

Did not attend
mandatory meeting
rec'd 11/17/19

**TOWN OF BRIDGTON, MAINE
&
CUMBERLAND COUNTY**

COMMUNITY DEVELOPMENT BLOCK GRANT -CDBG

**PUBLIC SERVICE PROGRAM APPLICATION
Program Year 2019**

Applications due Monday, January 21, 2019 on or before 4 PM

FY 2019 Bridgton CDBG Public Service Program

The CDBG Public Service program provides funding to local public service agencies that provide a direct benefit to the residents of Bridgton.

Proposals submitted to the program must be consistent with the Goals and National Objectives of the U.S. Department of Housing & Urban Development (HUD) Community Development Block Grant Program. Any applications submitted that do not meet these Goals and National Objectives will be excluded from review.

Eligible Use of Funds - The Public Service program can fund operating expenses, equipment, and program materials for public service programs or projects that benefit low-to-moderate income Bridgton residents.

Timetable & Requirements

- Applications are due no later than **4 PM on Monday, January 21, 2018** to the Bridgton Municipal Office, 3 Chase Street, Bridgton 04009 c/o Brenda Day
- Applicants are required to attend one MANDATORY "workshop" with Community Development staff to review requirements and project eligibility. There will be two opportunities with 2 different time slots to attend a workshop:
 - Tuesday December 18, 2018 at 10:30 AM
 - Wednesday December 19, 2018 at 2:00 PM
- Applicants are invited to present their application on **February 13, 2019 at 8 am** to the Community Development Committee, which will be reviewing applications and recommending funding to the Select Board. The Select Board will receive the applications and recommendations at their regular meeting March 12, 2019. The Select Board must make their decision for Cumberland County review before March 29, 2019. Funds will be available for disbursement after July 1, 2019.

Rules & Record Keeping Requirements

Funded applicants will be required to sign a contract with the Town of Bridgton that will state all the requirements placed on the applicant, which include but are not limited to:

- You will be required to provide monthly or quarterly reports stating the total number of persons served. These figures are required to be reported to HUD.
- You will be required to obtain written proof of income and ethnic origin for each person or household whom you assist, unless your clients are a Presumed Group or your activity qualifies as Area Benefit. These figures are required to be reported to HUD.
- Grant funds will be disbursed on a reimbursement basis. Written records justifying all expenditures must be maintained for a period no less than four years after the full grant is expended. These records will be subject to review by the Town, Cumberland County, and HUD.

I certify that I have read and understand the above rules and record keeping requirements of the Bridgton CDBG program:

Signature of Authorized Official

 Date 1-16-19

PUBLIC SERVICE PROGRAM APPLICATION

COMMUNITY/ORGANIZATION: MSAD #61

CONTACT PERSON: Elizabeth Shane

ADDRESS: 14 Frances Bell Drive

E-MAIL: elizabeth.shane@lakeregionschools.org

PROJECT TITLE: Stevens Brook Elementary School Backpack Program

Select one CDBG "NATIONAL OBJECTIVE":

LOW/MODERATE INCOME:

Area Benefit (services are available to and benefit all people in a specific geographic area that is low/moderate income)

X **Service Area** _____

Limited Clientele (serves individual clients/households, the majority of whom are low/moderate income)

Presumed Group – select one (services benefit a group that HUD presumes to be low/moderate income)

- Elderly
- Homeless Persons
- Disabled Adults
- Battered Spouses
- Abused Children
- Illiterate Adults
- Persons with AIDS
- Migrant Farm Workers

AMOUNT OF CDBG FUNDS REQUESTED: \$5,000

NAME OF AUTHORIZED OFFICIAL: Elizabeth Shane, Academic Leader

SIGNATURE OF AUTHORIZED OFFICIAL:



For additional information and assistance with this application please contact or Brenda Day, Administrative Assistant Town of Bridgton at 207.647.8786 or by email bday@bridgtonmaine.org.

**TOWN OF BRIDGTON AND CUMBERLAND COUNTY FY 2019 CDBG
APPLICATION NARRATIVE QUESTIONS**

NAME OF PROJECT/APPLICANT: Stevens Brook Elementary School Backpack Program

1). DESCRIBE THE PROGRAM/PROJECT – Please describe and quantify specifically the services or products to be provided as a result of the expenditure of CDBG funds. Who will you serve? What activities will you undertake?: (30 Points)

CDBG funds will be utilized to fund the backpack food program for Stevens Brook Elementary School during the 2019-2020 school year. Backpack food programs provide a backpack full of non-perishable, nutritious food to children in need that they can take home and eat when school meal programs are unavailable. These backpacks are delivered to participating children, by a volunteer and the Academic Leader, in their locker as they leave Friday or before a long break.

