



297 Bath Road  
Wiscasset, ME 04578  
207-882-5983

July 19, 2024

**Reallocation of Lincoln County Affordable Housing ARPA Funds**  
**Letter of Interest for Town Planning Projects**

In June 2023 the Lincoln County Commissioners allocated \$1.5 million of the County's American Rescue Plan Act (ARPA) funds to the creation of the *Lincoln County Affordable Housing Investment Process*<sup>1</sup> with the intent of providing financial support for the development of affordable housing units in Lincoln County. Over the past year, the County has awarded funding to five (5) affordable housing development projects across Lincoln County. When fully constructed, these projects will add over 220 long-term affordable units to the County's housing stock.

While this is an impressive achievement, the County must allocate the remaining funds by December 31, 2024 and spend the funds by December 31, 2026. With these dates in mind, the County is interested in reallocating these ARPA dollars to provide financial assistance to Lincoln County towns who have a need for planning dollars to advance development of affordable first responder and/or municipal workforce housing on town-owned parcels.

Examples of possible projects include, but are not limited to:

- Site development studies including concept planning, surveying work, preliminary architectural plans, etc.
- Engineering studies to determine the feasibility of extending sewer/water to the town-owned site (or well and septic system needs if not connected to public infrastructure).
- Engagement of a consultant to help with the project, including facilitating public engagement to get community buy-in.
- Consulting with legal counsel on how a first responder and/or municipal workforce housing program will work in your community.

We are writing to each municipality to gauge interest and to learn more about potential projects. **If you have a possible project in mind, please complete the attached Letter of Interest and submit it electronically to Curtis Brown, Land Use & Transportation Planner (cbrown@lcrpc.org) by Friday, August 16, 2024 at 2:00PM.** *Note, submitting a LOI is not a guarantee of your project being funded. We are currently assessing municipal needs and whether we can advance this opportunity through the reallocation of the County's ARPA dollars.*

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<sup>1</sup> <https://www.lcrpc.org/stories/arpa-affordable-housing-investment-process>

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The County is focused on the development of first responder and/or municipal workforce housing as we have heard from numerous communities – and have experienced it ourselves – that the lack of attainable housing has been a significant factor in why these critical positions remain unfilled. We are also interested in the projects being developed on town-owned property as that will serve as your ‘match’ for this funding opportunity.

As part of any proposed project, please keep in mind the Lincoln County Regional Planning Commission is available to serve as a resource to help facilitate the project as well as identify future funding sources. The County wants to see these projects succeed and the RPC’s staff is committed to providing technical support to your municipality.

If you have questions about this proposal in general or about the attached Letter of Interest specifically, please contact Emily Rabbe ([erabbe@lcrpc.org](mailto:erabbe@lcrpc.org)).

Sincerely,

A handwritten signature in blue ink, appearing to read "ERABBE".

Emily Rabbe  
Executive Director

**Lincoln County ARPA Municipal Letter of Interest**  
**First Responder/Municipal Workforce Housing Project**

**Section 1: Applicant Information**

Municipality:	
Contact Name:	
Contact Title:	
Contact Email:	
Contact Phone Number:	

**Section 2: Site Information**

Property Address:	
Tax Map Number:	
Total Acreage of Project Site:	
No. of Acres to be Developed (if known):	
Estimated Number of Housing Units to be Created* <i>(*we recognize this number may change)</i>	
Is the site within the Town's Growth Area?	
When did the Town acquire the property and how?	

**Section 3: Project Description**

Provide a concise description of the proposed project (approximately 500 words). The description should identify the anticipated number of units. Please state how this project will help your community, and Lincoln County, with increasing housing for first responders and/or municipal workforce. Provide an estimate of the amount of funding needed for the planning/scoping of the project.

**Section 4: Statement of Need:**

Provide a clear, concise description (approximately 500 words) of the needs for the project. Describe how the proposed project would fill a gap in the community. Explain which group of first responders and/or municipal workforce staff you anticipate benefiting from the contemplated housing project. Share any other details you think the County should be aware of as part of your contemplated project.

**Section 5: Project Barriers**

Provide a concise description of the barriers that have slowed or stopped this project from taking shape previously, if any (approximately 500 words). Explain how the allocation of ARPA funding has the potential to change that.

**Please submit your completed Letter of Interest to Curtis Brown, LCRPC Land Use and Transportation Planner, via email ([cbrown@lcrpc.org](mailto:cbrown@lcrpc.org)) by 2:00PM on Friday, August 16, 2024.**