal Assistance SF-424	
<b>* 9. Type of Applicant 1: Select Applicant Type:</b> <input type="text" value="Public Housing Authority"/>	
<b>Type of Applicant 2: Select Applicant Type</b> <input type="text"/>	
<b>Type of Applicant 3: Select Applicant Type</b> <input type="text"/>	
<b>* Other Agency:</b> <input type="text"/>	
<b>* 10. Name of Federal Agency:</b> <input type="text" value="US Department of Housing and Urban Development"/>	
<b>11. Catalog of Federal Domestic Assistance Number:</b> <input type="text" value="14.228"/>	
<b>CFDA Title:</b> <input type="text" value="Community Development Block Grant"/>	
<b>* 12. Funding Opportunity Number:</b> <input type="text"/>	
<b>* Title:</b> <input type="text"/>	
<b>13. Competition Identification Number:</b> <input type="text"/>	
<b>Title:</b> <input type="text"/>	
<b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b> <input type="text"/>	
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
<b>* 15. Descriptive Title of Applicant's Project:</b> <input type="text" value="Community Development Block Grant new construction/related work"/>	
<b>Attachments supporting the information provided in agency instructions</b> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachment"/>	

<b>Application for Federal Assistance SF-424</b>	
16. Congressional Districts Of:	
* a. Applicant: <input type="text" value="1"/>	* b. Program/Project: <input type="text" value="1 &amp; 2"/>
Attach an additional form if Program/Project Congressional Districts needed	
<input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
17. Proposed Project:	
* a. Start Date: <input type="text" value="01/01/2022"/>	* b. End Date: <input type="text" value="12/31/2022"/>
18. Estimated Funding (\$):	
* a. Federal:	<input type="text" value="11,652,075.00"/>
* b. Applicant:	<input type="text"/>
* c. State:	<input type="text" value="490,345.00"/>
* d. Local:	<input type="text"/>
* e. Other:	<input type="text"/>
* f. Program Income:	<input type="text"/>
* g. TOTAL:	<input type="text" value="12,170,512.00"/>
* 19. Is Application Subject to Review By State Under Executive Order 12377 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12377 Process for review on <input type="text"/>	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
* Yes? provide explanation and attach	
<input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
21. "By signing this application, I certify (1) to the statements contained in the list of certifications" and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances" and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001)	
<input type="button" value="I AGREE"/>	
* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix:	<input type="text"/> First Name: <input type="text" value="Deborah"/>
Middle Name:	<input type="text"/>
* Last Name:	<input type="text" value="Johnson"/>
Suffix:	<input type="text"/>
* Title:	<input type="text" value="Director, Office of Community Development"/>
* Telephone Number: <input type="text" value="207-620-5910"/>	* Fax Number: <input type="text" value="207-285-8071"/>
* Email:	<input type="text" value="deborah.johnson@town.gov"/>
* Signature of Authorized Representative:	<input type="text" value="Deborah Johnson"/> * Date Signed: <input type="text" value="07/05/2022"/>

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4940-0206  
Expiration Date: 07/26/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0345-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

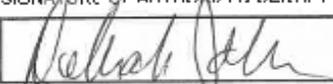
1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency contract and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their position for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4725-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1583, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §504), which prohibits discrimination on the basis of handicap; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107) which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-256), as amended relating to non-discrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to non-discrimination on the basis of alcohol abuse or alcoholism; (g) §§629 and 527 of the Public Health Service Act of 1942 (42 U.S.C. §§290dd-5 and 290ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§8001 et seq.) as amended, relating to non-discrimination in the sale, rental or financing of housing; (i) any other non-discrimination provisions in the speed to statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other non-discrimination statute(s) which may apply to the applicant.

Project Editor: Jscabb

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Standard Form 424D (Rev. 7-97)  
Prescribed by OMB Circular A-112

- 11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
- 12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which prohibit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- 13. Will comply, as applicable, with the provisions of the Davis Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 49 U.S.C. §574), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
- 14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- 15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) inclusion of environmental quality criteria measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11786; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of land hazards in floodplains in accordance with EO 11958; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 175(c) of the Clean Air Act of 1963, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
- 16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- 17. Will assist the awarding agency in assuring compliance with Section 156 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470); EO 11593 (identification and protection of historic properties); and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§460a-1 et seq.).
- 18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1988 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
- 19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
- 20. Will comply with the requirements of Section 108(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Director, Office of Community Development
APPLICANT ORGANIZATION	DATE SUBMITTED
State of Maine, Dept. Economic & Community Development	

