



## SOUTH PORTLAND HOUSING AUTHORITY

100 Waterman Drive, Suite 101, South Portland, ME 04106

(207) 773-4140 • FAX (207) 773-4006

ME Relay – call 711

March 16, 2020

To: South Portland Housing Authority Section 8 Participants

**Effective March 16, 2020, our Administrative Office at 100 Waterman Drive will be closed to the public.** The office will remain closed for at least two weeks. Due to concerns about the novel Coronavirus, we feel that this measure is necessary to protect the public and our employees. SPHA staff will continue to work and be available by phone at 207-773-4140 for any questions. All face-to-face meetings will be rescheduled or conducted over the phone and/or via the mail. We will be contacting those residents with appointments already scheduled to discuss how to proceed.

**Income Changes.** We understand that many of our participants may have household income changes in the coming weeks. Please call our office to report any income changes (leave a voicemail if necessary) and then be sure to provide verification of the change. We will be accepting verification of income changes via mail, via fax at 207-773-4006, or via a drop-box that will be installed at our Administrative Office within the next few days. As a reminder, in order for a request for a decrease in rent to be considered for the following month, the verification must be received by SPHA no later than the 20<sup>th</sup>, and the decrease must be for at least four (4) weeks.

**Communication.** As this is a rapidly changing situation, and we anticipate additional changes to our services, please check our website at [www.spha.net](http://www.spha.net) to get the most up-to-date information.

**IF YOU FEEL SICK with fever, cough, or difficulty breathing,** please seek medical care. Before you go to a doctor's office or emergency room, call ahead and tell them about your symptoms.

Thank you for your patience and understanding while we work together to protect the health of our staff, residents and the community.

Mike Hulsey  
Executive Director

Leanna J. Bruce  
Director of Housing Programs

Phillip Smith, LCSW  
Resident Services Coordinator

## Emergency Resources

Resources for services during the Coronavirus outbreak may have changing availability depending on demand and maintaining the health of staff and residents. Residents should be developing a backup plan in case public transportation or other resources for services, food or medical care become limited as South Portland Housing Authority will do what we can to link people to resources, we cannot guarantee that resources to meet needs will exist and we are unable to directly provide those services ourselves.

Below is a small list of resources you may wish to contact if you are in need. These resources may change what they offer from day to day.

\*Southern Maine Area on Aging, Scarborough, Maine. Tel: 396-6500

\*SMAA will provide support by telephone, but is cancelling face to face meetings with residents for the time being. They will continue with meals on Wheels at this time.

\*The South Portland Food Cupboard. 130 Thaddeus Street, South Portland, Maine. Tel: 874-0379. They will continue to provide food at their location, as always, however, those receiving services will not be entering the building during the Coronavirus outbreak. Residents will be expected to drive in a vehicle to the food cupboard, stay in their vehicle, fill out a shopping list and volunteers will fill the order and bring it back to the vehicle. The Activity bus is cancelled until the virus event has passed.

\*The Congregational Church on Cottage Road. Please call 1 to 2 days in advance for food and non-food supplies as they last. (207) 761-3920.

\*State Resource Hot Line: Call 211

State of Maine Health and Human Services Department  
Public Service & Government, & Mental Health  
161 Marginal Way, Portland · (207) 822-2000

South Portland Community of Kindness on Facebook is gathering volunteers to assist people with running errands and shopping. Please post your request directly on their Facebook account.