Backpack food programs are one way to provide needed food to children who would otherwise not have adequate access to food during the weekend or school breaks. This program will provide enough food to replace the meals that children would receive at school.

The program serves approximately 30 families each week who have been identified by school administrators and staff as being most in need of extra food at home. The food will be provided to students in a discrete way that does not identify students who are participating.

The funds will be used to purchase food needed to run the program from September 2018 – June 2019.

2). IDENTIFY THE COMMUNITY NEEDS TO BE ADDRESSED: (30 Points)

Food insecurity is defined by The World Health Organization as, “the state of being without reliable access to a sufficient quantity of affordable, nutritious food.”

In 2014, the original people who crafted this grant found that more than one in five Bridgton residents – or 1,130 people – received SNAP benefits (Supplemental Nutrition Assistance Program – formerly known as food stamps.) Bridgton’s rate of SNAP usage is higher than Naples and Cumberland County. I don’t have access to the current data on SNAP, but I do know our demographics have not changed. If anything they have risen as our free and reduced lunch percentage has grown. Stevens Brook Elementary School meets the USDA’s criteria of “Severe Need.” SBES had the highest percentage of students eligible for free and reduced lunch in the Lake Region School District at 63% of its students meeting the requirement for free and reduced lunch. This means that roughly 185 children qualify for the federal meal program. In order to qualify for free meals, a child must come from a family that makes 130 percent or less than the federal poverty level FPL – or \$44,123 for a family of 4.

Children who don’t get enough nutrition food at home are not able to perform at school. According to the Journal of School Health, food insufficiency was associated with significantly poorer cognitive functioning, decreased school attendance, or diminished academic achievement in 2 of the 3 studies conducted in the United States. Backpack programs address the problem of hunger in our community by providing a bag

of free, healthy food to families who would otherwise not have access to food on the weekends. Many schools across the country and in Maine have implemented similar programs and seen great outcomes for participating children.

3). CONVEY YOUR ORGANIZATION'S READINESS TO PROCEED – Is this a new program/project? How will the project be managed and staffed? What is your agency's experience providing these services and reaching your target population?: (20 Points)

The program at SBES is halfway through its fourth year and going strong. Volunteer coordinator Ed Wright declined his stipend during the first year and gives his time each week to make this program a success. Academic Leader Elizabeth Shane manages the program, providing supervision to the coordinator. These dynamic duos duties include:

- Collecting forms from parents opting in and out of the program.
- Creating and maintaining an up-to-date spreadsheet of all children involved in the program.
- Working with teachers to learn when children involved in the program leave the school and when new children join the school.
- Communicating with school administration, staff, and community about the program.
- Fundraising and grant writing to keep the program sustainable.
- Shopping for nutritious food while keeping costs down.
- Collecting receipts and completing paperwork to keep track of monies.
- Filling backpacks and delivering them to lockers each week.

4). IDENTIFY THE MEASURABLE IMPACTS OF THE ACTIVITY: (10 Points)

As a result of this program, 30 SBES students will have increased access to food on weekends and during vacations. Children and their families will also receive additional nutrition education. The following individual student outcomes include:

1. Better school attendance
2. Improved school performance
3. Better concentration in the classroom
4. Increased self-esteem
5. Reduced signs of hunger

5). DEMONSTRATE THE NEED FOR CDBG PROGRAM FUNDS: (10 Points)

The CDBG funds are the main source of income for this important program. Though community readiness is high for this project, and resources exist in the form of donations from the PTA and a local doctor's office, funding is essential to keep this program running and to ensure its sustainability. The volunteer coordinator and the Academic

Leaders are key to getting the necessary systems and programming in place. This main source of funding allows for the program to exist while other sources of funding are sought out to support the program. Your continued support is necessary to maintain this successful program.

6). PROGRAM BUDGET – please fill in the below table with the proposed budget specific to this program.

The budget is simple; all monies go to the food supply. This year the Lion’s Club used their funds to buy every child in the backpack program a present for Christmas and gave a Hannaford gift card to each family. These presents had to be something the child needed for example: boots, coats, clothes and socks. Food City contributes by allowing us to purchase at their cost and with donating food. A former principal who was from Bridgton passed and in lieu of flowers money was donated to the backpack program totaling hundreds of dollars.

COST CATEGORY	CDBG FUNDS	ORGANIZATION FUNDS	OTHER FUNDS	TOTAL
ADMINISTRATION				
MATERIALS/SUPPLIES				\$5,000
OPERATING COSTS				
OTHER				
TOTAL COSTS:				\$5,000