

Attended mandatory
rec'd 1-16-19 meeting.

**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

Clark & Lewis

Date

1/16/19

PUBLIC SERVICE PROGRAM APPLICATION

COMMUNITY/ORGANIZATION: St. Peter's Episcopal Church

CONTACT PERSON: Margaret Reimer

ADDRESS: c/o St. Peter's PO Box 134 Bridgton, ME 04009

E-MAIL: Margaretrreimer@gmail.com

PROJECT TITLE: Bridgton Community Supper

Select one CDBG "NATIONAL OBJECTIVE":

LOW/MODERATE INCOME:

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

Service Area _Bridgton town center

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: \$1500

NAME OF AUTHORIZED OFFICIAL: Clark G. Lewis

SIGNATURE OF AUTHORIZED OFFICIAL:

Clark G. Lewis

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:

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)

The Bridgton Free Community Supper has been supporting food needs of Bridgton residents for the last five years by providing a free supper on the final Wednesday of every month, a time of the month which many people on fixed incomes find challenging. The majority of our guests are elderly, though we have a couple of families with children who attend several times a year. The meals are designed to be nutritious and always include a high-quality protein and fresh vegetables. All left-over food is made available for diners to take home with them. Members of the parish provide home-made desserts, which helps with cost control.

The gathering space where the meals are served is set up with tables that encourage a sense of community; we use tablecloths and our china and silverware to give the meals a homey feel. Many of our clientele arrive at least an hour before serving time to enjoy coffee and conversation with each other. There is real joy as groups greet one another and share their stories. Over the years, a number of these early-arrivals have also begun to assist with preparation of the dining area, a sign, we believe, of their recognition of the value of this gathering.

This meal is the parish's attempt to help alleviate food insecurity in Bridgton and is never used to proselytize. Anyone who shows up is welcomed and fed, with no questions asked about their needs or their faith. We recognize that hunger can take many forms: the need for companionship can be as strong a hunger as the one for food. We strive to provide a home-like meal in a safe environment with no strings attached.

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

- a. Social isolation and food insecurity often go hand in hand, particularly for the elderly.
- b. During the latter part of the month obtaining nutritious food can particularly difficult for those in fixed incomes.
- c. The central area of Bridgton has been identified in the Food Insecurity Study (a study done several years ago by the Rev. Craig Hacker) as particularly prone to this issue. A good proportion of our usual guests live within this area of town.
- d. The meals serve to address the need for nutritious hot meals but more importantly help to relieve the loneliness and isolation of individuals by providing a space for community and conversation.
- e. The meals also bring together people of moderate income and individuals with severe economic struggles, promoting a sense of shared community and reminding our more comfortable guests about the real issues of food-insecurity in our community.
- f. Our Rector, the Reverend Dan Warren, attends most of the meals and uses his familiarity with community resources, particularly those available at the Community Center, to help direct guests with pressing needs to appropriate assistance.

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 Bridgton Free Community Dinner is staffed entirely by volunteers. Margaret Reimer and Sandy Wissmann, both members of the parish, have created menus and prepared the meals for the last five years, supported generously by the willing hands of our congregation. In general, a group of 10-15 parishioners are involved with set-up, preparation, and clean-up after the meals. The building has a modern well-equipped kitchen which is up to code. Ms. Reimer and Ms. Wissmann, as well as several of the regular volunteers, have taken the Extension Service Food Safe course, and we regularly monitor food preparation to make sure that all food provided to the public meets food quality standards.

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

We believe the most measurable impact of our meal is the return, month after month, of our diners. We average 60-65 diners during the winter

months and generally top 80 during June, July, and August. We have capacity to add up to 40 more diners, if we have financial assistance.

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

St. Peter's is a small parish, averaging about 30 parishioners in the winter and 60 to 70 during the summer months. We also, like many main-line churches, are aging and as we age, our income is decreasing and our budget is very tight. We manage to serve 45-80 people every month for an average cost of \$145 month during 2018. In order to provide fresh vegetables, fruit, and high-quality protein we require some assistance with finances, particularly so that we can continue to maintain the quality of the meals. We have received limited assistance from Hannaford, particularly with a reduced price on special items featured in our December meal. We produce a limited number of fliers for the meal (with the cost covered by a volunteer) but would like to add a regular advertisement in the Bridgton News in order to encourage wider attendance, but currently cannot afford to do so.

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

COST CATEGORY	CDBG FUNDS	ORGANIZATION FUNDS	OTHER FUNDS	TOTAL
ADMINISTRATION	0	0	0	0
MATERIALS/SUPPLIES	\$ 1100	\$ 1100	0	\$ 2200
OPERATING COSTS	\$ 400	\$ 400	0	\$ 800
OTHER	0	In-kind support for heating, electricity, cleaning-- \$2400	Free-will gifts \$250	\$ 2650
TOTAL COSTS:	\$ 1500	\$ 3900	\$ 250	\$ 5650



**BRIDGTON
FREE COMMUNITY DINNER
42 SWEDEN ROAD
BRIDGTON, ME**

Held the last Wednesday of each month

Serving begins at 5:30 pm

ALL ARE WELCOME



**The evening begins as a social hour
for many in attendance.**

**A time to meet old friends
and make new friends.**



SAMPLE MENU

December 2018 – Roast Beef, Potatoes, Salad, Dessert

June 2018 – Ham, Corn Bread, Mixed Vegetable Salad, Dessert

May 2018 - Tex-Mex Entrees in honor of Cinco de Mayo

April 2018 – Roast Pork, Potatoes, Warm Apple Slices, Dessert

February 2018 – Baked Chicken, Pasta Salad, Green Salad, Dessert





The Community dinners are prepared from scratch by two cooks ((Margaret Reimer and Sandra Wissmann) prepared in sufficient quantity to serve about 80 people. Any food remaining after all have been served is containerized and given to anyone who wishes to take some home.

The dinners are served by a 6-10 person volunteer crew.

The tables and chairs are set up with tablecloth, silverware and napkins to serve 83 guests. If required, additional seating is added.

Monthly attendance varies from 45 to 80 people depending on the weather. In 2018 the average per cost per month was \$145. or using an average attendance of 60 guests a per meal cost of \$2.42.