SI-4240 (Rev. 7-87) Back

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="radio"/> Preapplication <input checked="" type="radio"/> Application <input type="radio"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="radio"/> New <input type="radio"/> Continuation <input type="radio"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
<b>State Use Only:</b>		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
* 8a. Legal Name: <input type="text" value="Maine State Housing Authority"/>		
* 8b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="01-031291E"/>	* 8c. UEI: <input type="text" value="UJZP28282001"/>	
<b>d. Address:</b>		
* Street1: <input type="text" value="250 William Street"/>	Street2: <input type="text"/>	
* City: <input type="text" value="Augusta"/>	County/Parish: <input type="text"/>	
* State: <input type="text" value="ME - Maine"/>	Province: <input type="text"/>	
* Country: <input type="text" value="USA - UNITED STATES"/>	* Zip / Postal Code: <input type="text" value="04330-4633"/>	
<b>e. Organizational Unit:</b>		
Department Name: <input type="text" value="Maine State Housing Authority"/>	Division Name: <input type="text"/>	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: <input type="text" value="Mr."/>	* First Name: <input type="text" value="Daniel"/>	Middle Name: <input type="text" value="E."/>
* Last Name: <input type="text" value="Berman"/>	Suffix: <input type="text"/>	
Title: <input type="text" value="Director"/>		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="207-625-4601"/>	Fax Number: <input type="text" value="207-625-4612"/>	
* Email: <input type="text" value="dberman@mainehousing.org"/>		

Application for Federal Assistance SF-424	
<p><b>* 9. Type of Applicant 1: Select Applicant Type:</b></p> <input type="text" value="Local State Government"/>	
<p>Type of Applicant 2: Select Applicant Type:</p> <input type="text"/>	
<p>Type of Applicant 3: Select Applicant Type:</p> <input type="text"/>	
<p>* Other (specify):</p> <input type="text"/>	
<p><b>* 10. Name of Federal Agency:</b></p> <input type="text" value="US Department of Housing and Urban Development"/>	
<p><b>11. Catalog of Federal Domestic Assistance Number:</b></p> <input type="text" value="14-070"/>	
<p>CFDA Title:</p> <input type="text" value="Emergency Solutions Grant (ESG) program"/>	
<p><b>* 12. Funding Opportunity Number:</b></p> <input type="text"/>	
<p>* Title:</p> <input type="text"/>	
<p><b>13. Competition Identification Number:</b></p> <input type="text"/>	
<p>Title:</p> <input type="text"/>	
<p><b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b></p> <input type="text"/> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span>Add Attachment</span> <span>Delete Attachment</span> <span>View Attachment</span> </div>	
<p><b>* 15. Descriptive Title of Applicant's Project:</b></p> <input type="text" value="Bus, City Consolidated Plan"/>	
<p>Attach supporting documents as specified in agency instructions.</p> <div style="display: flex; justify-content: space-around;"> <span>Add Attachments</span> <span>Delete Attachments</span> <span>View Attachments</span> </div>	

Application for Federal Assistance SF-424	
<b>16. Congressional Districts Of:</b>	
* a. Applicant: <input type="text"/>	* b. EconomicProject: <input type="text"/>
Attach an additional list of Program/Project Congressional Districts if needed: <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachment"/>	
<b>17. Proposed Project:</b>	
* a. Start Date: <input type="text"/>	* b. End Date: <input type="text"/>
<b>18. Estimated Funding (\$):</b>	
* a. Federal: <input type="text" value="1,297,550"/>	
* b. Applicant: <input type="text"/>	
* c. State: <input type="text"/>	
* d. Local: <input type="text"/>	
* e. Other: <input type="text"/>	
* f. Program Income: <input type="text"/>	
* g. TOTAL: <input type="text" value="1,297,550"/>	
<b>* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?</b>	
<input type="radio"/> a. This application was made available to the State under the Executive Order 12372 Process for review on: <input type="text"/> <input type="radio"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input type="radio"/> c. Program is not covered by E.O. 12372.	
<b>* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)</b>	
<input type="radio"/> Yes <input checked="" type="radio"/> No If "Yes," provide explanation and attach: <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
<b>21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001)</b> <input checked="" type="checkbox"/> I AGREE <small>** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.</small>	
<b>Authorized Representative:</b>	
Prefix: <input type="text" value="Rt."/>	* First Name: <input type="text" value="David"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Eberhart"/>	
Suffix: <input type="text"/>	
* Title: <input type="text" value="Director"/>	
* Telephone Number: <input type="text" value="207-634-4500"/>	Fax Number: <input type="text" value="207-634-4502"/>
* Email: <input type="text" value="dberhart@spenokeinc.org"/>	
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="7/11/2022"/>

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

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**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4726-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4601 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681, 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 da-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Director
APPLICANT ORGANIZATION	DATE SUBMITTED
Maine Statef Housing Authority	07/11/22

