

## Transitional Housing Proposal Updated Jan 13,2025

The City of Belfast recently made an ordinance change in order that Midcoast Maine Homeless Coalition could operate a small transitional housing program on the lower level of the United Methodist Church on Mill Lane in East Belfast. This will be a very small scale transitional housing program, housing 3 to 4 families at a time. **This is not a walk in emergency shelter.**

### **Federal HUD guidelines for Transitional Housing:**

- Participants will complete an in person screening
- Each person will be required to sign a service and occupancy agreement.

### **The HUD definition of Transitional Housing:**

- TRANSITIONAL HOUSING (TH) provides temporary housing with supportive services to individuals and families experiencing homelessness with the goal of interim stability and support to successfully move to and maintain permanent housing.

### **The Transitional Housing program would provide:**

- Lodging
- Meals
- Supportive services provided for all participants:
  - a. Case management (to be provided by WCAP per a signed memorandum of understanding)
  - b. Housing search assistance through WCAP

Depending on assessed needs, participants may also be connected to:

1. As appropriate, mental health and/or substance abuse counseling
2. Employment counseling, training opportunities
3. Financial and budgeting assistance
4. Educational services. As appropriate, children will be enrolled in local Head Start programs or supported in continuing with the Belfast School System in compliance with the Federal McKinney-Vento program for homeless students. Support will be provided for parents who may want educational support.
5. Parenting skills

2.

Most parents will be working or engaged in training programs.

### **Capacity:**

- 3 to 4 families, maximum 15 individuals

The intent of the program is to provide families with interim stability and support in order to successfully find, move into, and maintain permanent housing.

**Please note, this is not an emergency shelter.**

### **Volunteers and Staff**

There will be round the clock staff or volunteers provided.

MMHC has been working with local GBAM churches to engage their support in addressing the homelessness problem here in Waldo County and to recruit potential volunteers.

### **Churches currently involved include:**

The Unitarian Universalist Church of Belfast,

St. Margaret's Episcopal Church,

St. Francis of Assisi, St Brendon the Navigator Parish Roman Catholic Church,

The First Church of Belfast UCC

Belfast United Methodist Church

First Baptist Church of Belfast

Sandy Point Congregational Church

The United Christian Church of Lincolntonville UCC

- We expect additional support and/or volunteers from other local churches and, based on preliminary conversations, **Volunteers of America, the Belfast Soup Kitchen, and the GBAM Food Cupboard.** (Please see attached listing)

On January 8<sup>th</sup>, 2025, we hosted a networking meeting. There were 19 people in attendance from a variety of agencies (Please see attached list) many of whom are worked on sub committees relating to :

- Developing volunteer training
- Creating screening tools
- Transportation
- Defining safety standards

3.

**Site Description:** The approx. 2500 sq ft rental space in the lower level of the church is divided as follows: one large common room for shared dining and recreation; three separate rooms, one of which will be divided to make a fourth room for a fourth family; two bathrooms, both will have showers. Laundry facilities will be in the kitchen; plus an area that can be used for office

space and counseling. The program site has a separate entrance which is easily accessible for vehicles and for school busses, plus its own playground. The space is ADA accessible, has sprinklers and is inspected regularly by Code Enforcement for safety regulations.

**Proposed Budget:**

**Cash Income**

Individuals/Congregations	\$50,000
Corporations	\$10,000
Foundations	\$65,000
Civic Organizations	\$12,000
Special Events	\$36,000

**In-Kind Income**

Volunteers (1)*	\$451,000
Meals	\$35,000
Maintenance	\$4,500

<b>Total Cash Income</b>	<b>\$173,000</b>
<b>Total In-Kind Income</b>	<b>\$490,500</b>
<b>Total Income</b>	<b>\$663,500</b>

4.

**(Proposed Budget, continued)**

**Expenses**

**General:**

Equipment	\$3,000
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Rent & Utilities (2)*	\$26,400
Insurance (D & O, Liability, Corporate)	\$3,500
Accounting/Payroll	\$1,500
Background Checks (3)*	\$5,000
Supplies	\$4,000
Printing/Copying/Postage	\$3,500
Technology	\$4,500
phone for center	\$ 600

**Staff Salaries & Expenses**

Executive Director (half-time)	\$30,000
Taxes	\$5,500
Health Insurance	\$6,000
Worker's Comp	\$3,000
Exec. Director Cell Phone	\$600

**Direct Guest Expenses** \$10,000

**Total Expenses** **\$107,100**

**Notes:**

(1)\* 2 people on site at all times = 336 hrs./wk., minus 1 half-time staff

volunteer hours/wk. = 315 hrs./wk.

315 hrs./wk. x 52 = 16,300 hrs./year

16,300 x 28.89/hr. = 471,000

( \$28.89 is rate Maine allows for in kind volunteer hours)

5.

(2)\* utilities included heat, electric, basic Wi-Fi connection, water, hot water, snow plowing, lawn care, trash

(3)\* first year, much less subsequent years

### **Additional HUD Definitions:**

EMERGENCY SHELTER any facility, the primary purpose of which is to provide temporary or transitional shelter for the homeless in general or for specific populations of the homeless. The US Department of Housing and Urban Development (HUD) defines an emergency shelter as a facility that offers temporary or transitional housing for the homeless. Emergency shelters do not require occupants to sign leases or occupancy agreements.

5.

According to HUD, a boarding house is a for-profit co-living option that is run by a private company. A boarding house is a house where lodgers pay to rent a room or rooms, and may receive meals and other services.