

**Bridgton Community Center  
Fuel Assistance 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 1-7-2016

**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:** BCC Fuel Bank – Emergency Fuel Assistance

**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

**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:** \$5000.00

**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](mailto:krieg@bridgtonmaine.org)*

**TOWN OF BRIDGTON AND CUMBERLAND COUNTY FY 2015 CDBG  
APPLICATION NARRATIVE QUESTIONS**

**NAME OF PROJECT/APPLICANT: BCC Fuel Bank/Bridgton Community Center**

**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 Community Center (BCC) Fuel Bank provides emergency fuel assistance to Bridgton residents who demonstrate the need for fuel and are not eligible for General Assistance and have used their LIHEAP funds or are not eligible or waiting for LIHEAP. This project was created in 2007 in response to the spike in fuel costs as an effort to assist the working poor. As economic conditions became worse and the resources for moderate to low income families dwindled the need for emergency assistance increased. Qualified applicants receive 100 gallons of oil, K1, propane or the equivalent in pellets or wood.

The BCC Fuel Bank depends upon donations. It is overseen by a director and the BCC board of directors, bookkeeper and a monthly report is made to the BCC board and the Bridgton board of selectmen. Applications are reviewed by a trained intake volunteer and all transactions are confidential.

While the BCC Fuel Bank is a program of the Bridgton Community Center it operates from a separate checking account and all donations are designated for that purpose. Administrative costs are absorbed by the BCC.

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

In western Cumberland County and in the Bridgton region in particular, the percentage of individuals and households living at or below the poverty line and those of low and moderate income is at the highest levels in Cumberland County. Over 50% of the total student body attending Stevens Brook Elementary School are enrolled in free breakfast & Lunch Program. Per capita more people in Bridgton live at or below the poverty level than any other town in Cumberland County. The strain on the elderly and fixed income families by rising costs of food, utilities, transportation, medical and other necessities requires them to make dangerous choices about expenditures.

**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 program is already in place and has been operating since 2007.

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

Number of families served using HUD Income Guidelines”

2007 – 2008	28
2008 – 2009	21
2009 – 2010	35
2010 – 2011	36
2011 – 2012	33
2012 – 2013	39
2013 – 2014	68
2014 – 2015	58
2015 – 2016	17 (Nov 2015 – Jan 7, 2016)

\*2015 has been a warmer than usual season through December and lower fuel prices than average.

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

The BCC Fuel Bank is currently funded through mostly private donations. We have been fortunate to receive CDBG to partially support this program. Program funding cuts to LIHEAP are creating an increased burden on this program. While the people of Bridgton and its service organizations have been generous to this program in the past, they are experiencing the same pressures. It is anticipated that there will be no carry of of funds into the 2016-17 season.

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

<b>COST CATEGORY</b>	<b>CDBG FUNDS</b>	<b>ORGANIZATION FUNDS</b>	<b>OTHER FUNDS</b>	<b>TOTAL</b>
<b>ADMINISTRATION</b> Volunteer		2500	1400 in kind	2500.00 1400.00
<b>MATERIALS/SUPPLIES</b>		500		500.00
<b>OPERATING COSTS</b> Office/phone/fax/internet		500		500.00
<b>Fuel Delivered</b>	5000		17,000	22,000
<b>TOTAL COSTS:</b>	5000	3500	18,400	26,900