GENERAL ASSISTANCE ORDINANCE
APPENDICES C
2012-2013

The Municipality of _____ adopts the MMA Model Ordinance GA Appendices C for the period of October 1, 2012 — September 30, 2013. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4).

Signed the _____ (day) of _____ (month)_____ (year) by the municipal officers:

_____	_____
(Print Name)	(Signature)
_____	_____
(Print Name)	(Signature)
_____	_____
(Print Name)	(Signature)
_____	_____
(Print Name)	(Signature)
_____	_____
(Print Name)	(Signature)
_____	_____
(Print Name)	(Signature)

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An Office of the
Department of Health and Human Services
Paul R. LePage, Governor Mary C. Mayhew, Commissioner

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TO: Municipal Officials/Welfare Directors/General Assistance Administrators

FROM: Dave MacLean, General Assistance Program Manager

RE: 2012 – 2013 General Assistance Ordinance Maximums for Housing

DATE: September 27, 2012

Enclosed please find the following items:

- MMA's new (October 1, 2012–October 1, 2013) "**General Assistance Ordinance Appendix"** (C). There are no changes to any of the other appendices at the current time.

- **"GA Maximums Summary Sheet"** which consolidates GA maximums into one document. Municipalities do have to insert individual locality maximums from Appendix A and C in the summary sheet where indicated in order to complete the information. The "summary" does not have to be adopted, as it is not an Appendix but a tool for municipal officials administering GA.

- **"GA maximums adoption form"** which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS in the self-addressed envelope provided with this packet *(see "Filing of GA Ordinance and/or Appendices" below for further information).*

- **A copy of the changes to DHHS policy** which address changes made during the last legislative session.

Appendix C

Appendix C is a listing of the maximum levels of assistance for housing (both heated and unheated). These maximum levels were developed by MMA using 2012-2013 HUD Fair Market Rent values that include utility costs. Because the FMR numbers include utility

and heating costs, the applicable average utility and heating allowances, as developed by the Maine State Housing Authority (MSHA), are subtracted from the FMR to obtain a pure "housing" cost.

What should your municipality do if the housing maximums contained in this packet are unreasonably low (or high) given the rental rates in your area? The preferred option is to conduct a local rental survey. Municipalities exploring this option should contact DHHS for guidance on conducting such a survey.

Another option is to forego adopting housing maximums (the law does not actually require housing maximums—the other two maximums, i.e., Appendix A and B, are required). If you are a municipality that has to perform "emergency analysis" each and every time an applicant requests housing assistance and you are not planning to perform a market survey (although you probably should), then perhaps working without housing maximums is an option.

Emergency analysis should be an exception, not the rule. If it has become the rule in your municipality, then the adoption of artificially low housing maximums is of no service to you (or your clients) and you might be better off with no housing maximums. Municipalities choosing to forego housing maximums must still adhere to the overall maximum and work an applicant's budget accordingly. Such municipalities might choose to utilize the actual FMR provided by the federal government as a guide.

The Adoption Process

The **municipal officers (i.e., selectpersons/council) adopt the local General Assistance Ordinance and yearly Appendices**, even in town meeting communities. The law requires that the municipal officers adopt the ordinance and/or Appendices ***after notice and hearing***. Seven days posted notice is recommended, unless local law (or practice) provides otherwise.

At the hearing, the municipal officers should:

1) Allow all interested members of the public an opportunity to comment on the proposed ordinance;
2) End public discussion, close the hearing; and
3) Move and vote to adopt the ordinance either in its posted form or as amended in light of public discussion.

GA Housing Maximums
(Heated & Unheated Rents)

NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS! Municipalities should ONLY **consider** adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. **Or**, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. *(See Instruction Memo for further guidance.)*

Non-Metropolitan FMR Areas

Aroostook County	**Unheated**		**Heated**	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	78	335	99	425
1	80	343	103	445
2	90	385	122	526
3	120	517	161	693
4	120	517	173	745

Franklin County	**Unheated**		**Heated**	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	95	408	110	475
1	97	418	115	493
2	114	491	139	596
3	134	578	168	723
4	196	844	246	1057

Hancock County	**Unheated**		**Heated**	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	105	451	119	512
1	117	503	135	582
2	145	622	170	729
3	197	845	227	978
4	197	845	227	978

Kennebec County	**Unheated**		**Heated**	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	83	359	99	426
1	94	404	114	491
2	123	529	148	636
3	159	685	189	811
4	159	685	197	848

Non-Metropolitan FMR Areas

Knox County	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	128	552	144	619
1	128	552	144	619
2	150	645	175	752
3	197	846	228	979
4	209	899	252	1083

Lincoln County	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	119	513	132	568
1	124	535	145	622
2	159	684	184	791
3	200	862	231	995
4	207	889	244	1048

Oxford County	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	87	374	107	462
1	101	434	118	509
2	110	472	142	611
3	157	673	197	847
4	209	900	258	1109

Piscataquis County	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	96	413	111	479
1	103	441	125	539
2	123	527	154	663
3	157	675	196	844
4	157	675	205	881

Somerset County	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	94	405	115	493
1	94	405	117	504
2	107	459	140	600
3	155	666	195	840
4	155	666	195	840

Non-Metropolitan FMR Areas

Waldo County	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	116	497	128	552
1	119	510	136	583
2	139	597	162	698
3	664		205	882
4	174	749	213	917
	176	758		

Washington County	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	93	402	108	463
1	95	410	113	488
2	108	465	134	575
3	134	575	170	729
4	157	675	206	884

Metropolitan FMR Areas

Bangor HMFA	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	100	432	116	499
1	113	487	133	574
2	145	625	170	732
3	183	789	214	922
4	210	904	247	1063

Penobscot County HMFA	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	99	424	114	491
1	99	424	114	491
2	100	429	131	565
3	131	563	172	741
4	148	636	201	865

Lewiston/Auburn MSA	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	89	381	104	448 412
1	103	445	123	530
2	139	597	164	704
3	178	766	209	899
4	180	774	217	933

Metropolitan FMR Areas

Raymond

Portland HMFA	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	142	611	154	666
1	166	715	183	788
2	214	922	238	1023
3	271	1165	300	1292
4	274	1180	318	1367

York/Kittery/S. Berwick HMFA	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	170	729	182	784
1	671		182	784
2	170	729	215	924
3	191	823	318	1368
4	289	1241	343	1473
	300	1289		

Cumberland County HMFA	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	111	479	124	534
1	131	563	148	636
2	167	720	119	821
3	228	982	259	1115
4	271	1167	308	1326

Sagadahoc County HMFA	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	140	603	153	658
1	140	603	153	658
2	155	667	179	768
3	186	798	215	926
4	271	1167	314	1351

York County HMFA	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	126	541	139	596
1	126	541	141	608
2	156	672	180	773
3	216	928	247	1061
4	216	928	250	1073