

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

COMMUNITY DEVELOPMENT BLOCK GRANT –CDBG

**PUBLIC SERVICE PROGRAM APPLICATION
Program Year 2016**

Applications due Monday, January 11, 2016 on or before 3 PM

FY 2016 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 **3 PM on Monday, January 11, 2016** to the Bridgton Municipal Office, 3 Chase Street, Bridgton 04009 c/o Anne Krieg
- 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 November 24, 2015 at 10 AM or 2 pm
 - Thursday December 10, 2015 at 10 AM or 2 PM
- Applicants are invited to present their application on **January 20, 2016 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 February 9, 2016. The Select Board must make their decision for Cumberland County review before April 1, 2016. Funds will be available for disbursement after July 1, 2016.

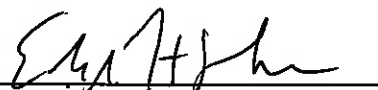
Rules & Record Keeping Requirements

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 1-11-16

PUBLIC SERVICE PROGRAM APPLICATION

COMMUNITY/ORGANIZATION: Stevens Brook Elementary School

CONTACT PERSON: Elizabeth Shane

ADDRESS: 14 Frances Bell Drive, Bridgton, Maine 04009

E-MAIL: Elizabeth.shane@lakeregionschools.org

PROJECT TITLE: Backpack Program for Stevens Brook Elementary School

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)

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: \$5,600

NAME OF AUTHORIZED OFFICIAL: Elizabeth Shane, Academic Director

SIGNATURE OF AUTHORIZED OFFICIAL:



For additional information and assistance with this application please contact Anne Krieg at the Town of Bridgton Planning, Economic and Community Planning and Development Office at Bridgton Town Office at 207.647.8786 or by email krieg@bridgtonmaine.org

**TOWN OF BRIDGTON AND CUMBERLAND COUNTY FY 2015 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 continue support of the Backpack Program (BP) at Stevens Brook Elementary School for the 2016-2017 school year. BP provides a bag of nonperishable, nutritious food to children in need that is brought home to eat. These bags are distributed at school to participating children in plastic or reusable bags by their teacher as they leave Friday or before a long break.

The Backpack Program is a way to provide food to children who would otherwise not have adequate access to food during the weekends or school breaks. The program provides enough food to replace the meals that children would receive at school (e.g. two options for breakfast, lunch, snacks, one can of fruit and one can of vegetables).

This program was launched for the first time at Stevens Brook during the 2015-2016 school year and has fed an average of 26 children each week. These children were identified by school administration and staff as being most in need for extra food at home. Since the year began, Elizabeth Shane has added two families to a waiting list, indicating a need to expand the program. With 2016-17 CDBG funds, the program would expand to serve 35 children.

CDBG funds will be used to purchase food and the materials needed to continue running the program from September 2016- June of 2017. These funds will allow time for the school to continue building relationships with donors and sponsors in the community to help create a sustainable plan for this program.

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

According to the Cumberland County Food Security Council, 15.1% of Maine families were food insecure in 2013. 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, more than one in five Bridgton residents- or 1, 130 people- received SNAP benefits (Supplemental Nutritious Assistance Program-formerly known as food stamps). Bridgton’s rate of SNAP usage is higher than Naples (17%) and Cumberland County (13%). Stevens Brook Elementary School (SBES) meets the United States Department of Agriculture’s (USDA) criteria of “Severe Need.” As of October 2014, SBES had the highest percentage of students eligible for free and reduced lunch of 62.75% in the Lake Region School District. This means that roughly 186 children qualify for the federal meal program. In order to qualify for free meals, the family must be at 130 percent or less than the federal poverty line (FPL)- or \$30,614 for a family of 4. To qualify for reduced-price meals, the family must make 185 percent or less than the FPL- or \$44,123 for a family of 4.

Children who do not get enough nutritious food at home can struggle in their performance 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

two of the three studies conducted in the United States. Backpack Programs address the problem of hunger in a community by providing a bag of free, healthy food to families who would otherwise not have access to food on weekends. Many schools across the county 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)

This will be the second year of the Backpack Program for Stevens Brook Elementary School under the guidance of Academic Leader, Elizabeth Shane. During the first six months of the program's startup year, the program established a successful system for purchasing, preparing and distributing the food to those in need. A Program Coordinator, Edward Wright, was identified and volunteered all of his time to purchasing and preparing the food. Wright is committed to continuing his role for the 2016-2017 school year. He was also successful in soliciting donations from Reny's, Food City, Market Basket and Hannaford to support the program and will make efforts for those donations again. In addition to Wright, the program will continue to be coordinated through a partnership between school administrators, staff, guidance counselors, community volunteers and staff from the Public Health Program (PHP), a program at the Opportunity Alliance. Together, this team will continue to fine tune and grow the sustainability of the program. A major focus is to keep the cost low for all parties involved. In addition, PHP Nutrition Educator, Sarah Murphy will provide nutrition education materials to accompany the food being sent home.

The Public Health Program is providing staff time to establish a community sponsor for the Backpack Programs – most likely a local church. This will enable the program to begin purchasing food directly from the Good Shepherd Food Bank at a reduced cost and thus expand the number of children served.

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

As a result of this program, 30 children will have increased access to healthy food for weekends and during vacations. These same children and families also receive nutrition education throughout the school year via SNAP-Ed materials that are inserted into the food bags by Opportunity Alliance Staff.

Backpack Programs in other schools have also been tied to individual student outcomes including:

- Better school attendance
- Improved school performance
- Better concentration in the classroom
- Increased self-esteem
- Reduced signs of hunger

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

CDBG funds will support the needed program as it builds sustainability by establishing community funding sources. Now that the program has been successful and clearly demonstrated a need, attention must be given to establishing good systems and expanding to address the need. This will include partnering with the Good Shepherd Food Bank (GSFB), local churches and other interested partners to ensure on-going support to the program for future years. This best practice model, suggested by the GSFB, will help reduce the cost per student and for each party involved to help sustain the BP at the school. The school administration, PHP staff and the current Program Coordinator will work to strengthen the relationship with community partners involved and continue to grow the highly needed BP at SBES.

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				
MATERIALS/SUPPLIES Food: \$6,125 (\$5/bag x 35 students x 35 weeks)	\$5,250		\$900 (cash donations)	\$6,125
Program Materials: \$350 (bags, containers, labels, etc.)	\$350			\$350
OPERATING COSTS				
In Kind-Support				
Nutrition Education: SNAP Ed Program at the Opportunity Alliance at 1hr/week for 12 weeks			\$500	\$500
Program Coordinator: Community volunteer at 2 hours/week for 36 weeks			\$1600	\$1600
Hannaford donations: During the fall will donate seasonal apples			\$300	\$300
TOTAL COSTS:	\$5600		\$3,300	\$9,775