SF-424D (Rev. 7-97) Back

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="radio"/> Preapplication <input checked="" type="radio"/> Application <input type="radio"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="radio"/> New <input type="radio"/> Continuation <input type="radio"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: H-00042014-0110	
<b>State Use Only:</b>		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
* 8a. Legal Name: <input type="text" value="Maine State Housing Authority"/>		
* 8b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="01-031291E"/>	* 8c. UEI: <input type="text" value="UJZP2S25D5"/>	
<b>d. Address:</b>		
* Street1: <input type="text" value="25 William Drive"/>	Street2: <input type="text"/>	
* City: <input type="text" value="Augusta"/>	County/Parish: <input type="text"/>	
* State: <input type="text" value="ME - Maine"/>	Province: <input type="text"/>	
* Country: <input type="text" value="USA - UNITED STATES"/>	* Zip / Postal Code: <input type="text" value="04330-4633"/>	
<b>e. Organizational Unit:</b>		
Department Name: <input type="text" value="Maine State Housing Authority"/>	Division Name: <input type="text"/>	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: <input type="text" value="Mr."/>	* First Name: <input type="text" value="Daniel"/>	Middle Name: <input type="text" value="E."/>
* Last Name: <input type="text" value="Berman"/>	Suffix: <input type="text"/>	
Title: <input type="text" value="Director"/>		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="207-625-4601"/>	Fax Number: <input type="text" value="207-625-4512"/>	
* Email: <input type="text" value="dberman@mainehousing.org"/>		

Application for Federal Assistance SF-424	
<p><b>* 9. Type of Applicant 1: Select Applicant Type:</b></p> <input type="text" value="No State Government"/>	
<p>Type of Applicant 2: Select Applicant Type:</p> <input type="text"/>	
<p>Type of Applicant 3: Select Applicant Type:</p> <input type="text"/>	
<p>* Other (specify):</p> <input type="text"/>	
<p><b>* 10. Name of Federal Agency:</b></p> <input type="text" value="US Department of Housing and Urban Development"/>	
<p><b>11. Catalog of Federal Domestic Assistance Number:</b></p> <input type="text" value="14-079"/>	
<p>CFDA Title:</p> <input type="text" value="HOME Investment Partnerships Program"/>	
<p><b>* 12. Funding Opportunity Number:</b></p> <input type="text"/>	
<p>* Title:</p> <input type="text"/>	
<p><b>13. Competition Identification Number:</b></p> <input type="text"/>	
<p>Title:</p> <input type="text"/>	
<p><b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b></p> <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
<p><b>* 15. Descriptive Title of Applicant's Project:</b></p> <input type="text" value="GIS, See Consolidated Plan"/>	
<p>Attach supporting documents as specified in agency instructions.</p> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>	

Application for Federal Assistance SF-424	
<b>16. Congressional Districts Of:</b>	
* a. Applicant: <input type="text"/>	* b. EconomicProject: <input type="text"/>
Attach an additional list of Program/Project Congressional Districts if needed:	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachment"/>
<b>17. Proposed Project:</b>	
* a. Start Date: <input type="text"/>	* b. End Date: <input type="text"/>
<b>18. Estimated Funding (\$):</b>	
* a. Federal: <input type="text" value="4,674,140"/>	
* b. Applicant: <input type="text"/>	
* c. State: <input type="text"/>	
* d. Local: <input type="text"/>	
* e. Other: <input type="text"/>	
* f. Program Income: <input type="text"/>	
* g. TOTAL: <input type="text" value="4,674,140"/>	
<b>* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?</b>	
<input type="radio"/> a. This application was made available to the State under the Executive Order 12372 Process for review on: <input type="text"/>	
<input type="radio"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input type="radio"/> c. Program is not covered by E.O. 12372.	
<b>* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)</b>	
<input type="radio"/> Yes <input checked="" type="radio"/> No	
If "Yes", provide explanation and attach:	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
<b>21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001)</b>	
<input checked="" type="checkbox"/> I AGREE	
<small>** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.</small>	
<b>Authorized Representative:</b>	
Prefix: <input type="text" value="Rt."/>	* First Name: <input type="text" value="David"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Benson"/>	
Suffix: <input type="text"/>	
* Title: <input type="text" value="Director"/>	
* Telephone Number: <input type="text" value="001-624-4600"/>	Fax Number: <input type="text" value="011-624-4752"/>
* Email: <input type="text" value="dabenson@spenncoinc.org"/>	
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="7/11/2022"/>

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4726-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4601 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681, 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 da-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

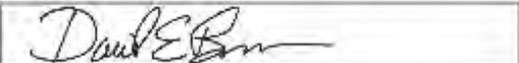
11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
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18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
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SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Director
APPLICANT ORGANIZATION	DATE SUBMITTED
Maine Statef Housing Authority	07/11/22

