

**UNITED RECOVERY FUND & DEPARTMENT OF CORRECTIONS  
PROPOSAL TO LEASE  
COUNTY'S COMMUNITY CORRECTIONS CENTER  
30 COUNTY WAY, PORTLAND, MAINE**

United Recovery Fund (URF), a Portland-based 501(c) 3 nonprofit organization affiliated with MaineWorks LLC, and the Maine Department of Corrections (DOC) are proposing to lease part of the Joyce House (Cumberland County Pre-release Center) to provide transitional housing for justice-involved individuals and divert them from an incarcerated setting, including the Cumberland County Jail. We envision between 20-25 people living on each floor of the building. We would like to lease the space for three years, given that it takes time to set up guidelines for a program, hire staff and bring in participants. Although this would be considered a pilot project for the original lease, we would expect that this program would continue beyond the three years with funding from DOC.

Lack of housing and employment are two of the largest obstacles for clients under the supervision on MDOC. When people have both, the odds of successful re-entry significantly increase. URF and DOC is looking to use the Cumberland County Pre-Release Center (CCC) for individuals under the supervision of Maine DOC to provide safe housing and treatment, and provide them with employment opportunities with MaineWorks as well as other employment opportunities. This program would be designated as "probation-approved housing" meaning that individuals on supervision with probation and the Supervised Community Confinement Program (SCCP) would be able to live at this program and probation officers could recommend this housing as an alternative to an incarcerated setting. The recidivism rates for individuals who work with MaineWorks is much lower than the national average, which means that individuals would avoid incarceration and would have a better chance to avoid relapse if they have steady housing and employment.

DOC would be providing staffing for the program, along with paying the costs of the programs, including the payment of utilities (outside of that portion of building used by employees of the Cumberland County Jail) and insurance coverage. The day-to-day maintenance and general maintenance would be negotiated through the terms of the lease agreement between Cumberland County and DOC. URF would collaborate to help provide transportation for people living at the program both to and from their employment.

We intend for DOC to be the leaseholder, and they are a state agency. URF is a 501(c)(3) with a Board of Directors.

## **GENERAL TERMS**

### **Lease terms**

We would like to lease the space for a minimum of 3 years as the program would be a pilot program funded by DOC. The hope is that the program would continue into the future as long as the financing continued. We understand that the lease may not be renewed, which would be subject to specific language of the lease agreement.

### **Rent**

We are requesting rent-free use of the corrections building as it is a taxpayer funded space. As stated, the Department of Corrections would be paying the expenses and would be the leaseholder. Our goal is a \$0 impact on Cumberland County as we plan to pay expenses incurred by our use of the space. In addition, we estimate that use of this building in this manner would save the County over \$1 million by diverting people who would have been incarcerated at the Cumberland County Jail.

Thank you for providing utility costs. Utility companies can provide unit costs for water/electricity, etc. to reflect the significant increases all of us have experienced in the last year. We can structure a utility payment plan that all of us agree is a fair representation of our costs.

Because of our unique situation – using a portion of the building for this program and Cumberland County is using another portion, our goal is for URF & DOC to cover incremental costs – costs that the County would not have otherwise incurred if we were not present. Included as part of our responsibility would be insurance. URF and DOC will pay for additional insurance subject to advice from the Attorney General's Office (AGO) and the Bureau of General Services (BGS). It is anticipated that this project does not impact the Cumberland County risk pool.

## **OPERATIONS**

### **Staffing**

The Department of Corrections has proposed that they will provide staffing. We propose a total of four full-time positions and two part-time positions, including but not limited to a night shift and a day shift front desk monitor, case managers, and program managers. It is anticipated that the program will offer supports both in-house as well as directing participants to seek appropriate mental health care outside the facility as well if necessary.

We expect that maintenance, cleaning and upkeep, including trash removal, will be built into the lease agreement. It is also expected that the residents participate in general

janitorial tasks, such as maintaining their own space and cleaning the kitchen and common area of use as part of the community.

### **Parking**

We do not think any residents will have cars, but there may be some who have cars and driving privileges. Other than the small staff and service providers, 10-15 parking spaces should be sufficient (we can work with whatever is convenient and available to the County).

### **Admissions**

Residents for this building will be referred by Probation in Cumberland County and other counties throughout Maine based on the discretion of Probation related to predisposition towards work, history of risk factors for behavior, and willingness to live in a close community with responsibility for personal management related to basic household conduct. Willing to agree to a set of specific rules and regulations to be finalized between DOC and URF.

## **INDIVIDUALS WITH SUBSTANCE USE DISORDER (SUD)**

### **Substance Use Disorder**

Residents in this setting will abstain from any substance use, outside of medical assisted treatment (MAT) if prescribed, very similar to DOC's program in Bangor called "Leading the Way." Although we cannot require participation in recovery programming it will be available to all in the form of AA and NA meetings and other group meetings discussing the effect of SUD.

### **Other Potential Clients**

We discussed that the other potential clients specifically connected with supervision of the Maine DOC, including but not limited to individuals on probation or within the Supervised Community Confinement Program (SCCP). The clients must adhere to the rules of the program.

### **Visitation hours**

No guests will be permitted.

## **USE OF FACILITY**

### **Kitchen**

Meal prep is done by residents each day, meaning that use of the kitchen and storage is necessary.

### **Linens and Laundry**

The program will provide sheets, towels and bedding. All residents will bring their own clothing. If they do not have adequate clothing for themselves, a gift card will be available through United Recovery Fund. Whenever a resident leaves, arrangements must be made to remove their possessions within 24 hours by themselves or a family member, with prior authorization. There is laundry on-site and residents are expected to do their own laundry.

### **Maintenance/Custodial**

Residents will be responsible for maintaining a reasonably clean environment, and any cleaning contract will be incorporated into the lease. The residents and any contract cleaning staff would be responsible for the removal/disposal of all garbage as we understand the city does not provide trash removal service to this facility. Per the terms of the lease, the building owner would maintain the outdoor space. If there is space near the building, a dumpster would be added for use by the program.

### **Wear and Tear**

The specific terms around wear and tear would be subject to the specific language of the lease agreement.

### **Mattresses and Furniture**

We would like to use the platform bed frames and nightstands that are in the bedrooms. We will purchase mattresses and additional furnishing needed for the residents. We would like to use the tables and chairs currently in the kitchen and office spaces and bring in additional furniture as needed.

### **Outside Grounds**

Per the terms of the lease, the building owner would maintain the outdoor space.

## **TRANSITIONING**

### **Transition Plan – Housing Individuals**

It is the intention of this transitional housing program to affectively move people into self-reliant housing. Each resident will meet with their Probation Officer to discuss their eligibility and discharge planning.

### **Transition Plan – Moving Out of Building**

It is important in a congregant setting to maintain strict boundaries of ownership of personal property, therefore, upon moving out each resident will be responsible for removing all personal items and stripping their bed.

We are grateful for the participation of DOC and will rely on their history of stewardship of this building for details pertinent to residing at the Cumberland County Pre-Release Center.