

**Bridgton Community Center
Community Kettle Dinner Program**

**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 1-7-16

PUBLIC SERVICE PROGRAM APPLICATION

COMMUNITY/ORGANIZATION: Bridgton Community Center

CONTACT PERSON: Carmen E. Lone, Executive Director

ADDRESS: 15 Depot Street, Bridgton, Maine 04009

E-MAIL: Carmen.bcc@ne.twcbc.com

PROJECT TITLE: Community Kettle Dinner 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)

Service Area Bridgton 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

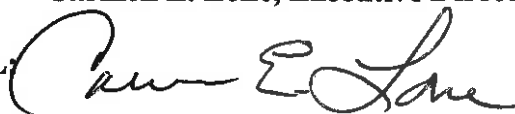
Persons with AIDS

Migrant Farm Workers

AMOUNT OF CDBG FUNDS REQUESTED: \$2000.00

NAME OF AUTHORIZED OFFICIAL: Carmen E. Lone, Executive 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: Community Resource Navigator/Bridgton Community Ctr

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 mission of the Community Kettle Dinners (CKD) at the Bridgton Community Center is to provide a nutritious prepared meal to people in need and to encourage socialization for all ages and incomes. One of the unexpected benefits of this program is that through their participation as sponsors of CKD's businesses, church outreach groups, fraternal and civic groups even local government employees have the opportunity to serve their community and meet individuals that they would not normally encounter. Anecdotally, I believe that has fostered new friendships and understanding across economic diversity.

Most of the people come to augment their budgets or are in need. Others are elderly who live alone and do not take the time to prepare meals at home and benefit from the social aspect reducing their isolation.

Volunteers, service clubs, area businesses, and even groups of friends make a commitment for one or more CKDs. They are responsible for planning the menu, preparing the meal and serving as well as cleanup. The BCC provides core volunteers to assist with setup and cleanup where needed.

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

The town of Bridgton has the highest percent of individuals and households living at or below the poverty line in Cumberland County. We also have a high percent of elderly and disabled living on fixed incomes. Many of the programs at the BCC assist this demographic. An average of 60 people per week participate in this program. The CKD serves 40% seniors, 40% ages 20 - 55 and 20% under 20 years of age. While people are at the CKDs at the BCC they not only get a great meal but also the opportunity to meet new people, visit with old friends and obtain information about other programs or service organizations that may enhance their lives.

Because the BCC is in the heart of the downtown and is handicapped accessible it is very easy for people to congregate here. The BCC also provides transportation when requested. We do not target a particular population and take measures to be sure all feel welcome. In the summer months we are able to utilize and distribute fresh produce from the 52 garden beds at the Bridgton Community Center.

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 Community Kettle Dinner is an existing program that requires additional funding to continue. As the dinners are free to the public, the only funding stream is the BCC budget. While many of the participating organizations pay for the meals they serve most are paid by the Bridgton Community Center. Donations are encouraged from participants; however, range from \$0 - \$10 per week.

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

The CKDs feed approximately 60 people per week. Not so measurable is the impact of creating a sense of community and reducing isolation.

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

We plan to hold 50 CKDs in 2016 and estimate an average of 60 people per event. We anticipate the the cost per serving will be \$4 which totals \$12,000 for the year 2016. I anticipate that 25 of the dinners will be funded by the BCC equaling \$6000. The Bridgton Community Center is anticipating flat funding from the Bridgton town meeting and level income from fees, fundraising and donations for the fiscal year 2016.

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		1000		1000
MATERIALS/SUPPLIES	2000	4000	6000	12,000
OPERATING COSTS				
OTHER				
TOTAL COSTS:	2000	5000	6000	13,000