SF-424D (Rev. 7-97) Back

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="radio"/> Preapplication <input checked="" type="radio"/> Application <input type="radio"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="radio"/> New <input type="radio"/> Continuation <input type="radio"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="Maine State Housing Authority"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="01-031291E"/>	* c. UEI: <input type="text" value="UJZP2S28D3"/>	
d. Address:		
* Street1: <input type="text" value="250 William Street"/>	Street2: <input type="text"/>	
* City: <input type="text" value="Augusta"/>	Country/Parish: <input type="text"/>	
* State: <input type="text" value="ME - Maine"/>	Province: <input type="text"/>	
* County: <input type="text" value="DEW - UNITED STATES"/>	* Zip / Postal Code: <input type="text" value="04330-4633"/>	
e. Organizational Unit:		
Department Name: <input type="text" value="Maine State Housing Authority"/>	Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Mr."/>	* First Name: <input type="text" value="Daniel"/>	Middle Name: <input type="text" value="E."/>
* Last Name: <input type="text" value="Berman"/>	Suffix: <input type="text"/>	
Title: <input type="text" value="Director"/>		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="207-625-4601"/>	Fax Number: <input type="text" value="207-625-4612"/>	
* Email: <input type="text" value="dberman@mainehousing.org"/>		

Application for Federal Assistance SF-424	
<p><b>* 9. Type of Applicant 1: Select Applicant Type:</b></p> <input type="text" value="Local State Government"/>	
<p>Type of Applicant 2: Select Applicant Type:</p> <input type="text"/>	
<p>Type of Applicant 3: Select Applicant Type:</p> <input type="text"/>	
<p>* Other (specify):</p> <input type="text"/>	
<p><b>* 10. Name of Federal Agency:</b></p> <input type="text" value="US Department of Housing and Urban Development"/>	
<p><b>11. Catalog of Federal Domestic Assistance Number:</b></p> <input type="text" value="14-CFS"/>	
<p>CFDA Title:</p> <input type="text" value="Housing Trust Fund"/>	
<p><b>* 12. Funding Opportunity Number:</b></p> <input type="text"/>	
<p>* Title:</p> <input type="text"/>	
<p><b>13. Competition Identification Number:</b></p> <input type="text"/>	
<p>Title:</p> <input type="text"/>	
<p><b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b></p> <input type="text"/> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span>Add Attachment</span> <span>Delete Attachment</span> <span>View Attachment</span> </div>	
<p><b>* 15. Descriptive Title of Applicant's Project:</b></p> <input type="text" value="Formula Allocation of the Housing Trust Fund for the State of Maine. The Consolidated Plan/Annual Action Plan contains program descriptions."/>	
<p>Attach supporting documents as specified in agency instructions.</p> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span>Add Attachments</span> <span>Delete Attachments</span> <span>View Attachments</span> </div>	

Application for Federal Assistance SF-424	
<b>16. Congressional Districts Of:</b>	
* a. Applicant: <input type="text"/>	* b. EconomicProject: <input type="text"/>
Attach an additional list of Program/Project Congressional Districts if needed:	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachment"/>
<b>17. Proposed Project:</b>	
* a. Start Date: <input type="text" value="01/03/2023"/>	* b. EndDate: <input type="text" value="12/31/2023"/>
<b>18. Estimated Funding (\$):</b>	
* a. Federal: <input type="text" value="2,962,430"/>	
* b. Applicant: <input type="text"/>	
* c. State: <input type="text"/>	
* d. Local: <input type="text"/>	
* e. Other: <input type="text"/>	
* f. Program Income: <input type="text"/>	
* g. TOTAL: <input type="text" value="2,962,430"/>	
<b>* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?</b>	
<input type="radio"/> a. This application was made available to the State under the Executive Order 12372 Process for review on: <input type="text"/>	
<input type="radio"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="radio"/> c. Program is not covered by E.O. 12372.	
<b>* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)</b>	
<input type="radio"/> Yes <input checked="" type="radio"/> No	
If "Yes", provide explanation and attach:	
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<b>21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001)</b>	
<input checked="" type="checkbox"/> I AGREE	
<small>** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.</small>	
<b>Authorized Representative:</b>	
Prefix: <input type="text" value="Rt."/>	* First Name: <input type="text" value="David"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Benson"/>	
Suffix: <input type="text"/>	
* Title: <input type="text" value="Director"/>	
* Telephone Number: <input type="text" value="001-624-4500"/>	Fax Number: <input type="text" value="001-624-4502"/>
* Email: <input type="text" value="dabenson@spenncoinc.org"/>	
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="7/11/2022"/>

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

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3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4726-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4601 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681, 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 da-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Director
APPLICANT ORGANIZATION	DATE SUBMITTED
Maine Statef Housing Authority	07/11/22

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